

Community Health Worker Advisory Body

Meeting Summary

June 1, 2023

Meeting Date	Meeting Time	Location
June 1, 2023	10:00 a.m.-12:00 p.m.	Via Zoom

Member Name and Attendance

Community Health Worker Advisory Body Members					
Chris Andresen	X	Randi Metzenbacher	R	Milagrosa Seguinot	R
Kimberly Barry	X	Fernando Morales	R	Laura Morris	R
Liza Estevez	R	Nilda Paris	R		
Mildred Landock	R	Derricia Parker	R		
Erika Lynch	R	Adriana Rojas	R		
Supporting Leadership & Other Participants					
Leslie Greer, OHS	R	Rachel Rusnak,	R	Alyssa McClain	R
Adry Sotolongo, Grossman Solutions	R	Libby Makela-Johnson, The WorkPlace	R		R
Evelyn Mantilla, Grossman Solutions	R	Harmony Jones	R		
R = Attended Remotely, X= Did Not Attend					

Meeting Information is located at: <https://portal.ct.gov/OHS/Pages/Community-Health-Worker-Advisory-Body/Meeting-Materials>

	Agenda	Responsible Person(s)
1.	Welcome and Introductions	Laura Morris
	Call to Order The meeting of the Community Health Worker Advisory Body (CHWAB) was held on Thursday, June 1, 2023, via zoom. Laura Morris chaired the meeting. The meeting convened at 10:05 a.m. Laura Morris took a roll call and welcomed Randi Metzenbacher as a new member of the CHWAB (replacing Melanie Alvarez). She also announced that, with the departure of Bianca Noronas. Ms. Morris also announced that today is her last day as the Chair of this body. In the interim, she will be replaced by Rachel Rusnak as Chair of the CHWAB.	
2.	Public Comment	Laura Morris
	There was no public comment	
3.	Review and Approve March 2023 Meeting Summary	Laura Morris
	There were no changes requested for the March 2023 Meeting Summary. Milagrosa Seguinot Moved acceptance and Fernando Morales seconded. The motion passed unanimously.	
4.	Update from the CHW Association	Milagrosa Seguinot
	<ul style="list-style-type: none"> Milagrosa Seguinot requested information regarding CHWAB appointments. The bylaws of the CHWAB state that terms are 3 years, renewable for an additional 3 years. Leslie Greer committed to documenting each member's term information. 	

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	<ul style="list-style-type: none"> • Ms. Seguinot discussed the many opportunities for training that are available. She requested that CHWs check whether they are receiving the emails from the association because some are bouncing back to her. She also offered to disseminate other’s training opportunities. • The bills on sustainable funding are still at play in the state legislature. It is not known what will happen to this legislation yet. • Ms. Seguinot mentioned a number of training sessions that include subjects such as Diabetes 101, Heart Health 101, Lifestyle Coaching and the LGBTQ+ Community. • She reported on a new partnership that the association has regarding the Disability Act in Connecticut. A pilot training program is being developed regarding developmental disabilities which will be offered at the end of June. Health Equity Solutions is also participating in the creation of this pilot. 	
5.	CHW Instructor Training Curriculum Update	Fernando Morales & Erica Lynch
	<ul style="list-style-type: none"> • At a recent meeting that included Fernando Morales, Erica Lynch and Kim Barry, it was decided that a new proposal, not necessarily modeled on the State of Missouri, would be created. This team came up with an outline of this proposal. • The new curriculum being proposed consists of: <ul style="list-style-type: none"> ○ A pre-assessment survey ○ Five 2-hour training modules ○ An assignment for trainees to prepare and present during the final session to assess their skills as an educator ○ A post-assessment survey • The curriculum will include 4 modules: <ul style="list-style-type: none"> ○ Training CHWs in Connecticut ○ Preparing to Train CHWs ○ Critical Topics ○ Instructor Presentations • The project will be completed in two phases: <ul style="list-style-type: none"> ○ Initial development and pilot testing ○ Conversion to a hybrid model that includes on-line, self-directed learning coupled with in-person instruction <p>Laura Morris entertained a motion to approve these curriculum recommendations. Milagrosa Seguinot moved and Derricia Parker seconded. The motion then passed unanimously.</p>	
6.	Apprenticeship Program Update	Adry Sotolongo
	<ul style="list-style-type: none"> • The apprenticeship workgroup last met on April 24 to continue discussions on potential apprenticeship programs. • Following extensive research on best practices from other states, the workgroup focused discussion on two key issues: <ul style="list-style-type: none"> ○ Overall apprenticeship program structure and funding ○ Ideal host and candidate for apprenticeship program • Given the Connecticut CHW training format, any apprenticeship would need to adopt and 	

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	<p>intermediary model:</p> <ul style="list-style-type: none"> ○ Primary – Organization responsible to DOL directly offers and manages both training and apprenticeship ○ Intermediary – Organization responsible to DOL subcontracts or connects to others for training and apprenticeship <ul style="list-style-type: none"> ● The Working Group identified the following minimum requirements for apprenticeship host organizations: <ul style="list-style-type: none"> ○ Capacity to apply for DOL apprenticeship program ○ Capacity to apply for federal funding to cover apprenticeship positions and administrative/mentorship costs ○ Recommend 1 mentor for every 2 apprentices (with the ability to allocate a % of their work to mentorship) ○ Assignment mentor should understand core competencies and sufficient experience to support that education ○ Additional considerations: capacity to offer pathway to employment past apprenticeship ● The following pending questions were presented to the CHWAB: <ul style="list-style-type: none"> ○ What is the role of the apprenticeship program given 90-hour requirement? ○ What level are we recruiting from? ● The members discussed these open questions and provided some guidance for the workgroup to follow. ● The workgroup will reconvene to continue their discussions. 	
7.	Review Committee Update	Leslie Greer
	<ul style="list-style-type: none"> ● Leslie Greer reported that we have not received any new training vendor applications. ● We are still working on uploading the new application on to the portal. ● Milagrosa Seguinot indicated that she is in touch with Capital Community College. She will speak to them and then direct them to OHS so they can pursue an application. 	
8.	Marketing and Outreach Update	
	<ul style="list-style-type: none"> ● Laura Morris reported that she understands the workgroup on Marketing and Outreach will reconvene soon. 	
9.	DPH Update	
	<ul style="list-style-type: none"> ● There was no update from DPH 	
10.	General Questions	Laura Morris
	<ul style="list-style-type: none"> ● Milagrosa Seguinot announced that the CHW Coalition will meet on June 8th from 3:00pm to 4:00pm ● An online celebration of the work of the Coalition is being planned for after the legislative session ends ● Fernando Morales announced that Southwestern AHEC has received funding to assist people in becoming certified CHWs. They have 40 slots available 	
11.	Next Steps	Laura Morris
	<ul style="list-style-type: none"> ● There will be no meetings of the CHWAB in July or August. 	

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12.	Adjourn	Laura Morris
	Milagrosa Seguinot moved adjournment and Mildred Landock seconded. The meeting adjourned at 11:35 a.m.	

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