



**Promotor(a) or Community Health Worker  
Training and Certification Advisory Committee  
FINAL DRAFT Meeting Minutes  
Friday, April 29, 2022  
10:00 a.m.**

**Teams Live Events Virtual and Winters Public Hearing Room On-site Meeting**

Table 1: Promotor(a) or Community Health Worker (CHW) Training and Certification Advisory Committee April 29, 2022, meeting attendance.

MEMBER NAME	IN ATTENDANCE
Kim Bush	Yes
Minerva Garcia	Yes
Dr. Carolina Gonzalez Schlenker	No
Linda McMurry	Yes
Marlen Ramirez	Yes
Ashley Rodriguez	Yes
Alma G. Swisher	No
Dr. Elizabeth M. Vaughan-Cardenas	Yes
Tasha Whitaker	Yes

**Agenda Item 1: Welcome and Introductions**

Ms. Kim Bush, Vice Chair, called the meeting to order at 10:00 a.m. and welcomed members and attendees. Ms. Bush, Chair, reminded committee members to turn on video camera and unmute their mics and state their names each time before offering a comment or asking a question so members of the public know who's speaking.

Mr. John Chacón Advisory Committee Coordination Office, Facilitator, provided meeting logistics and announced the meeting was being conducted in accordance with the Texas Open Meetings Act in a Teams virtual platform and on-site at the Winter's Public Hearing Room. Mr. Chacón called roll and asked each member to briefly introduce themselves. A quorum of members was established with two members not in attendance.

Ms. Bush, Vice-Chair, offered opening remarks to members and asked the Department of State Health Services (DSHS) staff to introduce themselves. Mr. Frank Luera, and Mr. Brett Spencer introduced themselves to the committee.

## **Agenda Item 2: Consideration of January 28, 2022, draft meeting minutes**

Mr. John Chacón asked members to review the January 28, 2022, minutes and provide any needed edits. Mr. Chacón then requested a motion to approve the January 28, 2022, minutes provided to members.

**MOTION:** Ms. Kim Bush made a motion to approve the January 28, 2022, meeting minutes as presented. Dr. Elizabeth M. Vaughan-Cardenas second the motion. The Committee members unanimously approved the January 28, 2022, minutes by roll call vote with seven approves, no disapproves, and no abstentions.

## **Agenda Item 3: Health Promotion and Chronic Disease Prevention Section Update**

Ms. Kim Bush, Vice-Chair, introduced Mr. Brett Spencer, DSHS, Manager, Community Health and Wellness Branch to provide an update to the committee. Highlights of update included:

- **Staffing Changes**
  - PSII – Shannon Ellington promoted From Admin Assistant to PSII position as of April 1, 2022
  - Admin Position will be posted on HHSC Job Site soon.
  - Will send a link to the posting to members who would like to share with interested candidates.
  
- **Appointment of Advisory Committee New Members**
  - Appointment recommendations for new committee members have been approved by Dr. John Hellerstedt, DSHS Commissioner, and formal appointment letters have been signed.
  - CHW Program staff are in the process of notifying new members.
  - Thanked committee members who assisted with scoring applications and making recommendations.
  - Expect to announce the new members soon and introduce them at the next meeting.
  - All current members, whose term is expiring, please plan to attend the July meeting if you are able, to be recognized for your service.
  
- **Remaining 2022 Meeting Dates**
  - Dates are set for:
    - July 29, 2022
    - October 28, 2022
  - All meetings will be 10:00 – 12:30.
  - You should all have meeting invitations for these meeting dates and times on your calendar.

## **Agenda Item 4: Department of State Health services (DSHS) – Oral Health Improvement Program**

Ms. Kim Bush, Vice-Chair, introduced Ms. Sandy Tesch, RDH, MPOH, SMB Program Coordinator DSHS-Oral Health Improvement Program, to provide a presentation on the Oral Health Improvement Program and referenced a PowerPoint titled "Smiles for Moms and Babies (SMB) – Oral Health Training". Highlights of the presentation included:

- **NEW Virtual Oral Health Training Modules**
  - For non-dental professionals who work directly with pregnant women, infants, and children.
  - Initially, SMB training was conducted in-person presentations
  - Transitioned from in-person training to an online virtual platform

