



# West Side Health Care District

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

## BOARD MEETING MINUTES

Thursday, March 25, 2021, at 2:00 pm

### 1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:04 pm. Board Member, Darren Walrath 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
Darren Walrath	Board Member
Ryan Shultz	Executive Director
Robyn Melton	Clerk of the Board

In attendance, Clinic Director, Summer Wood-Luper.

### 2. PUBLIC INPUT- None

### 3. APPROVAL OF MINUTES

The meeting minutes were reviewed. After discussion, the Board Minutes of Thursday, February 25, 2021, were approved by the Board of Directors.

### 4. FINANCIAL REVIEW

The Financial Statements of February 2021 were reviewed by District CPA Kelly Hohenbrink via telephone. After discussion, Darren Walrath made a Motion to approve The February 2021 Financial statements to file for audit. Jan Ashley Seconded. Motion Carried.

### 5. DISCUSSION/APPROVAL TO AUTHORIZE THE EXECUTIVE DIRECTOR, RYAN SHULTZ THE AUTHORITY TO ENTER INTO CONTRACTS AND AGREEMENTS OF BEHALF OF THE WEST SIDE HEALTH CARE DISTRICT AND WEST SIDE FAMILY HEALTH CARE.

After discussion, Jan Ashley made a motion to authorize Executive Director, Ryan Shultz to enter into contracts and agreements on behalf of West Side Health Care District and West Side family Health Care. Virginia Miller Seconded. Motion carried.

### 6. REVIEW/APPROVE CALIFORNIA SPECIAL DISTRICT ASSOCIATION COVID-19 EXPENDITURE REIMBURSEMENT AGREEMENT

After discussion and review of the agreement, the Board approved filing for COVID-19 Reimbursement through the California Special District Association and the County of Kern. Approximate cost to be applied for is \$59,000.00. The District incurred this cost during the COVID -19 Pandemic for wages paid to staff who were unable to work because of facility closures or sick pay.

7. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES
  - a. Policies were reviewed, Jan Ashley made a Motion to Approve the following Policy and Procedures. Virginia Miller Seconded. Motion carried. The Policy and Procedure approved were: Ultrasound Use and Maintenance.
  
8. ADMINISTRATIVE STAFF REPORTS AND ACTIVITIES LOG
  - a. District Activities and Operations Log- Attached for informational purposes only.  
No action.  
*Noted:* The District received a contract termination letter from the Taft Community Correctional Facility effective May 31, 2021. The California Department of Correction and Rehabilitation canceled the contract with the City of Taft. Dr. Sidhu and Dr. Bryan were sent termination letters from the District canceling their contracts with the District, effective May 31, 2021.
  
9. BOARD COMMITTEE REPORTS
  - a. Finance Committee- Meeting to be set for Tuesday, May 25, 2021 for a 2021/2022 Budget Review for Board review in June 2021.
  - 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 this time.
  
10. ITEMS FOR FUTURE AGENDAS - Not at this time.
  
11. ADJOURNMENT  
At 3:10 pm, Eric Cooper made a motion to Adjourn, Adele Ward seconded. Motion carried. The Board Meeting of March 25, 2021, was adjourned.

Respectfully Submitted:

  
Virginia Miller, Board Secretary/Treasurer

**The next regular Board Meeting is scheduled for Thursday, April 22, 2021, at 2:00 pm**