



Governor’s Organ Donation Advisory Committee Minutes
December 10, 2015



Note takers (s): Tammy Carrier
Attendees: Virginia Beatty, Phil Duncan, Jan Finn, Joan Keiser, Heidi Kranz, Peter Nicastro and Debra Simaitis
Guest(s): Keith Anderson, Brooke Connell, Steve Cramer, Sarah Jane Dolezal, Sandy Hentges, Annie Kuhl, Leanne Peace, Jim Pruitt, Janice Rehak, Michala Stoker and T’Shon Young
Called by: Deb Simaitis, Chair
Called to order at: 10:02 am

Welcome, Introductions, Agenda Approval and Minute Approval

Agenda approved as amended adding Department of Health and Senior Services Leadership change to New Business and The Citizens Group to Unfinished Business. Minutes approved with minimal changes.

Action Items:	Person Responsible:	Deadline
Make changes given by Ms. Simaitis and repost approved minutes to the Google site.	Ms. Carrier	ASAP

Reporting of Officers/Committees

Chair Report

- **Appointments Update**
Ms. Simaitis reported Ms. Stoker and Ms. Young have been elected to serve on the committee. The Governor’s Office will contact each of them to set up their Senate confirmation hearing.
- **Dashboard Update**
Report not given, but a dashboard handout was uploaded to the Google site.
- **Quarterly Revenues and Trends**
Report not given, but a handout was uploaded to the google site.
- **Gubernatorial Proclamation**
Ms. Simaitis created a draft for the proclamation and submitted it to Ms. Kim Hoelscher, Executive Assistant in the Governor’s Office. The proclamation has been received, signed and professional copies have been made. A scanned copy has been sent to everyone. The professional copies will be available at Capitol Days in April.

Secretarial Report

- **Fy16 Finance Update**
There was no financial update available. Adjustments discussed at the last meeting have been made. Once an updated report is available Ms. Beatty will distribute by email.

Action Items:	Person Responsible:	Deadline
Updated financial report emailed to members upon approval.	Ms. Beatty	ASAP

New Business

- **Department of Health Leadership Change**
Mr. Cramer reported leadership at the department level has changed. Ms. Vasterling is no longer the Department Director. Mr. Peter Lyskowski has taken over this position.

- **Tax Check-off Sunset Review Process**
Ms. Simaitis reported the Tax Check-off Sunset date is December 31, 2017. At the last meeting Ms. Simaitis was asked to find out the process to extend the sunset date. Ms. Marilyn Luetkemeyer, administrative assistant for Senator Parson, was emailed for guidance on the steps to reauthorize or extend the sunset date in Statute 143.1016. On November 30, 2015, Mr. Patrick Baker, Chief of Staff for Senator Parson, contacted Ms. Simaitis. He informed Ms. Simaitis a legal team had been formed to write a draft to remove the sunset date entirely from the statute and Senator Parson wants to sponsor the bill. The team pre-filed SB738 on December 1, 2015. This bill is considered a consent status which means it cannot be amended. Mr. Baker asked Ms. Simaitis to contact her own Representative Love to sponsor this bill in the House. Representative Love has agreed to sponsor the bill in the House. Ms. Kelley Rogers, Legislative Assistant for Representative Love, will work with Mr. Baker. The House Bill is HB1673. Both bills are exactly the same.
- **Gift of Life SBAR**
The SBAR has not yet been started. Mr. Duncan will be the lead and has requested some assistance. He will gather a few members for assistance and begin creating the SBAR.

Action Items:	Person Responsible:	Deadline
Form Sub-Committee to Draft SBAR to fund Gift of Life	Mr. Duncan	ASAP

Unfinished Business

- **Strategic Plan Review Work Group**
A conference call was held on November 12, 2015 to complete an annual review of the strategic plan. If the goals, objectives and activities within the plan were still relevant they were left alone, but if they were no longer applicable changes were discussed. The committee was not able to review the entire plan, however, the review will continue on December 14, 2015 from 10:30 - 11:30 am. If anyone is interested in joining the group please inform Ms. Simaitis. When the review is completed the plan will be presented to the committee.
- **High School Education Project**
Ms. Simaitis reported the subcommittee is made up of Ms. Beatty, Mr. Anderson and Ms. Simaitis and is looking at ways to educate high school students across Missouri about organ, eye and tissue donation and the registry. Input was received from Ms. Rehak from DESE and Ms. Peggy Hinzman from the Lee's Summit Schools. The committee focused on how to take the information on organ and tissue donation to the rural areas. Gift of Life's Lifesavers program is a good package which could be taken into the schools. This program seems to have worked well using the interaction with a live person. The committee felt working with rural schools would be more beneficial and not step on toes of the partners or duplicate services. There is an inconsistency of what is available in classrooms. Access is very different across the state as some have online access while others have DVD access. In some districts, the teacher has the authority to invite guest speakers while other districts the principle, or even the superintendent invites speakers. After much discussion, the subcommittee decided to create test focus groups. There will be two focus groups of rural students which would provide feedback on how they would like to receive the information about organ donation. There would also be a focus group with Gift of Life's Youth Advisory Council Group as well as another mix of kids from Kansas City. The purpose of the focus groups is to determine what students know and want to learn about donation. Technology has changed since the program introduction. When Lifesaver's was invented 15 years ago the Internet wasn't used, classrooms did not have

