



**Promotor(a) or Community Health Worker
 Training and Certification Advisory Committee
 FINAL APPROVED Meeting Minutes
 Friday, October 29, 2021
 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 October 29, 2021 meeting attendance.

MEMBER NAME	IN ATTENDANCE
Kim Bush	Yes
Minerva Garcia	Yes
Dr. Carolina Gonzalez Schlenker	Yes
Linda McMurry	Yes
Marlen Ramirez	Yes
Ashley Rodriguez	Yes
Alma G. Swisher	Yes
Dr. Elizabeth M. Vaughan-Cardenas	Yes
Tasha Whitaker	Yes

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.

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 all members in attendance. Ms. Alma Swisher communicated via email to confirm attendance and vote on minutes due to technical difficulties.

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

Agenda Item 2: Consideration of April 30, 2021, draft meeting minutes

Mr. John Chacón asked members to review the April 30, 2021 minutes and provide any needed edits. Mr. Chacón then requested a motion to approve the April 30, 2021 minutes provided to members.

MOTION: Ms. Linda McMurry made a motion to approve the April 30, 2021 meeting minutes as presented. Ms. Ashley Rodriguez seconded the motion. The Committee members unanimously approved the April 30, 2021 minutes by roll call vote with eight approves, no disapproves, and no abstentions.

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:

- DSHS was honored to have Beatrice Smith from the DSHS CHW Training and Certification Program present at the Texas Association of Promotoras and Community Health Workers 2nd Annual Virtual Conference in September.
 - Bea presented highlights from our 2020 Program Annual Report.
- The HPCDP Section will be returning to normal in-office operations in November.
 - Staff returning from remote work.
 - Resuming procedures that were suspended during COVID response, such as creating and sending certification approval packets to replace digital letters we sent while working remotely.
 - Some procedures may take time to resume as we work through logistical and software considerations. Primarily change over from Desktop to Lap Top computers.
 - Program staff will notify you and our customers as processes come back on-line.
- 2022 Advisory Committee Meetings Format
 - For the foreseeable future, meetings will be held using hybrid format as we are using today,
 - If this changes, we will notify all council members of new format/details,
 - Requires the presiding officer to be present in-person at a designated meeting location,
 - Other attendees, including committee members may participate through virtual platform,
 - Today is the first meeting we have used this format for,
 - We appreciate everyone's cooperation and patience.
- Appointment of Advisory Committee New Members
 - Beatrice Smith has initiated the process to fill vacancies that will result from January 2022 term expirations,
 - Three Vacancies
 - 2 CHW Positions
 - 1 Higher Education Position
 - Applications and Guidance should be posted on the DSHS web site soon.

- 2022 Meeting Dates
 - Dates are set for:
 - January 28,
 - April 29,
 - July 29,
 - October 28,
 - All meetings will be 10:00 – 12:30,
 - Frank Luera will follow-up with meeting invitations to get these meeting times on your calendar.

Agenda Item 4: Joe R. and Teresa Lozano Long School of Medicine

Ms. Garcia, chair, introduced Dr. Melissa Frei-Jones, MD, MSCI, FAAP to provide a presentation on the Joe R. and Teresa Lozano Long School of Medicine and referenced a PowerPoint titled "Sickle Cell Task Force-Community Health Worker Collaboration".

Highlights of the presentation included:

