

# Community Health Worker Advisory Body

## Meeting Summary

### July 1, 2021

Meeting Date	Meeting Time	Location
July 1, 2021	10:00 a.m.-12:00 p.m.	Via Zoom

#### Member Name and Attendance

Community Health Worker Advisory Body Members					
Michele Scott	X	Derricka Parker	X	Nilda Paris	
Lee Carenza	X	Milagrosa Seguinot	X	Chris Andresen	X
Mildred Landock	X	Jerry Smart		Fernando Morales	X
Erika Lynch	X	Adriana Rojas			
Bianca Noronas	X	Jean Jacob			
Other Participants Present					
Laura Morris, OHS		Eliza Estevez			
Leslie Greer, OHS		John Paul			

Meeting Information is located at: <https://portal.ct.gov/OHS/Pages/Community-Health-Worker-Advisory-Body/Meeting-Materials>

	Agenda	Responsible Person(s)
1.	<b>Welcome and Introductions</b>	<b>Michele Scott</b>
	<b>Call to Order</b> The meeting of the Community Health Worker Advisory Body (CHWAB) was held on Thursday, July 1, 2021 via zoom. Michele Scott chaired the meeting. The meeting convened at 10:05 a.m.	
2.	<b>Public Comment</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>No public comment</li> </ul>	
3.	<b>Review June Minutes and Approval</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>A motion was made by Milagrosa Seguinot to approve the June minutes and seconded by Fernando Morales. <b>Motion carried</b></li> </ul>	
4.	<b>Membership Vacancy</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>Vacancy for co-chair by statute needs to be a CHW. John Paul from one of the CAFÉ (community) agencies has expressed interest. He is a Community Health Worker, and his agency is in full support. John will be joining the meeting to sit in and be involved.</li> <li>There will be a formal process of nominations, and appointment. If anyone is interested, please contact Michele, Laura or Leslie via email.</li> <li>The intent is to have a co-chair appointed by next meeting.</li> </ul>	
5.	<b>Tracking Sheet Update</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>Thirty continued education (CE's) credits are required for CHW's to maintain their certification when they recertify or reapply every three years.</li> <li>Last meeting discussed that we would post the known CE's available on the CHW Association website.</li> <li>The updated CER Tracking Tool includes the requirements that CHW's must have two hours focused on cultural competency, systemic racism or systemic oppression, and two hours</li> </ul>	

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	<p>focused on social determinants of health. The additional CE's must be tailored to CHW's but would be more flexible in order to get CE's related to the organizations field in community health work.</p> <ul style="list-style-type: none"> <li>• Would like feedback to know if CHWAB supports the tracker and supports sending it out as a tool for all current, new or future certified CHW's.</li> <li>• The following recommendations were made: <ul style="list-style-type: none"> <li>○ Move the cultural competency requirements under training topic.</li> <li>○ Combine the provider agency name and contact information into one column.</li> <li>○ Remove the required CE's to under the training topics, so that CHW's know they automatically have to fill it in.</li> <li>○ Eliminate the description but keep the training title.</li> <li>○ Keep the last column with the CER hours, but reorder so the training comes before the topic.</li> </ul> </li> <li>• Milagrosa Seguinot will test the tracker and provide feedback.</li> <li>• Discussed figuring out how do we communicate moving forward? <ul style="list-style-type: none"> <li>○ Request the association to post it on their website for members, approved training vendors and those providing continuing education.</li> </ul> </li> <li>• The CER Tracker is not a requirement of DPH although it is acceptable. This is a tool to help stay organized. The Association reinforces and follows the direction of the Department of Public Health.</li> <li>• Provide language to the CHW's and trainers notifying them the CER Tracker tool is not mandatory, however it is available and will be on the Association's website.</li> <li>• Provide the CER Tracker to the trainers and trainee so that it becomes the standard when providing CHW's CE opportunities, providing this information in their emails, or in their outreach for trainings.</li> <li>• Provide the column titles to the trainers as a recommendation.</li> </ul>
6.	<p><b>CDC Health Disparities Grant for CHWACT</b></p> <p><b>Laura Morris</b></p> <ul style="list-style-type: none"> <li>• OHS in collaboration with DPH has been awarded \$250,000 grant for the CHW Association of CT. <ul style="list-style-type: none"> <li>○ Two-year grant for \$125,000 per year</li> <li>○ Budget includes rental of office space, purchase of equipment, salary for President, administrative support, two CHWs, stipend for 3 CHW interns, mileage reimbursement, annual CHW networking event, and an annual CHW celebration event.</li> <li>○ In the process of putting together contracts with CPA</li> <li>○ Goal is to have the Association be its own freestanding Community Health Workers Association of CT for all CHW's.</li> </ul> </li> </ul>
7.	<p><b>Certification and Training Programs Messaging</b></p> <p><b>Milagrosa Seguinot</b></p> <ul style="list-style-type: none"> <li>• There is a lot of misinformation and confusion among the workforce with some of the CHW's attending training at various entities.</li> </ul>

