



2022-2023 Board and Committee Needs Assessment

The 2020-2021 OPTN Board of Directors Nominating Committee has developed the annual Board and Committee Needs Assessment for the 2022-2023 cycle. The needs assessment provides an overview of the composition of the entire OPTN governance system and identifies projected gaps in perspective, skills, experience and demographics. This document, completed during the Nominating Committee’s spring 2021 meeting series, forms the basis for applicant recruitment, review, and selection for the following year’s cycle.

2020-2021 OPTN Board of Directors Nominating Committee

Matthew Cooper, Vice President & Committee Chair
David Mulligan, President
Mindy Dison, VP for Patient & Donor Affairs
Suzanne Lane Conrad, At-Large
Joseph Hillenburg, At-Large
Amishi Desai, At-Large
Patrick Healey, At-Large
William Hildebrand, Histocompatibility Rep.

Valinda Jones, At-Large
Stacey Lerret, Transplant Coordinator Rep.
Maryl Johnson, Immediate Past President
Sue Dunn, President preceding Immediate Past President
Christopher McLaughlin, HRSA (Non-voting)
Shannon Taitt, HRSA (Non-voting)
Brian Shepard, OPTN Executive Director (Non-voting)

Complete or Update a Volunteer Form Annually to be Considered

Board Vacancies	Guaranteed Review Deadline: July 1, 2021 <i>Volunteer interest forms received between July 1, 2021 and September 30, 2021 will be reviewed on a case-by-case basis.</i>
Committee Vacancies	Standard Review Deadline: September 30, 2021

Volunteer Interest Forms for the Board vacancies listed in this document will be guaranteed review if received by the priority review deadline of July 1, 2021. Any forms received between July 1, 2021 and September 30, 2021 will be reviewed on a case-by-case basis. Volunteer Interest Forms for committee vacancies must be submitted no later than September 30, 2021. Visit the [“How to Apply”](#) page to submit your form. Once completed, you can [log in](#) to update the form at any time. **If you have completed and submitted a Volunteer Interest Form since October 1, 2020, you do not need to complete a new form.** If you need assistance, please contact volunteer@unos.org.

Participation Requirements

As a condition of service, Board members must sign an [OPTN attestation document](#) annually. All Board and committee volunteers must sign the [OPTN conflicts of interest and confidentiality agreement](#) annually. Read more details about participation requirements for Board of Directors and committee volunteer service on the [OPTN’s Get Involved page](#).

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Board of Directors Needs Assessment & Vacancies

Service on the Board

The Board of Directors is seeking individuals to serve two to three year terms, depending on their position, beginning July 1, 2022. The Board establishes and maintains transplant policies (operational rules) and bylaws (membership requirements) that govern the OPTN. Board members also provide guidance to the OPTN by contributing to its strategic focus, effectiveness, and financial sustainability, as well as serving as ambassadors for the OPTN.

Desired Qualities

The OPTN Nominating Committee is seeking applicants with the following qualities:

1. **Respect for others** and a history of collaboration with colleagues and community members
2. **Passion for the cause** of organ donation and transplantation
3. **Demonstrated commitment** to the OPTN and/or the donation and transplantation community

Directors have duties of care, loyalty, and obedience to the Board. The Nominating Committee is also seeking applicants with a strong governance mindset and understanding of fiduciary responsibilities.

2022-2023 Identified Board Needs and Disparities

The Nominating Committee met in spring 2021 to identify the needs for the 2022-2023 Board of Directors. The Committee identified these needs by reviewing overall demographics of the individuals who are continuing their term on the Board in 2022 and those advancing to the Board from the Associate Councillor position.

For all positions, the Nominating Committee is seeking candidates that bring increased racial and ethnic diversity as well as a gender balance to the Board of Directors.

The Committee seeks a balance between profession, perspective, and area of expertise:

- Increase in clinical expertise in heart, lung, liver, and VCA donation and transplantation
- Increase in OPO, transplant administrator and transplant coordinator representation

The 2022-2023 Board of Directors has strong representation from Directors with clinical kidney expertise.

