

**AGENDA**  
**CORPORATE COMPLIANCE/PRIVACY AND**  
**INTERNAL AUDIT COMMITTEE OF THE**  
**EL CAMINO HOSPITAL BOARD OF DIRECTORS**

**Thursday, November 16, 2017 – 5:00pm**

El Camino Hospital | Conference Room F (ground floor)  
 2500 Grant Road Mountain View, CA 94040

Christine Sublett will be participating via teleconference from 17/C Panthapath, Dhaka 1215, Bangladesh.

**PURPOSE:** To provide direction for both the Corporate Compliance and Internal Audit programs at all locations of El Camino Hospital (ECH). Responsibilities include providing oversight on compliance issues requiring executive-level interaction, assessing physician relationship risk as it relates to compliance, reviewing HIPAA/Privacy laws as they relate to compliance, and directing ECH on compliance strategies. The Committee also serves as the ad hoc mobilization team for any external investigations and/or actions. Further, additional responsibilities include providing direction and oversight to ongoing internal audit activity and determining appropriate organizational response in order to identify and mitigate organizational risk.

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
<b>1. CALL TO ORDER/ROLL CALL</b>	Sharon Anolik Shakked, Chair		<b>5:00 – 5:01pm</b>
<b>2. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Sharon Anolik Shakked, 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	Sharon Anolik Shakked, 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 Corporate Compliance/Privacy and Internal Audit Committee Meeting (September 28, 2017)  <b>Information</b> b. Progress Against FY18 Committee Goals	Sharon Anolik Shakked, Chair	<i>public comment</i>	<b>motion required</b> <b>5:05 – 5:07</b>
<b>5. APPOINTMENT OF VICE CHAIR</b>	Sharon Anolik Shakked, Chair		<b>information</b> <b>5:07 – 5:12</b>
<b>6. REPORT ON BOARD ACTIONS</b>	Board Members		<b>information</b> <b>5:12 – 5:17</b>
<b>7. KPIs, SCORECARD AND TRENDS</b>	Diane Wigglesworth, Sr. Director, Corporate Compliance		<b>information</b> <b>5:17 – 5:22</b>
<b>8. ADJOURN TO CLOSED SESSION</b>	Sharon Anolik Shakked, Chair		<b>motion required</b> <b>5:22 – 5:23</b>
<b>9. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Sharon Anolik Shakked, Chair		<b>5:23 – 5:24</b>

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
<p><b>10. 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>  <i>Gov't Code Section 54957.2:</i></p> <p>a. Minutes of the Closed Session of the Corporate Compliance/Privacy and Internal Audit Committee Meeting (September 28, 2017)</p> <p><b>Information</b>  <i>Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation:</i></p> <p>b. Compliance Log (Sep-Oct 2017)                      c. Privacy Log (Sep-Oct 2017)                      d. Internal Audit Work Plan                      e. Committee Pacing Plan</p>	Sharon Anolik Shakked, Chair		<b>motion required</b> <b>5:24 – 5:31</b>
<p><b>11.</b> Report involving <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation:                      - Report on Internal Audit Activity</p>	Diane Wigglesworth, Sr. Director, Corporate Compliance		<b>information</b> <b>5:31 – 5:41</b>
<p><b>12.</b> <i>Health &amp; Safety Code Section 32106(b)</i> for a report and discussion on health care facility trade secrets:                      - ERM Reporting Discussion</p>	Dan Woods, CEO; Diane Wigglesworth, Sr. Director, Corporate Compliance		<b>discussion</b> <b>5:41 – 6:11</b>
<p><b>13.</b> Report involving <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation:                      - IT Security Discussion</p>	Deb Muro, Interim CIO		<b>information</b> <b>6:11 – 6:36</b>
<p><b>14.</b> <i>Gov't Code Section 54957</i> for discussion and report on personnel performance matters:                      - Executive Session</p>	Sharon Anolik Shakked, Chair		<b>discussion</b> <b>6:36 – 6:42</b>
<p><b>15. ADJOURN TO OPEN SESSION</b></p>	Sharon Anolik Shakked, Chair		<b>motion required</b> <b>6:42 – 6:43</b>
<p><b>16. RECONVENE OPEN SESSION/ REPORT OUT</b></p> <p>To report any required disclosures regarding permissible actions taken during Closed Session.</p>	Sharon Anolik Shakked, Chair		<b>6:43 – 6:44</b>
<p><b>17. ADJOURNMENT</b></p>	Sharon Anolik Shakked, Chair		<b>motion required</b> <b>6:44 – 6:45pm</b>

**Upcoming Meetings**

- January 18, 2018
- March 15, 2018
- May 17, 2018

**Board/Committee Educational Gatherings**

- April 25, 2018