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	<ul style="list-style-type: none"> <li>○ The CHW's are confused on how they will renew their certification.</li> <li>○ All training vendors are not connected with DPH.</li> <li>○ When training vendors are approved, the Association should be invited to attend and do a presentation on the certification process.</li> <li>○ Most students are not aware of the Association and are not informed about the resources available.</li> <li>○ Training vendors need to work in collaboration with the CT CHW Association.</li> <li>● Discussed a few ways to address the issue:           <ul style="list-style-type: none"> <li>○ Milagrosa Seguinot, as the president of the Association would receive the key contact information for the approved training vendors. The Association can reach out to them and start the conversation.</li> <li>○ Provide a one pager from the Association that can be sent to all training vendors and given to CHW's taking full training classes.</li> <li>○ Have the module recorded and sent out to the students.</li> <li>○ Once the vendor has been approved the body sends out along with the approval a one pager pamphlet about the Association to emphasize the importance to connect.</li> <li>○ Focus on the messaging with the next round of funding from DPH.</li> </ul> </li> </ul>	
<b>8.</b>	<b>CHWAB Training Vendor Application Update</b>	<b>Leslie Greer</b>
	<ul style="list-style-type: none"> <li>● One complete application has successfully been uploaded to the portal. Still in process of reviewing the application in preparation for Review Committee meeting being held on 7/8/21.</li> <li>● The size limit of the documents was an issue and has been fixed by OHS IT staff. Email notifications has also been fixed and the portal seems to be working properly.</li> </ul>	
<b>9.</b>	<b>Marketing and Outreach Update</b>	<b>Leslie Greer</b>
	<ul style="list-style-type: none"> <li>● Monica Jensen, DPH was not present at the meeting. Leslie Greer provided an update that Odonnell has posted the various media messages and has reported a nice response/view rate. We will look forward to their report in the coming weeks which will be shared with everyone.</li> <li>● Have Monica Jensen request the messaging links from Odonnell so the members can view and share.</li> <li>● Next focus would be to get information out about the Association as a resource tool.</li> </ul>	
<b>10.</b>	<b>OHS Update</b>	<b>Laura Morris</b>
	<ul style="list-style-type: none"> <li>● No updates</li> </ul>	
<b>11.</b>	<b>DPH Updates</b>	<b>Chris Andresen</b>
	<ul style="list-style-type: none"> <li>● Currently 197 applications that have been submitted and 14 are pending.</li> </ul>	
<b>10.</b>	<b>General Questions</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>● None</li> </ul>	

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<b>11.</b>	<b>Next Steps</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>• <b>Next meeting:</b> August 5, 2021</li> <li>• <b>Presentation by Andrea Reeves, CEO of CT Paid Leave</b></li> <li>• <b>Upcoming Priorities</b> Membership Vacancy Presentation by Office of Early Childhood on Universal Home Visiting and CHW pilot project</li> <li>• <b>Other updates:</b> Review Committee Marketing &amp; Outreach</li> </ul>	
<b>12.</b>	<b>Adjourn</b>	
	<ul style="list-style-type: none"> <li>• A motion was made by Milagrosa Seguinot to adjourn.</li> </ul>	