



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

## BOARD MEETING MINUTES

Thursday, June 27, 2019, at 2:00 pm

### 1. CALL TO ORDER

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

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

Virginia Miller and Darren Walrath were both excused. In attendance, Summer Wood-Luper, Clinical Director and Doug Keeler, Midway Driller.

### 2. PUBLIC INPUT

None

### 3. APPROVAL OF MINUTES

The Board meeting Minutes of Thursday, May 23, 2019, were reviewed. Having no corrections, the Minutes were approved by the Board of Directors. The Personnel Committee Meeting Minutes of Monday, June 10, 2019, were reviewed, after discussion, the minutes were approved by the Board of Directors.

### 4. FINANCIAL REVIEW


- A. The Financial Statements of March, April and May 2019 will be reviewed at the Board meeting.
- B. The Preliminary 2019/2020 Budget was discussed and reviewed by the Accountant, Kelly Hohenbrink via telephone. After discussion, the Final Budget will be set for approval during the June 2019 Board Meeting.

### 5. DISCUSSION WEST SIDE FAMILY HEALTH PROJECT UPDATE, EXECUTIVE DIRECTOR, GERALD STARR

- A. Owner Provided Medical Equipment Update, Ryan Shultz  
The Medical equipment will be purchased from Henry Schein, and the District will be ready to move forward with the purchasing when the Providers, staff, and administration provided input on proposed equipment. These purchases are currently priced under budget.
- B. Non-Medical Provided Equipment Update, Gerald Starr  
The two accepted proposals for furniture have been asked for modifications to their layouts. The District is awaiting final bids after requested changes. The final choice will be made pending revisals. An interior designer has been hired to assist in the design process.

6. **ADMINISTRATIVE UPDATE**  
Staff members Caitlin Morrow, and Ericka Lopez were recognized for their diligent work on the collection process
- A. The report was reviewed and is attached for informational purposes only.  
The letter to Congressman McCarthy was reviewed by the Board Members.  
Dates were discussed for the Association of California Health Care District Annual Meeting in October 2019.
- B. **AUTHORIZED AGENT REPORT**  
The report was reviewed and is attached for informational purposes only.
7. **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- Participation in the Chamber Car Show was beneficial. The committee proposed next year participation should center around a health activity, suggestions included a blood pressure clinic.
  4. Personnel Committee-No further updates at this time.
8. **BOARD MEMBER INPUT-**  
None at this time
9. **CLOSED SESSION-**  
President, Eric Cooper asked for a Motion to enter into Closed Session. Jan Ashley made the Motion. Adele Ward Seconded. The Board entered into Closed Session at 2:54 pm.
10. **OPEN SESSION**  
Jan Ashley made a Motion to return to Open Session at 3:38 pm. Adele Ward Seconded. Motion carried. Board President, Eric Cooper announced that no action was taken during Closed Session.
11. **ITEMS FOR FUTURE AGENDAS – None at this time.**
12. **ADJOURNMENT**  
At 3:40 pm, the Board Meeting of June 27, 2019, was Adjourned.

Respectfully Submitted:

  
Virginia Miller, Board Secretary/Treasurer