- Partnered with the Children’s Health Alliance of Wisconsin through a Memorandum of Understanding to acquire electronic modules. Made modifications to reflect Texas-specific information.
- The training is self-guided and takes about 90 minutes.
- Once training and course assessments are completed, an electronic certificate is generated. Also, a free oral health kit and educational resources are available to be mailed.
- **Partnership with Office of Border Public Health (OBPH)**
  - Partnering with DSHS OBPH to be able to offer DSHS-certified continuing education units (CEUs) to CHWs/Promotores and CHW Instructors.
  - 2 CEUs for completion of all elements of course: pre-test, training, post-test, and evaluation.
  - Will be translating the training into Spanish. Hopefully live by end of this year (2022).
- Presenter shared a promotional flyer and Health and Human Services (HHS) Learning Portal.
- To access the Smiles for Moms and Babies Oral Health Training, create a profile on the HHS Learning Portal. Once logged in, you will find the course under Department of State Health Services > Additional Training. Launched: November 2021.
- Oral resources and kit include:
  - Bilingual handouts for clients
  - Educational posters
  - Provider Education Tool Kit with handouts that include:
    - Tips for Good Oral Health Care during Pregnancy
    - Tips for Good Oral Health during Infancy
    - Dental Referral form for Pregnant Women
    - Dental Pharmacological Considerations
    - Provider Checklists
    - Educational Poster (Sizes wall, countertop, postcard)
- Oral Health Care During Pregnancy - To request a printed copy, email us at dental@dshs.texas.gov.

**Agenda Item 5: Statewide update – South Texas Promotores Association**

Ms. Kim Bush, Vice-Chair, introduced Ms. Otila Garcia, Co-Chair of the South Texas Promotores Association to provide a statewide update on the South Texas Promotores Association and referenced a PowerPoint titled “South Texas Promotores Association Inc. & Your Texas Benefits Navigators”. Highlights of the presentation included:

- South Texas Promotores Association (STPA) was established in 1993 as a grassroots association, mainly, to share information among its members and to support the work of the *Promotores de Salud*.
- STPA is the only Promotores Association recognized as a training site that is managed by Grassroot Promotores.
- STPA is a non-for-profit organization dedicated to improving the health status and quality of life of the families that reside in the South Texas Border.
- The association also provides health education, community resources information, preventive health screenings, and training for Promotores de Salud/Community Health Workers.
- Mission: To improve lives through training, health education, advocacy, collaboration, and service.
- Vision: South Texas Promotores Association envisions to have healthier families along the South Texas Border communities by supporting and advocating for vulnerable populations.

- Promotores de Salud contribute to reaching vulnerable, low-income, and underserved members of Latino/Hispanic populations.
- The Get It D.O.N.E. Annual Conference addresses Diabetes and Obesity prevention and management.
- Outreach Strategies include:
  - Health Fairs
  - Presentations
  - Informational Booths
  - Flea Markets
  - Drive Through
  - Faith Based Organizations
  - Businesses
  - Digital Outreach
- Change by Teens -Member Pledge:
  - We pledge to empower our communities through education, advocacy, support, providing outreach activities and making appropriate referrals.
  - We commit as a team for the purpose of improving health, public safety, political participation, and available resources for those in need.
  - We take pride in the quality services we offer because we are leaders representing our communities.
  - We are Change by Teens Promotores and youth leaders that will work hard to strengthen Colonia families.
- STPA 211 Information Line:
  - To address the Social Determinants of Health, STPA established an information line to support community members from the following border counties: Cameron, Hidalgo, Starr, Willacy, Zapata, and Webb.
  - Promotores de Salud provide information to vulnerable populations to find medical, dental & mental health services, food, housing, daycare, and transportation among other basic services.
- Email address: [Stpa.211@outlook.com](mailto:Stpa.211@outlook.com) Phone number: 956-303-6959 Webpage: [Southtexaspromotores.org](http://Southtexaspromotores.org).

#### **Agenda Item 6: Advisory Sub-Committee updates**

Ms. Kim Bush, Vice-Chair, called for advisory committee sub-committee updates from members. Highlights of the updates from sub-committees included:

##### a. Workforce Solutions and Employment Opportunities

Ms. Kim Bush, Sub-committee Chair, provided the Workforce and Employment update.

- Ms. Bush reported that the subcommittee has been talking about a possible central location for CHW jobs. The decision was made that the committee cannot find the central place that one person or one organization is actually wanting to manage, it will be too big of a task to do voluntarily, but they are making every effort to get out employment opportunities to the CHW's as quickly as possible. When they hear about openings, they share them for the regions that have the job opportunities. Different training programs, have students that are coming out of the training program, looking for jobs.
- The Committee met in April. Members are waiting to schedule next meeting as they are trying to get a date for the Medicaid office to obtain updates and then schedule with the Bureau of Labor Affairs statistics to find out information about roles and responsibilities and how the CHW have been aligned with the state regarding jobs and pay.

**Discussion:**

Ashley Rodriguez, member thanked DSHS for continuing to push out job opportunities to the workforce. It is making a huge difference. Member stated that she knew it's a simple task of pushing it out, but it makes a world of difference, regional local associations have tried to share those job opportunities but getting it to all certified CHW and instructors has changed the dynamic.

b. Communication and Outreach

Ms. Tasha Whitaker, Sub-committee Chair, provided the update on the communication and outreach sub-committee.

- Ms. Whitaker noted that the subcommittee has tried to meet but were not able to. Ms. Whitaker updated the committee on discussions that were via email.
- Plans to have a newsletter to provide feedback from CHW's around the state. Information regarding Jobs for CHW, how to find jobs and internships, questions about where they can get volunteer hours and where they can shadow people for job opportunities. Ms. Whitaker is hopeful that the newsletter will be coming out in the fall when some of the conferences will be picking up. She welcomed questions or suggestions. Please let them know. They would be happy to intake that information.

