

COMMONWEALTH OF MASSACHUSETTS

BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

**250 Washington Street
Boston, MA 02108**

**Tuesday, March 11, 2025
Via Zoom**

GENERAL SESSION MINUTES (OPEN SESSION)

**BOARD MEMBERS
PRESENT:**

Brittany Brown (Chair), Commissioner's Designee
Morgan Eldredge, Community-Based Community Health Worker
Employer
Luz Ortega, Community Health Worker
Shanina Rosado, Massachusetts Public Health Association
Representative
Hugo Santos, Community Health Worker
Nicole Simpson, Massachusetts League of Community Health
Centers Representative
Geovanni Vazquez, Community Health Worker

**BOARD MEMBERS
NOT PRESENT:**

Joanne Calista (Vice Chair), Community Health Worker Training
Organization Representative
Anissa Ray, Community Health Worker

STAFF PRESENT:

Jonathan Dillon, Director of Policy, BHPL, DPH
Gillian Coffey, Health Communications Manager, BHPL, DPH
Tracy Tam, Acting Executive Director, Multi-Boards 1. BHPL, DPH
Kayla Mikalauski, Acting Executive Director, Multi-Boards 2,
BHPL, DPH
Tracy Ottina, Board Counsel, Office of the General Counsel,
BHPL, DPH
Carol Larkin, Office Support Specialist, Multi-Boards, BHPL
Mark Waksmonski, SARP Coordinator, BHPL, DPH
Edmund Taglieri, SARP Coordinator, BHPL, DPH

I. CALL TO ORDER | DETERMINATION OF QUORUM

At 12:45 p.m., Ms. Brittany Brown, Board Chair, called the General Session 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: Brittany Brown: present; Morgan Eldredge: present; Luz Ortega: present; Hugo Santos: present; Nicole Simpson: present; Giovanni Vazquez: present.

II. APPROVAL OF GENERAL SESSION AGENDA | CONFLICT OF INTEREST

Discussion: The Board reviewed the General Session Agenda.

Action:

Motion to approve the agenda as written was made by Ms. Brittany Brown, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Hugo Santos: approve; Nicole Simpson: approve; Giovanni Vazquez: approve.

Document: March 11, 2025, General Session Agenda

III. APPROVAL OF MINUTES

Discussion: The Board reviewed the drafted General Session Minutes.

Action:

Motion to approve the minutes as written was made by Ms. Brittany Brown, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Hugo Santos: approve; Nicole Simpson: approve; Giovanni Vazquez: approve.

Document: January 14, 2025, General Session Minutes

IV. UNIFIED RECOVERY AND MONITORING PROGRAM

A. Operational Policy 24-08

Discussion: Mr. Jonathan Dillion, Director of Policy, stated there was an update to the Unified Recovery and Monitoring Program (URAMP). Mr. Edmund Taglieri presented Operational Policy 24-08 whose purpose is to authorize Certified Community Health Workers to participate in the URAMP program.

Action:

Motion to approve and authorize Operational Policy 24-08 for URAMP was made by Ms. Brittany Brown, seconded by Mr. Hugo Santos, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Hugo Santos: approve; Nicole Simpson: approve; Giovanni Vazquez: approve.

Document: Operational Policy 24-08

B. Generic Practice and Supervisor Criteria

Discussion: Mr. Edmund Taglieri presented the Generic Practice Restrictions and Supervisor Qualifications for URAMP which sets the criteria for Community Health Workers who return to work whilst in the program. Mr. Taglieri stated the Board can edit the specifications at any time to better fit the field of CHWs.

Action:

Motion to approve and authorize the Generic Practice Restrictions and Supervisor Qualifications for URAMP was made by Ms. Morgan Eldredge, seconded by Ms. Nicole Simpson, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

Document: Generic Practice and Supervisor Criteria

Ms. Shanina Rosada joined the meeting at 12:57 p.m.

V. CONTINUING EDUCATION APPLICATION

A. Massachusetts Diabetes Network

Discussion: The Board reviewed the continuing education application for the following course: Getting to the Heart of Diabetes (1 CEU).

Action:

Motion to approve the continuing education application was made by Ms. Shanina Rosado, seconded by Mr. Hugo Santos, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

B. Massachusetts Department of Public Health, Bureau of Family Health and Nutrition, Division of Pregnancy, Infancy and Early Childhood

Discussion: The Board reviewed the continuing education application for the following course: Perinatal Mood and Anxiety Disorders (3 CEUs).

