

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

**THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE
BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20**

**(OPEN SESSION)
Tuesday, September 23, 2025
12:30 p.m.**

**General Session is open to the public and will be held via Zoom at:
<https://zoom.us/j/97939106404?pwd=mP9hTRa9V6tUb8RzeKBRL22OZwdFkh.1>**

Call-In Telephone number: 1-929-436-2866

Webinar ID: 979 3910 6404

Passcode: 881119

Agenda

All votes must be via roll call

Time	Item #	Item	Staff Contact
12:30p.m.	I	Call to Order & Introductions Determination of Quorum Notice of Electronic Recording	Board Chair
5 minutes	II	Approval of Agenda	Board Chair
5 minutes	III	Approval of Minutes A. Approval of May 13, 2025, General Session Minutes	Board Chair
	IV	Office of Community Health Workers A. CHW Survey Presentation	OCHW

Board of Certification of Community Health Workers

ADA Compliance Notice: If you need reasonable accommodations in order to participate in the meeting, contact Stacy Hart the DPH ADA Coordinator at phone number 857-274-1120 in advance of the meeting. While the Board will do its best to accommodate you, certain accommodations may require distinctive requests or the hiring of outside contractors and may not be available if requested immediately before the meeting.

30 minutes	V	CHW Education & Training Program Application A. Massachusetts Association of Community Health Workers B. Boston Adult Technical Academy C. Urban College of Boston	Board
30 minutes	VI	CHW Continuing Education Application A. AdCare Educational Institute, Inc B. Baystate Family Advocacy Center C. Boston University School of Social Work D. Wayside Youth and Family Support Network E. 2025 Massachusetts Community Health Worker Conference	Board
20 minutes	VII	Staff Action Policy for CHW Continuing Education Applications	Executive Director
20 minutes	VIII	Board-Approved Continuing Education Providers A. Office of Community Health Workers	Executive Director
20 minutes	IX	Extension of CHW Work Experience Pathway	Executive Director
5 minutes	X	Flex Session A. Who will attend the next board meeting? B. Topics for next agenda	Executive Director
	XI	Adjournment: Next meeting scheduled for November 04, 2025.	Board Chair

Board of Certification of Community Health Workers

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COMMONWEALTH OF MASSACHUSETTS

BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

**250 Washington Street
Boston, MA 02108**

**Tuesday, September 23, 2025
Via Zoom**

GENERAL SESSION MINUTES (OPEN SESSION)

**BOARD MEMBERS
PRESENT:**

Joanne Calista (Vice Chair), Community Health Worker Training Organization Representative
Bayleigh Britton, Public Member
Morgan Eldredge, Community-Based Community Health Worker Employer
Luz Ortega, Community Health Worker
Hugo Santos, Community Health Worker
Nicole Simpson, Massachusetts League of Community Health Centers Representative
Geovanni Vazquez, Community Health Worker

**BOARD MEMBERS
NOT PRESENT:**

Brittany Brown (Chair), Commissioner’s Designee

STAFF PRESENT:

Kayla Mikalauski, Executive Director, Multi-Boards 2, BHPL, DPH
Tracy Ottina, Board Counsel, Office of the General Counsel, BHPL, DPH
Danielle Macfarland, Project Coordinator, Multi-Boards, BHPL, DPH
Kamille Carthy, Program Coordinator II, DPH
Johanna Lopez, Director, Office of Community Health Workers, DPH

I. CALL TO ORDER | DETERMINATION OF QUORUM

At 12:46 p.m., Ms. Joanne Calista, Board Vice Chair, called the General Session meeting to order. Ms. Calista reminded Board members the meeting was being recorded and asked for a roll call vote to determine quorum.

Roll call as follows: Ms. Joanne Calista: present; Ms. Morgan Eldredge: present; Ms. Luz Ortega: present; Mr. Hugo Santos: present; Ms. Nicole Simpson: present, Ms. Bayleigh Britton: present.

II. APPROVAL OF GENERAL SESSION AGENDA | CONFLICT OF INTEREST

Discussion: The Board reviewed the General Session Agenda. Ms. Joanne Calista disclosed that a trainer and a board member from the CHW Training Program listed in Item V:B have worked in the same agency as her, but she affirmed that she can be objective in her vote.

Action:

Motion to approve the agenda as written was made by Ms. Luz Ortega, seconded by Ms. Nicole Simpson, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Ms. Bayleigh Britton: yes.

Document: September 23, 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 Mr. Hugo Santos, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Ms. Bayleigh Britton: yes.

Document: May 13, 2025, General Session Minutes

IV. OFFICE OF COMMUNITY HEALTH WORKERS

A. CHW Survey Presentation

Discussion: Ms. Johanna Lopez, Director of the Office of Community Health Workers (OCHW), and Ms. Kamille Carthy, Program Coordinator for OCHW, presented the results of a survey conducted on the Community Health Worker Workforce. Ms. Johanna Lopez stated she will send the Board a copy of an article that encapsulates the data from the survey.

Mr. Geovanni Vasquez joined the meeting at 1:13 pm.

V. CHW EDUCATION & TRAINING PROGRAM APPLICATION

A. Massachusetts Association of Community Health Workers

Discussion: Ms. Luz Ortega and Mr. Geovanni Vazquez disclosed a conflict of interest due to their role as a Board member at the program and recused themselves from the matter. This item is deferred due to a lack of quorum.

Ms. Bayleigh Britton left the meeting at 1:15 pm

B. Boston Adult Technical Academy

Discussion: The Board reviewed the CHW Education and Training Program application from the Boston Adult Technical Academy.

Action:

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

C. Urban College of Boston

Discussion: Mr. Geovanni Vazquez disclosed a conflict of interest due to his role as an employee at the program and recused himself from the matter. This item is deferred due to a lack of quorum.

