



Governor’s Organ Donation Advisory Committee Minutes

December 6, 2017



Note taker(s): Debra Gholson
Attendees: Deb Simaitis, Virginia Beatty, Jim Pruitt, Sandy Hentges, Valerie Volkart
 By Phone: Joan Keiser, Steve Cramer, Valerie Hardesty, Gina Wisch, Phil Duncan, Kevin Lee, Peter Nicastro, Gina Wisch, Jan Finn, Kenny Kovacs, Janice Rehak
Called by: Deb Simaitis, Chair
Called to order at: 9:35 am

Welcome, Introductions, Agenda Approval and Minute Approval

Ms. Simaitis gave the welcome and introductions. The Agenda was amended to add “Task Force Report” in conjunction with “Meeting with Dr. Randall Williams” under Chair Report, add “GODAC Survey” under Secretarial Report, add “Keep Hope Alive” under Unfinished Business, and add “House Committee Bill 3” under New Business. Agenda approved with changes.

The Minutes from the September 21, 2017, were approved with the following changes: on page one under Chair Report correct the spelling of “Parsons” to “Parson”, on page two under Bylaws, change the word “updated” to “reviewed”; and on page two under GODAC Brochure Subcommittee Update add Deb Simaitis to the attendees of the July 21, 2017 subcommittee conference call.

Action Items:	Person Responsible:	Deadline
Amend September 21, 2017 minutes	Debra Gholson	December 08, 2017
December 6, 2017 minutes due to the Chair	Virginia Beatty	Two weeks prior to the next scheduled meeting.

Reporting of Officers/Committees

Chair Report

- **Appointment Update** – Ms. Simaitis received a resignation letter from Heidi Kranz-McClelland on November 15, 2017. She read the letter to the Committee and expressed her appreciation for Ms. Kranz-McClelland’s service. A motion to accept the resignation was made by Joan Keiser and it was seconded by Phil Duncan. All in favor, none opposed.
- Ms. Keiser asked if a letter of appreciation would be sent to Heidi for her service. Ms. Simaitis replied that she has already sent a letter and encouraged all the members to do the same.
- Ms. Simaitis reported that Governor Greitens appointed Rep. Steve Cookson to the Organ Donation Advisory Committee on November 17, 2017. Rep. Cookson will need to be confirmed and sworn in by the senate during the next session which begins January 3, 2018. Rep. Cookson will be filling the organ procurement representative position vacated by Michala Stoker, which expires January 1, 2020.
- Ms. Simaitis stated that it is time to formally remove Harry Ratliff from the Committee. The last meeting he attended was March 6, 2015. Per the Bylaws, even if a term is expired, the individual serves until replaced and must attend one half of the scheduled meetings for the calendar year. Ms. Simaitis requested that Mr. Ratliff submit a written resignation two different times, which he has not. Ms. Keiser moved that the Committee recommend to the Governor that Harry Ratliff be removed from the Committee. Mr. Duncan seconded the motion. All in favor, none opposed.
- Ms. Simaitis announced that Keith Anderson passed away and shared services information.
- Ms. Simaitis discussed her meeting with Dr. Randall Williams, Department of Health and Senior Services (DHSS) Director, on November 28, 2017. She expressed her sincere thanks to DHSS for making this meeting possible. When Ms. Simaitis met with Dr. Williams she gave him a packet of information about the accomplishments and current projects of GODAC. They were joined in the meeting by Daniel Bogle, Director, DHSS Office of Governmental Policy and Legislation. Originally, the meeting was to discuss the brochure and the Missouri Department of Transportation (MoDOT) sign issue, but with the release of the Boards and Commissions Task Force Report the focus changed to discuss the results and to gain an understanding of the report. Dr. Williams explained that the only change, per the report, is that he would be the one to appoint Committee

members. He would ensure that the Committee is fully staffed and he would take this new task very seriously. This change will not happen until the legislation is passed. Ms. Simaitis also requested of Dr. Williams that he not replace all the members at once; if he plans to replace members the appointments should be staggered to ensure a smooth transition. Dr. Williams asked Ms. Simaitis if it would be possible to find out how many State of Missouri employees are on the registry. Ms. Simaitis expressed her concerns about privacy to Dr. Williams. She asked for the Committee's permission to email Mr. Bogle and inform him that the program will respond if a formal request is made to the Program. Mr. Cramer said he agreed that this would be okay, as long as it is a formal request and ensures the concerns regarding privacy are included. Privacy should be addressed again when the request is received. Jann Finn stated that this is covered in the law which is clear to what purpose users can check the registry; however she agrees that providing percentages is okay. Ms. Simaitis agrees. Ms. Beatty agrees that this could be part of the response, if and when the formal request is received from Dr. Williams.

Dashboard Update

Ms. Simaitis stated that the Dashboard report is in the packet and posted on the Google site. Mr. Nicastro is available via email for any questions. As of December 3, 2017, the ending balance was \$710,096.86 and the balance multiplier was 2.71.

