



Governor’s Organ Donation Advisory Committee Minutes

DATE: 9-17-19 | Conference Call



Note taker (s): Rachel Nichols
Attendees: Jim Pruitt, Virginia Beatty, Laurie Hines, Sandy Hentges, Steve Cramer, Rachel Nichols
 By Phone: Deb Simaitis, Peter Nicastro, Joan Keiser, Jan Finn, Phil Duncan, Kenny Kovacs, Shelly Wehmeyer, Laura Beckmann, Kevin Lee
Called by: Joan Keiser
Called to order at: 1:06 pm

Welcome, Introductions, Agenda Approval and Minute Approval

Ms. Keiser called the meeting to order and gave the welcome. No introductions were needed. Ms. Beatty completed roll call. Ms. Beatty proposed three items be added to the agenda: 1) the budget discussion be tabled until Steve Cramer is able to join the meeting (around 2:00 p.m.); 2) add committee powers and duties policy to the secretarial report; and 3) add registry modernization project (new donor registry system) to unfinished business. The agenda was approved as amended.

The June 6, 2019 meeting minutes were approved with the following corrections: correct the spelling of Ms. Wisch’s last name on the bottom of page one. Ms. Simaitis suggested that future minutes reflect when a face-to-face meeting occurs, perhaps next to the meeting date. Discussion ensued and the decision was to add a face-to-face meeting notation. Discussion continued and led to including the name of the person who seconds a motion. Committee agreed to follow Robert’s Rules of Order.

The July 16, 2019 special meeting minutes were approved as presented

Action Items:	Person Responsible:	Deadline:
Verbiage regarding Roberts Rules of Order to Ms. Beatty for inclusion in 6-6-19 and 7-16-19 minutes	Joan Keiser	Prior to Next Meeting
Minutes updated and posted	Virginia Beatty	Next Meeting

Reporting of Officers/Committees

Chair Report

- Appointment Update: Ms. Keiser asked if anyone had heard anything in regards to their appointments. No change in GODAC applications status. Those who are seeking reappointment should follow up with the Governor’s Boards and Commissions Office and/or their Senator.

Dashboard and Financial Trend Updates

- Mr. Nicastro wished Mr. Duncan a happy birthday and then proceeded with his report. Our largest expenditure, \$137,000 was in the month of June. At the end of the period, August 31, the fund balance was \$646,086.38. That represents 2.02 years of expenditures. The average revenue for June, July and August was \$31,300 for each month; this is above trend. Revenues have not been that high since July 2015.
- Dashboard information: Donation rate is up significantly. Most events occur in the spring. Consent enrollment for adults is over 3 million. Even though this is higher than June, it still represents a decline in the overall trend. In June, an average of 422 people per day were added to the consent registry; the previous three months average was 419 people per day. Social media likes are up, but not much. One event so far for this fiscal year and no system downtime since July 01, 2019. No questions asked.

Secretarial Report

- Staff changes: The program is in the process of filling the Health Program Representative II and Senior Office Support Assistant (SOSA) vacancies. Both positions are full-time, and the SOSA supports multiple programs.
- Reporting changes: Budget recommendations for expenditures are due to the Department by March 01, 2020. Budget reports will continue to be shared at all meetings. Budget report layout has changed slightly. The budget report in the annual report will be condensed.
- Committee Powers and Duties Policy: The Department has developed for this committee a policy based on current statutes. Committee members will need to review and sign this policy every January along with the confidentiality statement; both are located in the online handbook.
- FY19 Budget Report: This is the final report. A difference column has been added. Total revenues were \$1,800 more than projected. Payroll expenses were \$11,500 less than budgeted; due in part to the staff

vacancies. The annual report cost was less than budgeted. Public education cost for year two was less than budgeted. Expenditures were higher than budgeted for line item Other: Materials, initiatives, and media. Budgeted funds from other line items covered the difference allowing the program to take advantage of Donate Life Month educational opportunities. Donor Registry System (DRS) after-hours: some of the bills came in sooner than anticipated. Some FY19 charges for the State Data Center will be coming out of the FY20 budget. No questions on the FY19 report.

- FY20 Budget Report: The FY20 budget was approved at the July meeting. The approved budget is reflected in column one. Projecting \$261,298 in revenues; July revenues are about 12% of projection. Payroll items are now consolidated into one line item and will be reported in this manner from this point forward. Projected available balance at the end of July 2020 is \$599,961. No questions regarding the FY20 budget report.

Action Items:	Person Responsible:	Deadline:
Provide Dashboard and Financial Trend Update at next meeting	Peter Nicastro	Next Meeting
Provide budget update at next meeting.	Virginia Beatty	Next Meeting

Unfinished Business

Strategic Plan

- Remains tabled. Ms. Keiser indicated that once appointments were filled the new committee should be involved in the planning process.

