

**OPTN Ethics Committee
Meeting Minutes
July 18, 2019
Conference Call**

**Elisa Gordon, PHD, MPH, Chair
Keren Ladin, PHD, Vice Chair**

Introduction

The Ethics Committee met via Citrix GoToTraining teleconference on 07/18/2019 to discuss the following agenda items:

1. Intellectual Disabilities Memo: Update
2. New Committee Member Orientation

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

1. Intellectual Disabilities Memo: Update

The Committee received an update on the intellectual disabilities memo to be sent to the Health Resources and Services Administration (HRSA) and Office of Civil Rights (OCR). Both HRSA and OCR are part of the U.S. Department of Health and Human Services (HHS).

Summary of discussion:

This memo outlines previous efforts of the Ethics Committee to address the ethical implications of intellectual disabilities and access to transplant. The timeline to send the memo to the OPTN Executive Committee for approval is progressing as planned.

Committee members had no questions about the update.

Next Steps:

The Executive Committee will review the memo on an August 2nd call, and once approved, the Executive Committee will send the memo to HRSA and OCR.

2. New Committee Member Orientation

The Committee received orientation for new Committee members on the expectations and requirements related to participating on an OPTN Committee.

Summary of discussion

The Committee welcomed new members. The Committee reviewed current leadership and current committee members. UNOS staff reviewed expectations regarding regional meeting attendance in OPTN public comment- regional representatives on the Committee are expected to attend these meetings to represent the Ethics Committee and present any projects that the Committee has been working on to the region. A Committee member asked if at-large members are encouraged to attend regional meetings as well. Staff clarified that at-large members are encouraged to attend regional meetings as an opportunity to hear about other OPTN proposals and represent the Ethics Committee.

Committee members reviewed current and past projects, upcoming meetings for the Ethics Committee, and how to find committee resources and information on the Organ Procurement and Transplantation Network (OPTN) site. UNOS staff reviewed OPTN strategic goal alignment and the policy development

process. There was a question about SharePoint access that UNOS staff will follow up on by sending instructions regarding access to the Committee SharePoint site.

Next steps:

UNOS staff will resend orientation slides and follow up on Committee member SharePoint access.

Upcoming Meetings

- August 15, 2019 (teleconference)
- September 19, 2019 (teleconference)