

# West Side Health Care District

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

## BOARD MEETING MINUTES

Thursday, July 25 2024, at 2:00 pm

1. CALL TO ORDER

Board Vice President, Adele Ward called the meeting to order at 2:00pm. Jan Ashley led the Pledge of Allegiance. Those present were:

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 President, Eric Cooper and Board Member Darren Walrath were excused. Present at the meeting: District Legal Counsel, Mark Bateman joined the meeting via telephone; Medical Director Dr. Ronald Ostrom; Dental Director Dr. Tanveer Riar, DDS.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

Board meeting minutes of Thursday, June 27, 2024, were reviewed. After discussion, a motion was made by Janice Ashley to approve the Board Minutes. Ginny Miller seconded. Motion carried.

Facilities Committee meeting minutes of Tuesday, July 9, 2024, were reviewed. After discussion, a Motion was made by Janice Ashley to approve the Board Minutes. Ginny Miller seconded. Motion carried.

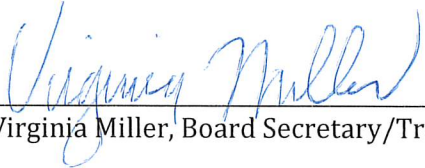
4. FINANCIAL REVIEW

A. The unaudited June 2024 Financial Statement were reviewed by District CPA, Kelly Hohenbrink via telephone. After discussion, Ginny Miller made a motion to receive and file the unaudited May 2024 financials for Audit. Jan Ashley seconded; Motion carried.

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: Chronic Pain Management, Crash Cart, After Hours Telephone Management, Flat Rate Fee Program, Kern Health System (KHS) Prior Authorization of Services and Procedures, Medical Records Forms and Fees, Peer Review, Sliding Fee Scale, and Non-Discrimination,

6. DISCUSSION/APPROVAL - TO CLOSE OUR GENERAL FUND CHECKING ACCOUNT WITH WESTAMERICA BANK. Authorize new General Fund Checking Account be opened at United Security Bank.  
After discussion, Ginny Miller made a motion to closed the checking account at West America, due the Taft Branch closure, and opening our General Fund account at United Security. Jan Ashley seconded. Motion carried.
7. ADMINISTRATIVE STAFF REPORT
  - A. July 2024, General Information- Attached for informational purposes only. No action.
8. 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 the time.
9. CLOSED SESSION  
Board Vice President, Adele Ward asked for a Motion to enter into Closed Session. Jan Ashley made The Motion.. The Board entered into Closed Session at 2:48pm
  - A. 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 109 Adkisson Way, Taft, CA (property owner, Dr. Vibul Tangpraphaphorn, MD)
10. OPEN SESSION  
The Board returned to Open Session at 3:22pm. Board Vice President, Adele Ward announced that no reportable action was taken.
11. ITEMS FOR FUTURE AGENDA-  
Nothing at this time.
12. ADJOURNMENT  
Board Vice President, Adele Ward asked for a motion to adjourn. Ginny Miller made a motion, Jan Ashley seconded. Motion carried. At 3:23 pm, the Board Meeting of July 25, 2024, was adjourned

Respectfully Submitted:  \_\_\_\_\_  
Virginia Miller, Board Secretary/Treasurer