

AGENDA
COMPLIANCE AND AUDIT COMMITTEE MEETING
OF THE EL CAMINO HOSPITAL BOARD

Thursday, August 20, 2020 – 5:00 pm
 El Camino Hospital, 2500 Grant Road, Mountain View, CA 94040

**PURSUANT TO STATE OF CALIFORNIA EXECUTIVE ORDER N-29-20 DATED MARCH 18, 2020, EL CAMINO HEALTH WILL NOT BE PROVIDING A PHYSICAL LOCATION FOR THIS MEETING. INSTEAD, THE PUBLIC IS INVITED TO JOIN THE OPEN SESSION MEETING VIA TELECONFERENCE AT:
 1-669-900-9128, MEETING CODE: 760-083-0558#. 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 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 CAC Meeting (5/21/2020) Information b. Status of FY21 Committee Goals (modified) c. Articles of Interest	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. KPIs, SCORECARD, AND TRENDS	Diane Wigglesworth, Sr. Director, Corporate Compliance		information 5:15 – 5:20
7. ADJOURN TO CLOSED SESSION	Sharon Anolik Shakked, Chair		motion required 5:20– 5:21
8. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Sharon Anolik Shakked, Chair		5:21 – 5:22
9. 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	Sharon Anolik Shakked, Chair		motion required 5:22 – 5:35

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) 988-7504 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		ESTIMATED TIMES
<p>CAC Meeting (5/21/2020)</p> <p>Information Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: b. Activity Log May 2020 c. Activity Log June 2020 d. Internal Audit Work Plan e. Committee Pacing Plan</p>			
<p>10. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - FY 2020 Patient Safety/Claims Report</p>	<p>Sheetal Shah, Director Risk Management & Patient Safety Mary Rotunno, General Counsel</p>		<p>information 5:35 – 5:45</p>
<p>11. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - Enterprise Risk Management</p>	<p>Jim Griffith, COO; Mary Rotunno, General Counsel</p>		<p>information 5:45 – 5:53</p>
<p>12. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - Review Drug Diversion Program Timeline</p>	<p>Jim Griffith, COO; Mary Rotunno, General Counsel</p>		<p>information 5:53 – 6:00</p>
<p>13. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: Report on Internal Audit Activity</p>	<p>Diane Wigglesworth, Sr. Director, Corporate Compliance; Mary Rotunno, General Counsel</p>		<p>information 6:00 – 6:05</p>
<p>14. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - FY 2020 Annual Compliance and Privacy Report</p>	<p>Diane Wigglesworth, Sr. Director, Corporate Compliance; Mary Rotunno, General Counsel</p>		<p>information 6:05 – 6:20</p>
<p>15. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: Hospital and SVMD Compliance Work Plan for FY 2021 (Committee Goal)</p>	<p>Diane Wigglesworth, Sr. Director, Corporate Compliance; Mary Rotunno, General Counsel</p>		<p>discussion 6:20 – 6:30</p>
<p>16. Gov't Code Section 54956.9(d)(2) – conference with legal counsel – pending or threatened litigation: - IT Security Discussion</p>	<p>Deb Muro, CIO; Mike Mellor, Interim CISO Mary Rotunno, General Counsel</p>		<p>discussion 6:30 – 6:50</p>
<p>17. Gov't Code Sections 54957 for report and discussion on personnel matters – Senior Management: - Executive Session</p>	<p>Sharon Anolik Shakked, Chair</p>		<p>discussion 6:50 – 6:55</p>
<p>18. ADJOURN TO OPEN SESSION</p>	<p>Sharon Anolik Shakked, Chair</p>		<p>motion required 6:55 – 6:56</p>
<p>19. RECONVENE OPEN SESSION/ REPORT OUT To report any required disclosures regarding permissible actions taken during Closed Session.</p>	<p>Sharon Anolik Shakked, Chair</p>		<p>information 6:56 – 6:58</p>

AGENDA ITEM	PRESENTED BY		ESTIMATED TIMES
20. ADJOURNMENT	Sharon Anolik Shakked, Chair		motion required 6:58 – 7:00pm

Upcoming Meetings:

Regular Meetings:

September 24, 2020

October 28, 2020 (Joint Board and Committee Educational Session)

November 19, 2020

January 28, 2021

March 18, 2021

May 20, 2021