



**Promotor(a) or Community Health Worker
Training and Certification Advisory Committee
Approved Meeting Minutes
Thursday, January 16, 2025
10:00 a.m.**

Teams Live Events Virtual and Texas Department of State Health Services (DSHS),
Robert Bernstein Building, Room K-100, 1100 West 49th Street, Austin, Texas 78756

Agenda Item 1: Welcome and Introductions

Ms. Jometra Hawkins, Vice Chair, called the Promotor(a) or Community Health Worker Training and Certification Advisory Committee (CHWAC) meeting to order at 10:00 a.m. and welcomed members and attendees. Ms. Hawkins, Vice 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 is speaking. Ms. Hawkins, Vice Chair, introduced Ms. Jessica Arevalo to provide logistics, and call roll.

Ms. Jessica Arevalo, Advisory Committee Coordination Office (ACCO), Health and Human Services Commission (HHSC) read the logistical announcements and stated the meeting is conducted in accordance with the Texas Open Meetings Act. Neither pre-registered requests for public comment nor written public comments were received. Ms. Arevalo conducted the member roll call and announced that a quorum was not established. Agenda Item 2 will be skipped as it is a voting item unless more members join as the meeting progresses.

Table 1: The Community Health Worker (CHW) Advisory Committee member attendance at the CHW Advisory Committee Meeting on January 16, 2025.

MEMBER NAME	IN ATTENDANCE
Ms. Jessica Arriola	No
Ms. Minerva Garcia	No
Ms. Otila Garcia, Chair	Yes
Ms. Greg LaMay	Yes
Ms. Jometra Hawkins, Vice Chair	Yes

Ms. Monica Hughes	No
Ms. Belinda Flores	Yes
Ms. Roxana Lopez	Yes
Mr. Jose L. Rucobo	No

Ms. Hawkins, Vice Chair, asked the Department of State Health Services (DSHS) staff attending in person to introduce themselves – Ms. Raiza Ruiz, Manager, Community Health Workers and School Health Branch, Health Promotion Unit; Mr. Brett Spencer, Director, Health Promotion Unit; and Mr. Frank Luera, Program Coordinator, Community Health Worker Program.

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

Ms. Hawkins, Vice Chair, welcomed Ms. Ruiz to provide the updates.

Highlights included:

- CHW Core Competencies Enhancements fully effective by February 1, 2026, and implementation is currently in progress.
- DSHS does not have the capacity to interview all interested in participating. Focus groups are selected based on different lengths of certification, health service regions, and training provider type.
- DSHS Commissioner approved two CHW member positions and one higher education position. Appointees to serve terms ending August 31, 2027.
- CHW Program activities:
 - 8,662 Certified CHWs as of December 31, 2024.
 - Program still experiencing backlog due to increase of applications. Reminder to applicants to submit applications at least 120 days prior to expiration of certification.
 - Increase of applications due to certification courses offered through high schools. Currently 64 school districts offering certification courses.
 - 664 Certified CHW Instructors (CHWI) as of December 31, 2024.
 - 7 curriculums under review, totaling 7.25 credit hours. 16 new curriculums totaling 41.5 credit hours were approved between October 1 and December 31, 2024.

Ms. Belinda Flores announced that she has joined the meeting.

Agenda Item 2: Consideration of October, 30, 2024, draft meeting minutes (Part 1 of 2)

Ms. Hawkins, Vice Chair, reminded members that the October 30, 2024, draft meeting minutes were provided and asked for any edits or comments to the minutes. Ms. Hawkins, Vice Chair, requested a motion to approve the minutes as presented.

MOTION:

Ms. Arevalo conducted a roll call vote of the committee members. With a unanimous vote of the committee, five approvals, no disapprovals, and no abstentions, the motion has passed.

Agenda Item 4: Texas Tech University Presentation on Community Health Worker Training Program: A Health Resources and Service Administration (HRSA) Funded Project

Ms. Hawkins, Vice Chair, welcomed Ms. Monica Garcia, Assistant Director, Navigation Programs, Texas Tech University to provide the presentation.

Highlights included:

- One of six sites in Texas that received funding from HRSA to provide CHW training at various levels.
- Initiative was a collaboration between the Schools of Health Professions, Medicine, and Nursing at Texas Tech University.
- The CHW Training Program (CHWTP) objectives are Expansion, Extend and Upskill, and Employment.
 - Expansion: 135 newly certified CHWs. New cohort started this week. A stipend is provided but participants must be engaged 40 hours per week (10 hours of online course work, 30 hours of on-the-job training).
 - Extend and Upskill: training 45 existing CHWs. Upskilling program ensures participants receive Public Health education and equals to about 50 hours of continuing education (CE) hours. Stipend is also provided to cover tuition and the balance of the stipend is provided at completion of the program based on performance.
 - Employment: Apprenticeship programs throughout Lubbock, TX and one site in Longview, TX. Eleven apprentices completed and about 15 in progress.
- Impact stories from participants were shared.

