OPTN/UNOS Policy Oversight Committee
Meeting Summary
March 11, 2016
Conference Call

Sue Dunn, RN, BSN, MBA, Chair
Jennifer Milton, BSN, CCTC, MBA, Vice Chair

Discussions of the full committee on March 11, 2016 are summarized below. All committee meeting summaries are available at http://optn.transplant.hrsa.gov/.

Committee Projects

1. **None**

Committee Projects Pending Implementation

2. **None**

Implemented Committee Projects

3. **Proposal to Increase Committee Terms to Three Years**

   The policy language became effective March 1, 2016, but will not impact current committee member terms. The policy language will be effective for new committee member terms beginning in July 2016.

   The Committee began to review engagement and participation models during the February 2016 conference call to gain consensus on the focus of committee engagement and participation. The participation indicators were not discussed during the March 11 call but will be presented and discussed at the in-person meeting on March 21.

Review of Public Comment Proposals

4. **None**

Other Significant Items

5. **Preparation for March 21 POC In-Person Meeting**

   The POC used the March 11, 2016 conference call to prepare for the upcoming in-person meeting scheduled for March 21. The Committee discussed feedback on the ongoing and new project surveys out for POC member completion. POC members were expected to review approximately 10 projects each. This would lead to extensive discussion during the in-person meeting. Upon asking for feedback, POC members agreed the process was smooth but had concerns with the cost estimate/benefit survey question. The Chair explained we would have a detailed discussion on the future of fiscal impact in the project process at the in-person meeting (where a focus group was scheduled). The following decision-making tools were presented to the POC to help lead discussion during the in-person meeting:

   - Survey results
   - Project forms
   - Dashboard report
   - Strategic alignment data

- Direction from Executive Committee
- Each other

POC members agreed that the tools provided were adequate to help lead the discussion for project recommendations. There was a request to display the category of project (policy change, guidance document, etc.) within one of the available tools. This request can be adapted to the project forms.

The draft March 21 in-person meeting agenda was presented to the Committee for feedback. All members agreed with the priority of the agenda items. This was the first time the POC had a scheduled teleconference to prepare for an upcoming in-person meeting, and members expressed the helpfulness of the preparation.

Upcoming Meetings

- March 21, 2016, Chicago, IL Meeting, 8:00 a.m. – 4:00 p.m. ET
- April 14, 2016, Conference Call, 12-1 p.m. ET
- May 12, 2016, Conference Call, 4-5 p.m. ET
- June 9, 2016, Conference Call, 12-1 p.m. ET