



**Promotor(a) or Community Health Worker
 Training and Certification Advisory Committee
 APPROVED Meeting Minutes
 Friday, July 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 July 29, 2022, meeting attendance.

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

Agenda Item 1: Welcome and Introductions

Ms. Minerva Garcia, Chair, called the meeting to order at 10:00 a.m. and welcomed members and attendees. Ms. Garcia, 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. Ms. Garcia announced that the April 29, 2022, minutes will be tabled until the October 28, 2022, meeting.

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 only two members not in attendance.

Ms. Garcia, 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 April 29, 2022, draft meeting minutes

Ms. Minerva Garcia, Chair, announced that the April 29, 2022, minutes will be tabled until the October 28, 2022, meeting.

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

Ms. Garcia, chair, introduced Mr. Brett Spencer, DSHS, Manager, Community Health and Wellness Branch to provide an update to the committee. Highlights of update included:

- Welcomed New Members
 - Monica J. Hughes, MSN, RN (Reg 7), Higher Education Member.
 - Jessica Arriola (Reg 8), Community Health Worker Member.
 - Jose L. Rucobo (Reg 9/10), Community Health Worker Member.

- Outgoing Members
 - S. Kim Bush, MPA (Reg 4/5N), CHW Member-Assistant Presiding Officer,.
 - Linda McMurry, DNP, RN, NEA-BC (Reg 1), Higher Education Member.
 - Alma G. Swisher (Reg 6/5S), CHW Member.
 - Thanked them for their time, perspectives, and expertise they have contributed to the work of the committee.

- HPCDP Section Organizational Changes
 - The HPCDP Section has gone through some reorganization, which will affect the CHW Training and Certification Program.
 - The goal of the reorganization is to better align programs that are similar in focus, processes and/or funding sources within the Section organizational structure.
 - The CHW Training and Certification Program will move to the new Community Health Worker and School Health Branch.
 - This Branch will be led by Manager, Raiza Ruiz, who was introduced.
 - Mr. Spencer stated that he would be working with Ms. Raiza Ruiz and Mr. Frank Luera to transition the program to the new branch and Raiza's leadership over the next few weeks.

- Remaining 2022 Meeting Dates
 - Dates are set for:
 - October 28, 2022
 - All meetings will be 10:00 – 12:30.
 - You should all have meeting invitations for this meeting on your calendar.

Agenda Item 4: Department of State Health Services (DSHS) Birth Defects Epidemiology and Surveillance Branch

Ms. Minerva Garcia, Chair, introduced Dayana Betancourt, DSHS-Birth Defects Epidemiology & Surveillance Branch, to provide a presentation and referenced a PowerPoint titled "Implementing and Evaluating a Neural Tube Defect (NTD) Recurrence Prevention Initiative in Texas". Highlights of the presentation included:

- **About Neural Tube Defects (NTDs)**
 - Neural tube defects (NTDs) are severe birth defects of the brain and spine, examples:
 - Spina bifida

- Anencephaly
 - Encephalocele
 - NTDs occur when the neural tube, which becomes the brain and spine do not close properly.
 - NTDs develop very early during pregnancy, often before a woman knows she is pregnant.
 - Folic acid is a B vitamin used by the body to make new cells.
 - Folic acid can be found in:
 - supplements
 - fortified foods such as rice, pasta, or bread.
 - When a baby is developing early during pregnancy, folic acid helps form the neural tube.
 - The CDC recommends all women of reproductive age get **400 micrograms** of folic acid daily because:
 - About half of US pregnancies are unplanned, and
 - Major birth defects of the baby's brain or spine occur very early in pregnancy, before most women know they are pregnant.
 - Women who have had a pregnancy affected by an NTD have an increased risk of giving birth to another child with an NTD.
 - If planning to become pregnant, the CDC recommends these women consume high dose folic acid (**4,000 micrograms**) daily.
 - A prescription is sometimes needed for this amount.
 - High dose folic acid reduces the risk of NTD recurrence by approximately 70%.
- **NTDs Among Hispanic/Latina Women**
 - Research has shown that Hispanic/Latina women are more likely to have a child born with an NTD compared to non-Hispanic white and non-Hispanic black women.⁶
 - Hispanic/Latina women are less likely to get folic acid from fortified foods or take a multi-vitamin with folic acid in it, particularly women who:
 - Primarily speak Spanish
 - Were born outside of the United States; and
 - Have lived in the United States for a shorter period.
- **NTD Recurrence Prevention Mailout**
 - Approximately once a month the Birth Defects Epidemiology and Surveillance Branch (BDES) identifies women in the Texas Birth Defects Registry who have had a an NTD-affected pregnancy.
 - These women are mailed a letter and leaflets in English and Spanish that explain:
 - The woman's increased risk for an NTD in subsequent pregnancies
 - The importance of talking with her health care provider about high-dose folic acid
- **Survey to Evaluate the NTD Mailout Initiative**
 - Our lives are stories braided in a cultural context
 - BDES developed a survey to evaluate the NTD mailout initiative and assess whether women recalled the information about folic acid from the mailout.
 - Surveys were conducted by Texas A&M Public Policy Research Institute (PPRI) via computer assisted telephone interview or online survey
 - Women were eligible for the survey if:
 - Their mailout was not returned as undeliverable
 - Their child was not known to have died
 - Women who participated were offered a \$25 gift card