The following perspectives and skill sets were identified as needs by the OPTN Nominating Committee:

- Information technology: Technology strategy, EHR/EMR integration, Web APIs or FHIR, mobile computing, cloud computing, information management, Software as a Service (SaaS) information analytics and visualization
- Law: Corporate governance and/or regulatory compliance legal experience
- Previous fiduciary board experience; corporate and/or nonprofit governance
- Finance, particularly healthcare finance

Nominee Selection

Individuals may apply for service to the Board of Directors through three primary pathways:

1. Through the Board's Nominating Committee: The Board Nominating Committee selects nominees for Officers, At Large, and Patient & Donor Affairs/General Public positions. These nominees compete in the national election on contested ballot positions.
2. Through a Regional Nominating Committee: Each OPTN Region's Nominating Committee selects nominees to participate in a regional election for Associate Regional Councillor/Regional Councillor-Elect. Associate Councillors first serve a two-year term on the Membership and Professional Standards Committee (MPSC). Associate Councillors then participate in the national membership election on an uncontested ballot for a two-year term as Regional Councillor to the Board of Directors.
3. Through a Medical/Scientific Society: Five professional transplantation societies provide a nominee from their membership to participate in the national membership election on an uncontested ballot.
 - The American Society of Transplantation (AST)
 - The American Society of Transplant Surgeons (ASTS)
 - The Association of Organ Procurement Organizations (AOPO)
 - The American Society for Histocompatibility & Immunogenetics (ASHI) or The College of American Pathologists (CAP)
 - NATCO, the Organization for Donation and Transplant Professionals

All individuals, regardless of their method of nomination, must complete a Volunteer Interest Form for consideration in a given Board cycle.

Terms

All terms for this cycle will begin July 1, 2022.

- The Vice President/President-Elect will serve a one-year term as VP, a one-year term as President, and a one-year term as Immediate Past President.
- Board officers, including the Vice President for Patient & Donor Affairs, serve two year terms.
- Regional Associate Councillors/Councillors-Elect serve two years on the MPSC as Associate Regional Councillor and two years on the Board of Directors as Regional Councillor.
- Patient & Donor Affairs Representatives serve three year terms.

Board Composition

The OPTN is required by Federal regulation ([42 C.F.R. §121.3](#)) to meet certain composition requirements for the Board. The Board must include:

- ... approximately 50% transplant surgeons or physicians. *In addition to this regulatory requirement, the Nominating Committee seeks to balance this population evenly between surgeons and physicians.*
- ...at least 25% transplant candidates, recipients, organ donors and family members. This group should represent the diversity of the population of transplant candidates, recipients, organ donors and family members.
- ...representatives of OPOs, transplant hospitals, voluntary health organizations, transplant coordinators, histocompatibility professionals, non-physician transplant professionals, and the general public.

The OPTN Bylaws Article 2.1 also contain composition requirements for the Board of Directors:

- The Board must have at least 34 but no more than 42 Directors.
- At least one Director must represent pediatric interests.
- Each of the 11 regions is represented by a Regional Councillor on the Board.
- The immediate past president is automatically a member of the Board.
- One individual must serve as a Minority Transplant Professional Representative on the Executive Committee.

In addition, it has been past practice to allow the following transplant societies to recommend one of their members (in an uncontested ballot seat) to serve on the Board of Directors:

- AST
- ASTS
- NATCO
- AOPO
- ASHI orCAP

The Nominating Committee also seeks to balance representation on the Board between regions, transplant professions, and clinical expertise.

Vacancies

The following 11 positions are open as contested ballot seats for the 2022-2023 Board of Directors. To be considered for any of these positions, please complete a Volunteer Interest Form.

- Vice President (President-Elect)
- Secretary
- Vice President of Patient and Donor Affairs
- 8 At-Large (At-Large MD, Other At-Large, Patient and Donor Affairs Representatives)
Note: The number of each category of At-Large positions will vary depending on selections for officers and uncontested ballot positions in order to meet composition requirements outlined in the Final Rule and OPTN Bylaws.

