



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

BOARD MEETING MINUTES

Thursday, April 23, 2020, at 2:00 pm

This Meeting was held via a Zoom conference call.

1. **CALL TO ORDER**

Board President, Eric Cooper, called the meeting to order at 2:04 pm. Ryan Shultz led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Virginia Miller	Board Secretary/Treasurer
Jan Ashley	Board Member (via telephone)
Darren Walrath	Board Member
Gerald Starr	Executive Director
Ryan Shultz	Director of Clinic Operations
Robyn Melton	Clerk of the Board

In attendance, Dr. Ron Ostrom, Medical Director, and Clinic Director, Summer Wood-Luper.

2. **PUBLIC INPUT** None

3. **APPROVAL OF MINUTES**

The Board meeting Minutes of Thursday, March 26, 2020, and Special Board Meeting minutes of Monday, April 6, 2020, were reviewed. The Minutes were approved by the Board of Directors.

4. **FINANCIAL REVIEW**

- A. The Financial Statements of March 2020 were reviewed by District CPA Kelly Hohenbrink. After discussion, Adele Ward made a Motion to approve the March 2020 financials to file for Audit. Darren Walrath Seconded. Motion carried.

5. **ANNUAL REVIEW AND APPROVAL OF POLICIES AND PROCEDURES**

- A. West Side Health Care District.

The Policies and Procedures that were reviewed and Approved were:
Culture Transmittal, Follow-up of Patients, Eye Irrigation, Incident Reports, Formulary, Intervenuous Therapy, Waived Testing- Respiratory Panel Test, Blue Shield Eligibility Verification.

6. **ADMINISTRATIVE UPDATE CONSTRUCTION PROJECT UPDATE/ADMINISTRATIVE STAFF**

- A. The activities report was reviewed with some additional comments from staff and is attached for informational purposes only. No Action
- B. Authorized Agent Report is attached for informational purposes only. No Action at this time.

7. **BOARD COMMITTEE REPORTS**

- a. Finance Committee- The 20/21 Draft Budget should be presented in May 2020.
- b. Facilities Committee- A meeting will be scheduled in the next few weeks.
- c. Community Outreach Committee- A meeting will be scheduled to discuss the West Kern Adult Education Network. The Rotary Health Fair has been postponed, no new date has been set.
- d. Personnel Committee- No further updates at this time.

8. **BOARD MEMBER INPUT**

None at this time.

9. **ITEMS FOR FUTURE AGENDAS- None**

10. **CLOSED SESSION**

Jan Ashley made a Motion to enter into Closed Session. Virginia Miller Seconded. The Board entered into the Closed Session at 2:51 pm.

11. **OPEN SESSION**

The Board returned to Open Session at 3:25 pm. Closed Session was utilized to speak with District legal counsel.

12. **ITEMS FOR FUTURE AGENDAS None at this time.**

13. **ADJOURNMENT**

At 3:26 pm, Adele Ward made a motion to Adjourn, Darren Walrath seconded. Motion carried. The Board Meeting of April 23, 2020, was Adjourned.

Respectfully Submitted:


Virginia Miller, Board Secretary/Treasurer

The next regular Board Meeting is scheduled for Thursday, May 28, 2020, at 2:00 pm.