



Governor’s Organ Donation Advisory Committee Minutes
June 8, 2016



Note taker(s): Shanna Heard
Attendees: Virginia Beatty, Phil Duncan, Joan Keiser, Peter Nicastro, Heidi Kranz, T’Shon Young, Jan Finn and Debra Simaitis
Guest(s): Keith Anderson, Brooke Connell, Steve Cramer, Sandy Hentges, Leanne Peace, Jim Pruitt, Janice Rehak, Robert Honan and A.J. Fox
Called by: Deb Simaitis, Chair
Called to order at: 10:34 am

Welcome, Introductions, Agenda Approval and Minute Approval

Agenda approved with no changes.
Minutes approved as amended.

Action Items:	Person Responsible:	Deadline
Make change given by Ms. Keiser regarding her report on the bylaws. She stated that she wanted the wording changed to read “The bylaws are not in the Roberts Rules of Order format.”	Ms. Beatty	ASAP

Reporting of Officers/Committees

Chair Report

- **Appointments Update**
A.J. Fox, the Director of Boards and Commissions for the Governor, is aware that eight of the ten board members have expired appointments. There will be no more appointments until the new governor is elected.
- **Dashboard Update**
Mr. Nicastro stated that the contribution rate was slightly down from the last meeting. Mr. Nicastro thanked Ms. Stoker for organizing the legislative office visits during Capitol Day; documents used are on the Google site. Mr. Nicastro stated that enrollment is up from the last meeting and enrollment event information will be updated when he receives the information.
- **Quarterly Revenues and Trends**
Mr. Nicastro stated that, while the report handout goes through April, he now has the report through May. At the January meeting the fund balance was \$757,000. Mr. Nicastro noted April was a big spending month and as of May 31st the fund balance was at \$789,896.46.

Secretarial Report

- **Fy16 Finance Update**
Ms. Beatty stated that the report is through April and does not include May. The next meeting report will include contract invoices being processed.
- **Proposed FY17 Budget**
Ms. Beatty stated that all personal services expenses have gone up slightly as she will be working more hours for organ donor and the HPR II will be working full time as opposed to part time. Ms. Beatty also stated that under education and program initiatives, items have been organized better. The category under education labeled as other contains items that have been lumped together because some associated activities within that line item have not been finalized. There is a refunds line in the budget for correcting payment errors. Ms. Beatty stated that adjustments to the budget will be needed throughout the year

and will be presented to the committee. Ms. Kranz stated that she has made a list of updates needed for the registry and Ms. Beatty stated that she will send the list up the chain of command. Ms. Beatty said that there is a line item not on the budget for ITSD to handle the registry issues. It was suggested a working group of registry users assist in the discussion before modifications are made. Both Mr. Cramer and Ms. Beatty stated that they will submit the request that a few registry users be included when working on the registry, since they are familiar with the day-to-day workings of the registry. Ms. Beatty stated that anyone can call or email her with any budget questions. Joan Keiser made a motion to accept the fiscal year 17 budget as presented; Phil Duncan seconded the motion; motion passed.

Action Items:	Person Responsible:	Deadline
Send Mr. Nicastro updated information on enrollment events.	Ms. Beatty	ASAP
Send the list of registry updates to the program.	Ms. Kranz	

New Business

- **Election of Officers**

Ms. Simaitis stated that in accordance with the GODAC bylaws, there are three offices within the committee; chairperson, vice chairperson and secretary. The member representative for the Department of Health and Senior Services serves as secretary, so Ms. Beatty will continue in that office. There are two positions open for a two-year term and Ms. Simaitis opened the floor to nominations.

Phil Duncan nominated Deb Simaitis for chairperson. Virginia Beatty accepted votes via roll call of the committee. Deb Simaitis was elected as chairperson.

Phil Duncan nominated Joan Keiser for vice chairperson. Virginia Beatty accepted votes via roll call of the committee. Joan Keiser was elected as vice chairperson.

- **Globe Brochure**

Ms. Simaitis stated that Mr. Duncan has possession of a globe that he takes to parades, conventions and events when he can. Mr. Duncan made the recommendation that a brochure be put together explaining the globe and what it represents. Mr. Duncan explained the story of the globe and handed out some articles about the globe. Ms. Simaitis stated that an SBAR will need to be started for the brochure and a sub-committee will be established.

