

# Community Health Worker Advisory Body

## Meeting Summary

May 6, 2021

Meeting Date	Meeting Time	Location
May 6, 2021	10:00 a.m.-12:00 p.m.	Via Zoom

### Member Name and Attendance

Community Health Worker Advisory Body Members					
Michele Scott	X	Derricia Parker	X	Nilda Paris	X
Lee Carezza	X	Milagrosa Seguinot		Chris Andresen	
Mildred Landock	X	Jerry Smart		Fernado Morales	
Erika Lynch	X	Adriana Rojas			
Bianca Noronas		Jean Jacob			
Other Participants Present					
Laura Morris, OHS		Monica Jensen, DPH		Eliza	
Leslie Greer, OHS		Shaquille Pigatt, CHCAT			

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

Agenda	Responsible Person(s)
<b>1. 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, May 6, 2021 via zoom. Michele Scott chaired the meeting. The meeting convened at 10:04 a.m.	
<b>2. Public Comment</b>	<b>Michele Scott</b>
<ul style="list-style-type: none"> <li>No public comment</li> </ul>	
<b>3. Review April Minutes and Approval</b>	<b>Michele Scott</b>
<ul style="list-style-type: none"> <li>There were not enough members for a quorum to approve April meeting minutes. Approval tabled for next month.</li> </ul>	
<b>4. Co-Chair/Membership Vacancy</b>	<b>Michele Scott</b>
<ul style="list-style-type: none"> <li>Anyone interested or has recommendations for co-chair or membership please contact Michelle Scott. Applicants must currently be a CHW.</li> </ul>	
<b>5. Continuing Education Domains/Focus Areas</b>	<b>Michele Scott</b>
<ul style="list-style-type: none"> <li>Certified CHW's must have 30 hours of continuing education. Last meeting discussed where would the CE list be housed? Discussed potentially adding to CHW Association website. Instead of a laundry list of every single CE option perhaps have domains. This will be the priority for next meeting. If anyone has any ideas, please let the group know.               <ul style="list-style-type: none"> <li>Mental health/behavioral health, chronic illness, and housing were a few focus areas mentioned. Lee Carezza will provide some ideas.</li> <li>Michele Scott asked the body to send a list of the focus areas and different domains that CHW's have been taking to herself, Leslie and Laura for next meeting.</li> <li>Having the domains decided at the next meeting will provide us an idea on how to organize it on the CHW Association website. Will also discuss at next meeting the</li> </ul> </li> </ul>	

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	<p>requirements for offering the domains to make sure they meet a certain standard, and that someone is reviewing it.</p> <ul style="list-style-type: none"> <li>○ Trainings that CHW’s have previously taken will be included in the list.</li> </ul>	
<b>6.</b>	<b>Training Vendor Application Portal Update</b>	<b>Laura Morris</b>
	<ul style="list-style-type: none"> <li>• Laura Morris thanked everyone included in the entire process from its inception back when it was under SIM all the way up until this point. An enormous amount of work was done, not only from the CHWAB, but from OHS IT staff, Leslie and myself. This past week we have worked out a lot of kinks on the portal to get it up and running.</li> <li>• The portal is officially open today and people can begin to register. There will be an official press release today announcing the launch.</li> <li>• Laura Morris provided a demonstration of the portal. The portal can be accessed via the Community Health Worker Advisory Body newly created portal page where the link is provided. <ul style="list-style-type: none"> <li>○ Erika Lynch has agreed to test the portal.</li> <li>○ Large attachments can be uploaded.</li> <li>○ Will determine if the words are counted automatically in the downloadable fillable application.</li> <li>○ Questions or concerns can be emailed to <a href="mailto:OHS@CT.GOV">OHS@CT.GOV</a>.</li> <li>○ The public will be able to view approved organizations.</li> </ul> </li> <li>• Leslie Greer will send an invite to those who volunteered to serve on Review Committee to review the process and set forth the quarterly dates for review etc.</li> <li>• Any suggestions on how to improve the application, process or how we are handling the Review Committee, please let us know.</li> <li>• A representative of one of the approved vendors will be added to the Review Committee once we complete the process.</li> </ul>	
<b>7.</b>	<b>OHS Update</b>	<b>Laura Morris</b>
	<ul style="list-style-type: none"> <li>• Laura Morris provided an update on grant funding for Community Health Workers. The Governor released an announcement regarding American Rescue Funds from the Federal Government that became available. A portion of the funding will be dedicated to continued training for CHW’s and certification. Hopeful that OHS will get the funding to fund the Community Health Workers Association of CT to include salary for Millie, administrative staff to assist, office space with equipment and other items needed. Waiting to hear back and will notify the body. <ul style="list-style-type: none"> <li>○ There are several different funding streams, American Rescue Plan Act (ARPA), DPH received separate funding and currently pending a CDC specific grant due May 24<sup>th</sup>.</li> <li>○ Laura has reached out to several communities to submit one application as a state opposed to several applications, which would increase the population and funding.</li> <li>○ Will reach out to CHWAB for letters of support.</li> <li>○ In the ARPA funding, there was funding set aside to train 100 CHW’s. Funding is for those who need additional training or need to go through the CHW training program. This will be part of the Universal Home Visiting program through the Office of Early Childhood.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>❖ Is there is specific training that could be considered as continuing education specific to those universal home visiting programs with the Office of Early Childhood? Is this something the CHWAB would want to look at?               <ul style="list-style-type: none"> <li>○ The Office of Workforce Development who would like to assist in marketing CHW's as a profession. Laura would like to get Millie and Monica involved with these meetings.</li> </ul> </li> </ul>	
<b>8.</b>	<b>Certification Update – DPH</b>	<b>Chris Andresen</b>
	<ul style="list-style-type: none"> <li>• No update – Chris Andresen was not present</li> </ul>	
<b>9.</b>	<b>Marketing and Outreach Update</b>	<b>Monica Jensen</b>
	<ul style="list-style-type: none"> <li>• The Odonnell Company has been chosen as the vendor. There have been several meetings to fine tune what we would like them to do. Looking at some radio spots, one has been drafted already for English and Spanish radio. We will have Facebook, Instagram, and digital ads. Looking to also have targeted ads on Patch.com which will be specific to locations reaching 20 specific towns. Everything should be wrapped up by June 29<sup>th</sup> when the funding ends. Monica has asked Odonnell to leave five or ten dollars unspent this year to carry over for next year without having to go through entire RFP process.</li> </ul>	
<b>9.</b>	<b>General Questions</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>10.</b>	<b>Next Steps</b>	<b>Michele Scott</b>
	<ul style="list-style-type: none"> <li>• <b>Next meeting:</b> June 3, 2021</li> <li>• <b>Upcoming Priorities</b> CE Domains and Focus Areas Membership Vacancy</li> <li>• <b>Other updates:</b> Review Committee Marketing &amp; Outreach</li> </ul>	