



**Promotor(a) or Community Health Worker
Training and Certification Advisory Committee
FINAL DRAFT Meeting Minutes
Friday, October 28, 2022
10:00 a.m.**

Teams Live Events Virtual and Moreton Building. Public Hearing Room M-100, First Floor, 1100 West 49th Street, Austin, Texas, 78756

Agenda Item 1: Welcome and Introductions

Ms. Minerva Garcia, Chair, called the meeting to order at 10:07 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 Moreton M100 Public Hearing Room. Mr. Chacón called roll and asked each member to briefly introduce themselves. A quorum of members was established with only one member not in attendance.

Table 1: Promotor(a) or Community Health Worker (CHW) Training and Certification Advisory Committee October 28, 2022, meeting attendance.

MEMBER NAME	IN ATTENDANCE
Ms. Jessica Arriola	Yes
Ms. Minerva Garcia	Yes
Dr. Carolina Gonzalez Schlenker	Yes
Ms. Monica Hughes	Yes
Ms. Marlen Ramirez- joined at 10:21 a.m.	No
Ms. Ashley Rodriguez	Yes
Mr. Jose L. Rucobo	Yes
Dr. Elizabeth M. Vaughan-Cardenas	Yes
Ms. Tasha Whitaker	Yes

Ms. Garcia, Chair, asked the Department of State Health Services (DSHS) staff to introduce themselves. Mr. Frank Luera, and Ms. Raiza Ruiz, and Brett Spencer introduced themselves to the committee.

Agenda Item 2: Consideration of April 29, 2022 and July 29, 2022, draft meeting minutes

Ms. Minerva Garcia, Chair, announced that the April 29, 2022 and July 29, 2022 minutes were provided to members and for them to locate them in the electronic packets. Ms. Garcia asked for any edits or comments to either sets of minutes. Hearing none, Ms. Garcia asked for a motion to accept the minutes as presented.

MOTION:

Dr. Carolina Gonzalez Schlenker made the motion to accept both sets of minutes as presented with a second from Ms. Monica Hughes. Mr. John Chacón conducted a roll call vote of the committee members. With a unanimous vote of the committee, eight approvals, no disapprovals, and no abstentions, the motion carried.

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

Ms. Garcia, chair, introduced Ms. Raiza Ruiz, DSHS, Manager, Community Health Worker and School Health Branch to provide an update to the committee.

Highlights of updates included:

- DSHS Updates
 - The Texas Department of State Health Services Commissioner, Dr. Hellerstedt retired on September 30, 2022. He served in this role since January 2016.
 - Dr. Jennifer Shuford is now serving as interim commissioner.
 - The job posting for the Administrative Assistant position with the Community Health Worker Training and Certification Program closed on 10/21. Management is currently screening applications and interviewing and hopes to fill the vacancy soon.
- Substance Abuse and CHWs
 - The CHW Program has been invited to participate in a collaborative meeting on November 9, 2022, between the Health and Human Services Commission and the Texas Department of State Health Services Texas Targeted Opioid Response (TTOR) team. Holding this monthly meeting is one of the initiatives in the DSHS Action Plan to Address Substance Use.
 - Substance use is a complex problem with devastating and lasting effects. Given the current increase in overdose deaths due to fentanyl and other opioids, DSHS took this opportunity to highlight some DSHS certified trainings related to substance abuse.
 - The DSHS CHW Program has certified various training curriculums on this topic, including:
 - Introduction to Opioid Use Disorder for CHWs, by South Coastal Area Health Education Center Program.
 - Project ECHO Opioid Addiction Treatment Intro for CHWs, by South Coastal Area Health Education Center Program.
 - Co-occurring Substance Use and Behavioral Health Disorders for CHWs, by South Coastal Area Health Education Center Program.
 - The Opioid Abuse Epidemic: The roles CHWs can play, by West Texas Area Health Education Center Program.
 - Addiction, by West Texas Area Health Education Center Program.
 - DSHS encourages CHWs to look for those training opportunities. You may find the contact information for the training centers on the DSHS website.

