



TEXAS
Health and Human
Services

**Promotor(a) or Community Health Worker
Training and Certification Advisory Committee
Meeting Minutes
September 28, 2018
10:00 a.m.**

**Department of State Health Services
Moreton Building, M-100
1100 West 49th Street
Austin, TX 78756**

Table 1: Promotor(a) or Community Health Worker (CHW) Training and Certification Advisory Committee member attendance at the September 28, 2018, meeting.

MEMBER NAME	YES	NO	MEMBER NAME	YES	NO
Kim Bush	X		Julie St. John	P	
Merida Escobar	P		Costa Ndayisabye	X	
Carolina Gonzalez	P		Ibeth Parra	X	
Rosalia Guerrero	X		Tasha Whitaker	X	
Jeri Hallberg Harmon Griffin	P				

P: Indicates participated by phone

Agenda Item 1: Welcome and Introductions

Ms. Kim Bush, chair, called the meeting to order at 10:01 a.m. Ms. Bush requested members introduce themselves. Ms. Bush turned the floor to Ms. Adriana Flores, DSHS, Promotor(a) or Community Health Worker Training and Certification Program. Ms. Flores provided webinar logistics, reviewed documents available for download, and highlighted the Committee member roster. Ms. Bush turned the floor over to Mr. John Chacon, HHSC, Advisory Committee Coordination Office. Mr. Chacon provided meeting logistics, called roll, and determined a quorum.

Agenda Item 2: Approval of July 27, 2018 Meeting Minutes

Mr. Chacon requested a motion to approve the July 27, 2018 meeting minutes.

MOTION: Ms. Rosalia Guerrero made a motion to approve the July 27, 2018 meeting minutes. Ms. Tasha Whitaker seconded the motion. A voice vote was taken for members in the room. The motion carried by unanimous vote with no objections or abstentions.

Agenda Item 3: Health Promotion and Chronic Disease Prevention

Ms. Bush introduced Mr. Brett Spencer, DSHS, Manager, Community Health and Wellness Branch. Mr. Spencer turned the floor over to Ms. Nimisha Bhakta. Ms Bhakta introduced herself to members and gave background information of the program. Mr. Spencer provided the section update to members:

1. Grant Awards to the section
 - a. State Physical Activity and Nutrition program, 1807
 - b. Improving the Health of Americans through Prevention and Management of Diabetes and Heart Disease, 1815
 - c. Innovative State and Local Public Health Strategies to Prevent and Manage Diabetes Heart Disease and Stroke, 1817
2. Exploring a partnership with the Supplemental Nutrition Assistance Program, HHSC for training in rural areas.
3. Engaging CHWs.
4. Vacancies
 - a. Interviewing for Administrative Assistant for CHW program
 - b. Screening Applications for Program Specialist II
 - c. Information Specialist position will open soon
5. Rules revision
 - a. Timeline has been extended
 - b. Streamlining rules with a focus on what needs to happen
 - c. Developing a policy document
 - d. DRAFT proposed rule will be posted for two weeks in October for informal comment
 - e. Formal process will follow in March

Members discussed:

1. Program sending out a mass email regarding feedback for the rules
2. Team based care

Agenda Item 4: Texas Dental Association Oral Health curriculum

Ms. Bush introduced and turned the floor over to Ms. Diane Rhodes, Texas Dental Health Association. Ms. Rhodes referenced the PowerPoint, *Oral Health Training for Community Health Workers*.

