



Governor’s Organ Donation Advisory Committee (GODAC) Minutes
July 22, 2015



Note takers (s): Tammy Carrier
Members: Virginia Beatty, Phil Duncan, Jan Finn, Joan Keiser, Peter Nicastro and Debra Simaitis
Guest(s): Brooke Connell, Sarah Jane Dolezal, Ray Gabel, Sandy Hentges, Leanne Peace, Jim Pruitt, Michala Stoker and Gina Wisch
Called by: Deb Simaitis, Chair
Called to order at: 10:02 am

Welcome, Introductions, Agenda Approval and Minute Approval

Agenda approved as amended adding the following to New Business: Annual Report, Review Registry and Strategic Plan Report. Ms. Hentges is filling in for Mr. Cramer and needs to leave early, so we will move that agenda item up on the schedule. Minutes approved.

Action Items:	Person Responsible:	Deadline
Add 2015 Annual Report and Review Registry to the agenda under New Items. Ms. Hentges asked to be moved up on the agenda in order to give her report prior to leaving for another appointment.		

Reporting of Officers/Committees

Chair Report

- **Appointments Update**
A.J. Fox informed Ms. Simaitis the Governor’s Office had reached out to two individuals in order to fill the committee vacancies. Ms. Stoker commented she was asked to and has completed the finger print process and a background check. She is waiting for more details. Mr. Harry Ratliff sent a letter to the Governor’s Office stating he does not want to be considered for reappointment. He will serve until a replacement has been appointed.
- **Proclamation Photo-op**
Ms. Simaitis reported she has received no news from the Governor’s Office about the photo-op.
- **Dashboard Update**
Mr. Nicastro reviewed the dashboard. The contribution rate was between 7.2 percent and 10.2 percent during the months of March, April and May. Mr. Nicastro will update the room numbers of all the Senators and Representatives once assigned in December. The committee had asked to trend intent and consent records over time eliminating minor children. Ms. Beatty was asked to check for a means to report this information. Twitter was added to the social media.
- **Quarterly Revenues and Trends**
Mr. Nicastro reviewed the latest numbers from April through June. The actual balance is at 3.5 times the yearly expenditures in the cash fund.

Secretarial Report

- Finance Update Fiscal Year (FY) 15

Ms. Beatty presented the FY15 report. The report provided was current as of the end of May. June items are now in the system; however, they were not at the time this report was completed. The media campaign expenditure of \$45,000 was paid in May and June. The Donor Registry System (DRS) Oracle License for FY14 was charged to FY15; the FY15 license may be charged to FY15 as well. The after-hours equipment charges will be processed in FY16 instead of FY15. A final FY15 report will be provided at the next meeting.

- Finance Update FY 16

The FY16 Budget was approved at the last meeting. Ms. Beatty stated she was currently examining the spending authority against the approved budget. Any changes needed to bring the budget in line with spending authority will be presented at the next meeting.

Action Items:	Person Responsible:	Deadline
Check on a means for DRS to report consent and intent of adults only. Prepare budget reports.	Ms. Beatty	September 2015

Unfinished Business

- Education Conferences

Ms. Janice Rehak provided a list of organizations and conferences for the committee to contact. A booth set up at conferences could help bring organ and tissue donation to secondary schools. Members were asked to review the list to see where each felt the committee could do the most good. Ms. Keiser recommended the committee create a GODAC brochure to hand out at conferences. The Gift of Life brochure was suggested as well which provides information about what was talked about in the classroom to take home to parents. Ms. Simaitis reminded everyone Senator Parson would like to help get the organ and tissue donation message out to every 9th grader in the State of Missouri. Ms. Peace stated there are some great videos online and the committee could review and make recommendations for classrooms to watch. A list of recommended resources could be provided to schools as well. Mr. Gabel will provide Ms. Beatty and Ms. Simaitis with contact information for a teacher that developed a certified high school curriculum about organ and tissue donation.

