**COLUMBIA COUNTY COMMUNITY HEALTHCARE CONSORTIUM, INC.**

**MEETING NOTES**

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| **Committee: Corporate Compliance** | | **Date: December 21, 2016** |
| **Attending Members: Tam Mustapha, Lisa Thomas, Michael Cole, Claire Parde, and Linda Tripp** | | **Facilitator: Claire Parde** |
| **Absent Members: Tina Sharpe** | | **Scribe: Lisa Thomas** |
| **TOPIC DISCUSSED** | **DISCUSSION SUMMARY** | **DECISION MADE AND/OR ACTION TO BE TAKEN,**  **BY WHOM AND WHEN DUE** |
| Review of disclosure forms | The following disclosure forms were reviewed: Laurie Scott.  The Committee discussed the annual Corporate Compliance training for the Board. It was decided that this should be done in April when the new board term begins. The training will focus on the Conflict of Interest policy and procedures and the agency’s Code of Conduct. It was also decided that the Disclosure of Interest Forms will be collected in April. The disclosure forms from the previous year will be provided for guidance. | Claire and Lisa will review the Code of Conduct and Conflict of Interest policy and see how it can be condensed into a brief training. Also, the memo regarding Corporate Compliance will be re-issued to staff in January. |
| New Board Members | It was discussed that a Medicaid exclusion check should be done prior to a nomination. Medicaid fraud would make someone ineligible to sit on the Board. Also, when someone new joins the Board, it should be suggested that he/she join a committee. It is important for networking. |  |
| Other discussion | Claire shared that she has been nominated to the Board of Trustees at Columbia Memorial Hospital. If all goes well, she will be seated by April. |  |
| Next Meeting | March 15, 2017 at 2:30pm |  |