



**TEXAS**  
Health and Human  
Services

**Promotor(a) or Community Health Worker  
Training and Certification Advisory Committee  
Meeting Minutes  
January 31, 2019  
10:00 a.m.**

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

Table 1: Promotor(a) or Community Health Worker (CHW) Training and Certification Advisory Committee member attendance at the January 31, 2019 meeting.

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

P: Indicates participated by phone

**Agenda Item 1: Welcome and Introductions**

Ms. Kim Bush, chair, called the meeting to order at 10:00 a.m. Ms. Bush requested members introduce themselves. Ms. Bush turned the floor over to Ms. Stephanie Gutierrez, HHSC, Advisory Committee Coordination Office. Ms. Gutierrez provided meeting logistics, called roll, and determined a quorum.

**Agenda Item 2: Approval of November 16, 2018 Meeting Minutes**

Ms. Gutierrez requested a motion to approve the November 16, 2018 meeting minutes.

**MOTION:** Ms. Rosalia Guerrero made a motion to approve the November 16, 2018 meeting minutes. Ms. Tasha Whitaker seconded the motion. A roll call vote was taken for members over the phone. A voice vote was taken for members in the room. The motion carried by unanimous vote with no objections nor abstentions.

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

Ms. Bush introduced and turned the floor over to Mr. Brett Spencer, DSHS, Manager, Community Health and Wellness Branch. Mr. Spencer informed members the department is monitoring bills and conducting bill analysis. The department is preparing for a presentation of the proposed rule changes at the HHSC Executive Council February meeting after which there will be an open formal comment period for public input. There are three new

appointments for Committee members. Letters of recommendation have been sent to the DSHS Commissioner for appointment. The department is in the process of hiring an Information Specialist.

**Agenda Item 4: 1815 and 1817 Grants to Engage Community Health Workers**

Ms. Bush introduced and turned the floor over to Ms. Jessica Hyde, DSHS, Chronic Disease Branch. Ms. Hyde informed members the Heart Disease and Stroke program was awarded two grants from the Center of Disease Control and Prevention (CDC):

- Improving the Health of Americans through the Prevention and Management of Diabetes and Heart Disease and Stroke
  - Non-Competitive continuation of previous five year grant
  - Added focus on high cholesterol
  - Seek to engage non-physician healthcare team members
  - Includes clinical workflow modifications
  - Facilitating the use of self-measure blood pressure monitoring
    - Partnering with University of Texas Health Science Center at Tyler to implement clinical hypertension case management workflow models
    - Community Health Workers will implement one to one education and follow-up
- Innovative State and Local Public Health Strategies to Prevent and Manage Diabetes and Heart Disease and Stroke
  - Competitive innovation award for State and Local health departments
  - Promoting a team based care approach for patients with hypertension or high cholesterol
  - Linking community resources and clinical services that facilitate two way communication for referrals
  - Self-management and lifestyle modification support
  - Design a specialty track on cardiovascular disease and management for community health workers
    - Once developed the track will be implemented by training centers across Texas for continuing education credit

Ms. Hyde stated the department is working to expand the self-measure blood pressure project across Texas. The department is also currently collaborating with DSHS regional office in San Antonio to encourage self-measure blood pressure project participation along the border.

Members discussed:

- The format of the specialty track training being a continuation education that would provide intense scenarios in an effort for community health worker skill building.
- Including soft skills in the training.
- Working with universities in the region to publish articles to disseminate results.
- Reaching out to Community Health Centers along the border beyond San Antonio.
- Evaluating the plans for these funding opportunities.

## **Agenda Item 5: Subcommittee Updates**

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

Ms. Bush stated the subcommittee discussed activities for 2018 and proposed activities for 2019 as well as established the next meeting for March 26, 2019. The subcommittee is still waiting to hear back on the recommendations they made to the DSHS Commissioner.

### *b. Program Rules*

Ms. Bush introduced and turned the floor over to Ms. Merida Escobar. Ms. Escobar stated the subcommittee reviewed the 2018 activities and proposed the 2019 activities. The subcommittee requested discussion on the applications for the full Committee.

### *c. Training and Certification*

Ms. Bush introduced and turned the floor over to Ms. Rosalia Guerrero. Ms. Guerrero stated the subcommittee reviewed the 2018 activities and planned for 2019 activities:

- Receiving data from staff regarding training center statistics
- How to support community health worker training

### *d. Communication and Outreach*

Ms. Bush introduced and turned the floor over to Ms. Tasha Whitaker. Ms. Whitaker stated the subcommittee will be launching the Community Health Worker (CHW) Newsletter in April 2019. The newsletter will be divided by regions and will encompass, initiatives, scholarship opportunities, training, etc. The newsletter will also spotlight Community Health Workers.

## **Agenda Item 6: Review 2018 and proposed 2019 Committee activities for annual report**

Ms. Bush opened the floor to discussion for 2018 and 2019 activities. There was no discussion regarding the 2018 activities. For the 2019 activities, members discussed:

- Working with staff to go through reports
- Reaching out to training centers to better support training in Texas
- Setup a Task Force with training centers and CHWs with support from the Committee to create guidelines for instructor continuing education
- Promote recommendations for funding employment for CHW
- Finding speakers to provide information about Delivery System Reform and Incentive Payment programs (DSRIP)
- Recertification requirements for instructors
- Promoting application to the Committee
- Disseminating the Newsletter

Ms. Gutierrez requested a motion.

