## Minutes of the Open Session of the Compliance and Audit Committee of the El Camino Hospital Board of Directors

**Thursday, November 21, 2019**  
El Camino Hospital | Conference Room E  
2500 Grant Road, Mountain View, CA 94040

**Members Present**  
Sharon Anolik Shakked, Chair**  
Lica Hartman  
Bob Rebitzer, Vice Chair  
Christine Sublett

**Members Absent**  
Don Watters

**Via teleconference**

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<th>Agenda Item</th>
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<td><strong>1. CALL TO ORDER/ROLL CALL</strong></td>
<td>The open session meeting of the Compliance and Audit Committee of El Camino Hospital (“the Committee”) was called to order at 5:00pm by Chair Anolik Shakked. A verbal roll call was taken. Chair Anolik Shakked participated via video conference. Mr. Watters was absent. All other Committee members were present at roll call.</td>
<td>Called to order at 5:00pm</td>
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<td><strong>2. POTENTIAL CONFLICT OF INTEREST</strong></td>
<td>Chair Anolik Shakked asked if any Committee members had a conflict of interest with any of the items on the agenda. No conflicts were reported.</td>
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<td><strong>3. PUBLIC COMMUNICATION</strong></td>
<td>None.</td>
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| **4. CONSENT CALENDAR** | Chair Anolik Shakked asked if any member of the Committee or the public wished to remove an item from the consent calendar. No items were removed.  

**Motion:** To approve the consent calendar: Minutes of the Open Session of the Compliance and Audit Committee Meeting (9/26/2019); for information: Status of FY20 Committee Goals.  

**Movant:** Sublett  
**Second:** Hartman  
**Ayes:** Anolik Shakked, Hartman, Rebitzer, Sublett  
**Noes:** None  
**Abstentions:** None  
**Absent:** Watters  
**Recused:** None | Consent Calendar approved |
<p>| <strong>5. REPORT ON BOARD ACTIONS</strong> | Cindy Murphy, Director of Governance Services, reported that the Board Action Plan described in the report was developed by the Governance Committee as a result of the Board’s annual self-assessment and approved by the Board on November 6, 2019. |  |
| <strong>6. DASHBOARD REPORTING</strong> | Diane Wigglesworth, Sr. Director Corporate Compliance, reviewed three alternative proposed dashboard reporting options with the Committee as well as the current version (#4). After discussion, the Committee opted to adopt #3 (bar graph) and keep # 4 (trend lines) and the KPI scorecard. The Committee also requested the following: (1) that #4 be presented with a quarterly view of the data, (2) definitions for each category be added to #3, (3) narratives be added to explain whether change is significant, and (4) consider adding “control” lines to #4. Chair Anolik-Shakked requested that for future meetings more time be allowed on the agenda for discussion of the KPIs, Scorecard and trends. |  |
| <strong>7. KPIs, SCORECARD,</strong> | Ms. Wigglesworth reported that there continues to be a small trend up of |  |</p>
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<th>AND TRENDS</th>
<th>items investigated or reported. She also noted that there was an IT Security incident reported and addressed.</th>
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| 8. ADJOURN TO CLOSED SESSION | **Motion:** To adjourn to closed session at 5:20pm.  
**Movant:** Rebitzer  
**Second:** Hartman  
**Ayes:** Anolik Shakked, Hartman, Rebitzer, Sublett  
**Noes:** None  
**Abstentions:** None  
**Absent:** Watters  
**Recused:** None |
| Adjourned to closed session at 5:20pm |
| 9. AGENDA ITEM 18: RECONVENE OPEN SESSION/REPORT OUT | Open session was reconvened at 7:02pm. Agenda items 8-15 were discussed in closed session. During the closed session, the Committee approved the Minutes of the Closed Session of the Compliance and Audit Committee Meeting (9/26/2019) by a unanimous vote of all members present (Anolik Shakked, Hartman, Rebitzer, Sublett). Mr. Watters was absent. |
| Open session reconvened at 7:02pm |
| 10. AGENDA ITEM 19: ADJOURNMENT | **Motion:** To adjourn at 7:03pm.  
**Movant:** Sublett  
**Second:** Hartman  
**Ayes:** Anolik Shakked, Hartman, Rebitzer, Sublett  
**Noes:** None  
**Abstentions:** None  
**Absent:** Watters  
**Recused:** None |
| Meeting adjourned at 7:03pm |

Attest as to the approval of the foregoing minutes by the Compliance and Audit Committee of El Camino Hospital:

*Signature*

Sharon Anolik Shakked
Chair, Compliance and Audit Committee