Action:

Motion to approve the continuing education application was made by Mr. Hugo Santos, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

C. Massachusetts Perinatal Postpartum Depression Fund

Discussion: The Board reviewed the continuing education application for the following course: Paths to Wellness Part II (2 CEUs).

Action:

Motion to approve the continuing education application was made by Ms. Brittany Brown, seconded by Ms. Nicole Simpson, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

D. AdCare Educational Institute, Inc

Discussion: The Board reviewed the continuing education application for three courses: Question, Persuade, Refer Workshop (2 CEUs), Fundamentals of Collaborative Safety Planning (3 CEUs), and Toll of Working with Trauma (2 CEUs).

Action:

Motion to approve the continuing education application was made by Ms. Morgan Eldredge, seconded by Ms. Luz Ortega, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

VI. COMMUNITY HEALTH WORKER EDUCATION AND TRAINING PROGRAM APPLICATION

A. University of Massachusetts Boston, Therapeutic Mentoring Community Health Worker Program – Amendment

Discussion: The Board reviewed the CHW Education and Training Program application from the University of Massachusetts Boston. Ms. Brittany Brown stated the Board had previously approved this program in September 2024, but at that time the application for their program was open to UMass Boston students only. They have submitted an amendment to open the program to include participants that are not matriculated at their university.

Action:

Motion to approve the Community Health Worker Education and Training Program application was made by Ms. Morgan Eldredge, seconded by Ms. Luz Ortega, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

B. Epilepsy Foundation New England

Discussion: The Board reviewed the CHW Education and Training Program application from the Epilepsy Foundation New England.

Action:

Motion to approve the Community Health Worker Education and Training Program application was made by Ms. Brittany Brown, seconded by Mr. Hugo Santos, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

VII. DISCUSSION TO EXTEND WAIVER ON ONLINE CHW EDUCATION & TRAINING PROGRAMS

Discussion: The Board reviewed the advisory notice titled “Waiver Extended for the Cap on Online Training Hours” which allows CHW Education and Training Programs to continue to exceed the 70% cap on remote learning. All Board members stated they were in agreement with the extension and decided to extend the waiver until July 31st, 2028.

Action:

Motion to approve the Waiver on Online CHW Education & Training Programs with a sunset date of July 31st, 2028 was made by Ms. Morgan Eldredge, seconded by Ms. Luz Ortega, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

Document: ADVISORY NOTICE: Waiver Extended for the Cap on Online Training Hours

VIII. FLEX SESSION

A. Potential to return to in-person meetings

Discussion: Ms. Tracy Tam stated the temporary provision which allows public bodies to continue to hold meetings remotely has a sunset date of March 31st, 2025. If an extension is not signed by the Governor by March 31st, then all public meetings will return to in-person meetings. Ms. Tam proposed a Hybrid Vote to allow members to attend Board meetings remotely once bare quorum is physically present in-person.

Action:

Motion to approve the Hybrid Vote was made by Ms. Brittany Brown, seconded by Ms. Luz Ortega, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

B. Who will attend the next board meeting?

Discussion: Ms. Tracy Tam asked for the attendance at the next Board meeting scheduled on May 13th, 2025, at 12:30 PM. Board members were unsure pending on in-person attendance or remote attendance and asked for an update once a location has been confirmed.

C. Topics for next agenda

Discussion: Ms. Brittany Brown requested a staff action policy to allow Board staff to approve continuing education applications to facilitate the approval process. Ms. Tracy Ottina, Board Counsel, stated the Board also has the option to designate a Board member to review the continuing education applications. Ms. Tracy Tam stated the Board can discuss the criteria for continuing education courses at the next Board meeting so a staff action policy can be drafted.

IX. EXECUTIVE SESSION

Discussion: The Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, §21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. 1. Specifically, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f), to discuss good moral character matters, and decide whether to grant community health worker certification to applicants. The Board will not reconvene in open session subsequent to the closed session.

Action:

At 1:41 p.m., motion to move into Executive Session was made by Ms. Brittany Brown, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve; Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

X. ADJOURNMENT

At 2:37 p.m., motion to adjourn the meeting was made by Mr. Hugo Santos, seconded by Ms. Shanina Rosado, and was passed by roll call vote as follows: Brittany Brown: approve; Morgan Eldredge: approve; Luz Ortega: approve; Shanina Rosado: approve, Hugo Santos: approve; Nicole Simpson: approve; Geovanni Vazquez: approve.

Let the record show the meeting adjourned at 2:37 p.m.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, May 22nd, 2025, at 12:30 p.m. via Zoom.

Respectfully submitted by:

The Board of Certification of Community Health Workers