access to computers and DVDs were fairly new. Gift of Life is willing to fund the initial round of focus groups and then we can talk to a bigger group of rural kids and teachers. The next step will be to find a facilitator who has Internal Review Board (IRB) certification. The program is currently checking with Department of Elementary and Secondary Education (DESE) as well as the Department of Health and Senior Services (DHSS) on the IRB process and certifications. Ms. Peace recommended checking with Mr. Ben Harvey, Chief of Rural Health, for ideas as well. There is also a School Health Program within the Section of Community Health and Chronic Disease Prevention which works directly with the school nurses. This program may have some good ideas as well.

- Education conferences (HOSA)

Ms. Rehak reported the Health Occupations Students of America (HOSA) state conference is planned for March 28 and 29, 2016 in Rolla, Mo. Ms. Megan Aydelott is in charge. If anyone would like to be a judge please contact Ms. Rehak and she will get you in touch with Ms. Aydelott. The GODAC can also set up a table to provide information about organ, eye and tissue donation. Ms. Simaitis and Ms. Keiser shared their interest at being a judge and hosting a table.

- Capitol Day 2016 @ the Rotunda

Capitol Day is April 12, 2016. Mr. Nicasastro has received the parking permit reserved for the globe and will provide contact room numbers for Representatives and Senators. The Donor Family Recognition program has been approved and the letter of agreements have been mailed to the Organ Procurement Organizations (OPO). Ms. Beatty will send the invitation letter to members for them to review. Ms. Beatty, Ms. Keiser, Ms. Peace and Ms. Simaitis agreed to be the subcommittee to create a program for the Donor Family Recognition. If others are interested please contact Ms. Simaitis or Ms. Beatty. The subcommittee will plan to meet the first week or two in January.

- GODAC/Team Missouri Brochure

Ms. Keiser has begun working on an SBAR for the brochure. Ms. Beatty drafted a brochure for the subcommittee to review and to help get the discussion started. Ms. Beatty will resend the document to Ms. Keiser. Discussion was held to determine who the target audience would be for this brochure. Members felt this brochure would be used to provide information about GODAC and Team Missouri and not to sign individuals up for the registry. Partners would use the brochure to complement their organizations brochure. Ms. Stoker stated Donate Life America is coming out with an amazing brochure about donation in January. Ms. Dolezal asked if it was possible to spend the money to provide more Annual Reports and put the information in the report instead of creating a new brochure. Ms. Beatty stated the Department is committed to minimizing printed copies for local license offices only and posting online. Ms. Kuhl advised to add an evaluation piece such as a URL or quick reference (QR) code. Ms. Keiser and Ms. Stoker will continue to work on the brochure.

- The Citizen Group

Ms. Simaitis reported a committee of concerned citizens has been working on statute updates. The citizens knew the statutes were over twenty years old and some of the wording needed to be updated. It also may be time to add a DESE representative to the committee as well as considering whether other procurement organizations should be considered for grant money along with other changes. Statute updates were sent to everyone for informational purposes. However, the title of the document was not correct. The group is made up of private citizens and not as a GODAC subcommittee. Discussion was held to determine if, as a group of private citizens, they can ask for representatives to be added as well as changes to the grant funding opportunities or should these requests

come from GODAC as a committee. The question is do we, as GODAC, asked the Department to take these changes on in the form of an SBAR as in the past, ask one of the OPOs to take on the citizen's group requests or should the concerned citizens continue forward as private citizens. After much discussion, Ms. Simaitis stated the committee should stay consistent and complete the SBAR. Mr. Nicastro will compose an SBAR rough draft for the full committee to review.

- GODAC Web Training Update

Ms. Carrier stated the GODAC Web Training has been sent through the approval process. Training will be placed on the web as soon as approval has been given from the Division and the Office of Public Information. Slides are currently being created while waiting on approval. Training will consist of several small modules so all members can go through the training at their leisure instead of one big long training.

- Dynamic Message Boards Update

Committee members were asked to submit changes to the previous SBAR submitted a couple of years ago. Mr. Nicastro submitted some suggestions which were sent to everyone for review. Ms. Simaitis will complete the final draft for submission and forward to Ms. Beatty for processing.

