

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

**250 Washington Street
Boston, MA 02108
June 13, 2023, VIA WebEx**

GENERAL (OPEN SESSION) MINUTES

Board Members

Present:

Brittany Brown, Chair | Commissioner's Designee
Joanne Calista, Vice Chair | Community Health Worker Training
Organization Representative (entered at 1:08PM, left at 1:21PM)
Morgan Eldredge | Community Health Worker
Denise Lau | Secretary, Public Member
Shanina Rosado | Community Health Worker
Hugo Santos | Community Health Worker
Nicole (Nikki) Simpson | MS, Community
Health Worker Training Organization
Representative

Board Members

Not Present:

None

Staff Present:

Steven Joubert, Executive Director, BHPL
Catherine Goldrick | Assistant Executive Director, BHPL
Kayla Mikalauski | Office Support Specialist – Multi-Boards, BHPL
Sarah Constantino | Office Support Specialist – Multi-Boards, BHPL
Tracy Tam | Office Support Specialist – Multi-Boards, BHPL
Danielle McFarland | 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, called the meeting of the Board of Certification of Community Health Workers to order at 12:44 P.M. and provided verbal notice of recording. A quorum was established with members present via WebEx as follows: Brittany Brown: present; Morgan Eldredge: present; Denise Lau: present; Shanina Rosado: present; Hugo Santos: present; Nicole (Nikki) Simpson: present.

Absent: Joanne Calista. Recused: None. Abstained: None

II. Conflict of Interest | Approval of Regular Session Agenda

DISCUSSION:

Ms. Brittany Brown asked board members to review the agenda and asked for a motion to approve the agenda. Ms. Denise Lau asked where the executive session minutes were, and Mr. Steven Joubert stated that they would be reviewed in an Executive Session, not during General. Ms. Nicole (Nikki) Simpson had a Conflict of Interest with CHW Education & Training Program Application, Item A, Boston Public Health Commission. Ms. Joanne Calista had a Conflict of Interest with CHW Education & Training Program Application, Item B, Center for Health Impact (CHI).

ACTION:

Motion by Ms. Brittany Brown to approve the agenda as presented seconded by Ms. Denise Lau, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole (Nikki) Simpson: approve.

Absent: Joanne Calista. Recused: None. Abstained: None

Document: June 13th, 2023, Agenda

III. Approval of Minutes: May 9th, 2023

DISCUSSION:

Ms. Brown asked for any comments or corrections to be made on either of these Meeting Minutes. Ms. Denise Lau asked for wordsmithing on the portion of the associates degree.

ACTION:

Motion by Ms. Brittany Brown to approve May 9th, 2023, Meeting Minutes, seconded by Ms. Denise Lau, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole (Nikki) Simpson: approve.

Absent: Joanne Calista. Recused: None. Abstained: None

Document: May 9th, 2023, Minutes

IV. Discussion regarding 272 CMR 4.02(3)(b) and extension of July 31, 2023, deadline for CHW experience-only pathway to certification.

DISCUSSION:

Ms. Heather Engman explains that the Community Health Worker regulation outlines that from June 29, 2018, until July 31, 2023, that an applicant could satisfy the training portion of the application using 4,000 hours of work experience as a Community Health Worker as opposed to completing an approved training program (known as the Experience Only Pathway). She stated that there has been stakeholders reaching out that are concerned about this pathway ending, believing that this will cause a delay or interruption in Community Health Worker certification. One suggested avenue forward would be waiving the July 31, 2023 expiration date until July 31, 2025. Applicants may continue to satisfy the work experience pathway or utilize the Training program pathway as well.

Ms. Shanina Rosado stated that because there are more agencies and clinical based organizations that are recognizing the certification, it is pushing more and more Community Health Workers to become certified, especially those who have been working in the field for a long time. Ms. Heather Engman stated that it is now up to Board Members to vote on the extension.

ACTION:

Motion by Ms. Denise Lau to approve the extension of the Experience Only Pathway, seconded by Ms. Morgan Eldredge, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole (Nikki) Simpson: approve.

Absent: Joanne Calista. Recused: None. Abstained: None

V. CHW Initial Licensure Issued for 2-years rather than remaining license cycle

DISCUSSION:

Ms. Steven Joubert explained a situation where Community Health Workers that apply in the middle of a renewal cycle are not getting two full years of Certification before needed to pay a renewal fee. Mr. Jim Lavery stated that no matter when in the renewal cycle it falls, each applicant will get a minimum two years of certification. Mr. Jim Lavery also stated that this only happens on the initial certification to ensure that they do not have to pay twice within a two-year period.

VI. CE & CHW Education & Training Providers List Updated

DISCUSSION:

Mr. Steven Joubert stated that he wanted to make Board Members aware that Board staff has compiled a list of Community Health Worker Training Providers and Continuing Education requirements and has made a request for IT staff to upload this to the Community Health Worker page on Mass.gov. Mr. Steven Joubert stated that we currently have seven training providers and five more are being reviewed today, and we also have seven Continuing Education programs, but that we are always looking for more.

