



**Promotor(a) or Community Health Worker
 Training and Certification Advisory Committee**
Approved Meeting Minutes
Monday, July 22, 2024
10:00 a.m.

Agenda Item 1: Welcome and Introductions

Ms. Otila Garcia, 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. 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 is speaking. Ms. Garcia, 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. The agenda will continue to Item 3. If additional members join and a quorum is established, the meeting can return to Item 2 for the consideration of the minutes.

Table 1: The Community Health Worker (CHW) Advisory Committee member attendance at the CHW Advisory Committee Meeting on April 22, 2024.

MEMBER NAME	IN ATTENDANCE
Ms. Jessica Arriola	No
Ms. Belinda Flores	No
Ms. Minerva Garcia	No
Ms. Otila Garcia, Chair	Yes
Ms. Jometra Hawkins, Vice Chair	No
Ms. Monica Hughes	Yes

Ms. Greg LaMay	Yes
Ms. Roxana Lopez	Yes
Mr. Jose L. Rucobo	Yes

Ms. Garcia, 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. Garcia, Chair, welcomed Ms. Ruiz to provide updates to the committee.

Highlights included:

- CHW Program policy pending DSHS leadership review and approval which includes the exceptions for military service members and spouses that were authorized in Senate Bill 422 in the 88th Legislative Session of 2023.
- 2023 CHW Annual Report is now published on the DSHS program website. An overview will be provided later in the meeting.
- DSHS is preparing to accept applications for three CHWAC members. Announcements will be sent when call for applications are posted. Term begins January 1, 2025, to August 31, 2027.
- Ms. Ruiz provided an update on recent activity in the CHW program with focus on the first quarter of 2024 which includes certifications, applications received, application types, and curriculums under review and newly approved.
 - Influx of applications received in April 2024 (1,581). Reminder to stakeholders: longer processing times are expected due to the increased workload.
 - Majority of the training applications between April and May 2024 are from high school students.

Ms. Arevalo announced that Mr. Greg LaMay has joined the meeting virtually. Mr. LaMay provided a brief introduction of himself. With the attendance of Mr. LaMay, a quorum was established. The meeting can proceed with Item 2.

Agenda Item 2: Consideration of April 22, 2024, draft meeting minutes

Ms. Garcia, Chair, welcomed Ms. Arevalo who reminded members that the April 22, 2024, draft meeting minutes were provided and asked for any edits or comments to the minutes. Ms. Arevalo requested a motion to approve the minutes as presented.

MOTION:

Mr. LaMay motioned to accept the draft minutes as presented, seconded by Ms. Lopez. 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: 2023 CHW Annual Report

Ms. Garcia, Chair, welcomed Ms. Ruiz to provide the CHW Annual Report.

Highlights included:

- The data presented have been extracted from the DSHS Regulatory Automated System (RAS) and VERSA database. Ms. Ruiz recognized the CHW program staff who prepared the report – Ms. Beatrice Smith, Mr. Frank Luera, and Ms. Monica Maldonado.
- Brief background of the CHW Annual Report and criteria that is tracked to evaluate program implementation.
- Certified CHWs – certification is received through a certified course of at least 160 hours or verification of at least 1,000 hours of CHW experience demonstrating the eight core competencies. 64% increase in certified CHWs between 2019 (3,955) and 2023 (6,493) and 32% increase between 2022 (4,909) and 2023 (6,493). The increase of CHW certification courses provided by certified training programs has contributed to the growth of certified CHWs.
 - In 2023, DSHS approved culturally relevant continuing education (CE) courses for CHW and CHW Instructors (CHWIs) and CHW roles in different areas of health.
 - Newly Certified CHWs - 2,832 graduated from CHW initial certification courses in 2023, a 94% increase from 2022 (1,462). Some graduates do not apply for certification while other graduates may apply after December 31, 2023, which were not counted in the report for 2023. Initial certification courses and graduates by county can be found in Appendix A of the report.
 - Certified CHW Demographics – about 87% were female (5,651) and 13% were male (842).
 - CHW Certification Renewals – must be renewed every two years. Steady increase in renewals from 2019 (33%) through 2022 (52%). However, the rate declined between 2022 (52%) and 2023 (44%).
- Certified CHWIs – certification is received through a certified course of at least 160 hours or verification of at least 1,000 hours of CHW experience providing training to CHWs, health care professionals, or paraprofessionals. 26% increase in certified CHWIs from 2022 (465) to 2023 (588), and 109% increase from 2019 (282) to 2023 (588). The increase of CHWI certification

courses provided by certified training programs has contributed to the growth of certified CHWIs.

- Newly Certified CHWIs – 25% increase of newly certified CHWIs from 2022 (140) to 2023 (175). 99 graduated from CHWI initial certification courses in 2023, a 14% increase from 2022 (87).
- Certified CHWI Demographics – about 87% were female (514) and 13% were male (74).
- CHWI Certification Renewals – must be renewed every two years. Renewal percentages have fluctuated between 2019 and 2023.
- Certified Training Programs – a list of approved certified training programs can be found on the DSHS CHW Program website. Certified training programs have expanded their availability of initial certification courses and CE for CHW and CHWIs. As of December 31, 2023, there were 60 certified training programs in Texas. Trainings in locations other than the primary and distance learning and have been implemented in several programs to reach CHWs in rural areas.
 - CHWs - 406 in-person and distance learning opportunities, totaling 1,108 DSHS-certified hours for CE. 15,220 unduplicated participants, including non-certified CHWs and professionals working in fields with CHWs have attended.
 - CHWIs – 81 in-person and distance learning opportunities, totaling 262 DSHS-certified hours for CE. 860 certified CHWIs attended.
- Community Mapping – a state map was presented showing certified CHWs by county of residence. As of December 31, 2023, there were 6,493 certified CHWs in 168 counties. Another state map was presented showing certified CHWIs by county of residence. As of December 31, 2023, 588 certified CHWIs in 76 counties.
- A summary of the numbers of CHWs and efforts of the CHW Program was provided as well as a reference link to the annual report. [2022 CHW Annual Report \(texas.gov\)](https://www.dshs.texas.gov/CHW/2022-Annual-Report)

Agenda Item 5: Updates on HB 1575 and the Texas Association of Promotores & Community Health Workers (TAPCHW) March Meeting

Ms. Garcia, Chair, welcomed Ms. Roxana Lopez, CHWI, CHW, to provide the updates.

