

AGENDA
COMPLIANCE AND AUDIT COMMITTEE MEETING
OF THE EL CAMINO HOSPITAL BOARD

Thursday, August 19, 2021 – 5:00 pm
 El Camino Hospital, 2500 Grant Road, Mountain View, CA 94040

PURSUANT TO STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 DATED MARCH 18, 2020, EL CAMINO HEALTH **WILL NOT BE PROVIDING A PHYSICAL LOCATION FOR THIS MEETING**. INSTEAD, THE PUBLIC IS INVITED TO JOIN THE OPEN SESSION MEETING VIA TELECONFERENCE AT:

Dial-In: 1-669-900-9128. Meeting Code: 994 7183 8310. No participant code. Just press #.

PURPOSE: To advise and assist the El Camino Hospital (ECH) Hospital Board of Directors (“Board”) in its exercise of oversight of Corporate Compliance, Privacy, Internal and External Audit, Enterprise Risk Management, and Information Technology (IT) Security. The Committee will accomplish this by monitoring the compliance policies, controls, and processes of the organization and the engagement, independence, and performance of the internal auditor and external auditor. The Committee assists the Board in oversight of any regulatory audit and in assuring the organizational integrity of ECH in a manner consistent with its mission and purpose.

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
1. CALL TO ORDER/ROLL CALL	Jack Po MD, Chair		5:00 – 5:01pm
2. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Jack Po MD, Chair		5:01 – 5:02
3. PUBLIC COMMUNICATION a. Oral Comments <i>This opportunity is provided for persons in the audience to make a brief statement, not to exceed three (3) minutes on issues or concerns not covered by the agenda.</i> b. Written Correspondence	Jack Po MD, Chair		information 5:02 – 5:05
4. CONSENT CALENDAR <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> Approval a. Minutes of the Open Session of the CAC Meeting (5/20/2021) Information b. Status of FY22 Committee Goals	Jack Po MD, Chair	<i>public comment</i>	motion required 5:05 – 5:10
5. REPORT ON BOARD ACTIONS	Board Members		information 5:10 – 5:15
6. ADJOURN TO CLOSED SESSION	Jack Po MD, Chair		motion required 5:15– 5:16
7. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Jack Po MD, Chair		5:16 – 5:17
8. CONSENT CALENDAR <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> Approval <i>Gov't Code Section 54957.2:</i> a. Minutes of the Closed Session of the CAC Meeting (3/18/2021) b. Minutes of the Closed Session of the CAC Meeting (5/20/21)	Jack Po MD, Chair		motion required 5:17 – 5:35

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
<p>Information <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> c. KPI Scorecard and Trends d. Activity Log May 2021 e. Activity Log June 2021 f. Internal Audit Work Plan g. Internal Audit Follow Up Table h. Committee Pacing Plan 			
<p>9. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: REVIEW FY 2021 ANNUAL PATIENT SAFETY/CLAIMS REPORT</p>	Sheetal Shah, Director Risk Management & Patient Safety; Mary Rotunno, General Counsel		information 5:35 – 5:45
<p>10. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: IT SECURITY DISCUSSION AND STRATEGIC PLAN</p>	Deb Muro, CIO; Joe Voje, CISO; Mary Rotunno, General Counsel		discussion 5:45 – 6:10
<p>11. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: ENTERPRISE RISK MANAGEMENT</p>	Jim Griffith, COO; Mary Rotunno, General Counsel		discussion 6:10 – 6:20
<p>12. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: REVIEW FY 2021 ENTERPRISE COMPLIANCE PROGRAM REPORT</p>	Diane Wigglesworth, Sr. Dir. Corporate Compliance; Mary Rotunno, General Counsel		information 6:20 – 6:35
<p>13. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: REPORT INTERNAL AUDIT ACTIVITY a. Supplemental information to the Post Acquisitions Clinic Operations Review</p>	Diane Wigglesworth, Sr. Dir. Corporate Compliance; Mary Rotunno, General Counsel		information 6:35 – 6:40
<p>14. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: COMPLIANCE WORK PLAN FOR FY 2022</p>	Diane Wigglesworth, Sr. Dir. Corporate Compliance; Mary Rotunno, General Counsel		discussion 6:40 – 6:50
<p>15. <i>Gov't Code Sections 54957</i> for report and discussion on personnel matters – Senior Management: - Executive Session</p>	Jack Po MD, Chair		discussion 6:50 – 6:57
<p>16. ADJOURN TO OPEN SESSION</p>	Jack Po MD, Chair		motion required 6:57 – 6:57
<p>17. RECONVENE OPEN SESSION/ REPORT OUT</p>	Jack Po MD, Chair		information 6:57 – 7:00
<p>To report any required disclosures regarding permissible actions taken during Closed Session.</p>			

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
18. ADJOURNMENT	Jack Po MD, Chair		motion required 7:00pm

Upcoming Meetings:

Regular Meetings: September 30, 2021, November 18, 2021, January 27, 2022, March 24, 2022, May 19, 2022