Action Items:	Person Responsible:	Deadline
Establish sub-committee	Deb Simaitis	
Develop Globe Brochure	Sub-committee	

Unfinished Business

- **Capitol Day 2016 / Donor Family Recognition Program**

Ms. Beatty stated that the Capitol Day seemed to go very well. Ms. Simaitis thanked Midwest Transplant Network (MTN) and Mid-America Transplant for the cookies they provided for the event. Ms. Simaitis stated that although they didn't have as many families as they hoped for the Donor Family Recognition Program, it was successful. She further stated that the families had an opportunity to share their stories and it was very moving. Ms. Beatty noted that next year's program needs to include an activity for donor families who arrive prior to the designated time. She further stated that since this program was requested and approved as an annual event by the Department, there is no need to complete another SBAR. Mr. Cramer stated that if a program to hand out to participants is designed for the event it will still need to go through the OPI process or a partner agency can provide the program in which case, Department approval would not be necessary. A few members

expressed that they would like something about the recognition program to be mentioned in the annual report. The next Capitol Day is April 11, 2017. After Capitol Day, Mr. Nicastro and Ms. Simaitis visited with State Auditor, Ms. Galloway. Ms. Galloway stated that they will be checking all drivers' license offices to make sure they are asking organ donation questions.

- **Legislative Updates**

Mr. Cramer spoke with Mr. Steven Ramsey who is the department's legislative liaison. Mr. Ramsey informed Mr. Cramer that none of the bills made it out of session, though the tax checkoff bill was very close. Ms. Simaitis stated that the group will try again in November and that the committee will discuss presumed consent at a later date.

-HB1673 & SB 738 – Tax Checkoff

-HB 1752 – Presumed Consent

-HCR 90 – Minority Organ Donor Awareness Week

- **Annual Review of Bylaws**

Ms. Keiser went over the suggested changes to the bylaws, including grammar checking and proofreading. Ms. Simaitis stated that the changes were sent out to the committee on April 8th to review. Heidi Kranz made a motion to approve the existing bylaws with the revisions mentioned by Ms. Keiser. Phil Duncan seconded the motion. Motion passed.

- **GODAC/Team Missouri Brochures Update**

Ms. Simaitis stated that on March 31st a sub-committee went over the proposed brochure and drafted the SBAR. Team Missouri has been removed from the brochure, which will focus only on GODAC. Ms. Keiser went over the brochure and asked for any other suggestions or comments. A few members made suggestions and Ms. Keiser stated that the committee will work on the suggested changes. Ms. Simaitis handed out a copy of the updated SBAR for the brochure. Ms. Keiser stated that if anyone had any changes or suggestions to either the brochure or SBAR, to give them to Ms. Beatty at the end of the meeting or email her the comments.

- **Keep Hope Alive—CECBEMS & NREMT**

Ms. Simaitis went over the two different ways that the group can expand the Keep Hope Alive program. After a group discussion it was decided to move forward with the National Registry of Emergency Medical Technicians (NREMT). Ms. Simaitis will make contact with NREMT for more information.

- **Dynamic Message Boards SBAR Update**

Ms. Beatty stated that she received a response from the department regarding the dynamic message boards and the department is not in support and will not be moving the project forward. Peter Nicastro made a motion to form a sub-committee to talk about alternative means to engage the Department of Transportation. Phil Duncan seconded the motion. Motion passed.

- **High School Education Project Update**

Mr. Anderson stated that the high school outreach project is to inform and educate students about organ and tissue donation. The high school project is available in a few Kansas and Missouri counties and covers the basics of organ donation including a person's donation story. The program is 60 or 90 minutes and at the end of the program the students are handed a flyer which they take home, have signed and then return. Mr. Anderson stated that at this time they are conducting 575 programs throughout the school year and are reaching about 15,000 students. When students share the information with their families, the estimate goes to 24,000 individuals a year. Mr. Anderson estimates that the program has touched about 300,000 people in the past 15 years. The cost of the program ranges

from \$125,000 to \$150,000 a year. A portion of the funding comes from MTN, but the rest comes from donor and recipient families. The program is currently being re-evaluated to see how the program can reach high schools across the state.