- State Fair Project Update

Mr. Gabel reported approximately 40 time slots have been filled to work the state fair. All participants will be mailed a map, tickets and relief phone numbers. The state fair is a Team Missouri effort; therefore, the tables will be covered with Donate Life table cloths. Materials to replenish supply will be under the table; as well as two individuals living in Sedalia will have supplies at their home to bring to fair volunteers as needed. Mr. Gabel is currently working to have the globe in the state fair parade.

- GODAC Web Training Update

Ms. Carrier reported program staff are transcribing the last GODAC orientation training from August 2011. Once all transcription is complete, staff will begin creating mini- web-based orientation trainings for new members and review for existing members.

- Rotunda Day Update (Donor Family Recognition)

Ms. Beatty reported the Director has the Donor Family Recognition information for when she meets with the Governor's Office. Ms. Simaitis reported the event request for next year's Rotunda Day was sent on June 30, 2015 for April 12, 2016. Six tables and 12 chairs

were requested. Ms. Amanda Christian contacted Ms. Simaitis to let her know she is not currently scheduling 2016, however she will keep the request and once placed on the schedule a confirmation letter will be sent. Mr. Nicastro stated he sent the request to obtain free parking spaces for the globe and an acknowledgement the application was received.

- **Sunshine Law Update**

Mr. Pruitt stated the Division had not yet responded to his inquiry about committee members to act individually in an outside structure and not as a GODAC member to discuss statute changes. He encouraged GODAC members to review the sunshine law and comply. Ms. Simaitis stated if individuals do not act on behalf of the committee or mention the committee in promoting the changes they are in compliance.

- **National Registry of EMTs (Keep Hope Alive Update)**

Ms. Simaitis reported she contacted Ms. Barbara Remkus, Course Review Coordinator with Continuing Education Coordinating Board for EMS (CECBEMS) to help boost or bring Keep Hope Alive to their attention. Ms. Remkus thought Keep Hope Alive was a great idea and a great fit for general education requirements where there is currently nothing about organ and tissue donation. A “Standards and Requirements for Organizational Accreditation” packet was emailed to Ms. Simaitis on what actions must be completed to be part of the general education. The 40 page document requires the material be approved by a licensed medical doctor in the state of Missouri. There is a charge of \$165 per credit hour, but Ms. Remkus thought this could possibly be waived. An accreditation period is three years and student records must be downloaded and kept at CECBEMS.org by the provider (Missouri) at a cost of \$.31 per student.

Ms. Simaitis also contacted Ms. Melissa Bentley, Director of Research with the National Registry of EMTs (NREMT). She also thought it was a wonderful course, and felt it a better fit with recertification. The NREMT accepts state-approved or CECBEMS approved education for national EMS recertification. In order to be approved by CECBEMS their application process would need to be completed.

Committee members felt that both options were viable and a decision about which group would reach the most would be made after additional research. Ms. Beatty and Ms. Simaitis will check with the Bureau of Emergency Medical Services, University of Missouri and Sierra Donor Services about all the logistics and legal issues. The Committee will discuss at the next meeting.

- **Dynamic Message Boards Update**

Ms. Simaitis stated she would like all the Departments in Missouri to work together to save lives. The Missouri Department of Transportation (MDOT) has promoted messages other than safety in the last year. It is possible MDOT’s policy may have changed and they are now willing to display different messages. The committee decided to pursue the dynamic message board again. Discussion was held to determine the best way to pursue the issue. Ms. Simaitis will email committee members the February 2014 Situation Background Assessment Recommendation (SBAR). Members are to review the SBAR. Members wanting to participate on the project subcommittee should email Ms. Simaitis. Committee members felt the group should determine what the final product would look like and write a new SBAR accordingly; as well as a member or members participating in a face-to-face meeting with the Director to present the SBAR and concept.

