

NOTICE OF MEETING

NORTH BROWARD HOSPITAL DISTRICT

BOARD OF COMMISSIONERS

An Audit Committee meeting will be held at 1:30 p.m., on Wednesday, February 26, 2020, at the Broward Health Corporate Spectrum Location: 1700 Northwest 49 Street, Fort Lauderdale, Florida, 33309. The purpose of this committee meeting is to review and consider any matters within the committee's jurisdiction.

Persons with disabilities requiring special accommodations in order to participate should contact the District by calling 954-473-7481 at least 48 hours in advance of the meeting to request such accommodations.

Any person who decides to appeal any decision of the District's Board with respect to any matter considered at these meetings will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.

North Broward Hospital District Board Of Commissioners
1700 Northwest 49th Street, Suite #150, Ft. Lauderdale, 33309

**AUDIT COMMITTEE MEETING
10:00 a.m., January 15, 2020**

1. **NOTICE**

Official notice and agenda of this meeting is attached to the Minutes, as EXHIBIT I and EXHIBIT II, as presented for consideration of the Committee.

2. **CALL TO ORDER** 10:08 a.m.

3. **COMMITTEE MEMBERS**

Present: Commissioner Christopher T. Ure, Chair
Commissioner Nancy W. Gregoire, Vice Chair
Commissioner Marie C. Waugh (via WebEx)
James Petkas, External Audit Consultant
Scott Porter, External Audit Consultant

Senior Leadership

Additionally Present: Ray T. Berry/Commissioner, Stacy L. Angier/Commissioner, Gino Santorio/Chief Executive Officer/President, Alan Goldsmith/Chief Administrative Officer, Alex Fernandez/Chief Financial Officer, Linda Epstein/Corporate General Counsel, Jerry Del Amo/Deputy, General Counsel

4. **PUBLIC COMMENTS** None

5. **APPROVAL OF MINUTES DATED DECEMBER 11, 2019**

MOTION It was *moved* by Commissioner Gregoire, *seconded* by Mr. Porter, to:

Approve the Audit Committee meeting minutes, dated December 11, 2019.

Motion *carried* unanimously.

6. **TOPIC OF DISCUSSION**

6.1. Introduction of Interim Chief Internal Auditor- Anthony Almeda

Mr. Almeda introduced himself and gave detail to his educational background and to his 25 years of healthcare experience.

Mr. Almeda's certifications include:

* Certified fraud examiner * Certified healthcare auditor * Certified Sarbanes Oxley auditor

MINUTES

North Broward Hospital District Board Of Commissioners
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6.2. Discussion of FY20 Internal Audit Work Plan status – Christopher T. Ure, Commissioner

Mr. Almeda reported on the following subjects:

- Status of audits completed *prior* to his arrival for fiscal year 2020 (3)
- Status of audits completed *since* his arrival for fiscal year 2020 (5-6)
- Status of audits pending *since* his arrival (3)
- Status of incomplete rollover audits from fiscal year 2019 (10)

At the request of the committee, Mr. Almeda was asked to make recommendations on which of the approved audits for fiscal year 2020 should be prioritized.

Discussion ensued regarding the status of pending revenue cycle audit and security audit.

Discussion also ensued regarding the status of the revised audit charter draft and development of an audit calendar.

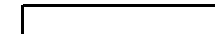
7. ADJOURNMENT 11:01 a.m.

MOTION It was *moved* by Commissioner Gregoire, *seconded* by Mr. Porter, to:

Adjourn the Audit Committee meeting.

Motion *carried* unanimously.

Respectfully submitted,
Commissioner Stacy L. Angier, Secretary/Treasurer


**Audit Project Status Report
 FY 2020**

#	Audit Report No.	Risk Domain	Name of Engagement	Recurring / Follow-up / Roll-over Audit?	Started Audit	Report Date	Comments
7	2020-A224	Clinical	340B Pharmacy Medication Program Disbursement (<i>Follow-Up</i>)	Follow-up		11/25/2019	Complete
31	TBD	Financial	Financial Statement Line Items Review				
32	2019-A218	Legal/ Regulatory Compliance	(a) Vendor Reconciliation	Recurring		1/28/2020	Complete
11	2020-A229	Legal/ Regulatory Compliance	Healthcare for the Homeless Grant HRSA (<i>Follow Up</i>)	Follow-up		12/17/2019	Complete
12	2020-M220	Legal/ Regulatory Compliance	Compliance Dept.'s Tracking & Monitoring of FAs, Remuneration & Disclosures	Recurring		11/14/2019	Complete
2	2020-217	Legal/ Regulatory Compliance	PPUC Contract Deliverables Process Via Community Care Plan			1/27/2020	Complete

