

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

**Thursday, September 30, 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: 1-669-900-9128, MEETING CODE: 926-4796-7071#. 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. In addition, the Committee assists the Board in oversight of any regulatory audit and assuring the organizational integrity of ECH in a manner consistent with its mission and purpose.

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
<b>1. CALL TO ORDER/ROLL CALL</b>	Jack Po MD, Chair		<b>5:00 – 5:01pm</b>
<b>2. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair		<b>5:01 – 5:02</b>
<b>3. PUBLIC COMMUNICATION</b> 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		<b>information</b> <b>5:02 – 5:05</b>
<b>4. CONSENT CALENDAR</b> <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> <b>Approval</b> a. Minutes of the Open Session of the CAC Meeting (8/19/2021) <b>Information</b> b. Status of FY22 Committee Goals	Jack Po MD, Chair	<i>public comment</i>	<b>motion required</b> <b>5:05 – 5:10</b>
<b>5. APPOINTMENT OF VICE-CHAIR AND ADDING COMMITTEE ADVISORS</b>	Jack Po MD, Chair		<b>information</b> <b>5:10 – 5:15</b>
<b>6. REPORT ON BOARD ACTIONS</b>	Board Members		<b>information</b> <b>5:15 – 5:20</b>
<b>7. ADJOURN TO CLOSED SESSION</b>	Jack Po MD, Chair		<b>motion required</b> <b>5:20– 5:21</b>
<b>8. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair		<b>5:21 – 5:22</b>
<b>9. CONSENT CALENDAR</b> <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> <b>Approval</b> <i>Gov’t Code Section 54957.2:</i>	Jack Po MD, Chair		<b>motion required</b> <b>5:22 – 5:40</b>

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
a. Minutes of the Closed Session of the CAC Meeting (8/19/2021)			
<b>Information</b> Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: b. KPI Scorecard and Trends c. Activity Log July 2021 d. Activity Log August 2021 e. Internal Audit Work Plan f. Internal Audit Follow Up Table g. Committee Pacing Plan			
<b>10.</b> Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - Consolidated Financial Statements, 403(b) and Cash Balance Audit Results	Joelle Pulver, Katherine Djiauw, Bertha Minnihan, Moss Adams LLP Mary Rotunno, General Counsel		<b>motion required</b> <b>5:40 – 6:10</b>
<b>11.</b> Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - Report Internal Audit Activity a. Behavioral Health Documentation and Coding Compliance Audit b. Physician Credentialing and Privileging Process Audit	Alex Robison, Protiviti Diane Wigglesworth, Sr. Dir. Corporate Compliance; Mary Rotunno, General Counsel		<b>information</b> <b>6:10 – 6:30</b>
<b>12.</b> Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - Enterprise Risk Management	Jack Po MD, Chair Jim Griffith, COO; Mary Rotunno, General Counsel		<b>discussion</b> <b>6:30 – 6:50</b>
<b>13.</b> Gov't Code Sections 54957 for report and discussion on personnel matters – Senior Management: - Executive Session	Jack Po MD, Chair		<b>discussion</b> <b>6:50 – 6:57</b>
<b>14. ADJOURN TO OPEN SESSION</b>	Jack Po MD, Chair		<b>motion required</b> <b>6:57 – 6:57</b>
<b>15. RECONVENE OPEN SESSION/ REPORT OUT</b> To report any required disclosures regarding permissible actions taken during Closed Session.	Jack Po MD, Chair		<b>information</b> <b>6:57 – 7:00</b>
<b>16. ADJOURNMENT</b>	Jack Po MD, Chair		<b>motion required</b> <b>7:00pm</b>

**Upcoming Meetings:** November 18, 2021; January 27, 2022; March 24, 2022; May 19, 2022

**Special Meetings:** October 27, 2021 (Joint Board and Committee Education)  
 April 27, 2022 (Joint Board and Committee Education)