Fairfax-Falls Church Community Services Board
CSB Board Compliance Committee Charter

Mission:

The Compliance Committee provides oversight and direction to the CSB Compliance Program. Working closely with the CSB Executive Director and Compliance Officer, and legal counsel, the committee assists the CSB Board in meeting its statutory responsibilities as outlined in the Code of Virginia, section 37.2-504.

Committee Composition:

The Compliance Committee is a standing committee of the CSB comprised of the members of the CSB Board Executive Committee. The Compliance Committee Chair will be the current CSB Board Chair or designee.

Responsibilities and Duties:

The CSB is committed to conducting its operations consistent with the best interests of it clients, employees, contractors, vendors, community partners, and others. To help meet this commitment and the provisions of CSB Board Policy #2300, Corporate Compliance Program, this Committee will:

- Meet on a monthly basis, or as needed, to receive reports from the CSB Compliance Officer or other appropriate staff.
    - Sufficient information shall be provided to the Committee to provide confidence to the Committee that controls and processes are in place in to ensure that CSB program services are adhering to the highest standards of accountability.
    - The committee will be briefed in a timely manner of any identified compliance concerns.
- Review plans for ongoing and future compliance initiatives.
- Provide continuous review and oversight of the CSB Corporate Compliance program.
- Conduct a periodic evaluation of the CSB Corporate Compliance program.

Outcomes:

- A corporate compliance program is in place and functioning to ensure the CSB is compliant with laws, regulations, policies, and procedures in all areas of operation.
- The CSB Board is sufficiently informed of compliance related issues to allow it to meet its statutory responsibilities.
- Board level decisions and governance regarding compliance are enhanced.