Secretarial Report

- Financial Update – Ms. Beatty reported that revenue and expenses have been reconciled as of October 31, 2017. Revenue streams to date are at 30% and expenses are at 21% of total projections. Posters/Brochures/Bookmarks line item expense is the reprint of the bookmarks; the postage line item was the cost to mail a letter and mouse pads to Department of Motor Vehicles (DMV) offices; training expense is training for Valerie Volkart, Debra Gholson, and Virginia Beatty for software training; and the travel expense was for Virginia Beatty and Valerie Volkart to attend the 2018 Donate Life Meeting in October. The registry modifications for April through August of 2017 costs were reviewed. Ms. Beatty recommended that the Committee consider how to use the balance of funds, if any, and provide suggestions at the next meeting.
- Annual Report Update – Ms. Beatty thanked all the committee members and partners for submitting their information. The graphic artist is working on getting the report laid out and is aware of the January 15, 2018 publishing deadline.
- Strategic Plan Update – Ms. Beatty thanked everyone who reviewed the report and for those that submitted information. The report has been updated and is currently routing through the approval process. Upon approval, it will be posted to the website and Ms. Beatty will alert the Committee.
- Member Update (Web/Goggle Site) – Ms. Beatty stated that the information has been updated on the Governor's Boards and Commissions website. Ms. Beatty has forwarded Heidi Kranz-McClellan's resignation through the chain of command. When the resignation is approved and Representative Cookson has Senate confirmation, the roster will be updated again.
- GODAC Survey – Ms. Simaitis asked Ms. Beatty who requested the survey and how it came about. Ms. Beatty replied that the program conducts a customer satisfaction periodically and it was decided that this year the Advisory Committee would be surveyed. The program consists of Virginia Beatty, Valerie Volkart, Debra Gholson, Jim Pruitt, and Sandy Hentges.

GODAC Brochure Subcommittee Update

Joan Keiser reported that in the previous meeting it was decided that the GODAC brochure would continue to be "unfinished business" and will remain there until the task force change takes place because the Committee name will change.

GODAC Tablecloth

Ms. Keiser stated that there are no new updates at this time. This will also be moved to "unfinished business" until it is known whether or not the Committee's name will change. Ms. Keiser asked the Committee if they agree that the brochure and tablecloth be moved to "unfinished business." All in favor none opposed.

Dynamic Message Signs

Ms. Simaitis reported that she discussed the MoDOT dynamic message signs at her meeting with Dr. Williams and Mr. Bogle. Dr. Williams indicated that the MoDOT messages must be about safety. He asked if anyone sees a sign with a message about anything other than motor safety, to inform him of what it says and where the sign is located. Ms. Simaitis recommended that the Situation, Background, Assessment and Recommendations/Request Document (SBAR) be retired and the subject be removed from the agenda. All in favor none opposed.

Action Items:	Person Responsible:	Deadline
Remove Dynamic Message Signs from the agenda and rescind and cancel the SBAR	Virginia Beatty	ASAP
Dashboard and Fund Balance	Peter Nicastro	
Goggle Site Members Update	Virginia Beatty	Due prior to next meeting
GODAC brochure and tablecloth	Virginia	Update agenda for next meeting
To be Moved to “unfinished business”		

Unfinished Business

High School Education Project Update

Ms. Rehak did not have any updates. Ms. Beatty read an email from Ms. Harbur updating the members on the planned activities of the subcommittee for the High School Education Project. Ms. Harbur, Mr. Lee and Ms. Rock met with Rep. Cookson on November 30, 2017 regarding a mandate for the State of Missouri requiring organ, tissue and eye donation education in high schools. Ms. Harbur and Ms. Rock will have a brainstorming session to bring some ideas for web materials to the subcommittee to discuss at their January 18, 2018 conference call.

Capitol Day & Donor Family Recognition

Capitol Day is April 10, 2018. Ms. Simaitis stated that she has not heard from Mr. Nicastro on the status of the parking spot for the globe; due to construction the normal spot is not available. The Rotunda and Alcove are reserved. There will be subcommittee meetings to discuss the use of these areas. Ms. Volkart reported that two of the three Letters of Agreement have been signed and returned. The invitation letter is in the process of being drafted and will be routed for approval once Team Missouri’s level of involvement has been determined. The plan is to send out the invitations in mid-to-late January with a RSVP deadline of March 20th. Dr. Williams has agreed to hand out the certificates at the ceremony, and Mr. Nicastro has agreed to be a guest speaker. Ms. Simaitis told everyone how moving the digital versatile disk (DVD) was that Ms. Volkart and Ms. Beatty sent out of this year’s Capitol Day event.

Proclamation 2018

Ms. Simaitis reported the proclamation has not been submitted as she is waiting on some specific data to include. If it is not received by next week Ms. Simaitis will move forward without the data.

Keep Hope Alive

Ms. Simaitis asked that this be added to the agenda today as she wanted to discuss the report of the number of Emergency Medical Technicians (EMT) that have taken the course. She pointed out that the majority are from Boone County. She would like to contact Boone County Fire Protection District to discuss how to get the word out to other counties in Missouri and increase the number taking the training. Ms. Simaitis asked the Committee if she could contact this person. The Committee agreed. Ms. Keiser stated that she would ask some of her contacts about meetings that take place and report back to the Committee on possible opportunities.

