

	<p>Minutes Regulatory Compliance Committee January 25, 2021</p>	<p><u>Committee Members:</u></p> <table> <tr> <td>Sean Barry</td> <td>Jessica Mitchell</td> </tr> <tr> <td>Mary Beer</td> <td>Emily Phillips</td> </tr> <tr> <td>Lindsey Burgess</td> <td>Lorrie Scarrott</td> </tr> <tr> <td>Mary Burnett</td> <td>Michele Smith</td> </tr> <tr> <td>Art James</td> <td>Dominick Vedora</td> </tr> <tr> <td>Robert Kramer</td> <td>Brian Young</td> </tr> </table>	Sean Barry	Jessica Mitchell	Mary Beer	Emily Phillips	Lindsey Burgess	Lorrie Scarrott	Mary Burnett	Michele Smith	Art James	Dominick Vedora	Robert Kramer	Brian Young
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Members Present:

Sean Barry, Mary Beer, Lindsey Burgess, Art James, Robert Kramer, Emily Phillips, Lorrie Scarrott, Michele Smith, Dominick Vedora and Brian Young.

Call to Order:

Michele Smith called the meeting to order at 1:30 p.m. Mary Burnett and Jessica Mitchell were necessarily absent.

Minutes:

Minutes from the October 6, 2020 Regulatory Compliance Committee Meeting were approved by consensus.

2020 Annual Regulatory Compliance Committee Report:

Michele Smith went through the 2020 Annual Regulatory Compliance Committee Report. The report will go to Governmental Operations and Insurance Committee on February 10, 2021 and Supervisor Vedora will provide a summary to the full Board of Supervisors on February 18, 2021.

Compliance Complaints:

Michele Smith went over the Compliance Complaint Log with the Committee.

Two new compliance complaints were received at the end of 2020 through the compliance hotline. One is a fraud complaint and the other is sexual harassment complaint. Both complaints are currently being investigated.

Work Plan Updates:

3.1 Michele Smith is preparing a proposed revision to the Vehicle Use Policy to bring to the Committee for review.

Lorrie Scarrott asked about a possible revision to the Travel and Conference Policy regarding mileage and working from home. Clarification is needed.

3.3 Emily Phillips will work on updating bulletin boards. A new option will allow the County to also post information on our website as an electronic bulletin board as well as on-site.

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- 4.8 Art James updated the Committee that contract training will be held in the fall. This keeps the training in line with preparing for the next year's contracts.

- 6.4 Sean Barry stated the HIPAA audit for security stated January 1, 2021.

- 11.9 The NYS DOT Title VI requirements were sent to the state in December 2020. The DOT requested an additional document regarding the data collection. The amendment will go to the Board of Supervisors on January 28, 2021.

With no further discussion, Michele Smith adjourned the meeting at 2:00 p.m.

Respectively submitted,



Emily Marshall, Secretary I