- Defined Sickle Cell Disease and Sickle Cell Trait.
- Described manifestations of Sickle Cell Disease.
- Provided an overview and purpose of the Sickle Cell Committee and recommendations to the Department of State Health Services (DSHS);
 - establish a sickle cell task force;
 - develop statewide sickle cell awareness campaigns;
 - begin statewide sickle cell surveillance throughout the lifespan;
 - partner with Medicaid/Medicare, Managed Care Organizations, and Accountable Care Organizations to improve awareness of Sickle Cell Disease and Trait and access to services; and
 - utilize community health workers to improve patient care.
- 2019 House Bill 3405 establishes and maintains a task force to raise awareness of sickle cell disease and sickle cell trait.
 - Purpose: Study and advise the department on implementing the recommendations made in the 2018 Sickle Cell Advisory Committee Report.
- Utilize Community Health Workers (CHW) to improve patient care:
 - Optimize CHW access to updated education on SCD and SCT, including the development of a lecture or conference.
 - Encourage use of the DSHS SCD/SCT online training module to increase awareness among CHW
 - Understand locations where individuals with SCD seek care for possible targeted educational efforts of regional CHW.
 - Review and discuss opportunities for CHW optimization for high-need areas in Texas.
- CHW and local SCD community-based organizations (CBO) provide patient outreach and follow-up care.
 - CHW and CBO are the bridge between SCD patients and quality care. Their importance was evidenced in the Northeast region, where community health workers connected adult SCD patients with a medical home that managed their disease progression and symptoms.
- Research in CHW
- COMETS Study
 - Community Health Worker and Mobile Health Programs to Help Young Adults with Sickle Cell Disease Transition to Using Adult Healthcare Services.
- CHW and mHealth for Sickle Cell Disease Care
 - Compare the effectiveness of two CHW and mobile health (mHealth)-versus enhanced usual care to improve health-related quality of life.
- Dr. Carolina Gonzalez Schlenker asked if there are some areas of Texas where there

is more prevalence of Sickle Cell Disease and Dr. Frei-Jones responded that Cook in Harris Counties are the two counties with the largest number.

Agenda Item 5: Texas Breast and Cervical Cancer Services

Ms. Garcia, chair, introduced Ms. Candice Adame Estrada, BSN, RN to provide a presentation on the Texas Breast and Cervical Cancer Services and referenced a PowerPoint titled "Texas Breast and Cervical Cancer Services". Highlights of the presentation included:

- The National Breast and Cervical Cancer Early Detection Program (NBCCEDP) administered by the CDC, BCCS provides low-income, uninsured, and underserved women access to timely breast and cervical cancer screening. Texas BCCS was one of the first group of eight states awarded NBCCEDP funding. Services at that time included mammograms, Pap tests, clinical breast exams, and pelvic exams. In 1998, the program added breast and cervical diagnostic services for women screened by or referred to the program.
- The Texas Administrative Code, BCCS manages and facilitates the provision of breast and cervical cancer screening and diagnostic services, as well as cervical dysplasia treatment, patient navigation services, and MBCC application assistance statewide.
- BCCS has a diverse network of 37 contracted agencies, including local health departments, hospitals/hospital districts, FQHCs, universities, community-based organizations, and nonprofit agencies.
- Our service partners provide services at more than 250 clinics throughout the state.
- The CDC NBCCEDP grant allows BCCS to fund these quality clinical services. BCCS also receives state funding including general revenue and TANF to fund dysplasia treatment.
- BCCS provides services to thousands of women each year. This table shows data on the number of women who have received at least one NBCCEDP-funded screening or diagnostic service (e.g., mammogram, clinical breast exam, Pap tests, and human papillomavirus (HPV) test) and the percentage difference between the projected number of women and the actual number of women who received these services between January-December 2020.
- Contracted service providers have reported fewer clients are seeking services because of COVID-19 concerns. Additionally, providers have reported COVID-19 related staffing shortages due to illness or exposure and quarantine. Despite these challenges, our service providers continue to provide a significant number of services. As a Community Health Worker, we ask that you please continue to link women to a BCCS clinic for these important screenings.
- One may locate a BCCS clinic site by visiting healthytexaswomen.org. On the main page you will click on the "Find a Doctor" link and check "Breast and Cervical Cancer Services", you will need to enter your address or zip code in order to find a clinic site closest to you. You may also call 2-1-1 or our main line at 512-776-7796 for assistance in locating a clinic site. Due to varying clinic hours, we advise women to call a clinic-site first to schedule an appointment. A patient navigator will instruct the client on what documents to bring to her appointment.
- The benefits provided by BCCS providers include:
 - Clinical breast examination
 - Mammogram
 - Pelvic examination and Pap test
 - Diagnostic services
 - Cervical dysplasia management and treatment
 - Patient navigation
- Applicants who meet general eligibility criteria and have a biopsy-confirmed diagnosis of cervical dysplasia may qualify for Cervical Dysplasia management and treatment services.

