



**Governor’s Organ Donation Advisory Committee Minutes**  
September 20, 2018



**Note taker(s):** Debra Gholson  
**Attendees:** Virginia Beatty, Jim Pruitt, Sandy Hentges, Valerie Volkart  
 By Phone: Joan Keiser, Deb Simaitis, Peter Nicaastro, Kenny Kovacs, Kevin Lee, Steve Cramer, Representative Steve Cookson, Gina Wisch, Jan Finn, Laura Beckman, Michala Stoker, Valerie Hardesty  
**Called by:** Joan Keiser, Chair  
**Called to order at:** 9:35 am

**Welcome, Introductions, Agenda Approval and Minute Approval**

Ms. Keiser gave the welcome and introductions. Agenda approved with the addition of “2019 Proclamation Data” added to New Business as requested by Deb Simaitis.

Approval of the June 14, 2018 meeting minutes given with the following corrections: change meeting date from June 20, 2018 to June 14, 2018; on page two under Capitol Day change “third floor rotunda was reserved” to “the first floor rotunda was reserved.”

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
Amend June 14, 2018 minutes	Debra Gholson	September 21, 2018

**Reporting of Officers/Committees**

**Chair Report**

- Appointment Update – Ms. Keiser stated that there is no report at this time.

**Dashboard & Financial Trend Updates**

- Mr. Nicaastro provided an overview of the reports. Mr. Nicaastro commented the contribution rate is down and is consistent with the historical average. He reviewed the trend of enrollments, social media numbers, events and the registry downtime, which has been none for FY19. Mr. Nicaastro reported that the August 2018 balance is in line with last year, with 2.60 years in the fund.

**Secretarial Report**

- FY18 & FY19 Budget Report – Ms. Beatty reviewed the final budget report for FY18. Revenues were 95% of projected and expenses were 85% of projected. Ms. Simaitis asked about the “Direct Contributions” and the source of these contributions; Ms. Beatty explained direct contributions come directly to DHSS, typically as a memorial. “Thank You” notes are sent out to donors recognizing their contribution. Ms. Beatty presented the FY19 budget report noting few expenses, the income is at 20% of projection and the indirect cost projections may need an adjustment later due to the Information Technology Services Division working on the Donor Registry System Modernization.
- Strategic Plan Update – Ms. Beatty reported only one bid received for a facilitator. The vendors are being contacted to determine reasons for not bidding. It is possible to reissue the bid with modifications. Ms. Keiser asked if a facilitator was used in the past. Ms. Beatty replied no, and with the new donor registry project it would be in the best interests of the group and program to use a facilitator this time.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
Outcome of the possible facilitator rebid	Virginia Beatty	Next Meeting

## **Unfinished Business**

### **High School Education Project Update**

- Ms. Beatty read an update from Ms. Harbur, which stated that the first video for Learn LifeSavers has been completed. The sub-committee will review at the next meeting. The website for Learn LifeSavers is close to completion and should be available in the fall of 2019.

### **Capitol Day & Donor Family Recognition**

- Ms. Simaitis updated the members on the April 9, 2019 event. The following are reserved: First Floor Rotunda, Third Floor Rotunda, and Third Floor House and Senate Alcoves to expand the lunch space. Ms. Volkart reported the 2018 event DVD was mailed. A survey was sent to attendees for feedback. The planning for the 2019 event has begun. Next meeting is October 25, 2018. Ms. Beatty requested the data for the proclamation. Mr. Nicastro commented on a letter he wrote to the Governor and that the Governor requested notification of the next event. Discussion about timeframe to contact his office held; members agreed to let his administrative assistant know the date now, and follow up in December and February. Event location discussed. The event may move due to construction. Subcommittee members will continue to discuss.

### **Sharp Media Group Data Report**

- Mr. Lee reported on the pilot project. The data on the location is through May 2018. It shows an increase in four of the six offices which is statistically insignificant. It is unknown if the project will continue, as its effectiveness is inconclusive.

### **GODAC Training**

- Ms. Volkart reported that changes to current training modules have been identified. The eight module training design will be used for new members. A single module is under development for all other members. Members will go through the single module annually.

### **Keep Hope Alive**

- Ms. Simaitis did not have any new information to report.

### **Missouri State Fair 2018**

- Rep. Steve Cookson did not have a report on the MODOT Garden signs.

