

# West Side Health Care District

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

## BOARD MEETING MINUTES

Thursday, August 24, 2023, at 2:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 2:00 pm. Summer Wood-Luper led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Virginia Miller	Board Secretary/Treasurer
Janice Ashley	Board Member
Darren Walrath	Board Member
Ryan Shultz	Executive Director

Present at the meeting: Medical Director Dr. Ronald Ostrom, Clinic Director Summer Wood-Luper, and Midway Driller, Doug Keeler.

2. PUBLIC INPUT- None

3. APPROVAL OF MINUTES

The Facilities Committee Minutes of Wednesday, July 26, 2023 was reviewed. After discussion the Committee minutes were approved by the Board of Directors.

The Board meeting minutes were reviewed. After discussion, the Minutes of Thursday, July 27, 2023 were approved by the Board of Directors.

The Special Board Meeting minutes of Monday, August 7, 2023 were reviewed. After discussion, the meeting minutes were approved by the Board of Directors.

4. FINANCIAL REVIEW

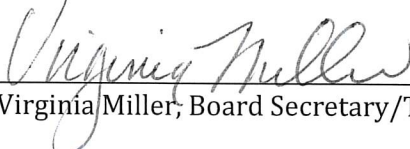
The July 2023 Financial Statements of were Tabled until the September 28, 2023 Board Meeting.

5. DISCUSSION/RECOMMENDATION FOR APPROVAL FROM THE FACILITIES COMMITTEE

After discussion a motion was made by Darren Walrath to approve the proposal for Architectural, Engineering and Construction Management services for Renovations to Building B. Services will be provided by Perspective Design Architects. The proposed fees will be \$61,600.00.

The Motion was seconded by Jan Ashley. Motion carried.

6. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES  
After review and discussion, Jan Ashley made a Motion to approve the policies and procedures with noted changes. Adele Ward seconded. Motion carried. The West Side Family Health Care Policies and Procedures that were approved were: Waived Testing-SARS-CoV-2 (COVID-19) Test-Specimen Collection, Mission Statement, Informed Consent, Vendor Visitor Management, Influenza A and B-Waived, and Waived Testing-Respiratory Panel Test.
  
7. DISCUSSION AND APPROVAL RELATED TO THE TAFT CORRECTIONAL FACILITY, MEDICAL UNIT
  - A. Staffing Creation of New Positions- Adele Ward made a motion for the creation of staff Positions. Ginny Miller seconded. Motion carried.
  
  - B. Direct the Executive Director to enter into all contracts related to establishing a Correctional Medical Unit- Motion to approve, Adele Ward, Ginny Miller seconded. Motion carried.  
  
The Board requested calling a Special Board Meeting after the Memo of Understanding with the city is available for review.
  
8. ADMINISTRATIVE STAFF REPORT
  - A. August 2023, General Information- Attached for informational purposes only. No action.
  
  - B. Compliance Manager, Carrie Coleman offered an overview of the Quality Assurance Performance Improvement Program (QAPI) meeting that was held in July 2023.
  
9. 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 this time.
  
10. ITEMS FOR FUTURE AGENDA
  
11. ADJOURNMENT  
At 3:07pm, the Board member, Jan Ashley made a motion to Adjourn the Board Meeting of August 24, 2023. Adele Ward seconded. Motion carried.

Respectfully Submitted:   
Virginia Miller, Board Secretary/Treasurer

**The next regular Board Meeting is scheduled for Thursday, September 28, 2023 at 2:00 pm**