

**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS**

**250 Washington Street  
Boston, MA 02108**

**Tuesday, December 10, 2024**

**VIA WebEx**

**12:30 PM**

**GENERAL SESSION BOARD MEETING MINUTES**

(Open Session)

Board Members Brittany Brown, Chair | Commissioner’s Designee  
Present: Anissa Ray | Community Health Worker  
Shanina Rosado | Massachusetts Public Health Association Representative  
Hugo Santos | Community Health Worker  
Nikki Simpson | MS, Massachusetts League of Community Health Centers  
Geovanni Vazquez | Community Health Worker

Board Members Joanne Calista, Vice Chair | Community Health Worker Training  
Not Present: Organization Representative  
Morgan Eldredge | Community-Based Community Health Worker  
Employer

Board Staff Present: Tracy Tam | Assistant Executive Director, Multi-Boards, BHPL  
Kayla Mikalauski | Management Analyst, Multi-Boards, BHPL  
Matvei Arefev | Program Coordinator, Multi-Boards, BHPL  
Danielle Macfarland | Program Coordinator, Multi-Boards, BHPL  
Heather Engman | Chief Board Counsel, Office of the General Counsel,  
DPH

I. Call to Order | Determination of Quorum

At 12:43 p.m. Ms. Brittany Brown, Board Chair, welcomed everyone to the meeting and called the meeting to order. Ms. Brown reminded board members the meeting was being recorded and asked for a roll call vote to determine quorum.

Roll call as follows: Ms. Brittany Brown: present; Ms. Anissa Ray: present; Ms. Shanina Rosado: present; Mr. Hugo Santos: present; Ms. Nikki Simpson: present; Mr. Geovanni Vazquez: present.

Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

II. Approval of General Session Agenda | Conflict of Interest  
The Board reviewed the December 10, 2024, General Session Agenda.

Discussion:

Ms. Brittany Brown asked the board members if there were any comments or amendments to the agenda. Hearing none, Ms. Brittany Brown asked for a motion to approve the minutes.

Action:

Ms. Anissa Ray made a motion to approve the agenda as presented, which was seconded by Ms. Shanina Rosado, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.  
Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

Document: December 10, 2024, General session Agenda

III. Approval of Minutes  
The Board reviewed the September 10, 2024, General Session Minutes.

Discussion:

Ms. Brittany Brown asked for a motion to approve the minutes.

Action:

Ms. Anissa Ray made a motion to approve the minutes, seconded by Mr. Hugo Santos, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.  
Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

Document: September 10, 2024, General Session Minutes

IV. Continuing Education Application

A. National Kidney Foundation

Discussion:

Ms. Brittany Brown stated The National Kidney Foundation has a few topics for continuing education which include kidney disease, risk factors and management and living with kidney disease for 1.25 continuing education units. Ms. Brittany Brown asked the board if anyone had any questions or comments about this application. Ms. Brittany Brown stated since hearing none, can someone make a motion to approve the continuing education application.

Action:

Mr. Hugo Santos made a motion to approve the National Foundation Kidney continuing education application, seconded by Ms. Shanina Rosado, and unanimously approved by

roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.

Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

#### Continuing Education Application

### B. Massachusetts Perinatal Depression

#### Discussion:

Ms. Brittany Brown stated The Massachusetts Perinatal Depression application has 3 different courses and 2 continuing education units for each course. Ms. Brittany Brown asked the board if anyone had any questions or comments about this application. Ms. Brittany Brown stated since hearing none, she would like to make a motion to approve this continuing education application.

#### Action:

Ms. Brittany Brown made a motion to approve Massachusetts Perinatal Depression continuing education application, seconded by Ms. Anissa Ray, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.

Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

#### Continuing Education Application

### C. Lowell Community Health

#### Discussion:

Ms. Brittany Brown stated Lowell Community Health has four different courses with topics centered around motivational interviewing, education and substance use disorder, trauma informed care, and unnatural causes series for quite a few continuing education units for each course. Ms. Brittany Brown asked the board if anyone had any questions or comments about this application. Ms. Brittany Brown stated since hearing none, could someone make a motion to approve this continuing education application.

#### Action:

Ms. Shanina Rosado made a motion to approve the Lowell Community Health continuing education application, seconded by Ms. Nikki Simpson, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.

Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

Continuing Education Application

D. The Bridge Training Institute

Discussion:

Ms. Brittany Brown stated The Bridge Training Institute has a total of 27 continuing education courses with a variety of different topics including LGBT + 101, Cultural Humility, Understanding and Treating the Complex of Puzzle of Non-Suicidal Injury, youth vaping and tobacco use, and gender diversity. Ms. Brittany Brown stated many of these topics would be useful for a community Health Worker. Ms. Brittany Brown asked the board if anyone had any questions or comments about this application. Ms. Brittany Brown stated since hearing none, she would like to make a motion to approve this continuing education application.

