

AGENDA
COMPLIANCE AND AUDIT COMMITTEE MEETING
OF THE EL CAMINO HOSPITAL BOARD
Thursday, November 15, 2018 – 5:00 pm
 El Camino Hospital | Conference Room E (ground floor)
 2500 Grant Road, Mountain View, CA 94040

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
1. CALL TO ORDER/ROLL CALL	Sharon Anolik Shakked, Chair		5:00 – 5:01pm
2. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Sharon Anolik Shakked, Chair		5:01 – 5:02
3. PUBLIC COMMUNICATION 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		information 5:02 – 5:05
4. CONSENT CALENDAR <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> Approval a. Minutes of the Open Session of the Compliance and Audit Committee Meeting (Sep. 27, 2018) Information b. Status of FY19 Committee Goals	Sharon Anolik Shakked, Chair	<i>public comment</i>	motion required 5:05 – 5:10
5. REPORT ON BOARD ACTIONS	Board Members		information 5:10 – 5:15
6. POLICY OVERSIGHT APPROVAL	Diane Wigglesworth, Sr. Director, Corporate Compliance	<i>public comment</i>	possible motion 5:15 – 5:25
7. KPIS, SCORECARD, AND TRENDS	Diane Wigglesworth, Sr. Director, Corporate Compliance		information 5:25 – 5 :30
8. ADJOURN TO CLOSED SESSION	Sharon Anolik Shakked, Chair		motion required 5:30 – 5:31
9. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Sharon Anolik Shakked, Chair		5:31 – 5:32
10. CONSENT CALENDAR <i>Any Committee Member or member of the public may remove an item for discussion before a motion is made.</i> Approval <i>Gov’t Code Section 54957.2:</i> a. Minutes of the Closed Session of the Compliance and Audit Committee Meeting (September 27, 2018)	Sharon Anolik Shakked, Chair		motion required 5:32 – 5:40

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
<p>Information <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: b. Compliance Log (Sept-Oct. 2018) c. Privacy Log (Sept-Oct. 2018) d. Internal Audit Work Plan e. Committee Pacing Plan</p>			
<p>11. <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		information 5:40 – 5:50
<p>12. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: Compliance Program Comparison to DOJ Guidance</p>	Diane Wigglesworth, Sr. Director, Corporate Compliance; Mary Rotunno, General Counsel		possible motion 5:50 – 6:05
<p>13. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: - Enterprise Risk Management Dashboard</p>	Diane Wigglesworth, Sr. Director, Corporate Compliance; Mary Rotunno, General Counsel		possible motion 6:05 – 6:20
<p>14. <i>Gov't Code Section 54956.9(d)(2)</i> – conference with legal counsel – pending or threatened litigation: - IT Security Assessment and Discussion</p>	Deb Muro, CIO		information 6:20 – 6:50
<p>15. <i>Gov't Code Sections 54957</i> for report and discussion on personnel matters – Senior Management: - Executive Session</p>	Sharon Anolik Shakked, Chair		discussion 6:50 – 6:55
<p>16. ADJOURN TO OPEN SESSION</p>	Sharon Anolik Shakked, Chair		motion required 6:55– 6:56
<p>17. RECONVENE OPEN SESSION/ REPORT OUT To report any required disclosures regarding permissible actions taken during Closed Session.</p>	Sharon Anolik Shakked, Chair		6:56 – 6:59
<p>18. ADJOURNMENT</p>	Sharon Anolik Shakked, Chair		motion required 6:59 – 7:00pm

Upcoming Meetings: January 31, 2019 | March 21, 2019 | May 16, 2019 || **Board/Committee Education:** April 24, 2019