



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, November 16, 2023, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 5:00 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
Mark Bateman	Legal Counsel, Via Telephone
Robyn Melton	Clerk of the Board

Present at the meeting: Medical Director Dr. Ronald Ostrom, Clinic Director, Summer Wood-Luper;

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

Board meeting minutes of Thursday, October 26, 2023 were reviewed. After discussion, a motion was made by Adele Ward to approve the Board Minutes. Darren Walrath seconded. Motion carried.

4. FINANCIAL REVIEW

The October 2023 Financial Statements of October 2023 were tabled until the December 21, 2023 regular meeting.

5. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES

After review and discussion, Jan Ashley made a Motion to approve the policies and procedures. Ginny Miller seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Initial Patient Contact and Medical Emergencies, Flat Rate Fee Program, Intramuscular Injections, Emergency Release of Patient Records, Supervision of Medical Students, List of Services, Information Technology Rules of Use, and Emergency Ambulance Transfer.

6. ADMINISTRATIVE STAFF REPORT

- A. November 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- A meeting has been scheduled for Tuesday, November 28, 2023 at 9:00am.
C. Community Outreach Committee- Nothing Further at this time.
D. Personnel Committee- A meeting has been scheduled for December 5, 2023 at 8:30am
E. Additional Board Member Input- President Cooper distributed a save the Date flyer for the annual Association of California Health Care Districts meeting, in Sacramento, September 25-27, 2024.

8. ITEMS FOR FUTURE AGENDA- None at this time.

9. Closed Session

At 5:41 pm, Board President, asked for a motion to enter into Closed Session. Adele Ward made a motion, Jan Ashley seconded. Motion carried.

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

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to GC 54956.9(d)(2). (e)(3): one potential case.

10. OPEN SESSION

The Board returned to Open Session at 5:48pm Board President, Eric Cooper announced that no reportable action was taken.

11. ADJOURNMENT

Board President asked for a motion to adjourn. Ginny Miller made a motion, Jan Ashley seconded. Motion carried. At 5:49pm, the Board Meeting of November 16, 2023 was adjourned.

Respectfully Submitted:



Virginia Miller, Board Secretary/Treasurer