



**Minutes of the Open Session of the  
Compliance and Audit Committee  
of the El Camino Hospital Board of Directors  
Wednesday, April 26, 2023**

Pursuant to Government Code Section 54953(e)(1), El Camino Health did not provide a physical location for this meeting. Instead, the public was invited to join the open session meeting via teleconference.

**Members Present**

**Lanhee Chen\*\***  
**Lica Hartman, Vice-Chair**  
**Julie Kliger\*\***  
**Julia Miller**  
**Sharon Anolik Shakked\*\***  
**Christine Sublett \*\***

**Members Absent**

**Jack Po, MD, Chair**  
**\*\*via teleconference**

**Others Present**

**Dan Woods, CEO**  
**Meenesh Bhimani, COO**  
**Carlos Bohorquez, CFO**  
**Deb Muro, CIO**

**Mary Rotunno, General Counsel**  
**Diane Wigglesworth, Sr. Director, Corporate Compliance**

**Joe Voje, CISO**  
**Melissa Flitsch, Cybersecurity Resilience Coordinator**  
**Tracy Fowler, Director of Governance Services**  
**Alex Robison, Protiviti**  
**Jennifer Bettendorf, Executive Assistant II**

Agenda Item	Comments/Discussion	Approvals/ Action
1. <b>CALL TO ORDER/ ROLL CALL</b>	Vice-Chair Hartman called to order the closed session meeting of the Compliance and Audit Committee ("the Committee") at 5:15 pm. Three Committee members participated via teleconference, and it was determined after the meeting a quorum was not present within the District pursuant to Government Code Section 54953(e) (1). Agenda Items requiring approval will be resubmitted for approval on the Consent Calendar at August 11, 2023 meeting.	<b><i>Called to order at 5:01 pm</i></b>
2. <b>CONSIDER APPROVAL FOR AB 2449 REQUESTS</b>	Vice-Chair Hartman announced in accordance with AB 2449 there were 2 requests received today for Just Cause under AB 2449 from Jack Po and Lanhee Chen to participate in the meeting virtually. No motion is necessary.	
3. <b>POTENTIAL CONFLICT OF INTEREST</b>	Vice-Chair Hartman asked if any Committee members had a conflict of interest with any of the items on the agenda. None were reported.	
4. <b>PUBLIC COMMUNICATION</b>	None.	
5. <b>CONSENT CALENDAR</b>	Vice-Chair Hartman asked if any member of the Committee would like to pull items from the open item consent calendar for discussion. None were noted.  <b>Motion:</b> To approve all items in the consent calendar.  <b>Movant:</b> Miller <b>Second:</b> Anolik-Shakked <b>Ayes:</b> Chen, Hartman, Kliger, Miller, Anolik-Shakked, Sublett <b>Noes:</b> None <b>Abstentions:</b> None	<b><i>Vote taken but due to lack of quorum within the District, this matter will be resubmitted for approval</i></b>

	<p><b>Absent:</b> Po <b>Recused:</b> None</p>	<p><i>at August 11, 2023 meeting</i></p>
<p><b>6. REVIEW AND APPROVE FY24 COMMITTEE PLANNING</b></p>	<p>Diane Wigglesworth, Senior Director of Corporate Compliance, presented the Compliance and Audit Committee proposed FY24 committee goals, pacing plan, and meeting dates. Sharon Anolik-Shakked noted a couple issues. In regards to goal number one, she suggested adding the word “revised” before the word “metrics”. Ms. Wigglesworth agreed. Next, Ms. Shakked stated that goal number two was unclear. Ms. Wigglesworth explained that the committee wanted to be informed of strategies and goals that ECH will be monitoring in 2024. Meenesh Bhimani, Chief Operating Officer, confirmed this was added as a request from the committee. Another issue noted by Ms. Shakked, was that goal number two may be too broad, since other committees are also privy to this information. Ms. Wigglesworth stated that goals can be educational and informative, and sharing this information would help ECH gather insight from a compliance perspective. Vice-Chair Hartman stated that goal number two does sound educational. Carlos Bohorquez, Chief Financial Officer added that this is to inform the committee about the 2027 Strategic Plan, which we are entering, to assess what additional “check and balances” need to happen, where we may not have expertise. Ms. Shakked asked if “reviewing and providing feedback” was accurate and Mr. Bohorquez stated that “Providing feedback on needed compliance assessment for any new strategies the organization may undertake”. Ms. Shakked asked if Ms. Wigglesworth can wordsmith goal number two offline and Ms. Wigglesworth confirmed she would. Vice- Chair Hartman added that “new strategies” was a key word for her.</p> <p><b>Motion:</b> To approve FY24 Committee Planning Goals, Pacing and Meeting Dates.</p> <p><b>Movant:</b> Chen <b>Second:</b> Sublett <b>Ayes:</b> Chen, Hartman, Kliger, Miller, Anolik-Shakked, Sublett <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Po <b>Recused:</b> None</p>	<p><i>Vote taken but due to lack of quorum within the District, this matter will be resubmitted for approval at August 11, 2023 meeting</i></p>
<p><b>7. ADJOURN TO CLOSED SESSION</b></p>	<p><b>Motion:</b> To adjourn to closed session at 5:15 pm.</p> <p><b>Movant:</b> Miller <b>Second:</b> Anolik-Shakked <b>Ayes:</b> Chen, Hartman, Kliger, Miller, Anolik-Shakked, Sublett <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Po <b>Recused:</b> None</p>	
<p><b>8. AGENDA ITEM 16: RECONVENE TO OPEN SESSION</b></p>	<p>The open session was reconvened at 7:01 pm. Agenda items 8-15 were discussed in the closed session. During the closed session, the Committee approved the Minutes of the Closed Session of the Compliance and Audit Committee Meeting 02.22.23 and the FY24 Audit Work Plan.</p>	
<p><b>9. AGENDA ITEM 17: ADJOURNMENT</b></p>	<p><b>Motion:</b> To adjourn at 7:01 pm.</p>	<p><i>Meeting adjourned at</i></p>

	<b>Movant:</b> Miller <b>Second:</b> Chen <b>Ayes:</b> Chen, Hartman, Miller, Anolik-Shakked, Sublett <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Po, Kliger <b>Recused:</b> None	<b>6:58 pm</b>
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**Attest as to the approval of the foregoing minutes by the Compliance and Audit Committee of El Camino Hospital:**

DocuSigned by:

*Jennifer Bettendorf*

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Jennifer Bettendorf  
Executive Assistant II

Prepared by: Jennifer Bettendorf, Executive Assistant II  
Reviewed by: Tracy Fowler, Director of Governance Services