

Name **Tissue Expert Committee (TEC)**

Purpose

The TEC will work with the Organ and Tissue Donation and Transplantation Steering Committee in designing the optimal tissue donation and transplantation system for Canadians. It is anticipated that this will be completed by the end of fiscal year 09/10, at which time the Committee will be disbanded.

Scope

The scope of the plan includes tissues, live and deceased donors, and encompasses areas where Canadian Blood Services will be directly involved and where it will be indirectly involved.

Goals

Building on the Canadian Blood Services' national consultation held in September 2008, the TEC will pursue the following goals:

- Review and provide input to the strategic direction outputs provided by the Steering Committee;
- Develop recommendations on a national accountability framework that maximizes the effectiveness and efficiency of donation and transplantation processes, and outlines clear roles and responsibilities for tissue donation and transplantation participants;
- Develop recommendations on strategic targets, measures, and initiatives related to tissue donation and transplantation;
- Develop recommendations on specific tissue donation and transplantation issues;
- Provide input on strategies and governance for implementation;
- Ensure that the tissue donation and transplantation community is kept informed of the progress of the strategic plan.

Membership

- The Committee will consist of 12-16 members who are Canadian health leaders with broad base experience in public health policy and expertise in the tissue donation and transplantation area;
- Members shall be appointed by the CEO, Canadian Blood Services.

Duties of Chair

The Chair will be appointed by the CEO, Canadian Blood Services, and will be responsible for:

- Preparing meeting agenda based on suggestions from committee members and the needs of Canadian Blood Services;
- Ensuring that the Committee functions within the Terms of Reference;

- The Chair may vary the membership or structure of the Committee at any time;
- The Chair may also extend the term of the Committee should it be required.

Duties of the Members

- Participate in accordance with the Terms of Reference;
- Bring forward issues/ideas to the Chair;
- Champion the project throughout the tissue donation and transplantation community.

Meetings

Meetings will be held at the call of the Chair, and may be held in person or by teleconference.

Quorum

- A majority of the voting members of the Committee shall constitute a quorum;
- Ordinarily, decisions and recommendations of the Committee will be achieved by consensus;
- Where consensus is not requested or cannot be achieved, both assenting and dissenting views are to be presented.

Notes

Notes will be prepared by Canadian Blood Services staff according to Canadian Blood Services format, summarizing discussions and recommendations of the Committee.

Expenses

Expenses for travel related to meetings will be reimbursed by Canadian Blood Services in accordance with Canadian Blood Services travel policy.

Support

Canadian Blood Services will provide administrative and logistical support for the Committee.