



West Side Health Care District

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

BOARD MEETING MINUTES

Thursday, May 26, 2022, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:02pm. Eric Cooper 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
Ryan Shultz	Executive Director
Robyn Melton	District Manager

Board Member, Darren Walrath was excused. In attendance Clinic Director, Summer Wood-Luper was present at the meeting.

2. PUBLIC INPUT- Rene Adamo from the West Side Parks and Recreation Department was here and summarized the events and programs that the Rec department provides for the active senior program. Mrs. Adamo described how the donated funds from the West Side Health Care District are used to provide fun incentives to encourage the seniors to stay active. There are about 50 seniors enrolled in the program.

3. APPROVAL OF MINUTES

The meeting minutes were reviewed. After discussion, the Minutes of Thursday, April 28, 2022, were approved by the Board of Directors.

4. FINANCIAL REVIEW

The Financial Statements of April 2022 were reviewed by CPA, Kelly Hohenbrink, via telephone. After discussion a motion was made by Ginny Miller to approve the April 2022 financial statements. Adele Ward 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: Registering Patient Complaints, Billing Practices, Sliding Fee Scale, Registration of New Patient, Billing Personnel-Organization, Website Patient Portal Information, Communicable Disease Reporting, and Medical Records.

6. ADMINISTRATIVE STAFF REPORTS
April 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. Discussions included placing tint on the front clinic windows to help cut down the temperatures inside the lobby.
 - c. Community Outreach Committee- Nothing further at this time.
 - c. Personnel Committee- Nothing further at this time.
 - d. Additional Board Member Input-
Ginny Miller- A friend used the clinic for an emergency. The staff was wonderful, helpful and kind. Thanks to the staff.

8. ITEMS FOR FUTURE AGENDA
Nothing at this time.

11. ADJOURNMENT
At 3:04PM, Jan Ashley made a motion to Adjourn, Ginny Miller seconded. Motion carried.
The Board Meeting of May 26, 2022 was adjourned.

Respectfully Submitted: 
Adele Ward, Board Vice President