West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, July 23, 2026, at 2:00pm

1. CALL TO ORDER

Board President, Eric Cooper called the meeting to order at 2:03pm. Summer Wood-Luper 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
Adele Ward	Board Member
Ryan Shultz	Executive Director
Robyn Melton	Clerk of the Board

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

APPROVAL OF AGENDA

Board Vice President, Darren Walrath made a motion to approve the July 23, 2026 Agenda. Board Member, Jan Ashley seconded. Agenda approved.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

Board Meeting minutes of Thursday, June 25, 2026, 2026 were reviewed. After discussion, a motion was made by Board Secretary/Treasurer, Ginny Miller to approve the board minutes. Board Vice President, Darren Walrath, seconded. Motion carried by unanimous vote.

Facilities Committee Meeting minutes of Tuesday, July 21, 2026 were reviewed. After discussion, a motion was made Board Secretary/Treasurer, Ginny Miller to approve the board minutes. Board Vice President, Darren Walrath, seconded. Motion carried by unanimous vote.

4. FINANCIAL REVIEW
   A. The unaudited May and June 2026 Financial Report were presented by the District CPA, Kelly Hohenbrink, via Zoom. After discussion, Board Secretary/Treasurer, Ginny Miller made a motion to receive and file the unaudited May and June 2026 financials to file for audit. Board Vice President, Darren Walrath seconded. Motion carried by unanimous vote.

5. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES
   A. After review and discussion, Board Member, Jan Ashley made a motion to approve the West Side Family Health Care policies and procedures. Board Member, Adele Ward seconded. Motion approved. The Policies and Procedures that were approved were: Withdrawal of Care, Sterile Shelf Life, Unscheduled Downtime of Electronic Medical Record, Standardized Procedure for Visual Acuity Testing, Preventative Maintenance Inspections, Splints/Braces/Ace Wraps, Standardized Procedure for Waived Point of Care FLU A/B = SARS Antigen FIA (COVID-19), Medical Assistant Scope of Practice, Organization of Nursing Personnel, Late Arriving Unscheduled Patients, Adverse Drug Reaction, Age Restriction, Alternate Communications in Emergency Situations, and Kern Health Systems Specialist Request.

6. ADMINISTRATIVE STAFF REPORT
   A. June 2026, 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 this time.

8. ITEMS FOR FUTURE AGENDAS
   Nothing at this time.

9. ADJOURNMENT
   At 3:04 pm, the Board Meeting of July 23, 2026 was adjourned.

Respectfully Submitted: Ginny Miller
Ginny Miller, Board Secretary/Treasurer

Next regular Board Meeting is scheduled for August 27, 2026 at 2:00pm