- **Survey Results**
 - BDES sent the contact information of 177 women eligible for the survey to PPRI
 - 71 of 177 women (40%) completed the survey, including:
 - 70 biological mothers and 1 adoptive mother.
 - Among the 70 biological mothers:
 - 56 of 70 (80%) recalled receiving the mailout
 - 32 of 56 (57%) provided accurate information about folic acid for prevention of NTDs, when asked what they remembered from the mailout
- **Next Steps**
 - Share information about folic acid for neural tube defect prevention with:
 - Community Health Workers
 - Women who have had an NTD-affected pregnancy
 - Free materials and multimedia:
 - <https://www.cdc.gov/ncbddd/folicacid/materials/index.html>
- **Conclusion**
 - The survey found that:
 - Most women recalled receiving the mailout and accurate information about folic acid for the prevention of NTDs.
 - Most women did not receive information about folic acid from another source.
 - The NTD prevention mailout is a valuable prevention initiative and BDES plans to continue sending it.

Agenda Item 5: Texas Association of Promotores & Community Health Workers

Ms. Garcia, chair, introduced Ms. Ashley Rodriguez, CCHW, CCHWI, President of the Board of Directors to provide a statewide update on the Texas Association of Promotores & Community Health Workers and referenced a PowerPoint titled "Texas Association of Promotores & Community Health Workers". Highlights of the presentation included:

- The mission of the Texas Association of Promotores and Community Health Workers (TAPCHW) is to support and expand opportunities for the CHW profession at the state and local level through advocacy, education, employment, empowerment, and policy.
- Key Milestones
 - Official launch in 2019
 - First Conference in 2020
 - Training Center launch in 2021
 - Offered 29+ CE hours in 2021
- All the work "Behind the Scenes"
 - 15+ Partnerships developed
 - Over 60 CE Hours offered to-date
 - 3+ Projects in the works currently
- Amplify and promote local associations by building and strengthening relationships, hosting networking events and meetings, and defer to local opportunities in their area. If interested, contact TAPCHW at info@tapchw.org.
- A look into the future include:
 - Statewide Conference on September 19-20, 2022.
 - Quarterly CE on August 19, 2022.
 - Training Center Overview.
 - Many More Projects and CE Events throughout 2022
- The annual TAPCHW membership is \$15.00 dollars that includes professional

development support and access to employment opportunities, participation in projects and various community resources.

- Contact TAPCHW at www.tapchw.org, www.facebook.com/tapchw/, or join at <https://www.tapchw.org/membership>.
- 2022 CHW Employer Forum:
 - Session 3 – Outcome
 - Effectiveness of CHWs
 - Evaluation Feedback
 - Session 4 – Sustainability of CHW Workforce
 - Evaluation
 - Feedback
 - 2022 Forum Participant States:
 - Texas
 - Illinois
 - Arizona
 - North Carolina
 - Oklahoma
 - California
- Profits from 2022 CHW Employer Forum will Support:
 - DFW-CHW Association's for professional development scholarship and member relief funds.

