



# West Side Health Care District

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

## BOARD MEETING MINUTES

Thursday, April 28, 2022, at 4:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 4:00pm. Eric Cooper led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Jan Ashley	Board Member
Ryan Shultz	Executive Director
Robyn Melton	District Manager

Board Secretary/Treasurer, Ginny Miler and Board Member, Darren Walrath were excused. In attendance, Medical Director, Dr. Ron Ostrom, and Clinic Director, Summer Wood-Luper were present at the meeting.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

The meeting minutes were reviewed. After discussion, the Minutes of Thursday, March 24, 2022, were approved by the Board of Directors.

The Finance Committee Meeting Minutes were reviewed, the Minutes of Monday, April 25, 2022 were approved by the Board of Directors.

4. FINANCIAL REVIEW

The Financial Statements of February and March 2022 were reviewed by Executive Director, Ryan Shultz. After discussion a motion was made by Adele Ward to approve the February and March 2022 financial statements. 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. Adele Ward seconded. Motion carried. The West Side Family Health Care Policy and Procedures that were reviewed were:

- A. Employee Health Access Benefit, Durable Medical Equipment (DME) Dispensing, Intravenous Therapy, Patient with Urgent Complaint or Distress, Registration of an Established Patient, COVID-19 Vaccination Policy.
- B. West Side Family Health Care Bi Annual Rural Health Clinic Program Evaluation Report
- C. The West Side Health Care District Policy and Procedures that were reviewed were:  
By-Laws of the West Side Health Care District.

6. ADMINISTRATIVE STAFF REPORTS  
March 2022, 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- Maricopa School District Career Day is scheduled for May 19, 2022 at 2:00 pm.
  - c. Personnel Committee- Nothing further at this time.
  - d. Additional Board Member Input- Nothing further at this time.
  
8. ITEMS FOR FUTURE AGENDA  
Nothing at this time.
  
11. ADJOURNMENT  
At 5:08 pm Adele Ward made a motion to Adjourn, Jan Ashley seconded. Motion carried.  
The Board Meeting of April 28, 2022 was adjourned.

Respectfully Submitted:

  
Adele Ward, Board Vice President

**The next regular Board Meeting is scheduled for Thursday, May 26, at 2:00 pm**