

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

**Wednesday, April 26, 2023 – 5:00 pm**

El Camino Hospital, 2500 Grant Road, Mountain View, CA 94040, Sobrato Boardroom 2

THE PUBLIC IS INVITED TO JOIN THE OPEN SESSION PORTION OF THE MEETING LIVE AT THE ADDRESS ABOVE OR VIA TELECONFERENCE AT:

**1-669-900-9128, MEETING CODE: 914 2904 6395#. No participant code. Just press #.**

Sharon Anolik Shakked will be participating via teleconference from 330 East Strawberry Drive, Mill Valley, CA 94941  
Christine Sublett will be participating via teleconference from 5221 Rambler Way, Sacramento, CA 95841

**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
<b>1. CALL TO ORDER/ROLL CALL</b>	Jack Po MD, Chair		<b>information 5:00 – 5:01pm</b>
<b>2. CONSIDER APPROVAL FOR AB 2449 REQUESTS</b>	Jack Po MD, Chair		<b>possible motion 5:01 – 5:02</b>
<b>3. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair		<b>information 5:02 – 5:03</b>
<b>4. 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 5:03 – 5:05</b>
<b>5. 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 (2/22/2023) <b>Information</b> b. Report of Board Actions c. Status of FY 23 Committee Goals	Jack Po MD, Chair	<i>public comment</i>	<b>motion required 5:05 – 5:10</b>
<b>6. REVIEW AND APPROVE FY: 24 COMMITTEE PLANNING</b> a. FY24 Committee Goals b. FY24 Pacing Plan c. FY24 Meeting Dates	Jack Po MD, Chair; Diane Wigglesworth, Sr. Director Corporate Compliance	<i>public comment</i>	<b>motion required 5:10 – 5:20</b>
<b>7. ADJOURN TO CLOSED SESSION</b>	Jack Po MD, Chair		<b>motion required 5:20– 5:21</b>

A copy of the agenda for the Regular Committee Meeting will be posted and distributed at least seventy-two (72) hours prior to the meeting. In observance of the Americans with Disabilities Act, please notify us at (650) 988-7632 prior to the meeting so that we may provide the agenda in alternative formats or make disability-related modifications and accommodations.

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
8. <b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair		<b>information</b> 5:21 – 5:25
9. <b>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> a. Minutes of the Closed Session of the CAC Meeting (02/22/23)	Jack Po MD, Chair		<b>motion required</b> 5:25 – 5:45
<b>Information</b> <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i> b. KPI Scorecard and Trends c. Activity Log February – March 2023 d. Internal Audit Work Plan e. Internal Audit Follow Up Table f. Committee Pacing Plan			
10. <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i> - Review Cybersecurity Incident Response	Joe Voje, CISO; Deb Muro, CIO; Mary Rotunno, General Counsel		<b>information</b> 5:45 – 6:05
11. <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i> - Review Internal Audit Assessment and FY: 2024 Audit Work Plan	Alex Robison, Protiviti; Mary Rotunno, General Counsel		<b>motion required</b> 6:05 – 6:20
12. <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i> - Report Internal Audit Activity	Diane Wigglesworth, Sr. Director Corporate Compliance; Mary Rotunno, General Counsel		<b>information</b> 6:20 – 6:30
13. <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i> - Enterprise Risk Management Update	Dr. Meenesh Bhimani, COO Diane Wigglesworth, Sr. Director Corporate Compliance; Mary Rotunno, General Counsel		<b>discussion</b> 6:30 – 6:45
14. <i>Gov't Code Sections 54957 for report and discussion on personnel matters – Senior Management:</i> - Executive Session	Jack Po MD, Chair		<b>discussion</b> 6:45 – 6:55
15. <b>ADJOURN TO OPEN SESSION</b>	Jack Po MD, Chair		<b>motion required</b> 6:55 – 6:56
16. <b>RECONVENE OPEN SESSION/ REPORT OUT</b>	Jack Po MD, Chair		<b>information</b> 6:56 – 7:00
To report any required disclosures regarding permissible actions taken during Closed Session.			
17. <b>ADJOURNMENT</b>	Jack Po MD, Chair	<i>public comment</i>	<b>motion required</b> 7:00pm

Upcoming Meetings: June 28, 2023