The following 9 positions will be filled as uncontested ballot seats for the 2021-2022 Board of Directors:

- Medical/Scientific Society Representative: ASHI or CAP
- Medical/Scientific Society Representative: NATCO
- Medical/Scientific Society Representative: AOPO
- Medical/Scientific Society Representative: AST
- Medical/Scientific Society Representative: ASTS
- Region 3 Councillor
- Region 4 Councillor
- Region 5 Councillor
- Region 6 Councillor

In addition, Regions 1, 2, 7, 8, 9, 10 and 11 will hold elections for Regional Associate Councillor/Councillor-Elect. Regional Associate Councillors elected this year will serve on the Membership and Professional Standards Committee (MPSC) July 1, 2022-June 30, 2024 and on the Board July 1, 2024-June 30, 2026. Regional Nominating Committees will use the 2022-2023 Board of Directors Needs Assessment in considering nominees for Associate Councillor/Councillor-Elect.

Committee Needs Assessment & Vacancies

Committee Structure

Federal regulation ([42 C.F.R. §121.3](#)) states that the Board of Directors shall establish other committees as necessary to perform the duties of the OPTN. Final Rule requirements pertaining to the structure of the Committees include representation by:

- Transplant hospitals
- Transplant coordinators
- OPOs
- At least one transplant candidate, recipient, organ donor, or family member

Committees will, to the extent practical, include racial and gender representation reflecting the diversity of the population of transplant candidates, transplant recipients, organ donors and family members served by the OPTN.

The OPTN [Bylaws](#) also contain composition requirements for the Committees:

- At least one representative from each OPTN [Region](#)
- Representatives from transplant hospitals, OPOs, transplant coordinators, transplant candidates, recipients, donors, or their family members

2022-2023 Identified Committee Needs and Disparities

The OPTN Nominating Committee met in April 2021 to identify the needs for the 2022-2023 Committees. The Nominating Committee identified needs by reviewing aggregate demographic data of the individuals who are continuing their terms in 2022 and individuals recently appointed to the committees effective July 1, 2021. They compared that data to the demographics data from the transplant waiting list population as well as regional populations. When identifying needs and disparities, the Nominating Committee also considered regulatory requirements and alignment with strategic goals.

Regions: The Nominating Committee reviewed the known regional composition of committee members beginning July 1, 2022. The Nominating Committee viewed the number of committee members in each region and compared it to the number of waiting list candidates in each region. Region 5 had lower representation on committees when compared to the waiting list candidate population.

Committee leadership should continue to strive to ensure balance with respect to regional representation. Nominating committees consider the historic rotation of previous regional members to ensure that, where practical, there is fair representation from diverse centers in each region. When recommending nominees for at-large positions, committee leadership should consider the regional balance of the entire committee.

Gender: The Nominating Committee examined the gender representation on committees beginning July 1, 2022. The Committee noted that there is almost equal representation among male and female committee members (124 male committee members, 126 female committee members). The Nominating Committee recommends that committee leadership and regional nominating committees continue to strive for gender balance.

Race and Ethnicity: The Final Rule requires OPTN committees to reflect the racial and ethnic diversity among transplant candidates, recipients, organ donors and family members as much as practicable ([42 C.F.R. §121.3](#)). The committees have increased representation from racial and ethnic minorities in recent years, but are still predominantly Caucasian. Committees were 81% Caucasian in 2016-2017, 71% Caucasian in 2017-2018, 72% Caucasian in 2018-2019, and 67% Caucasian in 2019-2020. The data for the committees as of July 1, 2021 show a 66% Caucasian representation.

When compared to demographic data from the waiting list population, the need to diversify racial and ethnic representation becomes more apparent. 28% of the national wait list identifies as African American, and 21% identifies as Hispanic. However, 5% of all committee members identify as African American and 8% identify as Hispanic. The Nominating Committee recommends that committee leadership and regional nominating committees increase racial representation to reflect the diversity of those served by the OPTN.

Professional Perspectives: The Nominating Committee recommends that committees and regions continue to strive for a balance of surgeons and transplant physicians. Committees should continue to seek members with pediatric expertise. Non organ-specific committees should seek a balance of representation from all organs. It was noted that each committee must include representation by a transplant coordinator and an OPO representative, in addition to patient, donor, and family representatives. The Committee recommends seeking transplant professionals that have a patient, donor, or family perspective in addition to representatives that have no professional affiliation with transplantation.