Discussion

- Requirements to participate in the program other than dedicating 40 hours: no formal education or professional licensures, US residents or US Visa that will allow for participation.
- Participants are referred from organizations; some apply on their own. The program shares their information through email and through the Texas Association of Promotores and CHW (TAPCHW) and West Texas CHW and Promotores Association.
- The hybrid program consists of online sessions held through Zoom and Canvas and in-person service learning.
- Support received to continue the apprenticeship program when the current apprentices are done.

Agenda Item 5: Health and Human Services Commission Presentation on CHWs and Medicaid Reimbursements

Ms. Hawkins, Vice Chair, welcomed Ms. Jennifer Daniels, Manager, HHSC Medical and Dental Benefits Policy, and Ms. Kriselda Tello, Program Specialist, HHSC Medical and Dental Benefits Policy to present on CHWs and Medicaid Reimbursements.

Highlights included:

- Overview to implement House Bill (HB) 1575, the 88th Legislative Session.
- Doulas and CHWs will be new providers that can deliver Children and Pregnant Women (CPW) services.
- HHSC is strengthening requirements for how Medicaid Managed Care Organizations (MCOs) coordinate CPW services among members. MCO must ensure reimbursement to CPW provider for services without duplicating payments the MCO receives from HHSC for the same purpose.

- Outreach and Training: inform CHWs and Doulas of new CPW case management opportunities. CPW training required to enroll in Texas Medicaid.
- Revised CPW training is now available online and CPW provider case management training is self-paced beginning October 2024.

Discussion:

- There are no costs associated with the training. Send an email to AskCM@hhs.teas.gov for details about the enrollment process.

Agenda Item 6: Advisory subcommittee updates

Ms. Hawkins, Vice Chair, provided an overview of the discussion on October 30, 2024 regarding sub-committee statuses and reminded members that each subcommittee can have up to four members and three non-members and cannot have a quorum in any subcommittee. Please notify committee liaison, Mr. Luera, if interested in joining.

Highlights included:

- Current subcommittees:
 - Workforce Solutions and Employment Opportunities Subcommittee
 - CHW Training and Certification subcommittee
 - Communications and Outreach subcommittee
- Suggestion to keep CHW Training and Certification subcommittee active due to changes to core competencies.
- Suggestion to place Workforce Solutions and Employment Opportunities subcommittee on standby.
- Suggestion to keep the Communication and Outreach subcommittee active as it is vital resource to send communication to CHWs.
- Subcommittees are driven by members and participation is needed to keep them active.
- The chairs of the CHW Certification and Training subcommittee, and Workforce Solutions and Employment Opportunities subcommittee, ended their CHWAC terms in December 2024. New chairs are needed if they stay active.
- Ms. Hawkins, Vice Chair, requested a motion to place Workforce Solutions and Employment Opportunities subcommittee and CHW Training and Certification subcommittee on standby.

MOTION:

Ms. Arevalo conducted a roll call vote of the committee members. With a unanimous vote of the committee, five approvals, no disapprovals, and no abstentions, the motion has passed.

Discussion:

- Ms. Belinda Flores has volunteered to chair the Communications and Outreach subcommittee. Mr. LaMay has confirmed to continue as a member of the subcommittee. Ms. Lopez and Ms. Garcia, Chair, have volunteered to join the subcommittee.

Agenda Item 7: Committee member sharing

Ms. Hawkins, Vice Chair, opened the floor for members to share information from their region.

Highlights included:

- Corpus Christi started a CHW association that has held two meetings. Association name and leadership of the association will be voted on soon.

- TAPCHW has a new president. Abilene, TX has a new CHW group that will be hosting a summit on February 28, 2025.
- South Texas Promotoras Association (STPA) initiated a maternal health project in collaboration with University of Texas Rio Grande Valley (UTRGV). Updates will be provided at the next meeting.
- Region 5/6 – African American Health Coalition will be hosting the State of African American Health Power Summit 25. Health education supporting the African American community. Information can be found on Eventbrite by searching African American Health Coalition. Registration is \$5.00.

Agenda Item 8: Public comment

Ms. Hawkins, Vice Chair, opened the floor for public comment. Ms. Arevalo announced that there no pre-registered requests for comments and no written comments were received. None on-site for public comments.

Agenda Item 9: Agenda items for next meeting

Ms. Hawkins, Vice Chair, asked for suggestions for the next agenda items and announced the next CHWAC meeting is scheduled for April 15, 2025.

- STPA - maternal health project.
- Project Vida, El Paso – mental health project. Information will be sent to Mr. Luera.
- TAPCHW upcoming items and CHW Day.

Agenda Item 10: Adjourn

Ms. Hawkins, Vice Chair, thanked all in attendance for joining the meeting. The meeting adjourned at 11:26 am.

Below is the link to the archived video of the January 16, 2025, Community Health Worker Advisory Committee meeting to view and listen for, 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.](#)