

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**

**Tuesday, May 10, 2016
9:30 a.m.**

**239 Causeway Street ~ 4th Floor ~ Room 417 A&B
Boston, Massachusetts 02114**

Agenda

Time	Item #	Item	Exhibits	Staff Contact
09:30 a.m.	I.	Call to Order Determination of Quorum Notice of Electronic Recording		
	II.	Approval of Agenda	Draft Agenda	
	III.	Approval of Minutes	Draft Minutes	
	VI.	<u>Presentation:</u> MACHW Code of Ethics	None	
	VII.	<u>Policy:</u> Proposed Suitability for Certification	None	
	VIII.	<u>Discussion:</u> Individual Application Revisions	None	
	IX.	<u>Flex Session</u>	None	
1:00 p.m.	X.	Adjournment		

COMMONWEALTH OF MASSACHUSETTS

BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

BOARD MEETING MINUTES

Tuesday, May 10, 2016

9:30 a.m.

239 Causeway Street

Room 417

Boston, MA 02114

Board Members

Jean Zotter, DPH, Chair

Present:

Joanne Calista, Community Health Worker Training Organization, Representative

Denise Lau, Public Member

Peggy Hogarty, Massachusetts Public Health Association Representative

Maritza Smidy, Community Health Worker

Henrique O. Schmidt, Community Health Worker, Secretary

Patricia Edraos, Massachusetts League of Community Health Centers (MLCHC), Representative

Catherine Bourassa, Community-Based CHW Employer

Board Members

Not Present:

Sheila Och, Community Health Worker

Staff Present:

Philip Beattie, Interim Executive Director, DHPL

Rebecca Ferullo, Office Support Specialist I, DHPL

Mary Strachan, Board Counsel, Office of the General Counsel, DPH

Gail Hirsch, Co-Director, Office of Community Health Workers, DPH

Visitors:

Members of the Public

I. Call to Order and Determination of Quorum

A quorum of the Board was present. Ms. Zotter, Board Chair, called the meeting to order at 9:49 a.m.

Ms. Zotter invited Board Members, DPH staff, and Public Members in attendance to introduce themselves. Quorum established.

II. Approval of Board Meeting Agenda

The Meeting Agenda was reviewed.

DISCUSSION: None

ACTION: Ms. Zotter made a motion to approve the agenda; Ms. Edraos seconded the motion. The motion passed unanimously.

Document: May 10, 2016 Board Meeting Agenda

III. Approval of March 8, 2016 Regularly Scheduled Meeting Minutes

The Minutes of the March 8, 2016 Regularly Scheduled Board Meeting were reviewed.

DISCUSSION: None

ACTION: Mr. Schmidt made a motion to approve the minutes; Ms. Smidy seconded the motion. The motion passed unanimously.

Document: March 8, 2016 Regularly Scheduled Board Meeting Minutes

IV. Presentation

A. MACHW Code of Ethics

DISCUSSION: Lissette Blondel and Jackie Toledo present with PowerPoint. Ms. Toledo reviewed the process of how the Code was developed, and that it is a living document scheduled to be updated in April 2017. The Code of Ethics is intended to apply to real life situations. Ms. Toledo reviewed the PowerPoint presentation and gave example situations to show how to apply the Code. Some schools and organizations want this signed for graduation/membership, others do not in case it is considered legally binding. Ms. Toledo and Ms. Blondel discussed the benefits of this Code for CHWs, supervisors and employers. Audience members asked what happens if someone acts outside of the Code. MACHW cannot enforce this; the Code is for guidance and something to aspire to. The Board can, however, take action if a CHW does not follow the Standards of Conduct, many of which overlap the Code of Ethics. Ms. Strachan quickly reviewed what actions can be taken.

ACTION: None

Document: PowerPoint presentation, MACHW Code of Ethics

10:45am Break

V. Policy

A. Proposed Suitability for Certification

DISCUSSION: The proposed policy would change the title “Good Moral Character” to “Suitability for Certification.” Three components would be considered: Understanding of the Code of Ethics, Understanding the Standards of Conduct, and the Background Check/CORI. The Board will consider only those things which pertain to a person’s ability to perform the job. In this profession, having a criminal history can be an asset. Ms. Calista suggested the Board may want to clarify that they are aware there is an institutional bias in the justice system. Some audience members still would like an option for a waiver signed by an employer instead of a CORI. Ms. Zotter expressed concern that many employers look at CORI results differently which could be counterproductive. Also, many CHWs may not have an employer to sign, creating a disadvantage. CORIs are run at different frequency by employers. The policy would base SFC (Suitability for Certification) on many factors, not just the CORI. Ms. Zotter explained the details of the factors considered and how they are assessed. Policy will be changed to read “misdemeanors more than 5 years” instead of 3 years. Ms. Calista suggested adding if a crime “involved exploitation” and “treatment” within the rehabilitation efforts. The Board and audience discussed the pros and cons of CORI runs. The Board remains undecided.

12:24pm Mr. Schmidt left

The Board chose to defer decision on the policy, check with other organizations and bring back to the next meeting. Possibly have NAACP and employer presentations, and MACHW would like to create and present a draft waiver for the Board to consider in place of a CORI. Ms. Edraos suggested outside sourcing for grandparenting application review and stated she does not feel they need to hear from additional presenters. Is a waiver allowed by state? Ms. Strachan will check with the division director.

ACTION: None

Document: None

VI. Discussion

A. Individual Application Revisions

DISCUSSION: Ms. Hirsch reviewed specific questions that Ms. Hogarty had previously asked regarding the application. Wallet card will list expiration date and new cards will be issued with renewal. Information regarding the Dept. of Revenue, taxes and child support, can be made bigger and a note added to the beginning of the application to read all parts carefully. In the Standards of Conduct, “impaired” means more than by a substance and includes medically, psychologically, etc. The full draft application will be reviewed at the next meeting.

ACTION: None

Document: None

VII. Adjourn

There being no other business before the Board, Ms. Zotter made a motion to adjourn the meeting. Ms. Smidy seconded the motion. The motion passed unanimously. The meeting adjourned at 1:03 pm.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, June 14, 2016, at 9:30 a.m. at 239 Causeway Street, Boston, Massachusetts.

Respectfully submitted:

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