**MOTION:** Ms. Rosalia Guerrero made a motion to approve the 2018 activities and proposed 2019 activities. Ms. Merida Escobar seconded the motion. A roll call vote was taken for members over the phone. A voice vote was taken for members in the room. The motion carried by unanimous vote with no objections nor abstentions.

**Agenda Item 7: Review and recommend to DSHS applications for certification of training institutions: University of Houston Honors College**

Ms. Bush introduced and turned the floor over to Dr. Daniel Price, Associate Clinical Professor, University of Houston, Honors College. Dr. Price presented to members the background and current mission of the Honors College.

Ms. Gutierrez requested a motion.

**MOTION:** Ms. Tasha Whitaker made a motion to recommend the approval of the University of Houston Honors College as a certified training center. Ms. Kim Bush seconded the motion. A roll call vote was taken for members over the phone. A voice vote was taken for members in the room. The motion carried by unanimous vote with no objections and one abstention by Ms. Rosalia Guerrero.

**Agenda Item 8: CHW Advisory Committee Officer Elections**

Ms. Bush turned the floor over to Ms. Gutierrez. Ms. Gutierrez reminded members that at the last meeting, November 16, 2018 all nominees accepted their nominations for Presiding Officer and Assistant Presiding Officer. Ms. Gutierrez also reminded members of their adoption of the Officer Election Process on November 17, 2017 stating that the candidate with the highest vote becomes the Presiding Officer while the candidate with the second highest votes becomes the Assistant Presiding Officer. Ms. Gutierrez requested members complete the ballot circling their top two candidates. Ms. Gutierrez collected the ballots and tallied the votes. Program staff received email votes from members that called in over the phone.

Ms. Gutierrez announced the new Presiding Officer, Ms. Merida Escobar and the re-election of the incumbent Assistant Presiding Officer, Ms. Tasha Whitaker.

**Agenda Item 9: Program Update**

Ms. Bush introduced and turned the floor over to Ms. Monica Maldonado, DSHS, Promotor(a)/CHW Training and Certification Program. Ms. Maldonado referenced the PowerPoint and handout, *Promotor(a)/Community Health Worker Training and Certification Program Update January 31, 2019*.

Ms. Bush introduced and turned the floor over to Ms. Adriana Flores, DSHS, Promotor(a)/CHW Training and Certification Program. Ms. Flores announced the DSHS website is going through changes to make it easier to navigate. The website has links for online training and a calendar. Additionally, the website will be translated to Spanish in the near future. Ms. Flores stated the application for CHW and CHW Instructor certification should be downloaded from the website for the most up to date version. Currently, Ms. Flores is working on the annual report of the 2018-2019 Committee activities.

Members discussed:

- Reasons for applications being denied
  - Incomplete applications
  - Applicants do not meet the minimum 1000 hours of experience
  - Unable to demonstrate mastery in all core competencies

### **Agenda Item 10: Committee Member Sharing**

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

- Ms. Escobar shared information on the El Grito Silencio Conference, a focus on children's mental health and suicide prevention. The conference will be in April 2019.
- Ms. Ibeth Parra shared the Brazos Valley Health Coalition is working on the community health assessment for 2019 to determine the highest needs of the Brazos Valley. Assessments are being done over the phone or in discussions at clinics.
- Ms. Whitaker shared information regarding the webinar, Trauma and Injury Prevention in a Motor Vehicle hosted on February 20, 2019 for Continuing Education Units (CEU).
- Ms. Guerrero encouraged members of the community to share their stories with people who can make a difference.
- Dr. Julie St. John stated the Community Health Worker Core Consensus (C3) National Project is being released with a soft launch of their website containing the latest report.
- Ms. Bush stated the University of Texas Health Science Center is working with Fit City Tyler and offering a healthy breakfast with a speaker talking about healthy lifestyles. There is also a new program called, Healthy Workplace that promotes a healthier workplace. Ms. Bush also shared of a CEU opportunity coming up for CHWs and CHW Instructors on February 22, 2019 on Opioid Training. On March 26, 2019 there is another CEU for Colorectal Cancer. Ms. Bush stated the Northeast Texas CHW Coalition is requesting abstracts from persons wanting to present at the annual conference. The conference is July 19, 2019. To request a form to submit an abstract email, chwtraining@uthct.edu

### **Agenda Item 11: Public Comment**

No public comment was made.

### **Agenda Item 12: Agenda items for next meeting**

Ms. Bush opened the floor up to discussion for the April 19, 2019 meeting:

- Program updates from staff
- Update from the Rules public comment
- Managed Care Organization (MCO) representative present about their working relationship with CHWs
- Dr. St. John reporting to the Committee regarding the Unity Conference

### **Agenda Item 13: Adjournment**

Ms. Bush adjourned the meeting at 11:38 a.m.

Webcast Archive of the meeting: <https://texashhsc.swagit.com/play/01312019-882>