

OPTN Nominating Committee

Meeting Summary

August 16, 2023

Webex

Richard Formica, MD, Chair

Introduction

The Nominating Committee met via Webex 08/16/2023 to discuss the following agenda items:

1. Welcome
2. Nominating Committee Strategy Discussion
3. Needs Assessment Review and Discussion

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

1. Welcome

Richard Formica, Chair of the OPTN Nominating Committee, welcomed the Committee and Regional Nominating Committee members and thanked them for their time. OPTN Contractor staff presented the Board and Committee appointment timeline.

2. Nominating Committee Strategy Discussion

Dr. Formica discussed the role of the Regional Nominating Committees in ensuring the future talent on OPTN Committees and the Board. Dr. Formica then spoke about the composition requirements stated in the Final Rule, the preferred qualifications and strategy of the Nominating Committee, and identified needs and disparities. The group then discussed the need for the Regional Nominating Committees to provide rationale when submitting their recommendations to the Vice President for appointments. Dr. Formica asked the Regional Nominating Committees to think long term about their Associate Councillor ballot as those elected individuals matriculate to the OPTN Board. An attendee asked about referrals and OPTN Contractor staff responded that a referral toolkit will be sent to all OPTN committee members, and encouraged them to direct potential applicants to the volunteer e-mail box to answer any questions. An attendee asked if they are able to reach out to applicants to gain additional information that may not be listed on Volunteer Interest Forms. The group discussed and came to consensus on the appropriateness of reaching out to applicants as long as they have submitted a Volunteer Interest form and all candidates are being considered equally through a consistent process.

Prior to the Call for Nominations, current volunteers are encouraged to refer their networks to complete or update a Volunteer Interest form on an annual basis. Doctors and transplant professionals should also be encouraging their patients to complete Volunteer Interest forms. The group then discussed the new makeup of Regional Nominating Committee to include the Associate Councillor, Councillor, Immediate Past Councillor, an OPO representative, and a patient, donor or family member representative.

Next steps:

OPTN Contractor Staff will send the referral toolkit to all current OPTN volunteers on Committees and Board.

3. Needs Assessment Review and Discussion

OPTN Contractor Staff presented on the 2024-2025 Committee Needs Assessment and Regional Councillor candidate review process. The OPTN Contractor has added two additional positions of Patient Community Administrators to facilitate the outreach and engagement to patient, donor, or family member applicants throughout the process. The presentation highlighted that the work of the OPTN Contractor staff is simply to facilitate the applicant review and appointment process by getting the Regional Councillors the list of applicants that meet the committees' stated needs. An attendee asked if OPTN Contractor staff are tracking how many patient, donor or family members are attending Regional Meetings. Staff confirmed that this information is being tracked and there have also been enhancements to specific engagement and outreach to those attendees.

OPTN Contractor staff then walked the attendees through what to expect as Regional Nominating Committee members. Sample materials were presented along with the format of candidate lists that Regional Nominating Committee members will receive. An attendee thanked the presenters for the presentation, commenting that it is the most detailed they had seen thus far. Another attendee agreed this was a wonderful presentation and discussion. An attendee requested that Regional Nominating Committees are notified of which candidates are appointed because of the length of time between recommendations and appointment. Another attendee recommended increased representation from intestinal transplant professionals as well as VCA professionals.

Next steps:

OPTN Contractor staff will engage the regional nominating committees in the early Fall to begin the applicant review process.

Attendance

- **Committee Members**
 - Colleen McCarthy
 - Dianne LaPointe Rudow
 - Jennifer Lau
 - Jim Sharrock
 - Matt Cooper
 - Maryjane Farr
 - Richard Formica
 - Valinda Jones
- **HRSA Representatives**
 - Christopher McLaughlin
 - Vanessa Arriola
- **UNOS Staff**
 - Anna Messmer
 - Morgan Jupe
 - Sally Aungier
 - Susie Sprinson
 - Tina Rhoades
- **Other Attendees**
 - Adam Frank
 - Andrew Kao
 - Anne O'Boye
 - Anthony Panos
 - Catherine Kling
 - David Vega
 - Debbi McRann
 - Donna Smith
 - Emily Blumberg
 - Felicia Wells-Williams
 - Ginny McBride
 - Jonathan Fridell
 - Julie Spear
 - Lee Nolen
 - Leway Chen
 - Mark Wakefield
 - Martha Pavlakis
 - Michael Kwan
 - Michelle James
 - Nancy Metzler
 - Patrick Healey
 - Reginald Gohh
 - Robert Harland
 - Samantha Endicott
 - Shelley Hall
 - Steve Weitzen
 - Tonya Gomez