- Patient navigation is an additional service provided to clients who have received an abnormal screening test. This is a strategy aimed to reduce disparities by helping women overcome barriers.
- If a woman is diagnosed with a breast or cervical cancer, she may be eligible for Medicaid. After 1998 when the BCCS program added patient navigation, the Breast and Cervical Cancer Prevention and Treatment Act of 2000 gave states the option to provide treatment through Medicaid to eligible women who were screened and diagnosed by BCCS providers and found to have breast or cervical cancer. In Texas this program is called Medicaid for Breast and Cervical Cancer (MBCC).
- In 2002, Texas began providing MBCC to women diagnosed with breast or cervical cancer by a Texas BCCS provider. In 2007, during the 80th Texas legislative session, Senate Bill 10 allowed for any health care provider to refer eligible women in need of breast and/or cervical cancer treatment to Medicaid. BCCS contractors provide patient navigation services and MBCC application assistance statewide.
- Women may apply for MBCC by completing an application through a BCCS clinic. Local Medicaid offices or local Health and Human Services Regional offices cannot provide applications for MBCC. Applicants must go to a BCCS clinic to apply.
- Contracted service providers with the BCCS program identify women diagnosed with breast or cervical cancer, pre-screen them for eligibility, and submit completed MBCC applications to the BCCS program. BCCS nurse consultants process and perform a clinical review of the applications received before they are submitted to Texas Medicaid for final eligibility determination.
- In 2020, the BCCS program received, reviewed, and processed 1,554 MBCC applications. Of the 1,554 applications received, 20 applicants did not meet clinical eligibility criteria for MBCC.
- In order to be deemed eligible for MBCC, a woman must:
 - Qualifying cancer diagnosis
 - Age 18-64
 - U.S. citizen/Qualifying legal immigrant
 - Texas resident
 - Income 200% or less of federal poverty level
 - Not insured
 - Need treatment
 - May be diagnosed by any qualified provider
 - Screened by BCCS provider for MBCC eligibility
- HHSC develops policy for and administers Medicaid for Breast and Cervical Cancer (MBCC) services. MBCC provides full Medicaid benefits to eligible women who have been diagnosed with breast or cervical cancer, including some pre-cancerous conditions. HHSC Centralized Benefit Services is responsible for determining final eligibility, an effective date of coverage and for notifying the client of their approval and Medicaid identification number. The earliest date presumptive eligibility may begin is the day after the client received a biopsy-confirmed qualifying diagnosis, but coverage cannot go back more than 90 days from the date of application submission. If a client has a question about their Medicaid benefits or wants to locate a Medicaid provider in their area, they can call the TMHP Medicaid Client Help Line at 1-800-335-8957.
- The BCCS Provider Portal includes information about the BCCS program and includes links to the policy manual and billing guideline. The Healthy Texas Women website has information about our services as well as provider resources and clinic locator. For further information you may visit these webpages, for questions please email. As mentioned earlier, it is important that CHWs continue to help navigate women to these needed services. The BCCS program thanks you for all your hard work in the community.

