



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, March 26, 2026, at 2:00pm

1. CALL TO ORDER

Board President, Eric Cooper called the meeting to order at 2:00pm. Board President, Eric Cooper led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Darren Walrath	Board Vice President
Virginia Miller	Board Secretary/Treasurer
Jan Ashley	Board Member
Adee Ward	Board Member
Ryan Shultz	Executive Director
Robyn Melton	Clerk of the Board

Present at the meeting: District Legal Counsel, Mark Bateman.; Clinic Director, Summer Wood-Luper; Medical Director, Ron Ostrom; and Midway Driller, Doug Keeler.

APPROVAL OF AGENDA

Board Vice President, Darren Walrath made a motion to approve the March 26, 2026 Agenda. Board Member, Jan Ashley seconded. Agenda approved.

2. PUBLIC INPUT- None

3. CLOSED SESSION

At 2:02pm Board President, Eric Cooper asked for a motion to enter into Closed Session. Board Member, Adele Ward made a motion, Secretary/Treasurer Ginny Miller seconded. Motion carried.

A. *Public Employee Performance Evaluation (California Government Code Section 54957)*
Executive Director, Ryan Shultz.

B. *Conference with Labor Negotiators (California Government Code Section 54957.6)*
Unrepresented Employee: Executive Director, Ryan Shultz.

4. **OPEN SESSION**
The Board returned to Open Session at 3:06 pm. Board President, Eric Cooper announced that no reportable action was taken

5. **APPROVAL OF MINUTES**
Board Meeting minutes of February 26, 2026 were reviewed. After discussion, a motion was made by Board Member, Jan Ashley to approve the board minutes. Board Vice President, Darren Walrath, seconded. Motion carried by unanimous vote.

Special Board Meeting minutes of March 12, 2026 were reviewed. After discussion, a motion was made by Board Member, Jan Ashley to approve the board minutes. Board Vice President, Darren Walrath seconded. Motion carried by unanimous vote.

6. **FINANCIAL REVIEW**
The unaudited February 2026 Financial Reports were presented by Executive Director, Rayn Shultz. After discussion, Board Member, Adele Ward made a motion to receive and file the unaudited February 2026 financials to file for audit. Board Member, Jan Ashley seconded. Motion carried by unanimous vote.

7. **ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES**
After review and discussion, Board Member, Jan Ashley made a motion to approve the policies and procedures. Board Member, Adele Ward seconded. Motion carried by unanimous vote. The West Side Family Health Care Policies and Procedures that were approved were: Equipment Management, Eye Irrigation. Employee Health Access Benefit, Culture Transmittal, Billing Practices, Staff Meetings, Patient Rights and Responsibilities, Supply Ordering, Patient Rights and Responsibilities (Spanish) and Visitors and Relatives

8. **POTENTIAL APPROVAL OF NEW EMPLOYMENT AGREEMENT WITH EXECUTIVE DIRECTOR, RYAN SHULTZ, INCLUDING COMPENSATION AND BENEFITS.** Board Committee Member, Adele Ward announced the proposed terms of Executive Director, Ryan Shultz terms in the New Contract, effective March 1, 2026. The exact terms will be given to District Legal Counsel, Mark Bateman for a formal contract.

9. **POTENTIAL APPROVAL OF UPDATED YOUNG WOOLDRIDGE, LLP RETAINER AGREEMENT**
Board Secretary/Treasurer, Ginny Miller made a motion to approve the updated Young Wooldridge, LLC Retainer Agreement. Board Vice President, Darren Walrath seconded. Motion passed by unanimous vote.

10. **ADMINISTRATIVE STAFF REPORT**
A. March 2026, General Information- Attached for informational purposes only, no action.

11. 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 this time.

12. ITEMS FOR FUTURE AGENDAS

Board President, Eric Cooper asked for the following item to be placed on the April 2026 Board Agenda; Dental Equipment Itemized List with estimated pricing: Executive Director Contract Review and Annual Evaluation.

13. ADJOURNMENT

At 4:06 pm, the Board Meeting of March 26, 2026 was adjourned.

Respectfully Submitted:


Ginny Miller, Board Secretary/Treasurer

Next regular Board Meeting is scheduled for April 23, 2026 at 2:00pm