### **Annual Bylaws Review**

- Mr. Nicastro presented the proposed changes to the bylaws. Mr. Nicastro read the current version and then the proposed change to Article 3 Section 2 allowing for in-person accommodations to be made available for the meeting when elections are held. Per Ms. Keiser when a sub-committee presents a motion to the executive committee for a vote, a second is not required because it is implied with the sub-committee's motion. Article 3 Section 2 change passed and carried with one "no", four "yes" and one abstained.
- Mr. Nicastro presented the proposed change to Article 2 Section 2. The proposal will change the election of officers to annually as opposed to every even year for the Chair and Vice-Chair. With the motion and second having been established by the presentation of the sub-committee. Article 2 Section 2 failed to pass with four "no", one "yes" and one abstained.
- Mr. Nicastro stated that Article 2 Section 3 presented to change the word "two" to "one" but this is contradictory to the last amendment that failed. With the motion and second having been established by the presentation of the sub-committee. Article 2 Section 3 failed to pass with a vote of two "yes", three "no" and one abstained. Article 2 Section 4 must be left as is due to Article 2 Section 2's failure to pass. Mr. Nicastro stated that this concludes the sub-committee's report.

### **Enrollments-Department of Conservation**

- Mr. Lee reported that currently there is not a tracking mechanism in place. Ms. Beatty suggested the possibility of adding the Department of Conservation to the "How did you learn about us" option in the donor registry. The duration of the current agreement will expire January 2019. Mr. Lee stated that the next step is to follow-up with the Department of Conservation about continuing the agreement.

### **GODAC Brochure**

- Ms. Keiser stated that this is still on hold, but will keep on the agenda.

<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
Contact MoDOT about garden signs	Rep. Steve Cookson	December 2018
Update Bylaws	Virginia Beatty	December 2018
Department of Conservation	Non Specified	December 2018
<b>New Business</b>		
<b>Proclamation Data</b>		
<ul style="list-style-type: none"> <li>Ms. Simaitis reported the draft proclamation is submitted to Brianna Murphy in the Governor's Office in November or December. Ms. Volkart reported that the data for this proclamation has been requested. Typically, the Chair writes and submits the request. In the past, the proclamation (MS Word document) was emailed; Ms. Keiser will need to confirm with Ms. Murphy that this is still the process.</li> </ul>		
<b>Action Items:</b>	<b>Person Responsible:</b>	<b>Deadline</b>
Proclamation written and submitted	Joan Keiser	December 2018
Confirm process	Joan Keiser	December 2018
<b>Partner Updates</b>		
<b>Midwest Transplant Network Update (MTN)</b>		
<ul style="list-style-type: none"> <li>Jan Finn reported that the Green Ribbon Campaign is underway. New education projects are in the works from a survey compiled from medical facilities that work with MTN. Ms. Finn reported an above average year for organ donation with over 200 donors thus far.</li> </ul>		
<b>Saving Sight</b>		
<ul style="list-style-type: none"> <li>Kenny Kovacs reported the organization will be visiting funeral homes for education and networking. November is now eye donation month, previously March.</li> </ul>		
<b>Mid-America Transplant Update/Team Missouri</b>		
<ul style="list-style-type: none"> <li>Mr. Lee stated that the Transplant Game Team placed 13th in Salt Lake. The games will be in the Meadowlands in 2020.</li> <li>He informed the group about the "Path of Honor" at hospitals for donors and their families.</li> <li>Team Missouri will be honoring and giving awards to the DMV offices for their successes.</li> </ul>		
<b>Missouri Kidney Program (MoKP)</b>		
<ul style="list-style-type: none"> <li>Valerie Hardesty reported that MoKP hosted an event called "Celebration of Transplant;" which included the "Art of the Scar" traveling exhibit. Ms. Beatty and Ms. Volkart attended and assisted with the event.</li> </ul>		
<b>Gift of Life Update</b>		
<ul style="list-style-type: none"> <li>Ms. Beatty read a report from Ms. Harbur. High School LifeSavers program presentations reached 657 schools this year (2017-2018), which included 32,000 students and families.</li> <li>She explained "Transplant Talks" and the upcoming topics.</li> </ul>		
<b>Department of Elementary and Secondary Education</b>		
<ul style="list-style-type: none"> <li>No report</li> </ul>		
<b>Department of Revenue</b>		
<ul style="list-style-type: none"> <li>Gina Wisch reported that the department has continued to remind license office staff to ask the questions. Ms. Wisch expects the "Real ID" to have a large impact on the donor registry system because of the increase in the number of new licenses. There is a new online process to obtain the specialty plates. Ms. Beatty reported that the revised license plate flyer is routing for approval. Once approved and printed the flyers will be mailed to the license offices.</li> </ul>		
<b>Next Meeting</b>		
<b>Agenda/Logistics</b>		
Draft and review December agenda	Joan Keiser and Virginia Beatty	
Send out poll to determine next meeting	Virginia Beatty	
<b>Adjourn</b>		
Meeting adjourned at 11:30 am	Joan Keiser, Chair	

Approved as amended December 3, 2018.