



## **The Alliance Donation Leadership Council CHARTER**

### **Alliance Mission**

The Alliance is the recognized leader within the organ donation and transplantation community dedicated to providing engaged learning, innovation and collaborative leadership for future advancements in organ donation and transplantation.

### **Purpose**

The Donation Leadership Council will work to develop and provide resources and education to improve and advance the organ donation process. The council will support hospital and donation professionals' efforts in the sharing of knowledge, data and successful practices as it relates to identification of potential donors, family support and communication, and optimizing the availability of organs for transplantation.

### **Guiding Principles**

- All activities are focused on increasing organ donation, utilization, and transplantation.
- Consensus-based decision-making is preferred in activity identification and execution; however, decisions will not require a unanimous decision.
- New ideas for activities are vetted in terms of resources and feasibility.
- All council members are active participants.
- Council members will fully comply with The Alliance conflict of interest policy.

### **Scope & Responsibilities**

1. Share and promote scientific knowledge and successful practices that improve and advance organ donation processes and practices.
2. Identify and partner with key national stakeholders e.g. accrediting bodies, National Association of Medical Examiners, insurance companies, and other medical professional societies, to engage them in facilitating the support of the preservation of the donation opportunity and process.
3. Support the efforts of national organizations, key stakeholders and government in their efforts to standardize brain death testing and declaration.
4. Develop programs that provide peer-to-peer resources and support that help to advance donation processes.
5. Ensure the currency of Alliance educational resources by reviewing them regularly and updating materials as needed.

### **Membership Terms & Conditions**

All council members will include a multi-disciplinary representation of physicians, surgeons, and hospital and donation professionals. To the extent possible, members will include physicians, surgeons, nurses, advanced practitioners, medical examiners, administrators and donation professionals. Every effort will be made to represent diversity and a variety of geographic locations in the US. Preference for council membership will be given to individuals representing Professional Partner organizations of The Alliance, when applicable.

- The Donation Leadership Council will consist of a minimum of 10 members, with the option to add members as needed.

- Appointment of members shall be subject to approval by The Alliance Board of Directors.
- Members of the Donation Leadership Council shall serve two-year terms of appointment and may be reappointed for one additional one or two-year term.
  - The renewal of a one or two-year term will be considered for those members who regularly attend the council meetings and actively contribute to and participate in the council's activities.
  - Terms will be staggered among council members.
  - A council member's organization's Professional Partnership will also be taken into consideration at the time of council membership renewal.
- The Alliance leadership and the Donation Leadership Council chair shall recommend a nominee who shall initially serve as vice-chair during the last year of the current chair's term, and then serve a two-year term as chair. Exceptions for a two-year term might be made based on individual circumstances as well as the needs of the council.
- The Donation Leadership Council will meet at least three times a year, to include at least one in-person meeting. Ad hoc meetings may be added if needed to accomplish council projects.
- The Alliance leadership and the Donation Leadership council chair shall identify and select new council members on an annual basis to fill vacated council seats.

**Duties:** Strategy; Planning; Fiduciary

The Donation Leadership Council members serve as subject matter experts in guiding projects and activities and making recommendations to The Alliance Board of Directors, the donation and transplantation community, and other national organizations.

Members are expected to bring innovative and current information from their constituent group, assist in developing council priorities, and support the implementation of adopted initiatives. In addition to attending meetings, members may be called upon to provide leadership and assist with other committees, special projects, studies, events and other related activities. Council members will assist in the securing of funding for the development of projects when necessary.

**Expected Outcomes**

The council will serve as the vehicle for exploring and sharing of new ideas and implementing programs and services necessary to advance donation practices and processes.

**Communication of Work**

To ensure a strategic and well coordinated approach to communicating the ongoing activities and success of the council, communication will consist of:

- The Alliance Donation Leadership Council Board Liaison will provide a quarterly update report to The Alliance Board of Directors.
- The Alliance leadership will share updates of other Alliance Leadership Council activities during council meetings.
- The Alliance will provide council members with a participation and activity quarterly report.
- The Alliance will provide updates, as deemed necessary and appropriate, to national organizations for dissemination to their members.
- The Alliance will publish articles in their e-newsletter and blog or other donation and transplantation communications or national publications.
- Members will be responsible for communicating the council work to their respective organizations.

## **Other Operations**

- The Alliance staff will provide council meeting support.
- Members, including the council chair, will be responsible for covering the travel costs associated with attending any in-person meetings.
- Members, including the council chair, will not receive any stated salaries or compensation or expense reimbursement for their service on the council.
- Members will abide by The Alliance Conflict of Interest Policy, ensuring no member will profit either personally or professionally by serving on the council and will not engage in conduct that conflicts with the interest of The Alliance.
- Council members are expected to participate in council-vetted or sponsored programs. If unable to attend personally, they are encouraged to send a representative. Note: this does not apply to council meetings.
- All council members representing OPOs or transplant programs are expected to advocate for their organization's professional partnership with The Alliance.
- All council members will be held accountable for meeting the council member's expectations.