



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, September 22, 2022, at 2:00 pm

1. **CALL TO ORDER**

Board Vice President, Adele Ward, called the meeting to order at 2:02 pm. Ryan Shultz led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Ginny Miller	Board Secretary/Treasurer
Jan Ashley	Board Member
Darren Walrath	Board Member
Ryan Shultz	Executive Director
Robyn Melton	District Manager

In attendance, Clinic Director, Summer Wood-Luper.

2. **PUBLIC INPUT- None**

3. **APPROVAL OF MINUTES**

The Board meeting minutes were reviewed. After discussion, the Minutes of Thursday, August 25, 2022, were approved by the Board of Directors.

4. **FINANCIAL REVIEW**

The Financial Statements of August 2022 were reviewed by CPA, Kelly Hohenbrink. After discussion, a motion was made by Adele Ward to approve the August 2022 financial statements. Darren Walrath seconded. Motion carried.

5. **DISCUSSION/ACTION-**

Authorization for Executive Director to seek Proposals for General Council Services
After discussion, the Board authorized the Executive Director to seek a proposal for General Legal Counsel Services.

6. **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 Policy and Procedures that were reviewed were: Correction of Information in the Medical Record, Chart Audit, Critical Alert Value Notification for Treatment- Guidance, Specialist Request, Kern Health Systems Specialist Request, Job Specific Competency, Management of Referral Requests, Processing X-Ray Requisitions, and Radiation Safety and Protection Program. One policy, Consent for Treatment was pulled for addition edits and will be placed back on Agenda in October.

7. ADMINISTRATIVE STAFF REPORT
August 2022, 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.
 - c. Personnel Committee- Nothing further at this time.
 - d. Additional Board Member Input- Nothing further at this time.

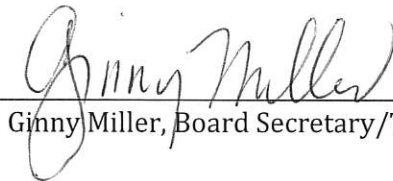
9. ITEMS FOR FUTURE AGENDA
Nothing at this time.

10. CLOSED SESSION
President, Eric Cooper asked for a Motion to enter into Closed Session. Darren Walrath made the Motion. Adele Ward Seconded. The Board entered into Closed Session at 3:42 pm.

11. OPEN SESSION
Jan Ashley made a Motion to return to Open Session at 4:45 pm. Ginny Miller Seconded. Motion carried. Board President, Eric Cooper announced that no action was taken during Closed Session.

12. ADJOURNMENT
At 4:46pm, the Board made a motion to Adjourn the Board Meeting of September 22, 2022 was adjourned.

Respectfully Submitted:



Ginny Miller, Board Secretary/Treasurer

The next regular Board Meeting is scheduled for Thursday, October 27, 2022 at 2:00 pm