


# TACHC COMMITTEE VOLUNTEER FORM

TACHC Committees conduct work essential to the governance of the association.

Committees are appointed annually in November; if there are vacancies during the year, there may be appointment made to fill those vacancies. If you are appointed, you will receive a letter from the TACHC Board President via email. Committees typically meet quarterly via conference call for an hour or two, and the calls require a couple of hours of preparation and/or follow up time. The Pharmacy committee meets annually in person but corresponds throughout the year, while the Bylaws and Policy committees meet more or less often as needed. Other committees may elect to meet in person from time to time as well. The Clinical and Pharmacy committees will have at least one in person meeting at the TACHC Annual Conference. Please complete the form below indicating your availability to serve on a TACHC Committee.

_____ Name/Credentials		_____ Title
_____ Health Center		_____ Work Phone
_____ Email		_____ Date

## Standing Committees

Standing committees shall be composed of at least six (6) members representing different TACHC regions. Only representatives from Organizational Members may be appointed to a standing committee. The Chair of the Board will appoint the members of the committee and designate a Board member to be the chairperson who shall preside at all meetings and generally supervise the conduct of the committee's affairs

**Please indicate if you are interested in one or more of the following standing committees. Please read the description of each committee carefully to ensure you are eligible. If you are unsure, note that in the comments section below.**

- Bylaws** – The purpose of this committee is to make recommendations to the general membership regarding Corporation Bylaws revisions and updates as needed.
- Clinical** – This committee shall be chaired by the provider on the Board and shall not exceed twelve (12) members. The committee shall be composed of medical (physician and/or midlevel) professional, dental professional, behavior health professional, pharmacy, nursing (RN and/or LVN), and other clinical staff from Organizational Members. The purpose of this committee is to provide guidance and feedback to the Board and staff on various clinical matters.
- Compliance and Audit**– The purpose of this committee is to assist the Board in ensuring that the Corporation is in compliance with all applicable laws, regulatory requirements, industry guidelines and policies. This committee has the duty to review the annual independent financial audit. A majority (51%) of this committee's members shall be Board members. No member of this committee may also serve as a member of the Finance Committee.

- Finance** – The purpose of this committee is to review and report to the Board on issues related to the financial management of the Corporation. The committee shall review all budgets and financial statements. A majority (51%) of this committee's members shall be Board members. No member of this committee may also be a member of the Compliance and Audit Committee.
- Membership and Nominations** – The purposes of this committee shall be to 1) review all applications for membership and make recommendations to the Board as to whether the applicant should be granted or denied membership and 2) recommend to the TACHC Board processes for nominations and elections of TACHC Board members and officers.
- Policy and Issues** – The purpose of this committee shall be to provide guidance to TACHC Board and staff on positions regarding federal and state legislative and administrative policies.

## **Advisory Committees**

The Board Chair may appoint (1) or more advisory committees with input from Organizational Members. Advisory committee members are not required to be members of the Board or the Corporation and should have knowledge, expertise or experience with committee issues. Advisory committee members shall serve at the discretion of the Board Chair and may be removed from any advisory committee by the Board Chair at any time.

***Please indicate if you are interested in the following advisory committee. Please read the description of the committee carefully to ensure you are eligible. If you are unsure, note that in the comments section below.***

- Pharmacy and Therapeutic** – This committee shall be composed of at least eight (8) members who are administrative staff, pharmacists and physicians. The purpose of this committee shall be to provide guidance to the TACHC Board and staff on the TACHC Pharmacy Purchasing Program.

## **Comments?**

**COMMITTEE VOLUNTEER FORMS SHOULD SCANNED AND EMAILED TO:  
ALFREDO GARCIA AT AGARCIA@TACHC.ORG**