Agenda Item 6: Texas Association of Promotores and Community Health Workers (TAPCHW)

Ms. Garcia, chair, introduced Ms. Ashley Rodriguez, CCHW, CCHWI, CHW Committee Member to provide a presentation on the TAPCHW 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
- The TAPCHW membership has come a long way in a relatively short amount of time and are proud of membership renewals at 65 percent retention.
- Promoting statewide projects and opportunities for CHWs is how TAPCHW advocate for and support the workforce.
- 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.
- 2nd Annual Virtual Conference CHWs Moving Forward: Rest & Refocus – September 27th and 28th.
- Conference Networking Event "Our Voices Matter" Monday, September 27th.
- The TAPCHW supports local CHW Associations and Training Centers.
- 2021 TAPCHW attendee information was provided and shared positive feedback received.
- A snapshot of upcoming events hosted by TAPCHW include:
 - Health Literacy CE Series on November 5th.
 - Quarterly CE on November 19th.
 - Training Center Overview date to be determined.
 - 2022 Events: CEs, Conference, and New Projects.
- 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>.
- Described manifestations of Sickle Cell Disease.

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. Kim Bush, Sub-committee Chair, provided the workforce and employment update. Ms. Bush announced that the last sub-committee was held in October of 2020 and indicated that the next meeting is scheduled for November 5, 2021. She extended an invitation to members to join the subcommittee so they can come up with some fresh ideas for the subcommittee.

b. Communication and Outreach

Ms. Tasha Whitaker, Sub-committee Chair, provided the update on the communication and outreach sub-committee. Ms. Whitaker announced that the last sub-committee was held in August 18, 2021 and continue to work on a newsletter in efforts to highlight CHWs that have gone above and beyond during the COVID-19 pandemic. It's the subcommittee's hope to get it out before the end of the year.

c. Training and Certification

Dr. Carolina Gonzalez Schlenker, Sub-committee Chair, provided the update on the training and certification sub-committee. Dr. Gonzalez Schlenker announced that the subcommittee met on October 3, 2021. She indicated that the subcommittee has been working on this aspect of the effects promotores policy, SWS and the need to introduce the capacity and skills aimed to the trainings. The sub-committee plans to meet in January of 2022, and they will continue to pursue and develop an "Ethics of the Heart" training for CHW, with more information on the curriculum and progress to be provided at the next committee meeting.

Agenda Item 8: Committee Member Sharing

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

- Ms. Tasha Whitaker shared that the Parkland Health System outreach department is in full swing doing mammography screening events in Dallas County. A lot of RCHWR are providing the education for mammography's all month during October, but it is a service that is done year around. Flyers were developed and can be made available upon request. She also stated that in regions 2-3, the DFW CHW Association will be having their quarterly meeting Thursday, December the 9th, and extended an invitation to join.
- Ms. Ashley Rodriguez shared that the Texas Public Health that the abstracts are open for their 2022 Annual Education Conference and there will be Community Health Worker section. She stated if there were questions about the abstracts and or the process for getting involved, to reach out to her.
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- Ms. Minerva Garcia shared that the 2021 Border Conference was held on October 3-4 and they celebrated their 15th anniversary. She stated it was well received and that Dr. Carolina Gonzalez Schlenker presented at the conference and that everybody loved the presentation.

Agenda Item 9: Public Comment

Ms. Minerva Garcia, 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 10: Agenda items for next meeting

Ms. Minerva Garcia, Chair, opened the floor to discuss agenda items and meeting topics for the Friday, January 28, 2022 meeting.

Agenda Items Requested:

1. The next advisory committee meeting will be on January 28, 2022
2. ACCO announced that they would inform Mr. Frank Luera regarding the future platform for upcoming advisory committee meetings as soon as ACCO receives guidance from HHS leadership.
3. Committee member Dr. Schlenker wants to present: "Ethics of the Heart" curriculum with the committee.

4. Committee member Ashley Rodriguez wants to share a health proposal she is working on with the committee.

Agenda Item 11: Adjournment

Ms. Minerva Garcia, Chair, adjourned the meeting at 11:21 a.m.

Below is the link to the archived video of the October 29, 2021 Community Health Worker Advisory Committee meeting to view and listen for approx., two years from date meeting is posted and in accordance to 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 Agenda](#)