- Letter of Support
 - The DSHS Health Promotion and Chronic Disease Prevention Section provided a letter of support for Tarleton State University's Rural Communication Institute (RCI)'s proposal for funding from the Health Resources and Services Administration (HRSA-23- 030).
This proposal is to expand the infrastructure and capacity building initiatives to serve older adults in the rural and historically underserved areas of Texas through Community Health Workers (CHWs). RCI will establish a Rural Public Health Center at the main campus of Tarleton State University in Stephenville, Texas and seeks to establish a DSHS-certified training center focusing on developing rural and geriatric health curriculum to integrate in the formal training of CHWs to positively impact the health outcomes of the adults in the rural areas of Texas. With this approach, CHWs will have more tools in their toolbox when acting as a liaison between community members and providers and addressing disparities concerning rural older adults' health.

- Advisory Committee Vacancies
 - The Department of State Health Services is currently accepting applications for membership on the Promotor(a) or Community Health Worker Training and Certification Advisory Committee (CHW Advisory Committee) for the following positions:
 - One (1) certified promotor(a) or CHW
 - One (1) public member
 - One (1) professional working with promoters or CHWs in a community setting.
 - A CHW or Promotor(a) member must be currently certified by DSHS as required by Texas Administrative Code §§146.1-146.8.
 - The deadline to apply is November 8, 2022.
 - This information and instructions to apply are posted on the website. If more information is needed or any questions, please contact Frank Luera, Frank.Luera@dshs.texas.gov

- 2023 Meeting Dates
 - The meetings dates for 2023 have not been set yet. Committee members will be notified when the dates are confirmed.

Agenda Item 4: Election of Presiding and Assistant Presiding Officers

Ms. Garcia, chair introduced Mr. John Chacón to review election procedure. Mr. Chacón reviewed the Officer Election Procedures and offered the opportunity to members to ask questions prior to the motion to adopt the procedure.

MOTION

Ms. Monica Hughes made motion to adopt the Officer Election Procedure, with a second from Dr. Elizabeth M. Vaughan-Cardenas. With it being a unanimous vote for approval, the motion carried.

Agenda Item 4 Cont'd: Consideration of Officer Election Procedure and Election of officers

Mr. Chacón read the nominations for Presiding Officer received by the program area email prior to the meeting. Ms. Minerva Garcia, self-nominated and Ms. Ashley Rodriguez, self-nominated. Mr. Chacón asked the two nominees if they accepted the nomination, then called for any additional nominations from the floor for Presiding Officer. Hearing none, Mr. Chacón asked Ms. Garcia to provide her qualifications to serve as presiding officer followed

by Ms. Ashley Rodriguez informing members of her qualifications. Mr. Chacón called for a vote of each member to announce their candidate of choice.

VOTE

With five (5) votes for Ms. Minerva Garcia and four (4) for Ms. Ashley Rodriguez, Ms. Garcia was reelected to serve as presiding officer for the Promotor(a) or Community Health Worker Training and Certification Advisory Committee

Mr. Chacón announced no nomination were received for the assistant presiding officer prior to the meeting and opened the floor up for nominations. Ms. Ashley Rodriguez, self-nominated. Mr. Chacón then called for any additional nominations from the floor for assistant presiding officer, hearing none he closed the nominations to a single nominee. Mr. Chacón called for a motion to elect Ms. Ashley Rodriguez by acclamation

MOTION

Ms. Minerva Garcia made the motion with Ms. Tasha Whitaker seconding the motion to elect Ms. Ashley Rodriguez as the assistant presiding officer for the Promotor(a) or Community Health Worker Training and Certification Advisory Committee. With unanimous vote of the committee Ms. Ashley Rodriguez was elected as assistant presiding officer for the Promotor(a) or Community Health Worker Training and Certification Advisory Committee.

Agenda Item 5: Update from Texas Association of Promotores & Community Health Workers

Ms. Garcia, chair, introduced Ms. Ashley Rodriguez, CCHW, CCHWI, President of the Board of Directors to provide a statewide update on the Texas Association of Promotores & Community Health Workers and referenced a PowerPoint titled "Texas Association of Promotores & Community Health Workers".