- Committee Hand Book

- Registry Operation

Mr. Nicastro had submitted some question to Ms. Beatty. She has sent a response back in regards to the questions asked. Mr. Nicastro is concerned there is not more information available for the public domain, committee and partners about the registry process. He is particularly worried how the registry works. His concern is if something were to happen would we easily be able to recreate the process. There are two parts to this request. One, how does the Department do its work (non-technical) and then a technical part from the registry point of view that happens. One of the items of interest is the underlying code. Mr. Pruitt and Ms. Beatty asked Mr. Nicastro to email what other organizations have done as examples so that they may more clearly understand the information he is seeking. Also, partners can send examples as well. Ms. Beatty will meet with Mr. Pruitt on what options and information can be provided based off of the examples once received. Ms. Beatty encouraged members to review the flow chart in the GODAC Handbook to help answer questions.

- Keep Hope Alive Report

Ms. Beatty stated Keep Hope Alive has had no activity up until the last month. A new report has been received and will be added into the system with a few new registrants. There is a new contact at the University; previous contact did not keep any of the records to pass on to the new contact. Ms. Beatty stated she had sent all the data she had to the new University contact so that certificates would be on file. A letter was sent to Ms. Terry Ellsworth with the Bureau of Emergency Medical Services (BEMS) in regards to moving "Keep Hope Alive" to other organizations for continuing education or recertification. Ms. Ellsworth has sent a response. Ms. Simaitis stated a decision still needs to be made if the committee wants to continue to pursue having "Keep Hope Alive" listed under Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS) or National Registry of Emergency Medical Technicians (NREMT). Due to time it was decided to move this topic to the next meeting. Committee members are to review the minutes from the July and September meetings and to determine the best fit should the committee decide to move the program to one of the two national organizations. Ms. Peace had asked for a synopsis of the video to be added to the website. Ms. Beatty will check on the ability to add a synopsis.

- 2015 Annual Report
Annual report is being routed through the review process. The report is currently on target to be completed by the January 15, 2016 deadline.

Action Items:	Person Responsible:	Deadline
Provide Contact Information for Senators & Representatives	Mr. Nicastro	April 12, 2016
Donor Family Recognition Program	Ms. Beatty, Ms. Keiser, and Ms. Simaitis	January 14, 2016
Continue Developing GODAC/Team Missouri Brochure	Ms. Keiser and Ms. Stoker	March 2016
Compose SBAR Draft for the Statute Revisions	Mr. Nicastro	March 2016
Dynamic Message Signs SBAR to DHSS	Ms. Simaitis	March 2016
Review CECBEMS & NREMT to determine best fit	All Members	March 2016
Inquire about Synopsis on DHSS Page	Ms. Beatty	March 2016

Partner Updates

- Missouri Kidney Program Update
Ms. Peace reported they did not pursue the HRSA grant due to lack of commitment and will be interested in pursuing in the future if interest increases. The Missouri Kidney Program has assisted 1,200 low income Missourians with medications.
- Gift of Life Update
No report given.
- Team Missouri and Saving Sight Updates
Ms. Stoker met with representatives from Mid-American Transplant Services, Midwest Transplant Network and Saving Sight to start the kick off with Donate Life Missouri (Team Missouri). The group talked about what that looks like and how Team Missouri fits in the GODAC Strategic Plan. The three (3) things the team wants to take ownership of are education with social media, education for adults 50 years of age and over and education to local driver's license offices. Efforts will be concentrated over the next three (3) months with education with social media. This will be geared more towards the Team Missouri Facebook Page. A plan will be established and distributed at the next meeting. Twitter and Pinterest will not be used until a social media plan is put together for these in general. The team also plans to create a Donate Life America branding matrix.
- Mid-America Transplant Update
Members congratulated MTS for receiving the 2015 Malcom Baldrige Award. Ms. Young stated Team Missouri participated in Six Flags Fright Night. Individuals were offered an incentive to get into the park for signing up to be a donor or showing they were in the Donor Registry. However, those with tickets or season passes were a missed audience. Ms. Young suggested having an incentive for inside the park for those individuals.
- Midwest Transplant Network Update
Ms. Kranz reported MTN participated in the Missouri Coroners and Funeral Directors Conference and provided a four hour education session on the donation process. MTN also held an all-day educational symposium at Arrowhead Stadium for Physicians, Nurses and Respiratory Therapists. The MTN annual calendar has been released highlighting donor families and recipients as well as videos on the You Tube Channel. The Rose Parade will be January 1, 2016. MTN has sponsored a flora graph of Hally Yust which will be on the Donate Life Rose Parade Float. MTN is currently reviewing and updating the Kansas

Registry website and would like to work with GODAC and Ms. Beatty to update the Missouri Registry website as well.

Action Items:	Person Responsible:	Deadline
Distribute Team Missouri social media plan	T'Shon Young	Next GODAC meeting

Next Meeting

Next meeting will be held in first week or two of March.

Action Items:	Person Responsible:	Deadline
Send out poll and determine next meeting date and time	Ms. Beatty	ASAP

Adjourn

Meeting Adjourned at 12:02 pm