



AUDIT AND COMPLIANCE COMMITTEE MEETING
WEDNESDAY, MARCH 15, 2023
4:00pm-6:00pm

Conference Center Located at Highland Care Pavilion
1411 East 31st Street Oakland, CA 94602
Ronna Jojola Gonsalves, Clerk of the Board
(510) 535-7515

LOCATION:

Open Session: HCP Conference Center, see above address
Teleconference Location: 4501 Pleasanton Avenue, Pleasanton, CA 94566

Members of the public may also participate at the following ZOOM Meeting Link:¹
<https://alamedahealthsystem.zoom.us/j/9361457125?pwd=aUF4anZtK01IRklVMzZvQVY5NTdOZz09>

Meeting ID: 936 145 7125
Password: 20200513

One tap mobile
+14086380968,,9361457125# or
+13462487799,,9361457125#

Dial by your location
+1 408 638 0968 US (San Jose)
+1 346 248 7799 US (Houston)
+1 646 518 9805 US (New York)

Find your local number: <https://alamedahealthsystem.zoom.us/u/aeojyFgeyl>

MEMBERS

Kinkini Banerjee
Mark Friedman, Chair
Nely Obligacion
Sblend A. Sblendorio

¹ Log into the meeting at www.zoom.com. You will be directed to download the meeting app (free) if you have not used ZOOM previously. ZOOM meetings may be accessed on computers and portable devices.

NOTE: In the event that a quorum of the Board of Trustees participates on this Committee, the meeting is noticed as a Special Meeting of the Board of Trustees; however, no final Board of Trustees action can be taken.

AUDIT AND COMPLIANCE COMMITTEE MEETING AGENDA

SPECIAL NOTE: The governor-declared state of emergency that altered public meeting protocols during the Covid pandemic has been lifted. All Alameda Health System Board of Trustees meetings and Board of Trustees Committee meetings will be held in accordance with current Brown Act requirements. As a result, our meetings will be held via a hybrid of in-person and remote access.

The public is invited to attend the meetings in person or observe and participate in the meeting via the Zoom link above.

Public Comment Instructions

If you attend the meeting in person and wish to address the Board or Committee regarding an item on the agenda or in their purview, please complete a Speaker Card available near the entrance. If you need assistance, please see the Clerk of the Board.

If you attend the meeting remotely and wish to address the Board of Trustees or Committee regarding an item on the agenda or in their purview, send an email to cob@alamedahealthsystem.org PRIOR TO THE START OF THE MEETING. Your comment will be heard at the appropriate time. During the meeting, public comment requests may be submitted to the ZOOM meeting host or the Clerk of the Board, but requests must be submitted prior to the beginning of the public speaker time for that item.

Each speaker, whether in person or remote, will be allotted between one and three minutes to speak, depending on the number of speakers present.

OPEN SESSION / ROLL CALL

PUBLIC COMMENT

CONSENT AGENDA: ACTION

A. **[ACTION: Approval of the Minutes of the November 8, 2022, Audit and Compliance Committee meeting](#)**

Recommendation: Motion to approve

END OF CONSENT AGENDA

B. **[ACTION/DISCUSSION ITEM: Proactive Privacy Monitoring \(est. 15 Min\)](#)**

Marilyn Boston, Chief Compliance and Privacy Officer/VP Compliance & Internal Audit

C. **[ACTION/DISCUSSION ITEM: Institutional Review Board Research Update \(est. 10 Min\)](#)**

Marilyn Boston, Chief Compliance and Privacy Officer/VP Compliance & Internal Audit

D. **[DISCUSSION: Cyber Security Update \(est. 10 min\)](#)**

E'Jaaz Ali, Chief Information Security Officer

E. DISCUSSION: Internal Audit/Compliance Reporting Summary (est. 45 min)

*Marilyn Boston, Chief Compliance and Privacy Officer/VP Compliance & Internal Audit
Akemi Renn, System Director, Compliance*

E1a. Top Report Summary/Compliance Reports:

- i. Internal Audit
- ii. Privacy Report
- iii. Compliance Projects
- iv. Compliance Investigations Update
- v. Manager Internal Audit Recruiting Update

F. INFORMATION/WRITTEN REPORTS: Annual Audit and Compliance Committee Agenda Calendar and Follow-Up

- F1.** Audit and Compliance Committee Master Calendar and Follow-up Worksheet
- F2.** AHS Board of Trustees Issue Tracking Form AUDIT COMPLIANCE Committee
- F3.** FY2023 Audit and Compliance Plan

TRUSTEE REMARKS

ADJOURNMENT

ADDENDUM 1: ABCS OF COMMUNICATION

ADDENDUM 2: COMMITTEE CHARTER

Our Mission

Caring, Healing, Teaching, Serving All

Strategic Vision

AHS will be recognized as a world-class patient and family centered system of care that promotes wellness, eliminates disparities and optimizes the health of our diverse communities.

Values

Compassion, Commitment, Teamwork, Excellence, Integrity, and Respect.

Meeting Procedures

The Board of Trustees is the Policy Body of the Alameda Health System. The Board has several standing Committees where Board matters are the subject of discussion at which members of the public are urged to testify. Board procedures do not permit: 1) persons in the audience at a Committee meeting to vocally express support or opposition to statements by Board Members or by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of the Board or to its members, 1411 East 31st Street Oakland, CA 94602.

Members of the public are advised that all Board and Committee proceedings are recorded (audio), including comments and statements by the public in the course of the meetings. Copies of the audio recordings will be made available to the public. Copies of the agendas and supporting documents can be found here: <http://www.alamedahealthsystem.org/meeting-agendas-and-minutes/>. By attending and participating in Board/Committee meetings, members of the public consent to audio recording of any statements they may make during the proceedings.

Disability Access

The Meeting Rooms are wheelchair accessible. Assistive listening devices are available upon request at the Clerk of the Board's Office. To request accommodation or assistance to participate in the meeting, please contact the Clerk of the Board. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to perfumes and various other chemical-based scented products. Please help us to accommodate these individuals.

The AHS Board of Trustees is committed to protecting the private health information (PHI) of our patients. We ask that speakers refrain from disclosing or discussing the PHI of others. Please also know that, should you decide to disclose your PHI, the Trustees will still likely refer your matter, to the extent it involves PHI, to the executive staff for a confidential review of the facts and for confidential handling. If you would like more information regarding the confidentiality of PHI as it relates to the Health Insurance Privacy and Accountability Act, please refer to 45CFR Section 164.101, et.seq.