**Audit Project Status Report
FY 2020**

#	Audit Report No.	Risk Domain	Name of Engagement	Recurring / Follow-up / Roll-over Audit?	Started Audit	Report Date	Comments
	2020-A222	Legal/ Regulatory Compliance	(b) BH Payment Sources: AP, CCP, Payroll	Recurring		1/28/2020	Complete
15	2020-233	Legal/ Regulatory Compliance	Broward County Contract Review - Primary Care Clinics	Recurring	1/13/2020		
16	2020-A234	Legal/ Regulatory Compliance	Physician Moving Expenses Agreement Review		1/27/2020		
19	2020-F237	Legal/ Regulatory Compliance	Compliance (C360) Data Clean-up Project Review (<i>Follow-up</i>)	Follow-up	1/31/2020		
26	TBD	Legal/ Regulatory Compliance	A-133 Sub-contractor Monitoring (Financial Management)	Recurring			
35	TBD	Legal/ Regulatory Compliance	Physician Credentialing Process				
1	2020-A201	Operational	Revenue Cycle: Denial & Underpayment Recovery Operations, Central Billing Office (CBO)	Roll-over		1/7/2020	Complete
	2019-A215	Operational	Procurement of Services & Medical Supplies/Devices	FY 19 Project completed in FY 20		9/30/2019	Complete

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FY 2020**

#	Audit Report No.	Risk Domain	Name of Engagement	Recurring / Follow-up / Roll-over Audit?	Started Audit	Report Date	Comments
2	2020-A219	Operational	Travel & Entertainment Expenses	Recurring		1/28/2020	Complete
6	2020-A223	Operational	Patient Access Operations & Admissions (<i>Revenue Cycle</i>)	Roll-over		1/27/2020	Current: Draft report to be sent 1/20/20 for management response
9	2020-M226	Operational	BH Foundation Gifts/Donations/ Allotments/Endowments & Expense	1/20/2020			Review of Foundation to determine if pledges are received and used per the donors wishes
10	2020-A228	Operational	Payroll Process	1/20/2020			General payroll audit
13	2020-A231	Operational	Inpatient Concurrent Review & LOS Data Analytics (<i>Revenue Cycle</i>)	1/20/2020			Review LOS by DRG
14	2020-A232	Operational	Operating Room & Cardiac Catherization Lab Inventory Management	1/20/2020			
17	2020-F235	Operational	Accounts Payable (<i>Follow-up</i>)	Follow-up			
17	2020-F235	Operational	Accounts Payable (<i>Follow-up</i>)	Follow-up			
20	TBD	Operational	Physician Referral Management Process (<i>Revenue Cycle</i>)	Roll-over			On hold while process is updated
21	TBD	Operational	Reimbursement Rates (HMOs) for Commercial Insurances (<i>Revenue Cycle</i>)	Roll-over			Reimbursement rates for commerical insurance is following contract and is consistent between all regions

**Audit Project Status Report
FY 2020**

#	Audit Report No.	Risk Domain	Name of Engagement	Recurring / Follow-up / Roll-over Audit?	Started Audit	Report Date	Comments
22	TBD	Operational	Uninsured Patient Processes <i>(Revenue Cycle)</i>	Roll-over			
23	TBD	Operational	Re-admission Rate/Discharge Planning <i>(Revenue Cycle)</i>	Roll-over			
24	TBD	Operational	Charge Capture & Reconciliation		1/9/2020		These project will be merged.
25	TBD	Operational	Operating Room ("OR") Charge Capture & Reconciliation		1/9/2020		
27	TBD	Operational	Cash posting and unapplied credits <i>(Revenue Cycle)</i>	Roll-over			
28	TBD	Operational	Physical Security Audit - System Wide	Follow-up			
29	TBD	Operational	Fixed Assets Review	Follow-up			
30	TBD	Operational	Pharmacy Audit				Substituted for Pyxis System & Operations audit
32	TBD	Operational	Gold Coast Home Health Services Operations				
33	TBD	Operational	HR. Compensation & Benefits <i>(Follow-up)</i>	Follow-up			Does BH pay employees fairly
34	TBD	Operational	Procurement - GOP Share back, & Diversity Program	Follow-up			Are we meeting diversity goals

**Audit Project Status Report
FY 2020**

#	Audit Report No.	Risk Domain	Name of Engagement	Recurring / Follow-up / Roll-over Audit?	Started Audit	Report Date	Comments
36	TBD	Operational	Periodic Inventory Count & Valuation of Medical Devices and Supplies	Recurring			Inventory counting as the behest of the External auditors
37	TBD	Operational	Construction - BHMC	Recurring			Monitoring Engagement
37	TBD	Operational	Construction - BHCS	Recurring			Monitoring Engagement
37	TBD	Operational	Construction - BHN	Recurring			Monitoring Engagement
37	TBD	Operational	Construction - BHIP	Recurring			Monitoring Engagement
8	2020-M225	Strategic	Balance Scorecard & Corporate Dept.'s Quality Metrics			12/12/2019	Complete
	2020-M221	Technology	Information Technology & Physical Security Gap Analysis	FY 19 Project completed in FY 20		11/7/2019	Complete
12	2020-A230	Technology	IT General Controls (Access Mgmt, Configuration Mgmt, Disaster Recovery, Interfaces)	Recurring	1/20/2020		
18	2020-A236	Technology	Payment Card Industry (PCI) Compliance	Recurring			Announcement memo drafted - Email sent with questions to CFO to confirm approach.

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KEY:

Completed Audits
Low Priority Audits
Started Audits
High Priority Audits
Outsourced Audits