



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, March 23, 2023, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:05 pm. Dr. Ron Ostrom led the Pledge of Allegiance. Those present were:

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

Present at the meeting were Medical Director, Dr Ron Ostrom, Clinic Director, Summer Wood-Luper, and Doug Keeler from the Midway Driller.

2. PUBLIC INPUT- Deborah Woodson, Kathy Edgecombe, Cindy West, and Rick Woodson attended the meeting from Soroptimist International of Taft to accept a \$3,500.00 donation from the district. The donation supports their Critical Care Program. This program provides fuel gift cards to patients that need transportation to attend dialysis or chemotherapy treatments.

3. APPROVAL OF MINUTES

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

4. FINANCIAL REVIEW

The February 2023 Financial Statements of were reviewed by CPA, Kelly Hohenbrink via telephone. After discussion, Adele Ward made a motion to receive and file the unaudited February 2023 Financials as presented. Darren Walrath, 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. Darren Walrath seconded. Motion carried. The Policies and Procedures that were approved were:

Medical Records, Vaccine Administration, Temperature-Rectal Welch Allyn Sure Temp, Transfer of Patient to the Hospital, Temperature-Tympanic Thermometer, Temperature- Oral Welch Allyn Sure Temp, Telephone Request for Medical Information, Standardized Procedure for Urinalysis, Sterile Field, Standardized Procedure for Pregnancy Testing of Patients on Contraception, and Standardized Order for Urinalysis on Pregnant Patients.

District Policies that were reviewed and approved were: Term of Office, Board Committees, Agenda, and Marketing,

6. ADMINISTRATIVE STAFF REPORT

March 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- Meeting scheduled for March 30, 2023.

c. Community Outreach Committee-

c. Personnel Committee- Meeting scheduled for April 5, 2023.

d. Additional Board Member Input-. Nothing Further at this time.

8. CLOSED SESSION

Board President, Eric Cooper asked for a motion to go into Closed Session, Adele Ward made a motion. Jan Ashley Seconded. The Board entered into Closed Session at 2:50 pm.

Adjourn to session closed to the public as legally permitted. Any action taken will be announced in Open Session. Pursuant to Government Code 54957- Executive Director, Yearly Evaluation, Board Discussion.

9. OPEN SESSION

At 4:08pm the Board President, Board President, Eric Cooper announced the annual evaluation of The Executive Director, Ryan Shultz was accomplished as noticed in the agenda. The evaluation was discussed with Mr. Shultz with Board Member comments.

10. ITEMS FOR FUTURE AGENDA

Nothing at this time.

11. ADJOURNMENT

At 4:09 pm, the Board President, Eric Cooper made a motion to Adjourn the Board Meeting of March 23, 2023.

Respectfully Submitted:


Adele Ward, Board Vice President