**Discussion:**

Mr. Spencer asked about formatting issues with past newsletters and that there was a template that was used in the past. Ms. Whitaker stated that she still had it and it will be used.

c. Training and Certification

Ms. Minerva Garcia, Sub-committee member, provided the update on the training and certification sub-committee.

- Ms. Garcia did not have any updates to provide.

**Agenda Item 7: Committee Member Sharing**

Ms. Kim Bush, Vice-Chair, opened the floor to members for sharing information from their region.

- Ms. Minerva Garcia
  - Informed the committee of an upcoming event "Pretty in Pink" for the South Texas Promotor(a)'s on May 21<sup>st</sup> and a conference on October 2<sup>nd</sup> and 3<sup>rd</sup> in Padre Island.
- Ms. Ashley Rodriguez, Regions 2 & 3:
  - Shared the DFW CHW Association has been putting on a CHW employer forum. Members received notice of that sessions one and two and have successfully completed and session three is set for May 12th. It'll be from 11:30 to 12:30. That particular session is on an outcome effectiveness of Community health workers and the final session, session four is set for Thursday, May 26th. topic will be sustainability of the workforce. Registration is still open for those sessions. All are welcome to attend. Information is available on the website at [www.dfwchw.org](http://www.dfwchw.org).
  - On behalf of the Texas Association on Promotores and Community Health Workers, also known as TAP Chua. Their next upcoming event will be the quarterly member meeting. It is slated for Friday, May 20th. It will be virtual from 12:00 to 1:30 PM it is for members, although guests who are nonmembers of the association are welcome to attend.
  - Regions 2 & 3 will host the third annual conference this year. It will be in person on Monday, September 19th through Tuesday, September 20th at

Waco Convention Center. The conference will offer eight CE. Plans are to offer a virtual day for those that cannot travel in person. The registration will open in May and the early bird rate for members will be \$45.00 for both days. Look for the DSHS announcement.

- Ms. Rodriguez share the website to learn more about upcoming opportunities at [www.tapchw.org](http://www.tapchw.org).
- Dr. Elizabeth M. Vaughan-Cardenas:
  - Expansion of Community health worker program. They have gone from six to 24-30 working on the Diabetic Initiative and trying to mentor other clinical sites to run that initiative. CHW instructors are functioning, and they are training and recruiting many health workers.
- Ms. Tasha Whitaker
  - Thanked the DFW CHW association, the work that they have been doing in the area has been celebrating CHW's in Dallas. A resolution was given to celebrate CHW's as well as in Fort Worth.
  - Ms. Whitaker thanked Ms. Ashley Rodriguez for all the contributions that she has been doing in region 2 & 3 to make CHW work more visible, and by providing more resources.
  - Ms. Whitaker stated that it has been a great week of celebration and seeing CHW celebrated for the work that they're doing in the community.
- Ms. Kim Bush, Region 4 & 5
  - Announce the Northeast Texas CHW conference coming up July 15th. Registration will be out in May. It is an in-person event only and have limited seats available 75, they want to make sure that safe protocols to keep everyone as well as possible.
  - A new pilot for early childhood brain health is coming to us in September and will be developing that pilot this summer and so there could be an opportunity for CHW job wise coming in the fall.
  - On the campus of UT Tyler Hill Science Center, several grants that are requiring certified CHW'S. They may not be long term. However, if they do start and if there's another grant in place, it could offer continued work. Ms. Bush stated that they are always looking for skilled experience CHW's if you have any questions about that, let her know and she can get you in contact with the right person to discuss those opportunities.

### **Agenda Item 8: Public Comment**

Ms. Kim Bush, Vice-Chair, opened the floor for public comment. Mr. John Chacón announced that there was no written comment submitted for the meeting and that there were no requests for oral public comment.

### **Agenda Item 9: Agenda items for next meeting**

Ms. Kim Bush, Vice-Chair, opened the floor to discuss agenda items and meeting topics for the next meeting and announced that the next meeting is scheduled for the Friday, July 29, 2022, at 10:00 am.

Agenda Items Requested:

1. Austin Asian Community Health Initiative to present report on CHW sustainability and reimbursement model.
2. Texas Association of Promotores and Community Health Workers to provide an update.

### **Agenda Item 10: Adjournment**

Ms. Kim Bush, Vice-Chair, adjourned the meeting at 11:19 a.m.

Below is the link to the archived video of the April 29,2022 Community Health Worker Advisory Committee meeting to view and listen for approx., two years from date meeting is posted and in accordance with the DSHS records retention schedule.

(To view and listen to the entirety of the meeting click on the link below)

[Promotor\(a\) or Community Health Worker \(CHW\) Training and Certification Advisory Committee](#)

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