



**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

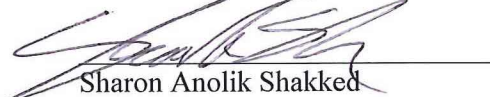
Don Watters

**Via teleconference

Agenda Item	Comments/Discussion	Approvals/ Action
1. CALL TO ORDER/ ROLL CALL	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.	<i>Called to order at 5:00pm</i>
2. POTENTIAL CONFLICT OF INTEREST	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.	
3. PUBLIC COMMUNICATION	None.	
4. CONSENT CALENDAR	<p>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.</p> <p>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.</p> <p>Movant: Sublett Second: Hartman Ayes: Anolik Shakked, Hartman, Rebitzer, Sublett Noes: None Abstentions: None Absent: Watters Recused: None</p>	<i>Consent Calendar approved</i>
5. REPORT ON BOARD ACTIONS	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.	
6. DASHBOARD REPORTING	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.	
7. KPIs, SCORECARD,	Ms. Wigglesworth reported that there continues to be a small trend up of	

AND TRENDS	items investigated or reported. She also noted that there was an IT Security incident reported and addressed.	
8. ADJOURN TO CLOSED SESSION	<p>Motion: To adjourn to closed session at 5:20pm.</p> <p>Movant: Rebitzer Second: Hartman Ayes: Anolik Shakked, Hartman, Rebitzer, Sublett Noes: None Abstentions: None Absent: Watters Recused: None</p>	<i>Adjourned to closed session at 5:20pm</i>
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.	<i>Open session reconvened at 7:02pm</i>
10. AGENDA ITEM 19: ADJOURNMENT	<p>Motion: To adjourn at 7:03pm.</p> <p>Movant: Sublett Second: Hartman Ayes: Anolik Shakked, Hartman, Rebitzer, Sublett Noes: None Abstentions: None Absent: Watters Recused: None</p>	<i>Meeting adjourned at 7:03pm</i>

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


 Sharon Anolik Shakked
 Chair, Compliance and Audit Committee