

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

**250 Washington Street  
Boston, MA 02108  
January 10, 2023, VIA WebEx**

**(OPEN SESSION) MINUTES**

Board Members

Present:

Brittany Brown, Chair | Commissioner's Designee  
Joanne Calista, Vice Chair | Community Health Worker Training  
Organization Representative  
Morgan Eldridge | Community Health Worker  
Denise Lau, Secretary | Public Member  
Shanina Rosado | Community Health Worker  
Nikki Simpson | Community Health Worker

Board Members

Not Present:

Hugo Santos | Community Health Worker  
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  
Mary Strachan | Board Counsel - Office of the General Counsel, DPH

- 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 12:41 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; Joanne Calista: Present; Morgan Eldridge: Present; Denise Lau: Present; Shanina Rosado: Present; Nikki Simpson: Present. Absent: Sharon George, Hugo Santos
- 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 the amendments that Mr. Joubert stated regarding deferring Item III: Approval of Minutes to the next meeting.

Conflicts: Ms. Joanne Calista has a conflict of interest with Item IV: CHW Education and Training Program Section with the SSTAR Institute of Fall River and recuses herself from this agenda item.

ACTION:

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

**Document:** January 10, 2023 Agenda

- Approval of Minutes: December 13, 2022

DISCUSSION: Mr. Joubert states regarding Item III: Approval of Minutes that the minutes from the last meeting have not yet been completed due to a member of the team being absent and will be deferred. Mr. Joubert states they will be presented next month.

**Document:** December 13, 2022 Minutes

#### IV. **CHW Education and Training Program**

- *SSTAR Institute of Fall River*

DISCUSSION:

Ms. Joanne Calista has a conflict of interest with Item IV: CHW Education and Training Program Section with the SSTAR Institute of Fall River and recuses herself from this agenda item. However, due to loss of quorum, this matter will be deferred to the next month's board meeting.

#### V. Flex Session

DISCUSSION:

Mr. Joubert asks the attendance of the next Board meeting, February 14th, 2023 at 12:30PM. All board members will be able to attend at this time. Mr. Joubert states that he will add the deferred items to next month's agenda.

Ms. Denise Lau raises a few questions regarding the review of CHW Continuing Education Application & CHW Education & Training Application and whether the Office of Community Health Workers would be asked to review along with board

members and forward their recommendation. Mr. Joubert gives background information and clarifies the distinction between the Continuing Education Application and the CHW Education & Training and states that the proposed sample edited by Ms. Lau and the copy of the Continuing Education Application will be put in next month's agenda.

VII. Adjournment:

ACTION:

Motion by Ms. Brittany Brown to end the meeting at 1:05PM, seconded by Ms. Denise Lau and unanimously approved by roll call vote as follows: Brittany Brown: yes; Joanne Calista: yes; Morgan Eldridge: yes; Denise Lau: yes; Shanina Rosado: yes; Nikki Simpson: yes. Absent: Sharon George, Hugo Santos

*Meeting adjourns at 1:06PM*

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

Respectfully submitted:

The Board of Certification of Community Health Workers.