Members discussed:

1. Appreciation of this curriculum
2. Online CE module
3. Program sending an announcement when module is available

Agenda Item 5: Subcommittee Updates

a. Workforce Solutions and Employment Opportunities

Ms. Bush stated the subcommittee did not have a formal meeting. However, the subcommittee has been working on the CHW funding letter. The letter was given to DSHS.

b. Program Rules

Ms. Bush introduced and turned the floor over to Ms. Merida Escobar. Ms. Escobar stated the subcommittee has not met. There will be a meeting before the end of the year.

c. Training and Certification

Ms. Bush introduced and turned the floor over to Ms. Rosalia Guerrero. Ms. Guerrero stated the subcommittee met to discuss:

1. Rules Changes
2. Statewide Community Health worker Promotor(a) Association
 - a. The steering committee is in North Texas
 - b. Submitting application for 501 C3 & C6
3. Status of Training Centers

d. Communication and Outreach

Ms. Bush introduced and turned the floor over to Ms. Tasha Whitaker. Ms. Whitaker stated the subcommittee worked on:

1. Formatting a Newsletter for CHWs.
 - a. Honoring passed CHWs
 - b. Acknowledging outstanding CHWs
 - c. Regional highlights

Agenda Item 6: Discuss CHW rules suggestions

Ms. Bush informed members of the program rule suggested changes. Ms. Bush referenced the PowerPoint and handout, *Rule Change Suggestions*.

Members discussed:

1. The suggested list presented does not mean the changes will or will not happen
2. Members having an opportunity to engage in discussion
3. Communicate suggested rule changes with the community

Public Comment: Ms. Claudia Bustos addressed members regarding looking at the big picture in an effort to working together.

Agenda Item 7: Program Update

Ms. Bush introduced and turned the floor over to Ms. Monica Maldonado and Ms. Flores. Ms. Maldonado referenced the PowerPoint and handout, *Promotor(a) Community Health Worker Training and Certification Program Update September 28, 2018*.

Ms. Flores reviewed the estimated timeline for the process of changing the rules. The draft will be available for the public early October. An email will be sent out to all certified CHWs, certified Instructors, those registered to receive email notifications, certified training programs, as well as CHW associations and networks. The email will include how to access the draft and where to send feedback. Once the program has received feedback, changes will be made and submitted to the HHS Executive Council. A final draft will be available for public comment for 30 days and the process will happen again in an effort to finalize the rules with the hope to implement in August 2019.

Ms. Flores reviewed updates to the Community Health Worker website. Statement honoring Promotores and CHWs for National Promotores de Salud and Community Health Workers Day. The addition of an Education Calendar that lists upcoming trainings submitted by training programs is now posted to the website. Ms. Flores reviewed training opportunities and conferences listed on the website:

<https://dshs.texas.gov/mch/chw/CECourseCalendar.aspx>

1. El Buen Samaritano Leadership Institute
2. Dia de la Mujer Latina
3. South Texas Promotora Association, Inc.
4. Familias Triunfadoras
5. DFW-CHW Association
6. 2019 Unity National Conference

Members discussed:

1. Offering Texas DSHS-certified continuing education at national conferences.
2. Networking

Agenda Item 8: Committee Member Sharing

Ms. Bush opened the floor to members for sharing information from their region.

1. Ms. Escobar stated the South Texas Promotora Association, Inc. conference will be recognizing the first promotora as well as offering Zika and Opioid CEUs.
2. Ms. Ibeth Parra stated the impact of CHWs are being recognized by doctors and patients.
3. Ms. Bush stated north east Texas is focusing on clinical practices around the areas of self-management of hypertension, heart disease, and diabetes in an effort of improving the mindset and culture toward prevention.
4. Ms. Guerrero stated the gulf coast region is undergoing a transition due to DSRIP.
5. Ms. Carolina Gonzalez stated San Antonio is focusing on transition of care for patients at hospitals to primary care. Trainings on each of the "red flag" conditions have been developed for CHWs in an effort to fill a clinical gap.
6. Ms. Whitaker stated a CHW buddy program is being developed in her region.

Agenda Item 9: Public Comment

No public comment was made.

Agenda Item 10: New business for consideration at the next meeting

Ms. Bush opened the floor up to discussion for the November 16, 2018 meeting:

1. Ms. Bush suggested looking at the 2019 meeting dates
2. Discuss member positions and timeline
3. Update from section regarding the grants received by the Health Promotion Section and additional information on opportunities to engage CHWs

Agenda Item 11: Adjournment

Ms. Bush adjourned the meeting at 12:03 p.m.