



**Minutes of the Open Session of the
Compliance and Audit Committee
of the El Camino Hospital Board of Directors
Wednesday, March 30, 2022**

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**

Jack Po, MD, Chair
Lica Hartman, Vice-Chair
Julia Miller
Sharon Anolik Shakked
Christine Sublett

Members Absent

Lanhee Chen

**All via teleconference

Agenda Item	Comments/Discussion	Approvals/ Action
1. CALL TO ORDER/ ROLL CALL	Chair Po called to order the open session meeting of the Compliance and Audit Committee of El Camino Hospital ("the Committee") at 5:01 pm. All Committee members participated via teleconference, and a quorum was present pursuant to Government Code Section 54953(e)(1).	<i>Called to order at 5:01 pm</i>
2. POTENTIAL CONFLICT OF INTEREST	Chair Po asked if any Committee members had a conflict of interest with any of the items on the agenda. None were reported.	
3. PUBLIC COMMUNICATION	A member of the public called into the meeting with a personal HIPAA concern. Ms. Wigglesworth referred them to the compliance hotline at 1-650-988-7733 for further follow up.	
4. CONSENT CALENDAR	<p>Director Po asked if any member of the Committee would like to pull items from the open item consent calendar for discussion. Ms. Shakked pulled item 4b for discussion and Dan Woods, CEO, briefly described the Enterprise Strategy the Board approved in further detail.</p> <p>Motion: To approve the consent calendar to include:</p> <p style="padding-left: 40px;">a. Minutes of the Open Session of the CAC Meeting (1/27/2022)</p> <p>Movant: Miller Second: Sublett Ayes: Hartman, Miller, Po, Anolik Shakked, and Sublett Noes: None Abstentions: None Absent: Chen Recused: None</p>	<i>Consent Calendar approved</i>
5. REVIEW PROPOSED FY2022 FINANCIAL AUDIT PLAN	Carlos Bohorquez, CFO, introduced Joelle Pulver and Chris Pritchard of Moss Adams, who will be conducting the annual financial audit for FY2022. Joelle and Chris explained the objective, process, and the standards the audit will follow. They also identified the areas of significant financial risks the auditors will test. A short discussion regarding risk areas ensued.	
6. DISCUSS PROPOSED FY2023	Shiraz Ali, Director of the CEO, proposed the pacing plan for FY2023 that was recommended to the Governance committee. Spencer Stuart completed a board assessment, which suggested a slight	

COMPLIANCE AND AUDIT COMMITTEE MEETING DATES AND PACING PLAN	decrease in meetings. Ms. Wigglesworth and Mr. Ali asked for feedback that will be taken back to the governance committee regarding the proposed frequency of meetings and pacing plan. The committee expressed some concerns and a brief discussion followed. Ms. Wigglesworth added that if there are any additional concerns, please send them to her via email.	
7. DISCUSS DEVELOPMENT OF FY2023 ANNUAL COMMITTEE GOALS	Ms. Wigglesworth requested that the committee send her any areas of focus or goals they would like to accomplish the next fiscal year. Ms. Wigglesworth will email proposed goals to the committee for review before the next meeting. Director Miller spoke about concerns she had regarding the dates of the goals slipping. Ms. Wigglesworth explained that while dates may have changed due to unforeseen circumstances, the committee has historically met every committee goal.	
8. AD HOC COMMITTEE UPDATE REGARDING COMPLIANCE COMMITTEE MEMBER RECRUITMENT	Mr. Ali and Ms. Wigglesworth explained that the ad-hoc committee has been sourcing local candidates with a relevant background to interview. The ad-hoc committee stated they are comfortable with taking more time than allotted in order to expand their search and find candidates that are more suitable to bring to the Board of Directors for approval.	
9. ADJOURN TO CLOSED SESSION	Motion: To adjourn to closed session at 5:59 pm. Movant: Miller Second: Hartman Ayes: Hartman, Miller, Po, Anolik Shakked, and Sublett Noes: None Abstentions: None Absent: Chen Recused: None	Adjourned to closed session at 5:59 pm
10. AGENDA ITEM 19: RECONVENE OPEN SESSION/ REPORT OUT	The open session was reconvened at 7:13 pm. Agenda items 10-17 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 (01/27/2022).	Open session reconvened at 7:13 pm
11. AGENDA ITEM 20: ADJOURNMENT	Motion: To adjourn at 7:14 pm. Movant: Anolik Shakked Second: Hartman Ayes: Hartman, Miller, Po, Anolik Shakked, and Sublett Noes: None Abstentions: None Absent: Chen Recused: None	Meeting adjourned at 7:14 pm

Attest as to the approval of the foregoing minutes by the Compliance and Audit Committee of El Camino Hospital:

DocuSigned by:

Jack Po

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Jack Po, MD

Chair, Compliance and Audit Committee