Patient and Donor Representation: The patient, donor, and family perspectives on the committees are as follows:

- Living donor – 2%
- Donor family – 2%
- Recipient family – 2%
- Recipient – 7%

There are currently no transplant candidates serving on committees. The Nominating Committee recommends a continued balance of patient, donor, and family perspectives across the committees. Additionally, regional nominating committees and committee leadership should seek patient and donor representatives from minority populations.

First Time Committee Members: The Nominating Committee recommends that committees and regions continue to seek a balance between engaging new talent and expertise and retaining historical, institutional, and operational knowledge.

Selection Process

The OPTN Vice President/President-Elect appoints incoming committee members to fill open positions. Each committee with openings will review Volunteer Interest Forms and make recommendations to the OPTN President-Elect. Regional nominating committees will make recommendations to the President-Elect for regional representative vacancies. To learn more, visit the [OPTN website](#).

Vacancies

The term for these positions are July 1, 2022-June 30, 2025 unless otherwise noted. Visit the [OPTN website](#) to learn more about individual committees.

Ad Hoc Disease Transmission Advisory Committee

The Ad Hoc Disease Transmission Advisory Committee (DTAC) meets monthly via web conference and twice a year in-person. The DTAC meets for additional web conferences for case review as needed.

Open positions:

- Vice Chair
- At-Large (5)

The Committee is seeking:

- ID Specialist (2)
- Hepatologist
- Pulmonologist
- Transplant Surgeon
- Patient/donor affairs representative

Ad Hoc International Relations Committee

The Ad Hoc International Relations Committee (AHIRC) meets quarterly via web conference. The AHIRC does not meet in-person.

Open positions:

- Vice Chair
- At-Large (3)

The Committee is seeking:

- Nephrologist
- Legal Representative with immigration and citizenship expertise
- Liver transplant experience

Data Advisory Committee

The Data Advisory Committee meets monthly via web conference and twice a year in-person

Open positions:

- Vice Chair
- At-Large (6)

The Committee is seeking:

- Data management/collection experience
- Transplant and OPO Quality Leadership
- Transplant clinical researcher/epidemiologist MD or surgeon (preference for lung, liver, and/or infectious disease expertise)

Ethics Committee

The Ethics Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 3 representative
- Region 6 representative
- Region 8 representative
- Region 9 representative
- At Large (1)

The Committee is seeking:

- OPO representative
- Ethicist
- Transplant coordinator
- Expertise in health communication, health literacy, health equity, procedural justice, and/or organizational ethics
- Health law (transplant experience preferred)

Heart Transplantation Committee

The Heart Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 3 representative
- Region 4 representative
- Region 7 representative
- At Large (2)

The Committee is seeking:

- Patient/donor Affairs representative
- Cardiologist
- Cardiac advanced practice practitioner
- Heart transplant administrator

Histocompatibility Committee

This Histocompatibility Committee meets monthly via web conference and twice a year in-person. Committee members also participate in subcommittees that meet on an ad-hoc basis.

Open positions:

- Vice Chair
- Region 1 representative
- Region 2 representative
- Region 5 representative
- Region 6 representative
- Region 7 representative

The Committee is seeking:

- Laboratory specialists

Kidney Transplantation Committee

The Kidney Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- Region 2 representative
- Region 6 representative
- Region 8 representative
- At Large (1)

The Committee is seeking:

- Pediatric nephrologist
- Kidney transplant surgeon
- Kidney transplant coordinator
- Pathologist

Liver and Intestinal Organ Transplantation Committee

The Liver and Intestinal Organ Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 3 representative
- Region 6 representative
- Region 9 representative
- Region 10 representative
- Region 11 representative
- At Large (1)

The Committee is seeking:

- Liver transplant coordinator
- Pediatric expertise
- Individuals with experience in liver/intestinal transplant

Living Donor Committee

The Living Donor Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 4 representative
- Region 9 representative
- Region 11 representative
- At Large (2)

The Committee is seeking:

- Living donor
- Living uterus donor
- Hepatologist
- Living donor surgeon (2)

Lung Transplantation Committee

The Lung Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 2 representative
- Region 4 representative
- Region 5 representative
- Region 7 representative
- At Large (1)

The Committee is seeking:

- Lung transplant coordinator
- Lung surgeon
- Lung surgeon or physician with pediatric expertise

Membership & Professional Standards Committee

The Membership and Professional Standards Committee (MPSC) meets in-person at least three times a year for three days each, usually in Chicago. Additionally, it will hold 8-10 two-hour conference calls. Committee members will also be assigned to ad-hoc subcommittees that may meet by conference call 6-7 times per year. The MPSC may also have 1-2 special in person meetings over the course of the year.

