



# West Side Health Care District

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

## BOARD MEETING MINUTES

Thursday, July 27, 2023, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:00 pm. Eric Cooper 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

Present at the meeting: General Counsel Attorney Mark Bateman, Medical Director Dr. Ronald Ostrom, Clinic Director Summer Wood-Luper, and Midway Driller, Doug Keeler. Attorney Ryan Tung and, Attorney Laurie Avedisian-Favini of Lazano Smith Attorneys at Law joined the meeting via phone.

2. PUBLIC INPUT- None

3. CLOSED SESSION

No reportable action taken.

4. OPEN SESSION

President, Eric Cooper called the meeting to order returning to open session at 3:05pm.

5. APPROVAL OF MINUTES

The Board meeting minutes were reviewed. After discussion, the Minutes of Thursday, June 22, 2023 were approved by the Board of Directors.

6. APPROVE RESOLUTION 2023-02, INTENT TO INITIATE TRANSITION FROM AT-LARGE TO BY TRUSTEE AREA BOARD ELECTIONS

This item was heard out of order by request of Executive Director, Ryan Shultz. Attorney Tung and Attorney Avedisian presented a summary of the California Voting Rights Act and process for the WSHCD Board of Director to transition its director elections from at-large elections to by zone elections. The resolution was read. Board President, Eric Cooper asked if there was any public comment on the item. No public comment was given.

Adele Ward made a motion to approved the resolution. Darren Walrath seconded the motion. A roll call vote was requested by Board Secretary, Virginia Miller. All ayes. Attorneys Tung and Avedisian-Favini signed off from the meeting via phone.

7. FINANCIAL REVIEW

The June 2023 Financial Statements of were presented by District CPA, Kelly Hohenbrink via telephone. No board member comments. No public comment. Viginia Miller made a motion to approve the unaudited financial report. Jan Ashley seconded the motion. Motion carried. CFO Hohenbrink signed off from the meeting via phone.

8. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES

After review and discussion, Jan Ashley made a Motion to approve the policies and procedures with noted changes. Adele Ward seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Bi-Annual Clinic Evaluation, Auxiliary Aids and Services for Persons with Disabilities, EKG/ECG, Equipment Management, Service Animal, Waived Testing-LeadCare II, Waived Testing-Strep A Direct Rapid Testing and Waste Fraud and Abuse.

9. ADMINISTRATIVE STAFF REPORT

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

Presentation by Executive Director, Ryan Shultz, Employee and Staff Incentive Plan. This is for Fiscal Year 23-24, there were no questions. Receive and File.

10. BOARD COMMITTEE REPORTS

Facility Committee- Darren Walrath provided an overview of the Facilities Committee Meeting held on July 26, 2023. Executive Director Shultz noted the committee had made a recommendation to contract with Perspective Design Architects, but that action by the board would be delayed until the item could be placed on the agenda for board approval at its next meeting. Community Outreach-Director Ashely asked about new programs going on at the clinic. Clinic Director Wood-Luper talked about Back2School related visits physicals and immunizations were starting to take place and school supplies were being given to students coming in to receive services and also mentioned a date for the mobile mammogram clinic had been set for early November. Executive Director, Ryan Shultz mentioned the AED that had recently been donated the West Side Recreation and Parks District as well as a \$10,000 donation made to the Park District to support the operations and programs at the Natatorium.

- 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.
- c. Personnel Committee- Nothing further at this time.
- d. Additional Board Member Input- Nothing further at this time.

11. CLOSED SESSION

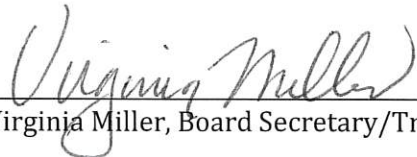
The Board did not enter into closed session.

12. ITEMS FOR FUTURE AGENDA

Approval of RFP Architectural and Design Services WSFHC Dental Project and Public Meetings required by the CVRA to complete redrawing of Director zones.

13. ADJOURNMENT

At 3:59 pm, the Board member, Jan Ashley made a motion to Adjourn the Board Meeting of July 27, 2023. Virginia Miller seconded. Motion carried.

Respectfully Submitted:   
Virginia Miller, Board Secretary/Treasurer

**The next regular Board Meeting is scheduled for Thursday, August 24, 2023 at 2:00 pm**