

Design Group 1: Certification Requirements

Meeting 3 Notes

Date: April 17, 2018

Place: Hispanic Health Council Auditorium, 175 Main Street, Hartford, CT 06106

Attendees: Thomas Buckley, Darcey Cobbs-Lomax, Randy Domino, Terry Nowakowski

Participants via phone: Mayce Torres, Lori Pasqualini

Facilitator: Katharine London

Absent: Juan Carmona, Maria Millan, Milagrosa Seguinot

Summary of decisions made:

- Language used in application forms should be accessible to people with low literacy in English.
- Applicants will need to state the number of hours worked for each supervisor. Supervisor should sign off to verify that number. Supervisor should not have to calculate the number of hours.
- Applicants will need experience performing at least 5 CHW roles. Should be enough roles to demonstrate that the position is a CHW experience, but not so many as to become a barrier. All CHW positions do not involve all 10 roles. Employers should not have to add job duties to enable a staff person to qualify for certification.
- Applicants will need to submit a portfolio consisting of 3 out of 8 categories. CT will use RI's portfolio requirement. Portfolio demonstrates the character of the applicant as a human being in the community, and shows the value of the applicant's actions. Portfolio could demonstrate roles and skills if there is any question based on the supervisor reference. Portfolio is useful to show to prospective employers, could help individual to get a job. Some discussion of whether portfolio should be mandatory or optional.
- Applicants will need to demonstrate proficiency in at least 4 skills. Exclude #11 knowledge base – that will be different for each job. Should be enough skills to demonstrate competence but not so many as to become a barrier.
- Request information from Rhode Island and Florida as to what is working and what is not.
- Request information from other design groups. Groups should know what each other are doing.