



**Promotor(a) or Community Health Worker  
 Training and Certification Advisory Committee  
 APPROVED Meeting Minutes  
 Friday, January 28, 2022  
 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 January 28, 2022 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                   | No            |
| 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. Eric Owens 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. Owens called roll and asked each member to briefly introduce themselves. A quorum of members was established with only one member not in attendance.

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

## **Agenda Item 2: Consideration of October 29, 2021, draft meeting minutes**

Mr. Eric Owens asked members to review the October 29, 2021 minutes and provide any needed edits. Mr. Owens then requested a motion to approve the October 29, 2021 minutes provided to members.

**MOTION:** Ms. Kim Bush made a motion to approve the October 29, 2021 meeting minutes as presented. Ms. Linda McMurry second the motion. The Committee members unanimously approved the October 29, 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:

- Staff Departure – Ms. Samantha Tello, PS II with DSHS is now employed with HHSC.
  - Position will be posted on the on DSHS site in very near future
  - Mr. Spencer will send a link to the posting to members who would like to share with interested candidates
- The CHW Program Staff are Back In-Office
  - Transition Complete
  - In early February, we expect to begin resume sending certification approval packets to replace current digital letters
  - Program staff now have new telework schedules
  - Operations should still be seamless whether staff is in the office or working remotely.
- Appointment of Advisory Committee New Members
  - Ms. Beatrice Smith has received applications to fill current vacancies.
  - Three Vacancies; 2 CHW positions and 1 Higher Education position
  - Received:
    - 13 applications for the CHW positions and
    - 7 applications for the Higher Education position
  - Applications are currently being reviewed by the scoring team.
- 2022 Advisory Committee Meetings Format
  - The hybrid format appears to be working. 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,
  - October meeting ran smoothly with support from ACCO,
  - We appreciate everyone's cooperation and patience.
- Remaining 2022 Meeting Dates
  - Dates are set for:
    - April 29th
    - July 29th
    - October 28th
  - All meetings will be 10:00 – 12:30,
  - You should all have meeting invitations for these meeting times on your calendar

#### **Agenda Item 4: Ethics of the Heart Presentation - University of Texas Health Science Center – San Antonio**

Ms. Garcia, chair, introduced Dr. Carolina González Schlenker, MD, MPH to provide a presentation on a proposal to illuminate, recognize, and foster promotores/CHWs' contribution to quality care in healthcare and public health and referenced a PowerPoint titled "Ethics of the Heart". Highlights of the presentation included:

- What is being proposed?
  - The addition of an ethics component to promotores/CHWs list of competences required for state certification.
- What are the competencies to be achieved by promotores/CHWs?
  - To effectively articulate to themselves and to others, the nature of the moral engagement they establish with those they care about that results in earning their trust.
  - To sustain their moral engagement and their trust-building tasks in the context of their employment.
  - To produce valuable information for the improvement of quality of care in healthcare and public health.
- Why are the proposed competencies necessary?
  - The ethical frameworks currently being utilized by those employing promotores/CHWs are insufficient to solve the moral dilemmas they face in their work.
- The following were the themes presented to illustrate the ethics component:
  - Our lives are stories braided in a cultural context
  - Health under an insufficient ethical framework
  - Information in trust and distrust and care ethics
  - Salutogenesis and
  - life's organizing principle
  - Braiding vectors, disconnection repairs, and transformative learning
  - Nosotros, a unit of trust
  - Visions of Community and Sustainability
  - Valuable information and data capture
- CONSTITUTION OF 9-MEMBER AD HOC ETHICS COMMITTEE include:
  1. Dr. Carolina González Schlenker, MD MPH, Training and Certification Subcommittee Chair
  2. Ethics academic expert
  3. Healthcare promotor/CHW employer representative
  4. Public health promotor/CHW employer representative
  5. Research promotor/CHW employer representative
  6. DSHS representative
  7. Promotor(a)/CHW instructor at large
  8. Two (2) Promotor(a)/CHW at large

Dr. Carolina Gonzalez Schlenker requested an action for the acceptance of the general proposal presented.

**MOTION:** Ms. Ashley Rodriguez made a motion to approve the acceptance of the general proposal presented with amendment to add one additional ad-hoc Promotor(a) CHW at large member. Ms. Minerva Garcia, Chair, seconded the motion. This additional ad-hoc member would bring the membership to nine members thus preventing a split vote when voting on an action item. The committee further discussed the confirmation that the synthesis on core competencies would be disseminated at the community level. The Committee members unanimously approved the acceptance of the general proposal presented with amendment to add one additional ad-hoc Promotor(a) CHW at large member by roll call vote with eight approves, no disapproves, and no abstentions.

