

**AGENDA**  
**COMPLIANCE AND AUDIT COMMITTEE OF THE**  
**EL CAMINO HOSPITAL BOARD OF DIRECTORS**  
**Wednesday, September 27, 2023– 5:00 pm**

El Camino Health | 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: 974 5553 0941#.** 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 Cybersecurity. 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 auditors. 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.

	<b>AGENDA ITEM</b>	<b>PRESENTED BY</b>	<b>ACTION</b>	<b>ESTIMATED TIMES</b>
1	<b>CALL TO ORDER/ROLL CALL</b>	Jack Po MD, Chair	Information	<b>5:00 – 5:01 pm</b>
2	<b>CONSIDER AB 2449 REQUESTS</b>	Jack Po MD, Chair	<b>Possible Motion</b> <i>public comment</i>	<b>5:01 – 5:02</b>
3	<b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair	Information	<b>5:02 – 5:03</b>
4	<b>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	Information	<b>5:03 – 5:08</b>
5	<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> a. Minutes of the Open Session of the CAC meetings (08/11/2023) <b>Information</b> b. Status of FY24 Committee Goals	Jack Po MD, Chair	<b>Motion Required</b> <i>public comment</i>	<b>5:08 – 5:14</b>
6	<b>ADJOURN TO CLOSED SESSION</b>	Jack Po MD, Chair	<b>Motion Required</b> <i>public comment</i>	<b>5:14 – 5:15</b>
7	<b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Jack Po MD, Chair	Information	<b>5:15 – 5:16</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	ACTION	ESTIMATED TIMES
8	<p><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></p> <p><b>Approval</b> Gov't Code Section 54957.2:</p> <p>a. Minutes of the Closed Session of the Compliance and Audit Committee Meetings (08/11/2023)</p> <p><b>Information</b> Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <p>b. KPI Scorecard and Trends c. Activity Logs July – August 2023 d. Internal Audit Work Plan FY24 e. Internal Audit Follow Up Table</p>	Jack Po MD, Chair	<b>Motion Required</b>	5:16 – 5:25
9	<p>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> <li>- Review FY23 Consolidated Financial Statements, 403 (b) and Cash Balance Audit Results</li> </ul>	Joelle Pulver, Bertha Minnihan, Moss Adams, LLP; Mary Rotunno, General Counsel	<b>Motion Required</b>	5:25 – 5:50
10	<p>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> <li>- Review FY23 Annual Patient Safety/Claims Report</li> </ul>	Sheetal Shah, Sr. Director Risk Management & Patient Safety; Mary Rotunno, General Counsel	Discussion	5:50 – 6:00
11	<p>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> <li>- Report Internal Audit Activity</li> </ul>	Alex Robison, Protiviti; Mary Rotunno, General Counsel	Information	6:00 – 6:20
12	<p>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> <li>- Review Risk Management Registry</li> </ul>	Deb Muro, CIO; Josh Spencer, Interim CISO; Mary Rotunno, General Counsel	Information	6:20 – 6:35
13	<p>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</p> <ul style="list-style-type: none"> <li>- Review FY23 Annual Enterprise Compliance Program Report</li> </ul>	Diane Wigglesworth, Sr. Director Corporate Compliance; Mary Rotunno, General Counsel	Discussion	6:35 – 6:50
14	Gov't Code Sections 54957 for report an discussion on personnel matters- Senior Management: -Executive Session	Jack Po MD, Chair	<b>Motion Required</b>	6:50 – 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	Information	6:56 – 6:59
	To report any required disclosures regarding permissible actions taken during Closed Session.			
18	<b>ADJOURNMENT</b>	Jack Po MD, Chair	<b>Motion Required</b>	7:00pm