Each Committee member is responsible for conducting peer evaluation activities. Cases must be reviewed within the specified time limit, which could range from 1 day to 2 weeks depending on the issue. Members will receive 65-100 cases annually to review. These case reviews, along with preparation for meetings, may require up to four hours of work per week.

Open positions:

- Chair

- Region 3 representative
- Region 4 representative
- Region 5 representative
- Region 6 representative
- At Large (12)

The Committee is seeking:

- Transplant administrator (2)
- Histocompatibility laboratory director (1)
- OPO director (1)
- OPO quality leader (1)
- OPO procurement director (2)
- Nephrologist (2)
- Hepatologist (2)
- Pulmonologist (1)
- Abdominal transplant surgeons (kidney, liver, pancreas, intestine) (3)
- Cardiothoracic transplant surgeon – lung (1)
- Anesthesiologist (1)

Minority Affairs Committee

The Minority Affairs Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- Region 3 representative
- Region 5 representative
- Region 6 representative
- Region 8 representative
- At Large (1)

The Committee is seeking:

- Thoracic transplant surgeon (2)
- Thoracic transplant physician
- Hepatologist
- Pediatric expertise
- Health disparities researcher

Operations & Safety Committee

The Operations and Safety Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 2 representative
- Region 3 representative

- Region 7 representative
- Region 10 representative
- At Large (1)

The Committee is seeking:

- Thoracic physician or surgeon
- Transplant surgeon
- Nephrologist
- Hepatologist
- OPO executive/director
- OPO representative in quality or operations

Organ Procurement Organization Committee

The Organ Procurement Organization (OPO) Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 2 representative
- Region 4 representative
- Region 5 representative
- Region 6 representative
- Region 8 representative
- At Large (1)

The Committee is seeking:

- Transplant coordinator
- Transplant physician or surgeon
- OPO executive/director (2)
- OPO manager/representative (2)

Pancreas Transplantation Committee

The Pancreas Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 2 representative
- Region 7 representative
- Region 8 representative
- Region 11 representative
- At Large (1)

The Committee is seeking:

- Patient/donor affairs representative
- OPO representative
- Pancreas physician (3)

Patient Affairs Committee

The Patient Affairs Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 2 representative
- Region 3 representative
- Region 4 representative
- Region 5 representative
- Region 9 representative
- At Large (1)

The Committee is seeking:

- Transplant coordinator with a patient/donor relationship
- Deceased donor family member
- Multi-organ transplant recipient
- OPO representative with a patient/donor relationship
- Living organ donor
- Transplant patient from a rural or underserved area

Pediatric Transplantation Committee

The Pediatric Transplantation Committee meets monthly via web conference and twice a year in-person

Open positions:

- Vice Chair
- Region 3 representative
- Region 4 representative
- Region 9 representative
- Region 10 representative
- Region 11 representative
- At Large (1)

The Committee is seeking:

- Patient/donor affairs representative
- Individuals with experience in pediatric transplant

Transplant Administrators Committee

The Transplant Administrators Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 2 representative
- Region 7 representative
- Region 8 representative
- Region 11 representative
- At Large (1)

The Committee is seeking:

- Patient/donor affairs representative
- Transplant administrator, VCA experience
- Transplant administrator, finance experience
- Transplant administrator, quality experience
- Transplant coordinator

Transplant Coordinators Committee

The Transplant Coordinators Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- Region 2 representative
- Region 5 representative
- Region 6 representative
- At Large (1)

The Committee is seeking:

- Heart transplant coordinator
- Lung transplant coordinator
- Living donor coordinator
- VCA coordinator
- Clinical coordinator

Vascularized Composite Allograft Transplantation Committee

The Vascularized Composite Allograft (VCA) Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- At Large (6)

The Committee is seeking:

- VCA transplant surgeon, specializing in head/neck, limb, penis, or abdomen (2)
- ENT surgeon or physician
- Psychiatrist
- Occupational therapist
- Urologist
- VCA coordinator