VII. CHW Education & Training Program Application:

A. Boston Public Health Commission

Ms. Joanne Calista entered the meeting at 1:08 PM

DISCUSSION:

Ms. Nikki Simpson recused herself from this item. Ms. Joanne Calista stepped into the meeting for this item. Ms. Joanne Calista stated that this is one of the longest standing programs in Massachusetts and has always been high quality. Ms. Brittany Brown stated that this program has a strong focus on racial justice and that all their trainers are Community Health Workers themselves or have worked closely with them.

ACTION:

Motion by Ms. Denise Lau to approve Boston Public Health Commission's application, seconded by Ms. Joanne Calista, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Joanne Calista: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Hugo Santos: approve.

Absent: None. Recused: Nicole (Nikki) Simpson None. Abstained: None

B. Center for Health Impact (CHI)

DISCUSSION:

Ms. Joanne Calista recused herself from this item. Ms. Nikki Simpson stepped back into the meeting for this matter. Ms. Denise Lau stated that the Center for Health Impact's parent organization has been running Community Health Worker training programs for many years. Ms.

Brittany Brown stated that this program values the lived experience of Community Health Workers and that comes up in their teaching philosophy, and that all their instructors are Community Health Workers themselves.

ACTION:

Motion by Ms. Brittany Brown to approve Center for Health Impact's application, seconded by Ms. Nikki Simson, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: None. Recused: Joanne Calista. Abstained: None

C. Justice Resource Institute (JRI)

DISCUSSION:

Ms. Brittany Brown stated that she got feedback from the Office of Community Health Workers staff on this application. The feedback stated that the Justice Resource Institute has been providing support for CHWs and supervisors through training, professional development, and networking opportunities for many years.

ACTION:

Motion by Ms. Brittany Brown to approve Justice Resource Institute's application, seconded by Ms. Denise Lau, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Joanne Calista: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: None. Recused: None. Abstained: None

D. Cambridge Health Alliance

DISCUSSION:

Ms. Denise Lau stated that this is another long-standing provider of education to Community Health Workers. Ms. Brittany Brown stated that she got feedback from the Office of Community Health Workers staff on this application as well and they noted that the mission and core principals align with the purpose of Community Health Workers and they also of health equity and social justice incorporated into their training program.

ACTION:

Motion by Ms. Morgan Eldredge to approve Cambridge Health Alliance's application, seconded by Ms. Joanne Calista, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Joanne Calista: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: None. Recused: None. Abstained: None

E. Quincy College

DISCUSSION:

Ms. Brittany Brown stated that she got feedback from the Office of Community Health Workers staff on this application. The feedback noted that although this program is academic in nature it stemmed from a workforce need that has been evaluated. Quincy College developed their program by collaborating with facility, career services, and workforce development and rely heavily on community partners to help with modules, externships, and career recruitment. Ms. Denise Lau noted their location on the South Shore, where there are not many training programs and their infrastructure being located within a college.

ACTION:

Motion by Ms. Denise Lau to approve Quincy College's application, seconded by Mr. Hugo Santos, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Joanne Calista: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: None. Recused: None. Abstained: None

Ms. Joanne Calista left the meeting at 1:21PM

VIII. CHW Education & Training Scoring Tool

DISCUSSION:

Ms. Denise Lau stated that she found the Scoring Tool very useful to have when looking at applications.

ACTION:

Motion by Ms. Brittany Brown to approve the CHW Education & Training Scoring Tool, seconded by Ms. Morgan Eldredge, and unanimously approved by roll call vote as follows:

Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: Joanne Calista. Recused: None. Abstained: None

IX. Flex Session:

DISCUSSION:

Mr. Steven Joubert made note of the attendance at the next Board Meeting. Everyone in attendance today stated that they would be in attendance.

Mr. Steven Joubert noted that there is an ongoing discussion regarding tiering and reciprocity, and asked if there are any ways to reach out to CE providers so we can have more CE vendors for licensees.

Ms. Brittany Brown stated that she would like to discuss what would be helpful for Board Members to receive from the Office of Community Health Workers after they review an application, so that Board members feel as though they can make an informed decision. Mr. Steven Joubert stated that this could be put on the agenda for next month's meeting so that it can be discussed at length.

X. None

XI. Adjournment:

DISCUSSION:

None

ACTION:

Motion by Ms. Brittany Brown to adjourn the meeting, seconded by Ms. Denise Lau, and unanimously approved by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Denise Lau: approve; Shanina Rosado: approve; Nicole (Nikki) Simpson: approve; Hugo Santos: approve.

Absent: Joanne Calista. Recused: None. Abstained: None

Meeting adjourned at 1:33 PM

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, June 13, 2023, at 12:30PM.

Respectfully submitted:

The Board of Certification of Community Health Workers.