

**COMMONWEALTH OF MASSACHUSETTS BOARD OF CERTIFICATION OF
COMMUNITY HEALTH WORKERS BOARD MEETING**

**250 Washington Street
Boston, Ma 02108
February 14, 2023, VIA WebEx**

GENERAL (OPEN SESSION) MINUTES

Board Members

Present:

Brittany Brown, Chair | Commissioner's Designee
Morgan Eldridge | Community Health Worker
Denise Lau | Secretary, Public Member
Shanina Rosado | Community Health Worker
Hugo Santos | Community Health Worker
Nikki Simpson | Community Health Worker
Geovanni Vazquez | Community Health
Worker

Board Members

Not Present:

Joanne Calista, Vice Chair | Community Health Worker Training
Organization Representative
Sharon George | Community Health Worker

Staff Present:

Steven Joubert | Executive Director – Multi-Boards, BHPL
Catherine Goldrick | Assistant Executive Director – Multi-Boards, BHPL
Sarah Constantino | Office Support Specialist – Multi-Boards, BHPL
Kayla Mikalauski | Office Support Specialist – Multi-Boards, BHPL
Heather Engman | Chief Board Counsel - Office of the General Counsel,
DPH

I. Call to Order | Determination of Quorum:

Ms. Brittany Brown, Board Chair, calls the meeting of the Board of Certification of Community Health Workers to order at 12:39 P.M. and provides verbal notice of recording. New members introduce themselves. A quorum is established with members present via WebEx via roll call as follows: Brittany Brown: Present; Morgan Eldridge: Present; Denise Lau: Present; Shanina Rosado: Present; Hugo Santos: present; Nikki Simpson: Present; Geovanni Vazques: Present.
Absent: Joanne Calista, Sharon George

II. Conflict of Interest | Approval of Regular Session Agenda

DISCUSSION:

Ms. Brittany Brown asks board members to review the agenda and asks for a motion to approve the agenda with an amendment, adding the approval of the December 13th Meeting Minutes. Ms. Lau states that the Continuing Education Application is not on the agenda. Mr. Joubert states that this will be deferred to next month.

ACTION:

Motion by Ms. Denise Lau to approve the agenda as amended, seconded by Ms. Shanina Rosado, and unanimously approved by roll call vote as follows: Brittany Brown: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Hugo Santos: yes; Nikki Simpson: yes; Geovanni Vazques: yes.
Absent: Joanne Calista, Sharon George

Document: February 14, 2023, Agenda

III. Approval of Minutes: December 13, 2022, January 10, 2023

DISCUSSION:

Ms. Lau states that she has made corrections to both the December and January Meeting Minutes. Ms. Heather Engman asks Ms. Lau the nature of the corrections and if the Minutes can be approved for the time being and corrected after or if the approval should be deferred until after the corrections are made. Ms. Lau stated that due to the nature of the corrections, December 13, 2022 Minutes should be deferred until the next meeting after being corrected by Board staff.

ACTION:

Motion by Ms. Brown to defer the approval of December 13, 2022, Meeting Minutes until the next meeting so that they can be corrected by Board staff, seconded by Ms. Morgan Eldridge, and unanimously approved by roll call vote as follows: Brittany Brown: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Hugo Santos: yes; Nikki Simpson: yes; Geovanni Vazques: yes.
Absent: Joanne Calista, Sharon George

Motion by Ms. Lau to approve January 10, 2023, Meeting Minutes (Board staff will still be correcting for grammar and wording), seconded by Ms. Eldridge, and unanimously approved by roll call vote as follows: Brittany Brown: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Hugo Santos: yes; Nikki Simpson: yes; Geovanni Vazques: yes.
Absent: Joanne Calista, Sharon George

Document: December 13, 2022, Minutes; January 10, 2023, Minutes

IV. **CHW Education and Training Program**

- *SSTAR Institute of Fall River*

DISCUSSION:

Ms. Lau has reviewed the application for the SSTAR Institute of Fall River. Ms. Lau states that she doesn't see any issues with this application being approved. It was very clear about the different elements that they would be providing for the training, in terms of the for the Community Health Workers, for the content, and for the administrative support. Ms. Shanina Rosado asks whether this training program has any experience training exclusively Community Health Workers. Ms. Lau states that they have provided in-house training since establishment in 1977, expanded training offerings in 2017 with a 40 hour peer recovery coach training program. They recently partnered with the Community Work Force Institute to establish a Community Health Worker training program. They have offered MassHealth approved curricula that includes workshops, some titled "Successful Supervision with CHWs", "Mental Health Overview for CHWs", and "Substance Use Disorder for CHWs". Ms. Lau clarifies that this is for the southeast region of Massachusetts, out of Fall River. Ms. Rosado asks how this program is different from what approved community colleges offer in their CHW training. Ms. Lau states that she is unsure how to answer this question, and states that applicants don't necessarily need to differ themselves and could provide the same training that other programs currently offer.

ACTION:

Motion by Ms. Lau to approve the SSTAR Institute of Fall River CHW Education and Training Program application, seconded by Ms. Eldridge, and unanimously approved by roll call vote as follows: Brittany Brown: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Hugo Santos: yes; Nikki Simpson: yes; Geovanni Vazques: yes. Absent: Joanne Calista, Sharon George

V. Flex Session

DISCUSSION:

Mr. Joubert asked the attendance at the next board meeting, March 14th, 2023, at 12:30PM. All board members in attendance today will be able to attend at this time. Mr. Joubert stated that he will add the deferred items to next month's agenda and research anything that board members find necessary.

Ms. Denise Lau asks that the CEU application and the scoring tool be put on next month's agenda. Ms. Eldridge asks what the process is for making something an agenda item. Mr. Joubert explains that some items are standing and are on the agenda for every meeting and that if something is to be added to the agenda, Board members can send him an email.

Ms. Brown brings up the staff action policy to delegate the review of applications of the Office of Community Health Workers at the Department of Public Health. Mr. Joubert states that the policy is not yet ready and will hopefully be brought to the next Board meeting for review.

VII. Adjournment:

ACTION:

Motion by Ms. Brittany Brown to end the meeting at 1:15PM, seconded by Ms. Denise Lau and unanimously approved by roll call vote as follows: Brittany Brown: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Hugo Santos: yes; Nikki Simpson: yes; Geovanni Vazques: yes.

Absent: Joanne Calista, Sharon George

Meeting adjourned at 1:16PM

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, March 14th at 12:30PM.

Respectfully submitted:

The Board of Certification of Community Health Workers.