

**OPTN/UNOS Transplant Coordinators Committee (TCC)  
Meeting Minutes  
May 31, 2018**

**Monthly Conference Call  
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**Introduction**

The Transplant Coordinators Committee (TCC) met via teleconference on 05/31/2018 to discuss the following agenda items:

1. Expert Council Proof of Concept Update

The following is a summary of the Committee's discussions.

**1. Expert Council Proof of Concept Update**

The expert council proof of concept idea was presented. The goal of this proof of concept is to decrease siloing between committees, trying to amplify and bolster the voice throughout the policy development process, and facilitate real time communication. The TCC will test the proof of concept along with the Patient Affairs Committee (PAC). This proof of concept will not change bylaws or the committees' ability to propose or sponsor projects, change any current member status, or interfere with any current projects.

The proposed structure is the current committee and will serve as the core with official coordinator members from other committees. There will be representation from all the committees.

The proposed timeline through December was presented, which includes public comment in August-October and report of progress at regional meetings. November will be the closing survey and December will be the report to the Board of Directors.

Basecamp will be used by the committees as a communication tool which will also be used to measure and increase participation, meeting attendance, submitting public comments, and volunteering on other committees. The idea is to get earlier participation and earlier involvement from constituent committees.

Summary of discussion:

The proof of concept project plan including the charge, expectations, communication tools, participant list, and next steps were reviewed with the Committee. The Committee agreed, in order for this proof of concept to be a valid study, there needs to be coordinator representation on all organ specific committees. This is so the goal of increasing the coordinator voice throughout the policy development process and real time communication can be achieved. Committee members volunteered to serve as a cross-over member for the committees that do not have coordinator representation.

Next steps:

Weekly internal meetings at UNOS and weekly TCC leadership meetings will continue to occur. Await UNOS leadership decision regarding TCC members serving as cross-over members and begin roll out of new concept July 1.

**Upcoming Meetings**

- September 13, 2018, in-person meeting, Chicago, IL