Action Items:	Person Responsible:	Deadline
Send out the list of organizations and conferences provided by Ms. Rehak.	Ms. Simaitis	ASAP
Send contact information for the high-school curriculum to Ms. Beatty and Ms. Simaitis.	Mr. Gabel	ASAP
Contact Bureau of Emergency Medical Services and University of Missouri about Keep Hope Alive.	Ms. Beatty	August 2015
Contact Sierra Donor Services about Keep Hope Alive.	Ms. Simaitis	August 2015
Email February 2014 Dynamic Message Signs SBAR to committee members.	Ms. Simaitis	ASAP
Review SBAR and be prepared for discussion at the September meeting.	Ms. Simaitis	ASAP
	All members	September 2015

New Business

- **DHSS Staffing Changes**
Ms. Hentges informed the committee about the changes in Division Leadership. As of July 1, there are two new deputy directors. Kerri Tesreau will be the Systems and Services Manager and Lisa Brown will be the Programs Manager. Ms. Beatty will send out a new organizational chart to members.
- **Review of the Registry**
Mr. Nicaastro stated he would like the program staff to share with GODAC how the registry works since the committee is to help the Department in maintaining an effective and efficient donor registry. Mr. Pruitt commented that each job has an operating and procedures manual in which all the registry procedures are contained. Ms. Carrier also directed the members to the GODAC Resource Handbook on the web which has the Donor Registry System (DRS) Enrollment Process Overview. Ms. Simaitis directed committee members to review the DRS Enrollment Process Overview and will send suggestions or make request to Ms. Beatty if more information is needed.
- **2015 Annual Report**
Ms. Simaitis stated Mr. Fox enjoyed all the member biographies being in the Annual Report. The biographies will also be placed in the 2015 Annual Report. If you want a new picture or your biography changed please have changes to Ms. Beatty by September 1, 2015

Action Items:	Person Responsible:	Deadline
Send updated organizational chart to committee members.	Ms. Beatty	ASAP
Review DRS Enrollment Process	All members	September 2015
Update pictures and bios	All members	September 1, 2015

Partner Updates

- Gift of Life – No report given
- Missouri Kidney Program – No report given
- Mid-America Transplant Services – No report given
- Team Missouri – Ms. Stoker reported the Donate Life ECHO (Every Community Has Opportunity) nationwide observance designed to reach multicultural communities was the 2nd and 3rd full week of July. Anyone participating is encouraged to #DonateLifeEcho. The Donate Life America (DLA) conference will be October 20-22, 2015 in New Orleans,

Louisiana. Registration information will be coming out soon. Nothing new has been received about the new DLA campaign. Team Missouri will wait until November, after the DLA conference, to schedule a strategic planning session. Members will be reenergized and have new ideas.

- Saving Sight – Ms. Stoker stated they were working with Mr. Gabel on the Missouri State Fair. Ms. Jackie Malling, from Saving Sight, received The Leonard Heise Award at the 54th Annual Meeting of the Eye Bank Association of America (EBAA) in Atlanta, Georgia. She is the 33rd recipient of the award, which “is presented to non-medical eye bankers in recognition of their outstanding devotion to the EBAA’s development and for exemplifying the precepts of Leonard Heise, a major contributor to the fight against blindness and one of the EBAA’s founders.” Saving Sight is excited they reached their goal of providing 60,000 vision tests in June 2015.
- Midwest Transplant Network - Mr. Gabel thanked everyone for their support with the Missouri State Fair project. Staff is continuing to prepare for the fair. Ms. Connell has been working with Team Kansas on an ECHO project. Kansas is moving forward with swipe technology for registering donor designations. MTN will be having a booth at the Kansas City Chiefs Training camp. We will be using Missouri registry forms and using the new technology for any Kansas residents. Mr. Gabel also stated that ECHO is replacing National Minority Week. The Transplant Games will have a team from St. Louis as well as a MoKan. The Transplant Games would like more tissue and cornea recipients to participate in 2016, which will be in Cleveland, Ohio. MTN will be participating in the Missouri Hospital Association conference in November. Ms. Dolezal has college programs schedule to begin when school is in session.

Action Items:	Person Responsible:	Deadline
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Next Meeting

Next meeting will be held in September. Look for time between September 21, 2015 and the end of the month

Action Items:	Person Responsible:	Deadline
Send out poll and determine next meeting date and time	Ms. Beatty	ASAP
Develop agenda	Ms. Simaitis and Ms. Beatty	August 2015
Post agenda on GODAC google site	Ms. Beatty	September 2015

Adjourn

Meeting Adjourned at 12:00