

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**

**Monday, November 23, 2020
2:00 p.m.**

**General Session is open to the public and will be held via Webex at:
<https://statema.webex.com/statema/j.php?MTID=mec7fc4651c9b1b3d707f10e51c728803>
Call-In Telephone number 1-866-692-3580 (toll-free)
Meeting Number/Access Code: 178 543 8625
Meeting Password: PJmvsJ6F6D5**

Agenda

All votes must be via roll call

Time	Item #	Item	Exhibits	Staff Contact
12:30p.m.	I	Call to Order & Introductions Determination of Quorum Notice of Electronic Recording		Board Chair
	II	Conflict of Interest Approval of Agenda	Draft Agenda	Board Chair

		<p>Executive Session (Roll call vote): 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, individuals, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.</p> <ol style="list-style-type: none"> Specifically, the Board will discuss and evaluate the <u>Good Moral Character</u> provisions of certain applications as required for registration for pending applicants. In addition, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f) for sessions held during for previous executive sessions of the Board. <p>The Board will reconvene in open session subsequent to the closed session(s).</p>		Board Chair
	III	<p>Approval of Minutes: A. November 10, 2020</p>	Draft Minutes	Board Chair
	IV	<p><u>Flex Session</u> A. Announcements B. Topics for future agenda</p>	None	
	V	<u>65C Session: N/A</u>	N/A	Board Counsel
	VI	<u>Adjudicatory Session: N/A</u>	N/A	Board Counsel
4:00 p.m.	VII	Adjournment: Next meeting scheduled for December 8, 2020.	N/A	Board Chair

COMMONWEALTH OF MASSACHUSETTS
BOARD OF CERTIFICATION OF COMMUNITY HEALTH WORKERS

BOARD MEETING MINUTES

Monday, November 23, 2020
2:00pm

VIA WEBEX

239 Causeway Street
Room 417
Boston, MA 02114

Board Members

Present:

Claire Santarelli, DPH, Chair
Joanne Calista, Community Health Worker Training Organization Representative, Vice Chair
Sheila Och, Community Health Worker 2
Catherine Bourassa, Community-Based CHW Employer
Susan Dargon-Hart, Massachusetts League of Community Health Centers Representative
Denise Lau, Public Board Member
Sharon George, Community Health Worker 4

Board Members Hugo E. Santos, Community Health Worker 3

Not Present:

Staff Present:

Steven Joubert, Executive Director, BHPL
Karen Geoghegan, Assistant Executive Director, BHPL
Mary Strachan, Board Counsel, DPH
James D. Neal, Office Support Specialist, BHPL
Walens, Noel, Office Support Specialist, BHPL

I. Call to Order and Determination of Quorum

Ms. Claire Santarelli, Board Chair, called the meeting of the Board of Certification of Community Health Workers to order at 2:03 p.m. and provided verbal notice of recording. A quorum was established with members present via WebEx as follows: Joanne Calista: Present; Susan Dargon-Hart: Present; Sharon George: present; Denise Lau: Present; Sheila Och: Present; Claire Santarelli: Present. Absent: Hugo Santos.

Approval of Board Meeting Agenda

The meeting agenda was reviewed.

DISCUSSION:

None.

ACTION:

Ms. Joanne Calista made a motion to approve the agenda as presented; Ms. Sheila Och seconded the motion. The motion passed unanimously by roll call vote as follows: Joanne Calista: yes; Susan Dargon-Hart: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes; Claire Santarelli: yes. Abstained: None; Recused: None; Absent: Hugo Santos.

Document: November 23, 2020 Board Meeting Agenda

II. Approval of Minutes: November 10, 2020

DISCUSSION:

None.

ACTION:

Motion to approve the November 10, 2020 minutes as presented by Ms. Catherine Bourassa seconded by Ms. Santarelli and passed unanimously by roll call vote as follows: Catherine Bourassa: Yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes; Claire Santarelli: yes. Abstained: None; Recused: None; Absent: Hugo Santos.

Document: November 10, 2020 Minutes

III. Executive Session

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, individuals, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Specifically, the Board will discuss and evaluate the Good Moral Character provisions of certain applications as required for registration for pending applicants.

In addition, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f) for sessions held during for previous executive sessions of the Board.

Motion by Ms. Santarelli, seconded by Ms. Calista at 2:12 pm to enter Executive Session, unanimously approved by roll-call vote as follows: Catherine Bourassa: Yes; Joanne Calista: yes; Susan Dargon-Hart: yes; Sharon George: yes; Denise Lau: yes; Sheila Och: yes; Claire Santarelli: yes. Abstained: None; Recused: None; Absent: Hugo Santos.

IV. Flex Session

N/A

V. Adjournment

The Board did not reconvene in Open Session following Executive Session.

The next meeting of the Board of Certification of Community Health Workers is scheduled for Tuesday, December 8, 2020.

Respectfully submitted:

The Board of Certification of Community Health Workers