## **Agenda Item 5: Statewide update - 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 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
  - Offered 29+ CE hours in 2021
  - 20+ CE Hours already planned for 2022
  - 10+ Projects in the works currently
- Projects and Partnerships; Promoting statewide projects and opportunities for CHWs is how the Association advocates for and support the workforce. Opportunities are limitless!
- 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](mailto:info@tapchw.org).
- A snapshot of upcoming events hosted by TAPCHW include:
  - Quarterly Membership Meeting on February 18, 2022
  - Health Literacy CE Series on March 4, 2022
  - CHW Employer Forum in April 2022
  - CHW's Role in Preparedness date to be determined
  - Training Center Overview date to be determined; and
  - Many More Projects and CE Events throughout 2022
- 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](http://www.tapchw.org), [www.facebook.com/tapchw/](https://www.facebook.com/tapchw/), or join at <https://www.tapchw.org/membership>.

## **Agenda Item 6: 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 the subcommittee has met three times since the last quarterly committee meeting. The committee met in November, December, and January. According to Ms. Bush, the committee has been discussing Job Notification Initiative and how to best support CHW's around the state. The committee has come up with several thoughts and ideas. As well as who may be able to take on or man this task. Some of the ideas include a job bank, a web page, a job site, or even using a professional job site such as Indeed™. The committee has not decided on a significant conclusion at this time.

- Ms. Bush requested feedback or other information from the committee that would be helpful in making decisions and moving forward.
- Ms. Bush discussed job notification options such as postings and alerts. She acknowledged there are still jobs with the CHW community in which people are unaware of despite posting efforts. The floor was opened for input or suggestions for posting CHW jobs in which workers may not know about.
- Ms. Bush stated by the next meeting; scheduled for April 5<sup>th</sup>. Ms. Bush hopes to finalize recommendations.
- Ms. Ashley Rodriguez discussed the training call center in which the broad suggestion was made to work closely with local Workforce Solutions across the state. Ms. Rodriguez acknowledged that not everyone uses Texas Workforce Solutions which is why the association is looking to push the repository idea at the local level and looking into other options such as Indeed™. The creation of a CHW job repository at the state level is not feasible as it would be difficult to maintain.
- Ms. Bush indicated various reasons such as email alert going to spam folders, employers not getting the right applicants are some of the reasons a special mechanism is needed to guide employers to finding CHW applicants.
- Ms. Marlen Ramirez suggested using social media to fill CHW job vacancies. Ms. Bush acknowledged the subcommittee considered social media. The questions remain as to who would be responsible for maintaining the webpage. Ms. Bush also said one of the biggest challenges is matching the right CHW with the right job. Some positions require certification prior to employment. CHW jobs can be found on sites like Indeed™.

#### b. Communication and Outreach

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

- Ms. Whitaker indicated the committee has not been able to meet because of illness of various members. The subcommittee did communicate by email to discuss items they would like to include in a newsletter. The committee had hoped to get the newsletter letter out this past fall but were not able to do so. Ms. Whitaker wants to share with Ms. Bush and the committee items they wish to include in the newsletter. Based on feedback, resources for grief and opportunities for professional development. Ms. Whitaker asked committee members to let her know if there were other community events or resources to include in the newsletter.

#### c. Training and Certification

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

- Dr. Schlenker reminded committee members building trust for Promotoras CHW is difficult if they do not have the institutional backing. Dr. Schlenker emphasized the importance of having dialogue with employers emphasizing the value and importance of community care workers. Dr. Schlenker extended an invitation to others interested in joining the ad hoc committee.
- Ms. Minerva Garcia indicated that South Texas Promotoras will have a 2-1-1 resource number. She stated it is not yet live, but the state will be notified once it's active. Ms. Minerva Garcia also indicated South Texas Promotoras would like to be added to the next committee meeting agenda.

### **Agenda Item 7: 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.

### **Agenda Item 8: Public Comment**

Ms. Minerva Garcia, Chair, opened the floor for public comment. Mr. Eric Owens announced that there was no written comment submitted for the meeting and that there were no requests for oral public comment.

### **Agenda Item 9: Agenda items for next meeting**

Ms. Minerva Garcia, Chair, opened the floor to discuss agenda items and meeting topics for the next meeting and announced that the next meeting is scheduled for the Friday, April 29, 2022 at 10:00 am.

Agenda Items Requested:

1. South Texas Promotores wishes to present to the advisory committee at some future meeting.
2. CHW job forum discussion, perhaps virtual information on job announcements presented to the committee.

### **Agenda Item 10: Adjournment**

Ms. Minerva Garcia, Chair, adjourned the meeting at 11:28 a.m.

Below is the link to the archived video of the January 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 or Community Health Worker Training and Certification Advisory Committee](#)