



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, February 22, 2024, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:03 pm. Eric Cooper led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Janice Ashley	Board Member
Ryan Shultz	Executive Director
Robyn Melton	Clerk of the Board

Board members, Virginia Miller and Darren Walrath were excused. Present at the meeting: Medical Director Dr. Ronald Ostrom, and Clinic Director, Summer Wood-Luper.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

Board meeting minutes of Thursday, January 25, 2024, were reviewed. After discussion, a motion was made by Adele Ward to approve the Board Minutes. Jan Ashley seconded. Motion carried.

Personnel Committee Meeting minutes of Wednesday, February 7, 2024, were reviewed. After discussion, a motion was made by Adele Ward to approve the Personnel Committee minutes. Jan Ashley seconded. Motion carried.

Facility Committee Meeting minutes of Wednesday, February 7, 2024, were reviewed. After discussion, a motion was made by Adele Ward to approve the Personnel Committee minutes. Jan Ashley seconded. Motion carried.

4. FINANCIAL REVIEW

The January 2024 Financial Statements of were reviewed by CPA, Kelly Hohenbrink via telephone. After discussion, Jan Ashley made a motion to receive and file the unaudited January 2024 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. Adele Ward seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Splints/Ace Wraps, Staff Meetings, Supply Ordering, Visitors and Relatives, Incident Reports, Patient Rights and Responsibilities Statement, and Primary Authority Over Clinic Operations.

6. ADMINISTRATIVE STAFF REPORT

A. February 2023, General Information- Attached for informational purposes only. No action.

7. BOARD COMMITTEE REPORTS

- A. Finance Committee-Nothing further at this time.
- B. Facilities Committee-Nothing further at this time.
- C. Community Outreach Committee- Nothing further at this time.
- D. Personnel Committee- Nothing further at this time.
- E. Additional Board Member Input- Nothing further at the time.

8. Closed Session

The Board did not enter into Closed Session. The Item was Tabled until the Full Board Could Participate.

Adjourn to session closed to the public as legally permitted. Any reportable action taken will be announced in Open Session.

A. Public Employee Performance Evaluation (California Government Code Section 54957): Executive Director

9. ITEMS FOR FUTURE AGENDA- The Closed Session item, Public Employee Performance Evaluation (California Government Code Section 54957): Executive Director, should be placed on the March 2024 Agenda.

10. ADJOURNMENT

Board President, Eric Cooper asked for a motion to adjourn. Adele Ward made a motion, Jan Ashley seconded. Motion carried. At 2:50 pm, the Board Meeting of February 22, 2024, was adjourned.

Respectfully Submitted:


Adele Ward, Board Vice President

The next regular Board Meeting is scheduled for Thursday, March 28, 2024, at 2:00 pm