



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

BOARD MEETING MINUTES

Thursday, December 19, 2019, at 12:00 pm

1. CALL TO ORDER

Board President, Eric Cooper, called the meeting to order at 12:00 pm. Darren Walrath led the Pledge of Allegiance. Those present were:

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|-----------------|-------------------------------|
| Eric Cooper | Board President |
| Adele Ward | Board Vice President |
| Virginia Miller | Board Secretary/Treasurer |
| Jan Ashley | Board Member |
| Darren Walrath | Board Member |
| Gerald Starr | Executive Director |
| Ryan Shultz | Director of Clinic Operations |
| Robyn Melton | Clerk of the Board |

In attendance, Dr. Ron Ostrom, Medical Director and Clinic Director, Summer Wood Luper

2. PUBLIC INPUT None

3. APPROVAL OF MINUTES

The Board meeting Minutes of Thursday, November 21, 2019, were reviewed. The Minutes were approved by the Board of Directors. The Minutes were approved by the Board of Directors.

4. FINANCIAL REVIEW

- A. The Financial Statements of November 2019 were reviewed by Accountant, Kelly Hohenbrink via telephone. After discussion, Adele Ward made a Motion to approve the November 2019 financials to file for Audit. Virginia Miller Seconded. Motion carried.

5. ANNUAL REVIEW AND APPROVAL OF POLICY AND PROCEDURES

- A. West Side Family Health Policies were reviewed, the Emergency Operations Plan for the existing clinic. Jan Ashley made a Motion to approve the above operation plan, Darren Walrath Seconded.

6. NOMINATIONS FROM THE FLOOR AND ELECTIONS OF THE 2020 DISTRICT OFFICERS AND COMMITTEE MEMBERS. Jan Ashley made a motion to keep positions unchanged, Adele Ward Seconded. Motion carried.

2020 DISTRICT OFFICERS AND COMMITTEE MEMBERS:

Board President- Eric Cooper
Board Vice President - Adele Ward
Board Secretary/Treasurer - Virginia Miller
Finance Committee Members - Eric Cooper & Virginia Miller
Facilities Committee Members - Eric Cooper & Darren Walrath
Personnel Committee Members - Adele Ward & Jan Ashley
Community Outreach Members - Jan ashly & Darren Walrath

7. **APPROVE PROPOSED DATES FOR THE 2020 FINANCE COMMITTEE AND BOARD MEETINGS**
After discussion, the Board of Directors approved the 2020 Finance Committee and Board Meeting Dates
8. **ADMINISTRATIVE UPDATE**
 - A. The activities report was reviewed with some additional comments from staff and is attached for informational purposes only. Board Clerk, Robyn Melton announced to the Board that they were nominated and won an award from the Kern Council of Governments for their efforts to bring quality health care services to the city of Taft. The awards banquet will be held on March 5, 2020.
 - B. Authorized Agent Report is attached for informational purposes only.
 - C. Discussion/Attendance at the Association of California Health Care District (ACHD) Leadership Academy, February 20-21, 2020 in Sacramento.
9. **BOARD COMMITTEE REPORTS**
 1. Finance Committee- No further updates at this time.
 2. Facilities Committee- No further updates at this time.
 3. Community Outreach Committee- New Facility, Grand Opening scheduled for February 28, 2020
 4. Personnel Committee- No further updates at this time.
10. **BOARD MEMBER INPUT-**
Nothing at this time.
11. **CLOSED SESSION-**
President, Eric Cooper made a Motion to enter into Closed Session. Jan Ashley Seconded. The Board entered into Closed Session at 1:08 pm.
13. **OPEN SESSION**
The Board returned to Open Session at 1:54 pm. Board President, Eric Cooper announced that no action was taken during the Closed Session.
14. **ITEMS FOR FUTURE AGENDAS –** None at this time.
15. **ADJOURNMENT**
At 1:55 pm, Adele Ward made a motion to Adjourn, Virginia Miller seconded. Motion carried. The Board Meeting of December 19, 2019, was Adjourned.

Respectfully Submitted: _____


Virginia Miller, Board Secretary/Treasurer

**Next regular Board Meeting is scheduled for Thursday, January 23, 2020, at 2:00 pm
at the West Side Health Care District Office**