Action:

Ms. Brittany Brown made a motion to approve the Bridge Training Institute continuing Education application, seconded by Mr. Hugo Santos, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.  
Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

Continuing Education Application

E. Center for Health Impact

Discussion:

Ms. Brittany Brown stated Center for Health Impact has quite a few continuing education courses including an overview of diabetes, an overview of hypertension, education and lifestyle changes for hypertension, successful supervision of Community Health Workers, and suicide prevention for Community Health Workers. Ms. Brittany Brown asked the board if anyone had any questions or comments about this application. Ms. Brittany Brown stated since hearing none, may she have a motion to approve this continuing education application.

Action:

Ms. Nikki Simpson made a motion to approve the Center for Health Impact continuing education application, seconded by Ms. Anissa Ray, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.  
Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

Continuing Education Application

F. The Brookline Center for Community Mental Health

Discussion:

Ms. Shanina Rosado stated that she was a part of this symposium and was not sure if this would be a conflict of interest if she voted on this continuing education application. Ms. Heather Engman stated, if Ms. Shanina Rosado was unsure, then she recommends Ms. Shanina Rosado recuse herself for now and then discuss the matter before the next meeting. Ms. Tracy Tam stated we do not have enough quorum to discuss this matter due to the recusal so we would defer this until next month's meeting.

V. Triage: N/A

Staff Assignment(s): N/A

Complaints: N/A

VI. Flex Session:

Ms. Tracy Tam stated the next board meeting will take place on Tuesday, January 14, 2025. Ms. Tracy Tam asked if all board members would be able to attend the next month's meeting. Ms. Brittany Brown stated she would not be able to attend next month's meeting. Everyone else stated they would be able to attend.

Ms. Tracy Tam stated the next topic is whether the board would be inclined to further extend the maximum percentage allowed online for CHW Education & Training Program. Ms. Tracy Tam stated right now we have an 80-hour core competency training program that applicants can take so they can be eligible for certification through the training pathway. Ms. Tracy Tam stated per the application, a maximum of 70 percent of those hours, which is 56 hours in total, can be taught online, and the other 30 percent will have to take place in person. Ms. Tracy Tam stated that during the Covid-19 pandemic, the board decided to waive the cap on the number of online hours so that applicants could do a completely virtual training, but that waiver expired on July 31, 2023. Ms. Tracy Tam asked the board if they are inclined to extend that waiver, or would they like to go back to the application and set the maximum of online hours to 70 percent. Ms. Shanina Rosado stated she would like to extend it because some programs are not readily available as they once were during the pandemic and extending the online education would help to be more accessible for Community Health Workers. Ms. Brittany Brown also stated she would be inclined to extend this waiver.

Ms. Nikki Simpson stated that she also agrees to extend the waiver, however the original concept of this training was in person and building that relationship of peer-to-peer learning. Ms. Nikki Simpson stated that she knows the online training is needed at this time, but could this matter be revisited to discuss a possible hybrid model in the future? Ms. Tracy Tam stated that with this waiver, they just waive the maximum so the applicants can still do the version of hybrid if they wish, so applicants are not just restricted to a portion of training that must be in person.

Ms. Anissa Ray stated that she manages the Community Health Education Center, and she does not feel as if she should vote on this particular topic. Ms. Heather Engman acknowledged Ms. Anissa Ray's concerns and then asked Ms. Tracy Tam if she intended to take a vote today. Ms. Tracy Tam stated the question is whether we would like to do the waiver and staff could draft some terminology if so. Ms. Heather Engman stated if understanding this matter correctly, the purpose of the discussion today was to get some feedback from the Board members and then go back and draft a policy for the Board members to review at the next meeting? Ms. Tracy Tam agreed with Ms. Heather Engman and Ms. Tracy Tam stated we would bring this topic internally to draft the waiver and then bring it back to the board.

Ms. Tracy Tam stated next up on the agenda, is the 2025 Board Meeting Schedule. Ms. Tracy Tam stated as these dates get closer if someone cannot attend a meeting to please notify us. Ms. Shanina Rosado stated she had a concern regarding the continuing education waivers for Community Health Workers. Ms. Shanina Rosado asked if the continuing education waivers will be extended, and do we know what the next steps would be for the continuing education requirement for recertification for Community Health Workers? Ms. Tracy Tam stated next month we can add a discussion topic for continuing education waivers for recertification.

VII. Adjournment:

There being no other business before the Board, Ms. Brittany Brown motioned to adjourn the meeting which was seconded by Ms. Shanina Rosado, and unanimously approved by roll call vote as follows: Ms. Brittany Brown: yes; Ms. Anissa Ray: yes; Ms. Shanina Rosado: yes; Mr. Hugo Santos: yes; Ms. Nikki Simpson: yes; Mr. Geovanni Vazquez: yes.

Absent: Ms. Joanne Calista, Ms. Morgan Eldredge

*Let the records show the meeting adjourned at 1:07 pm.*

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, January 14, 2025, at 12:30 p.m. via WebEx.

Respectfully submitted by:

The Board of Certification of Community Health Workers