Highlights of the update included:

- Ms. Rodriguez provided a brief history that began in 2015 and listed key milestones.
 - Official Launch – 2019
 - 1st Conference – 2020
 - Training Center Launch – 2021
 - Ability to offer 30 Continuing Education hours (CE) – 2021
- Statewide Partnerships to advocate for the Workforce.
- Local association calls and training center calls monthly
- Findings from the 3rd annual conference
 - Number of Participants were low – perhaps due to widely available CEUs around the state.
 - Location not convenient
 - Timing – other conferences offered prior to the 2022 conference
 - There was low participation in Spanish classes
 - Umemba Health training center taught a CEU

Agenda Item 6: Update from South Texas Promotores Association

Ms. Garcia, chair, introduced Ms. Otila Garcia to present members with an update on the South Texas Promotores Association

- The South Texas Promotores Association is a nonprofit organization composed by over 500 members that provide services to the South Texas border communities.
- Able to address the social determinants of health by providing support to communities by connecting them with social services.

- Mission: To improve lives through training, health education, advocacy, collaboration, and service.
- Vision: South Texas Promotores Association envisions to have healthier families along the South Texas Border communities by supporting and advocating for vulnerable populations.
- Events and Activities
 - Billboards placed in strategic areas
 - Flipcharts (700) in regards to vaccines
 - Pretty in Pink event - class on May 21st, 2022. More than 120 Promotores
 - Back to School Events
 - The Get It D.O.N.E. Annual Conference addresses Diabetes and Obesity prevention and management. This year was the 16th anniversary conference.
 - Educating and providing vision screenings.
 - Promotores without Borders
- Outreach Strategies include:
 - Health Fairs
 - Presentations
 - Informational Booths
 - Flea Markets
 - Drive Through
 - Faith Based Organizations
 - Businesses
 - Digital Outreach

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. Communication and Outreach

Ms. Tasha Whitaker, Sub-committee Chair, provided the update on the communication and outreach sub-committee.

 - Ms. Whitaker noted that the subcommittee had difficulties in meeting but had communicated via email. Ms. Whitaker updated the committee on discussions that were via email.
 - Promotion of actual vacancies. Talk of any graphics that can be used in order to send out to those that serve on the committee to promote the advisory committee and those vacancies when they come up. There may be social media graphics that can be created so that those that are serving, are able to share on social media so that it's more readable and aesthetically pleasing to those who are interested in serving.
 - Ms. Whitaker is hopeful that the newsletter will be coming out again.

- b. Training and Certification

Dr. Carolina Gonzalez Schlenker, Sub-committee Chair, provided the update on the training and certification sub-committee.

 - Dr. Carolina Gonzalez-Schlenker spoke about C3 competencies
 - There is a proposal to introduce an extra core competency in Texas
 - Dr. Carolina Gonzalez-Schlenker wishes to present "Ethics of the Heart" presentation to the committee

- c. Workforce Solutions and Employment Opportunities
Ms. Ashley Rodriguez, Sub-committee member, provided the Workforce and Employment update.
- Ms. Rodriguez reported that the sub-committee had not had a chance to meet
 - Committee member, Marlen Ramirez will join this subcommittee

Agenda Item 8: Committee Member Sharing

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

Ms. Minerva Garcia, South Texas Promotor(a)'s

- Annual SPI conference held in early October
- Health fairs
- Donation of Turkeys in the communities

Dr. Carolina González Schlenker, San Antonio

- One of their Promotores work became a publication in the Annuals of Family Medicine and the impact on diabetes was tremendous. He made the National News.

Ashley Rodriguez, Region 2 & 3

- Ms. Rodriguez shared Region 2 & 3 hosted a statewide CHW Employer Forum in partnership with the Texas Association of Promotores & Community Health Workers (TAPCHW) and other local associations.
- The forum was hosted in July and August to educate employers about CHWs and give them a chance to ask questions.
- Four session recordings will be posted online.

Agenda Item 9: Public Comment

Ms. Minerva Garcia, Chair, opened the floor for public comment. Mr. John Chacón announced that no one pre-register for public member and there was no one in the Public Hearing Room to provide Public Comment.

Agenda Item 10: Agenda items for next meeting

Ms. Minerva Garcia, Chair, announced that the next meeting date was to be determined and Mr. Luera would send out an email once the meeting date is confirmed.

Agenda Item 11: Adjournment

Ms. Minerva Garcia, Chair, thanked all in attendance for joining in and adjourned the meeting at 11:44 a.m.

Below is the link to the archived video of the October 28,2022 Community Health Worker Advisory Committee meeting to view and listen for approx., 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](#)