VI. CHW CONTINUING EDUCATION APPLICATION

A. AdCare Educational Institute, Inc

Discussion: The Board reviewed the continuing education application for the following courses: Mental Health Overview for Community Health Workers Part 1 (5.50 CEs), Mental Health Overview for Community Health Workers Part 2 (5.50 CEs), Beyond the Diagnosis: Identifying & Addressing Parents' Social and Health Needs (1 CE), and Cancer Survivorship in Rural Massachusetts (6 CEs).

Action:

Motion to approve the Continuing Education application was made by Ms. Luz Ortega, seconded by Ms. Joanne Calista, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Mr. Geovanni Vazquez: yes.

B. Baystate Family Advocacy Center

Discussion: The Board reviewed the continuing education application for the following course: Trauma Informed Care (2 CEs), The Impact of Trauma/ Stress Across Settings (2 CEs), and Vicarious Trauma & Secondary Traumatic Stress (2 CEs).

Action:

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

C. Boston University School of Social Work

Discussion: The Board reviewed the continuing education application for the following course: Alzheimer's Disease and Other Dementias (4 CEs).

Action:

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

D. Wayside Youth and Family Support Network

Discussion: The Board reviewed the continuing education application for the following course: Music & It's Power to Connect & Transform (3 CEs).

Action:

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

E. 2025 Massachusetts Community Health Worker Conference

Discussion: The Board reviewed the continuing education application for the following courses: Celebrating Resilience and Innovations of CHWs: 2025 Massachusetts CHW Conference – Opening Plenary (2 CEs), Promoting Oral Health in the CHW Practice (1 CE), Leveraging CHWs to Connect Members MassHealth Nutrition and Housing Services (1 CE), Helping Hands Healthier Hearts CHWs in Action (1 CE), Board of Certification of CHWs: 2025 CHW (1 CE), Supporting Caregivers Through Innovative Home-and Community-Based Programs (1 CE), Improving Health Equity The Value of CHW Integration in Health Departments (1 CE), Impact of a Community Health Worker Healthy Blood Pressure Program (1 CE), The Latino Health Insurance Program (1 CE), Bringing Health Interventions to the Harbor: A Culturally Competent CHW Model for Reaching Massachusetts Fishing Communities (1 CE), Skillful, Resourceful, Resilient: CHWs in Action During Crises (1 CE), Patient Feedback Evaluation of Community Health Worker (CHW) Navigation and Resourcing (1 CE), Employer Collaboration: Strengthening the CHW Workforce (1 CE), Interdisciplinary Workflows Within Care Management (1 CE), and Building On Success - Integrating CHWs Into System-Wide Initiatives (1 CE).

Action:

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

VII. STAFF ACTION POLICY FOR CHW CONTINUING EDUCATION APPLICATIONS

Discussion: Ms. Kayla Mikalauski presented a draft of the Staff Action Policy titled “Staff Action Authority to Evaluate Community Health Worker Continuing Education Applications for Approval Consistent with 272 CMR 7.00”. This policy would allow Board Staff to determine whether a continuing education application meets the criteria set forth in the Board’s regulations for approval and its purpose is to ensure continuing education applications are processed in an efficient and timely manner. All Board members were in agreement.

Action:

Motion to approve the Staff Action Policy was made by Ms. Morgan Eldredge, seconded by Ms. Nicole Simpson, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Mr. Geovanni Vazquez: yes.

VIII. BOARD-APPROVED CONTINUING EDUCATION PROVIDERS

A. Office of Community Health Workers

Discussion: Ms. Kayla Mikalauski stated the Office of Community Health Workers is seeking Board-Approved Status as a Continuing Education Provider which grants them blanket approval for any CE courses they provide instead of submitting each individual course for Board approval.

Action:

Motion to approve the Board-Approved Status for the Office of Community Health Workers was made by Ms. Joanne Calista, seconded by Ms. Morgan Eldredge, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Mr. Geovanni Vazquez: yes.

Ms. Bayleigh Britton re-joined the meeting at 1:45 pm

IX. EXTENSION OF CHW WORK EXPERIENCE PATHWAY

Discussion: Ms. Kayla Mikalauski stated the Work Experience Pathway expired on July 31, 2025, and the Board had expressed interest in an extension. The Board decided to extend the Work Experience Pathway until July 31, 2027.

Action:

Motion to approve the Extension of CHW Work Experience Pathway until July 31, 2027, was made by Ms. Luz Ortega, seconded by Ms. Nicole Simpson, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Ms. Bayleigh Britton: yes.

X. FLEX SESSION

A. Who will attend the next board meeting?

Discussion: Ms. Kayla Mikalauski asked for attendance at the next Board meeting scheduled for November 4, 2025, at 12:30 PM. Ms. Nicole Simpson stated her attendance is tentative. All other Board members present indicated they are available.

Ms. Joanne Calista requested a discussion on Certification by Reciprocity for Community Health Workers to be placed on the agenda for the next Board meeting.

XI. ADJOURNMENT

Action:

Motion to adjourn the meeting and move into Executive Session was made by Ms. Morgan Eldredge, seconded by Mr. Hugo Santos, and was passed by roll call vote as follows: Ms. Joanne Calista: yes; Ms. Morgan Eldredge: yes; Ms. Luz Ortega: yes; Mr. Hugo Santos: yes; Ms. Nicole Simpson: yes; Mr. Geovanni Vazquez: yes; Ms. Bayleigh Britton: yes.

Let the record show the meeting adjourned at 1:50 p.m.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, November 4, 2025, at 12:30 p.m. via Zoom.

Respectfully submitted by:
The Board of Certification of Community Health Workers