-HOSA Conference

Mr. Anderson and Ms. Simaitis attended the **Health Occupations Students of America Future Health Professionals** conference. They held discussions with students about organ and tissue donation and they showed a great interest in the program. Mr. Anderson stated that the big question now is how to get this program across the state. Mr. Anderson stated that they will be conducting focus groups to get more feedback.

Ms. Simaitis, Gift of Life, Department of Health and a representative from Department of Elementary and Secondary Education will have a small meet and greet in July to review everything and get some planning done with this project.

-IRB Review

Ms. Beatty stated that all of the documentation was sent through for IRB approval and, because this is for education purposes, the IRB review was waived as public health practice.

- **Missouri State Fair Update**

Ms. Beatty stated that she moved forward to reserve a space for a booth at the State Fair. She is working to get the same spot as last year. The State Fair is August 11-23 and the weekends for the booth would be August 12-13 and then August 19-20. Volunteers will be needed.

- **Statute Review and SBAR**

Mr. Nicastro stated that until the tax check off bill is passed they will not work on the statute review and SBAR. This item will be removed from the agenda until the tax check off bill sunset clause repeal passes.

- **Committee Announcements/ Deadlines**

-Handbook – Registry Operation

Ms. Beatty stated that she added some new resources to the handbook. Those should be posted soon.

-2016 Annual Report – 8/26/16

Ms. Beatty stated that she needs summaries from the members for the annual report. She also needs a report from the chairperson. Ms. Beatty received three options for the cover for the annual report, which she shared with those at the meeting. The deadline to get the letters and summaries to Ms. Beatty is mid-September.

-GODAC Online Training

Ms. Beatty asked that everyone take the GODAC online training. She stated that if anyone has any questions, concerns or comments to contact her. Ms. Beatty stated that she will let Ms. Simaitis know who has and has not taken the training. Partners do not have to take the training, just committee members, but partners are welcome to take it.

-Strategic Plan

The revised strategic plan has been approved and posted to the web.

Action Items:	Person Responsible:	Deadline
Inform Deb Simaitis of who has and has not taken the training.	Virginia Beatty	ASAP

Partner Updates

- **Midwest Transplant Network Update**

Ms. Kranz stated that they are having a great year and are on track to having a record breaking year for life-saving donors. MTN will be having a physician round table discussion on brain death with a medical expert out of Georgetown University. MTN is

also hosting a panel discussion with medical, legal and ethical perspectives for their hospital partners. There are about 100 partners registered right now. In July MTN is hosting two mini symposiums for critical care and respiratory therapists. The transplant games are coming up in the next couple of weeks.

- **A.J. Fox**

A.J. Fox spoke to the committee on the process of appointments and re-appointments to the board and the upcoming election. Since the Senate must approve re-appointments and the Senate is out of session at this time, appointments and re-appointments cannot be confirmed. The current governor can make the appointments; however, tradition dictates that the new governor usually pulls back all of the appointments made in the last six months of the former governor’s term. Mr. Fox stated that because of those facts, the current members will serve in an expired term until the new governor takes over.

- **Saving Sight/Team Missouri Update**

No report.

- **Mid-America Transplant Update**

Ms. Young stated that Mid-America Transplant has had a very busy first quarter with a new CEO and also completed their first 5K fundraiser. The 5K had 750 participants. A big group from Mid-America is getting ready to leave to attend the transplant games.

- **Missouri Kidney Program**

Ms. Peace stated that the program has stable funding next year. Ms. Peace also stated that they are hosting about 14 classes across the state on prevention and education on kidney disease.

- **Gift of Life Update**

Mr. Anderson informed the committee that they have a new part-time educator. Mr. Anderson also stated that Gift of Life did a survey and found that about 80% of people who received a transplant do not want to talk about it.

Action Items:	Person Responsible:	Deadline
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Next Meeting

Agenda/Logistics

The next meeting date will be announced after a poll is completed. It may be in August or September.

Action Items:	Person Responsible:	Deadline
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Adjourn

Meeting Adjourned at 2:28 pm.

Approved as amended at the September 8, 2016 meeting.