Agenda Item 6: Austin Asian Community Health Workers (AAHI)

Ms. Garcia, chair, introduced Ms. Wanda M. Thompson, Contractor, Austin Asian Community Health Initiative and Jacquie Shillis, Contractor, Austin Asian Community Health Initiative and referenced a PowerPoint titled "Community Health Workers: Sustainable Funding in Travis County". Highlights of the presentation included:

- Methodology
 - Explores that which cannot be counted
 - Seeks to glean insights from experiences and perceptions
 - Not definitive, but can provide direction for future endeavors
 - Confidential: participants' comments not tied to name or organization
 - Assessing feasibility
- Community Health Worker Roles and Funding
- Community Health Worker Funding Sources
 - Grants
 - Operating budget
 - State contract
- Overarching Findings – Critical success factors
 - A strong, visible champion
 - People willing and able to vomit time and effort
 - Data proving the concept of CHWs
- Five (5) Strategies Perceived as Most Feasible
 - Increase Contracts
 - MAP/City/County Entities
 - Private Healthcare Providers
 - Billing Changes at FQHCs
 - Increase Grant Funding for CHWs
- Next steps
 - Short term
 - Exploring implementation
 - Central Health/MAP
 - FQHCs

- Non-Profit advocacy
 - Health care providers
- Long term – To Be Determined

Agenda Item 7: Advisory Sub-Committee updates

Ms. Minerva Garcia, 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. Ashley Rodriguez, Sub-committee member, provided the Workforce and Employment update.

- Ms. Rodriguez reported that the sub-committee had last met on April 5th. Topics covered in that meeting:
 - CHW job banks or a place for Texas CHWS to go to find job opportunities.
 - TAPCHW potentially owning a jobsite but decided it would be too difficult and tedious to lead.
 - Conversation with regard to working with Texas Workforce Solutions and they have a Texas Workforce Investment Council. The committee will follow up. Potentially asking for them to present in a future advisory council meeting.
 - Asking Guadalupe Conejo, San Antonio region and supports the San Antonio CHW Association, to present at a future quarterly advisory meeting around workforce items
 - Working with Ms. Tasha Whitaker about keeping contact information current with DSHS announcements
 - Next meeting date is pending
 - Opening for subcommittee chair soon.

b. Communication and Outreach

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

- Ms. Whitaker was unable to attend, no updates at this time.

c. Training and Certification

Dr. Carolina Gonzalez Schlenker, Sub-committee Chair, provided the update on the training and certification sub-committee.

- Dr. Schlenker reported that the subcommittee would be proposing a new core competency based on ethics, the proposal was made to the Advisory committee and in past meetings and the proposal was accepted to make a formal Investigation and then a final proposal. The proposal entailed:
 - Adding a new core competency focused on qualities of Promotor(a)'s CHW the foundation of their skills and their roles.
 - How are we nurturing and supporting those qualities that the foundation claims to be? They felt there was a gap in the current certification, needs for CHW's, to highlight the value that Promotor's CHW bring into the health field in general. The Subcommittee felt they were needing to articulate the ethical component that they bring forth.
 - The subcommittee did not meet but an ad hoc committee was formed to review the proposal, they reviewed the first two units of the proposal, the curriculum to introduce this new competency is composed of eight units. One is called our lives our stories,

emphasizing the story based narrative ethics, type of practice that Promotor(a)'s and CHW's carry out.

- The first unit introduced the concept of vulnerability as the overall ethical framework beyond equity.
- The second unit covered health under an insufficient ethical framework. This unit is about the current ethical theory and structures in healthcare and in public health institutions.
- The ad hoc committee will review the next six units by the next quarterly meeting in October, they hope to formally propose this as the 9th core competency based on ethics,

Agenda Item 8: Committee Member Sharing

Ms. Minerva Garcia, Chair, opened the floor to members for sharing information from their region.

Kim Bush, Region 4 & 5

- Shared her thanks for the opportunity to serve on the committee.
- Region 4 & 5 North have openings.

Ashley Rodriguez, Region 2 & 3

- Currently attending the DFWCHW Association Conference

Ms. Minerva Garcia, South Texas Promotor(a)'s

- Annual SPI conference in October. It's October 2nd and 3rd and will be offering CEUs. For more information, please reach out to stpa-registration@outlook.com.

Agenda Item 9: Public Comment

Ms. Minerva Garcia, Chair, opened the floor for public comment. Mr. John Chacón announced that the public member withdrew their request to provide oral testimony and written comments were submitted by the Community Engagement Navigator.

Agenda Item 10: Agenda items for next meeting

Ms. Minerva Garcia, 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, October 28, 2022, at 10:00 am.

Agenda Items Requested:

1. Texas Association of Promotores and Community Health Workers to provide an update on September 2022 Conference outcomes.
2. DFW-CHW Association provide and update on their conference.
3. Provide an update on the Ethics proposal.
4. South Texas Promotores to present on border impact.
5. Consideration of Officer Election Procedure and elect new Assistant Presiding Officer.

Agenda Item 11: Adjournment

Ms. Minerva Garcia, Chair, adjourned the meeting at 11:40 a.m.

Below is the link to the archived video of the July 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](#)