



West Side Health Care District

119 Adkisson Way, Taft, CA 93268 (661) 765-7234

BOARD MEETING MINUTES

Thursday, May 25, 2023, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:01 pm. Eric Cooper led the Pledge of Allegiance. Those present were:

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|-----------------|---------------------------|
| Eric Cooper | Board President |
| Adele Ward | Board Vice President |
| Virginia Miller | Board Secretary/Treasurer |
| Janice Ashley | Board Member |
| Ryan Shultz | Executive Director |
| Robyn Melton | District Manager |

Board Member, Darren Walrath was excused from the meeting. Present at the meeting were Medical Director, Dr Ron Ostrom, Clinic Director, Summer Wood- Luper, and Doug Keeler from the Midway Driller. District Legal Counsel, Mark Bateman joined the meeting via telephone.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

The Board meeting minutes were reviewed. After discussion, the Minutes of Thursday, April 27 23, 2023 were approved by the Board of Directors.

After review the Facilities Committee Meeting Minutes of Monday, May 8, 2023 were approved by the Board of Directors.

4. FINANCIAL REVIEW

The April 2023 Financial Statements of were reviewed by District CPA, Kelly Hohenbrink. After discussion, Virginia Miller made a motion to receive and file the unaudited April 2023 Financials as presented. Adele Ward, seconded. Motion carried.

5. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES

After review and discussion, Jan Ashley made a Motion to approve the policies and procedures. Ginny Miller seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Answering A Phone Call, Animal Bite-Reporting, Abnormal Vital Signs, Appointment Rescheduling, Cash Collection, Aseptic Procedure, New Employee Onboarding and Annual Training, Audiogram-Threshold, Emergency Call Out Compensation, Security and Retention of Medical Records.

8. ADMINISTRATIVE STAFF REPORT
May 2023, General Information- Attached for informational purposes only. No action

9. BOARD COMMITTEE REPORTS
 - a. Finance Committee-A Budget Meeting will be scheduled for beginning of June 2023.
 - b. Facilities Committee- Nothing further at this time.
 - c. Community Outreach Committee- Nothing further at this time.
 - c. Personnel Committee- Nothing further at this time.
 - d. Additional Board Member Input-. Nothing further at this time.

10. CLOSED SESSION
President, Eric Cooper asked for a Motion to enter into Closed Session. Jan Ashley made the Motion. Adele Ward Seconded. The Board entered into Closed Session at 2:50pm.
CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case

11. OPEN SESSION
Virginia Miller made a Motion to return to Open Session at 3:25 pm. Jan Ashley Seconded. Motion carried. Board President, Eric Cooper announced that no reportable action was taken during Closed Session

12. ITEMS FOR FUTURE AGENDA
Nothing at this time.

13. ADJOURNMENT
At 3:28 pm, the Board President, Eric Cooper made a motion to Adjourn the Board Meeting of May 25, 2023.

Respectfully Submitted:


Eric Cooper, Board President