Highlights included:

- An overview of House Bill 1575 was provided.
- The initial meeting was an informational meeting that included TAPCHW leadership, DSHS leads, funders, Texas Association of Health Plans and Managed Care Organization (MCO) representatives to discuss the role of CHWs.
- Summary of the TAPCHW March meeting such as meeting objectives, foundations and representatives in attendance, minutes, and next steps which include:

- Training center calls are set up
- Process of becoming a part of the Children and Pregnant Women (CPW) Case management – contact local MCO. MCO will screen the CHW to see if they are fit for the role then the CHW must take a training through Texas Health Steps on Case Management. Then, a 3-day, 8-hour training for Case Management for CPW for all case managers.
- Opportunity for CHWs to provide an informal comment on the draft rules. Comments were submitted. Unsure when formal comments will be given.
- Next steps: Advocate, educate, and update CHWs. Collaborate and discuss.
- Breaking Down the Silos TAPCHW Conference, September 18, 2024, in Houston, TX. Options in conference to obtain CE.

Agenda Item 6: Familias Triunfadoras and CHWs on the Texas-Mexico Border

Ms. Garcia, Chair, welcomed Ms. Maria Ortiz, CHWI, Executive Director, Familias Triunfadoras to provide more information about the organization.

Highlights included:

- Overview of the organization- Familias Triunfadoras is a community-based non-profit organization 501C 3 with focus on the rural communities in the border area of El Paso, Texas and Ciudad Juarez, Mexico.
- Type 2 is a serious public health problem in this region. Ms. Ortiz provided some background and demographic information of the region.
- The organization has trained and certified 740 CHWs providing at least 1,000 volunteer hours of social services, and complete 160 hours of training in the eight core competencies. Some CHWs also carry The Path Towards Good Health, an educational program.
- The organization's alliance with DSHS allows them to develop quickly to reach more CHWs and communities.

Discussion

Commendations for the large number of CHWs trained and receiving experience through the Familias Triunfadoras organization. Are CHWs applying based on training or experience? The amount of CHWs presented have been certified since 2011. The organization prefers their CHWs to have hours in both experience (as volunteering) and in training to be able to give the correct information to the community on a range of topics.

Agenda Item 7: Advisory subcommittee updates

Ms. Garcia, Chair, reminded and encouraged members who are not yet part of a subcommittee to join at least one. Each subcommittee may have up to 4 members and 3 non-members. There are openings in the CHW Training and Certification subcommittee.

Highlights included:

A. Workforce Solutions and Employment Opportunities Sub-Committee

Dr. Monica Hughes, Member, Workforce Solutions and Employment Opportunities Sub-Committee, offered to present a summary of the last meeting she had attended.

Highlights included:

- Discussed the need for micro-credentialing opportunities for CHWs with the focus on identifying workforce issues and solutions through a survey.
- Brainstorm ideas for advancing the community health workforce. The group will research information to determine the committee's goals.

B. Communication and Outreach Sub-Committee

Mr. Rucobo, Member, Communication and Outreach Sub-Committee, does not have any updates.

C. CHW Training and Certification Sub-Committee

Ms. Garcia, Chair, Member, CHW Training and Certification Sub-Committee, does not have any updates.

Agenda Item 8: Committee member sharing

Ms. Garcia, Chair, opened the floor for members to share information from their regions including best practices, exciting news, or projects.

Highlights included:

- The Northeast Texas CHW Coalition Annual Conference will be held in Tyler, Texas from July 25, 2024, through July 26, 2024. Please contact Mr. LaMay for interest in joining the conference.
- The South Texas Promotores Association (STPA) will be having the Get It D.O.N.E 2024 Annual Conference in South Padre Island, Texas from October 6, 2024, through October 7, 2024.
- STPA has been working in collaboration with the University of Texas Rio Grande Valley (UTRGV) to integrate artificial intelligence (AI) and Promotores de Salud to address mental health. Ms. Garcia, Chair, would like STPA to present more about this project at the next meeting.

Agenda Item 9: Public comment

Ms. Garcia, 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 10: Agenda items for next meeting

Ms. Garcia, Chair, announced the next CHWAC meeting is scheduled for October 30, 2024, and asked for suggestions for the next agenda items.

- **Ms. Garcia, Chair, will provide Mr. Luera with the contact information of the UTRGV representative for the next meeting.**
- Ms. Lopez suggested providing more information about the different sub-committees. **Mr. Luera will create a summary of each sub-committee and send it to the committee members and non-committee members.**

Agenda Item 11: Adjourn

Ms. Garcia, Chair, thanked all in attendance for joining the meeting and adjourned the meeting at 11:24 am.

Below is the link to the archived video of the July 22, 2024, Community Health Worker Advisory Committee meeting to view and listen for approximately, 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.](#)