Sharp Media Group

Mr. Lee stated that they will have numbers for October sometime in January and he will report to the Committee at the next meeting.

Donate Life America Annual Meeting

Ms. Beatty, Ms. Volkart, and Mr. Lee attended the annual meeting October 24th – 26th in Richmond, Virginia. Each reported on their experiences and how they will use the information and partnerships they built to grow future endeavors for Missouri.

GODAC Training

Ms. Volkart reported the updates have been approved and the changes are being completed. The target date for completion is December 31st. An email will be sent when it is ready for the members to complete their annual training requirement.

Action Items:	Person Responsible:	Deadline
Capitol Day Globe Parking	Peter Nicastro	Report at March meeting
Proclamation Data	Valerie Volkart	To Deb Simaitis ASAP
GODAC Training	Virginia Beatty	Email will be sent

New Business

Enrollments –Department of Natural Resources (DNR) Minnesota(MN)

Ms. Simaitis reported on the Minnesota Department of Natural Resources program to encourage organ, eye, and tissue donation through the online registry for hunting and /or fishing license. Ms. Beatty reported that the Missouri’s Department of Conservation does not want a legislative mandate, but are willing to send links to the donor registry in their confirmation license email. Mr. Lee states that Arron Jefferies took the suggestion of Rep. Cookson to call the Minnesota DNR and find out specifics on their program such as budget, support, and how they built it into their website and the associated costs. Mr. Jefferies is offering two to three lines on their confirmation email. Mr. Lee stated that they will draft the email language.

2018 Missouri State Fair

Ms. Simaitis stated that the parade float will be discussed at the next meeting. The 2018 State Fair is August 9-19.

House Committee Bill 3

Ms. Simaitis asked Mr. Nicastro to give an overview of House Committee Bill 3 (HCB 3). Mr. Nicastro explained that this bill was presented and passed last session and allowed for the donor funds to be taken and used as needed, but it was vetoed by the Governor. Mr. Nicastro and Ms. Simaitis both expressed this is of great concern, as it could come up again and we must remain vigilant to ensure this does not happen in the future. Ms. Simaitis expressed her concern that neither the Program nor the Committee was made aware of this bill when it was first presented. Ms. Beatty stated that she did not receive any information concerning the bill. Ms. Finn confirmed that their legislative liaison was unaware too. It is the consensus of the Committee to be very vigilant; as it is possible it may be presented again.

Action Items:	Person Responsible:	Deadline
Missouri State Fair August 9-19, 2018	Phil Duncan	Discuss at next meeting

Partner Updates

Midwest Transplant Network Update (MTN)

Jan Finn reported that over the Thanksgiving holiday a lawsuit was brought against the Department of Health and Human Services to change lung allocation policy. This was unprecedented, but happened without any public input/hearings. It is devastating to think that one person can make such changes. Ms. Finn stated that there is nothing that can be done, we have no recourse.

Saving Sight

Kenny Kovacs announced that the office in Kansas City is moving. He shared that he talked with Nicole Flood, Administrator of Donate Life Missouri Facebook page, and she is working to encourage others to post articles and “like” the page.

Mid-America Transplant (MAT) Update/Team Missouri Update

Mr. Lee stated that looking at 2018; Mid-America Transplant is in the process of growing their relationship with Rep. Cookson and has increased awareness with universities and other entities. Mid-America Transplant is currently in the process of an agreement with Southeast Missouri University for “Green Up” dates with the sports teams wearing lime green jerseys with Donate Life logo in the month of April; more details to come. Ms. Beatty asked if materials would promote the national registry or the Missouri registry. Mr. Lee responded that they will promote the national registry because it is easier to

register folks with tablets. Mr. Lee added that the first meeting for Team Missouri has yet to be scheduled for 2018.

Missouri Kidney Program (MoKP)

Ms. Hardesty is attending for Laurie Hines. She reported that their advisory committee will meet Thursday and put together some ideas for 2018. More information will be forthcoming.

Gift of Life (GOL) Update

Ms. Beatty reported for Kim Harbur. She reported that GOL has been very busy presenting in high schools, training mentors, and improving the website.

Department of Elementary and Secondary Education

Janice Rehak reminded the Committee that the Health Occupations Students of America (HOSA) State Leadership Conference is March 26th and 27th at the University of Missouri in Rolla. Booths are available and judges are needed. Ms. Rehak announced a new employee, Laura Boeckman, who will focus on Health, Physical Education and Student Wellness.

Department of Revenue (DOR)

Gina Wisch reported that DOR is always reminding the licenses office coordinators about the donation program. Ms. Beatty and DOR have been working on an online process to streamline the specialty license plates order process. The fees will remain the same, as statues must be changed to change the cost.

Next Meeting

Agenda/Logistics

Agenda

Virginia Beatty and Deb Simaitis

Poll to schedule next meeting

Virginia Beatty

Adjourn

Meeting adjourned at 11:28 am

Deb Simaitis, Chair

Approved as amended 3/9/2018 meeting.