



West Side Health Care District

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

BOARD MEETING MINUTES

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

1. **CALL TO ORDER**

Board President, Eric Cooper, called the meeting to order at 2:00 pm. Gerald Starr led the Pledge of Allegiance. Those present were:

Eric Cooper	Board President
Adele Ward	Board Vice President
Jan Ashley	Board Member
Darren Walrath	Board Member
Gerald Starr	Executive Director
Ryan Shultz	Director of Clinic Operations
Robyn Melton	Clerk of the Board

Board Member, Virginia Miller was excused. In attendance, Clinic Director, Summer Wood-Luper, Medical Director, Dr. Ron Ostrom, and Doug Keeler of the Midway Driller attended the meeting.

2. **PUBLIC INPUT**- None

3. **APPROVAL OF MINUTES**

The meeting minutes were reviewed. After discussion, the Board Minutes of Wednesday, January 27, 2021, were approved by the Board of Directors.

4. **FINANCIAL REVIEW**

The Financial Statements of December 2020 and January 2021 were reviewed by District CPA Kelly Hohenbrink via telephone. After discussion, Darren Walrath made a Motion to approve The December and January Financial statements to file for audit. Jan Ashley Seconded. Motion carried.

5. **APPROVAL OF BOARD RESOLUTION #01-2021 AND BOARD PRESENTATION**

In honor of the retirement of Executive Director, Gerald Starr, Resolution # 01-2021 was presented in acknowledgment of the dedication and hard work shown during Gerald's 6 years of service to the District. The Resolution was unanimously approved. The Board of Directors also presented Gerald with a plaque of appreciation.

6. **REVIEW/APPROVE CHANGES TO THE SIGNATURE AUTHORITY FOR DISTRICT BANKING AND INVESTMENTS ACCOUNTS**

After review and completion of the necessary paperwork, it was approved to removed Gerald Starr, Executive Director as an authorized signer, Ryan Shultz will be added as an authorized signer, effective March 1, 2021. This action pertains to District accounts held at WestAmerica Bank, United Security Bank, US Bank, Local Agency Investment Fund (LAIF), and Nation Wide 403(B) Retirement account. Adele Ward made a motion to approve the changes at the District banking institutions. Jan Ashley seconded. Motion carried.

7. **APPROVE/SIGN NEW LEASE AGREEMENT FOR 120 E. CENTER STREET, WITH DOWDEN TECHNICAL SERVICES. EFFECTIVE MARCH 1, 2021 - FEBRUARY 28, 2022.**
After discussion, a new lease agreement was signed with Dowden Technical Services. Darren Walrath made a motion. Jan Ashley seconded. Motion carried.
8. **ADMINISTRATIVE STAFF REPORTS AND ACTIVITIES LOG**
 - a. District Activities and Operations Log- Attached for informational purposes only.
No action.
9. **BOARD COMMITTEE REPORTS**
 - a. Finance Committee- Nothing further to report at this time.
 - b. Facilities Committee-Nothing to report at this time.
 - c. Community Outreach Committee- Requested a Clinic informational sheet be distributed with the COVID handout at each vaccine clinic.
 - d. Personnel Committee- Nothing further at this time.
 - e. Additional Board Member Input- Nothing further at this time.
10. **CLOSED SESSION**
Eric Cooper made a Motion to enter into a Closed Session. Darren Walrath Seconded. The Board entered into the Closed Session at 3:06 pm.
Employee Appointment: Title: Executive Director. Pursuant to Government Code 54957.
11. **OPEN SESSION**
The Board returned to Open Session at 3:42 pm. Board President, Eric Cooper announced the Board had hired Ryan Shultz as the new Executive Director of the District, effective March 1, 2021.
12. **ITEMS FOR FUTURE AGENDAS** - Not at this time.
13. **ADJOURNMENT**
At 3:43, Darren Walrath made a motion to Adjourn, Adele Ward seconded. Motion carried. The Board Meeting of February 25, 2021, was Adjourned.

Respectfully Submitted:


Adele Ward, Vice President

The next regular Board Meeting is scheduled for Thursday, March 25, 2021, at 2:00 pm