



TEXAS
Health and Human
Services

**Promotor(a) or Community Health Worker
Training and Certification Advisory Committee
Meeting Minutes
July 27, 2018
10:00 a.m.**

**Department of State Health Services
Moreton Building, M-204
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 July 27, 2018, meeting.

MEMBER NAME	YES	NO	MEMBER NAME	YES	NO
Kim Bush	P		Julie St. John	P	
Merida Escobar	X		Costa Ndayisabye	P	
Carolina Gonzalez	P		Ibeth Parra		X
Rosalia Guerrero	P		Tasha Whitaker	P	
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 10:04 a.m. Ms. Bush requested members introduce themselves. Ms. Bush turned the floor over to Ms. Stephanie Gutierrez. Ms. Gutierrez provided meeting logistics, called roll, and determined a quorum.

Agenda Item 2: Approval of May 18, 2018 Meeting Minutes

Ms. Gutierrez requested a motion to approve the May 18, 2018 meeting minutes.

MOTION: Ms. Jeri Hallberg Harmon Griffin made a motion to approve the May 18, 2018 meeting minutes. Mr. Costa N. Ndayisabye seconded the motion. A roll call vote was taken. The motion carried by unanimous vote.

Agenda Item 3: Health Promotion and Chronic Disease

Ms. Bush introduced Mr. Brett Spencer, DSHS, Manager, Community Health and Wellness Branch. Mr. Spencer provided the section update to members:

1. Ms. Nimisha Bhakta is the new director for Health Promotion and Chronic Disease Prevention Section.
2. In the process of hiring a Sections Operations Specialists.
3. Ms. Lorena Payne is the new Development Officer.

4. Members of advisory committees will be sent a survey regarding policies of advisory committees. The survey will be open until August 6, 2018.
5. Special projects for CHW engagement and training opportunities are coming up.

Agenda Item 4: CHW Spotlight: CHWs at Care Net Pregnancy Center

Ms. Bush introduced and turned the floor over to Ms. Jerrie Amos, DSHS-certified CHW, Care Net Pregnancy Center. Ms. Amos referenced the PowerPoint and handout, *The Role of the Community Health Worker in a Pregnancy Center*.

Members discussed:

1. Databases
2. Types of counseling
 - a. Family
 - b. Crisis

Agenda Item 5: Advanced Primary Care Project Promotores Program

Ms. Bush introduced and turned the floor over to Ms. Carolina González Schlenker, Family and Community Medicine UT Health San Antonio. Ms. Gonzales referenced the PowerPoint and handout, *Advanced Primary Care (APC) Promotores Program*.

Members discussed:

1. Funding versus Trust
2. Barriers for a Promotora
3. Diabetes Prevention Health Care Speaker

Agenda Item 6: Subcommittee Updates

a. Workforce Solutions and Employment Opportunities

Ms. Bush stated the subcommittee finalized the draft letter addressed to DSHS Commissioner Dr. John Hellerstedt. The letter includes the background for recommendations and also the rationale for funding and employment of CHWs along with several supporting references and resources.

b. Program Rules

Ms. Bush introduced Ms. Merida Escobar. Ms. Beatrice Smith, CHW Training and Certification Program Coordinator stated the draft rules have been finalized and are ready for public comment. Public comment will take place for 30 days online in August. The approval may vary and will determine the timeline.

Ms. Escobar informed members of the recommendations:

1. Definition for CHW and Promotora Instructors
2. Increase the number of Promotora Advisory Committee members from four to five.
3. Require that the Presiding Officer or the Assistant Presiding Officer are CHWs.
4. 1000 hours of experience in the last three years rather than the last six years.
5. Remove the term, "cumulative" in sections 146.5b and 146.6b.
6. Remove the self-study option for non-certified CEUs.

Members discussed:

1. Self-study

c. Training and Certification

Ms. Bush introduced and turned the floor over to Ms. Rosalia Guerrero. Ms. Guerrero stated the subcommittee went through all the suggested rule changes to place in a spreadsheet that was sent to the full committee. No recommendations were made.

d. Communication and Outreach

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

1. A template for an outstanding CHW recognition request.
2. Creating and distributing a Newsletter for CHWs.

Agenda Item 7: Review and recommend to DSHS applications for certification of training institutions: Central Texas College-Mental Health Services Department

Ms. Bush introduced and turned the floor over to Ms. Bertha Kondrak, Mental Health Services, Central Texas College. Ms. Kondrak referenced the PowerPoint and handout, *Review and recommend to DSHS applications for certification of training institutions, Central Texas College (CTC) Mental Health Services Department*.

Members discussed:

1. Training
2. Mental Health First Aid
3. Promoting Community Health Worker program to students enrolled in other programs
4. Continuing Education

Ms. Gutierrez requested a motion to approve the Training Institution: Central Texas College-Mental Health Services Department.

MOTION: Ms. Jeri Hallberg Harmon Griffin made a motion to approve the Central Texas College Training Institution. Mr. Ndayisabye seconded the motion. A voice vote was taken. The motion carried by unanimous vote.

Agenda Item 8: Program Update

Ms. Bush introduced and turned the floor over to Ms. Monica Maldonado and Beatrice Smith. Ms. Maldonado referenced the PowerPoint and handout, *Promotor(a) Community Health Worker Training and Certification Program Update July 27, 2018*.

Ms. Guerrero stated for the record that Gateway to Care in Houston, Community Health Worker Education, will be closing at the end of August.

Ms. Smith stated that Central Texas College Mental Health College will receive their training packet, certificate, and a letter of approval. Ms. Smith referenced the PowerPoint and handout, *2018 Conferences, DSHS-certified CEU Opportunities, Non-certified CEU Opportunities*.

Agenda Item 9: Committee Member Sharing

Ms. Bush opened the floor to members to share anything from their region.

1. Ms. Griffin stated Regions 9 & 10 are promoting safe schools.
2. Ms. Whitaker stated Regions 2 & 3 have a quarterly CHW meeting on August 9, 2018 at 6:30-8:30 pm.

3. Ms. Escobar stated South Texas Promotor(a) is having an annual SPI conference on October 7-8, 2018. www.STPAevents@Outlook.com
4. Ms. Bush stated the Northeast Texas CHW Coalition Association had an annual conference on July 13, 2018.

Agenda Item 10: Public Comment

There was no public comment made.

Agenda Item 11: New business for consideration at the next meeting

Ms. Bush opened the floor up to discussion:

1. Ms. Guerrero requested more time for rules and the process/timeline.
2. Funding
3. Re-evaluating the layout of training programs in each region on the website.

ACTION ITEM: Ms. Griffin will forward funding ideas to Ms. Smith.

Agenda Item 12: Adjournment

Ms. Bush adjourned the meeting at 12:32 p.m.