High School Education Project

- Ms. Harbur was unable to attend today, however she did submit a report. She thanked everyone for embracing the Learn Life Savers program. A soft launch at five conferences this fall are scheduled; audiences include school boards, superintendents, health educators, and leaders in the health community for the state of Missouri. In January, the core team will begin presenting at school boards and by July 2020 train volunteers to present at school boards. Program implementation is a three-to-four year plan.

Capitol Day and Donor Family Recognition

- The 2020 event is scheduled for the second Tuesday in April, April 14. Our planning will begin later than normal, as we would like to have our HPR II vacancy filled prior to planning the event. A big thank you to everyone for all of your help in previous events as we could not do it without you.

Donor Registry System

- The project is progressing quickly and we anticipate a soft launch in mid-December. Testing has already started for some things and the main testing is expected to begin in November. Thank you to everyone for your list of testers. Mr. Nicastro is testing the public navigation of the website. The vendor will provide training once the system is ready to launch. No questions asked.

Enrollments-Department of Conservation

- Mr. Lee had nothing notable to report at this time.

Action Items:	Person Responsible:	Deadline:
Provide updates at next meeting.	Kim Harbur, HPR II, Virginia Beatty, and Kevin Lee	Next Meeting

New Business

No new business.

Action Items:	Person Responsible:	Deadline:
None.		

Partner Updates

Annual Report

- Ms. Beatty sent out the annual report requests. Advisory committee photos, activities and recommendations will be one page this year. November 1st is the deadline for submitting information for the report. Due to staffing, the report will be condensed this year.

Mid-America Transplant/Team Missouri

- Mr. Lee reported agencies is on track for another record-breaking year. Around 700 organs will be transplanted this year from the Mid-America service area. Authorization rate is going up in most populations. The African American rate remains low; however, we are working with Vector Communication, an African American owned and operated communications firm, to develop a strategic community outreach plan where we see high decline rates. The 5K will be on Sunday October 13th in Forrest Park; over 1,000 participants are

registered. Grief workshops will take place in November in Springfield and St. Louis. No questions were asked.

Midwest Transplant Network

- Like Mid-America Transplant, Midwest Transplant Network donation program trajectory will exceed last year; the number of authorizations and organ and tissue donors continue to increase.

Saving Sight

- Mr. Kovacs had no updates to report.

Missouri Kidney Program

- Ms. Hines reported that the Missouri Kidney program is currently redesigning its website and once completed will link to the Missouri registry. Ms. Beatty on behalf of the Department, the Heartland Regional Kidney Network, and Health Literacy Missouri have formed a transplant work group. Thanks to a donation to the kidney program, funding is available to design a transplant workbook for dialysis patients who are preparing for a transplant; planned for distribution in the spring. No questions were asked.

Gift of Life

- Ms. Beatty provided Ms. Harbur’s report. September 20th is the Golf Fore Life golf tournament. This is in memory of Isabelle Ellis who died at three waiting for a heart transplant; she was also a donor. September 23rd is the Life Savers Rally for high school students in Kansas City, 500 students will attend and the goal is for them to be inspired to do outreach in their own school community. Sixty schools are scheduled for classroom presentations to date. We have hired a kidney recipient as the Life Savers educator in St. Louis who will begin presenting in classrooms in October. We hired a part-time educator to target schools in Kansas City. She will begin presenting in November. A special thank you to Mid-America Transplant who continues to support Gift of Life’s efforts with high school outreach and education. Transplant mentors program will reach over 80 patients and/or families this year. This is a record for Gift of Life. To date, we have mentored 700 families from 26 states. Our goal is 100 patients. We will begin a strategic planning process by the end of the year that will take two quarters. Once completed, we will begin a search for an Executive Director.

Department of Revenue

- No report at this time.

Department of Elementary and Secondary Education

- Ms. Beckmann reported she presents the legislation and Life Savers program during all of her professional development presentations. Ms. Beckmann said she is working on collecting data on school health profiles and supporting schools. Vaping issues are being addressed and the CDC has given DESE resources to present information about vaping in Missouri public schools.

Next Meeting

Action Items:

Provide updates.
 Agenda/Logistics: Send out poll to determine December meeting date and survey members to determine if the meeting will be a conference call or face-to-face meeting

Person Responsible:

Partner Representatives
 Virginia Beatty

Deadline:

Next Meeting
 ASAP

Adjourn

Meeting adjourned at 2:26 p.m.

Joan Keiser, Chair

Approved as Amended at the December 5, 2019 Meeting