



West Side Health Care District

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

BOARD MEETING MINUTES

Tuesday, November 21, 2024, at 2:00 pm

1. **CALL TO ORDER**

Board President, Eric Cooper called the meeting to order at 2:03pm. 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
Ryan Shultz	Executive Director
Robyn Melton	Clerk of the Board

Board Member, Darren Walrath was excused from the meeting. Present at the meeting: District Legal Counsel, Mark Bateman. Mr. Bateman joined the meeting via Zoom; and Medical Director, Ronald Ostrom, DO; Clinic Director Summer Wood-Luper; and Doug Keeler from the Midway Driller.

2. **PUBLIC INPUT- None**

3. **APPROVAL OF MINUTES**

Board meeting minutes of October 29, 2024, were reviewed. After discussion, a motion was made by Ginny Miller to approve the Board Minutes. Jan Ashley seconded. Motion carried.

4. **FINANCIAL REVIEW**

A. The unaudited October 2024 Financial Reports were tabled until the December 19, 2024 Regular Board 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. Adele Ward seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Exam Table and Exam Room Cleaning and Disinfection, Fire Safety, Critical Alert Value Notification, Kaiser Eligibility Verification, Processing X-Ray Requisitions, and Radiation Safety Protection Program.

Earthquake or Weather Emergency, Disruption of Electrical Services, External Hazmat Incident, Mass Casualty Response, Shelter in Place for Patients and Staff, Operation During Internal Disaster, Unscheduled Downtime of Electronic Medical Record, Volunteer Deployment, Kern Health Systems Specialist Request, Age Restriction, Elder or Dependent Adult Abuse Reporting, Adverse Drug Reaction, Late Arriving Unscheduled Patients, Waived Testing- Bilirubin Meter, Preventative Maintenance Inspections, Organization of Nursing Personnel, and the 2024 Emergency Operations Plan.

6. ADMINISTRATIVE STAFF REPORT

A. November 2024, 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- Soroptimist Critical Care Donation to be placed on the December Agenda.

D. Personnel Committee- Nothing further at this time.

E. Additional Board Member Input- Nothing further at the time.

8. CLOSED SESSION

The Board did not enter into Closed Session, because there was no update on the Closed Session Item. Conference with Real Property Negotiator (California Government Code Section 54956.8): Conference with the District's real property negotiator (Executive Director, Ryan Shultz) regarding price and terms of payment for the real property located at 811 Center Street, Taft, CA. (property owner, West America Bank)

9. ITEMS FOR FUTURE AGENDA

Nothing at this time.

10. ADJOURNMENT

Board President, Eric Cooper asked for a motion to adjourn. Ginny Miller seconded. Motion carried. At 2:37 pm, the Board Meeting of November 21, 2024, was adjourned.

Respectfully Submitted:



Virginia Miller, Board Secretary/Treasurer

Next Scheduled Board Meeting is December 19, 2024 at 2:00 pm