

Community Health Worker Advisory Committee - Meeting

August 19, 2019 • 1:00 – 3:00 p.m.

**Maryland Department of Health
201 W. Preston St., Conference Room L3
Baltimore, MD 21201**

Advisory Committee Members Present

Fay Alexander	Jude L. James
Rosario Campos	Ryan Moran
Kevin J. Contreras	Bettye Muwwakkil
La Kerry B. Dawson	Fran Phillips
Griselda C. Funn	Yana Rachinskaya
Kathleen Gilligan	Tiffany Scott
Robin N. Hollar	Bradley Tritsch

Advisory Committee Members Teleconference

Camisha Coke
Rebecca L. Jones

Maryland Department of Health Staff

Cheryl De Pinto
Deborah Donohue
Kimberly Hiner (Staff)
Pamela Tenemaza
Stephanie Garrity

Welcome & Roll Call/Introductions

Fran Phillips, Chair, opened the meeting by providing a welcome and greetings to the Committee member and the members of the public at 1:05 p.m. Each Committee member, both in-person and on the phone, introduced themselves.

Meeting Minute Approval

The Advisory Committee voted and approved the June 17, 2019 meeting minutes.

CHW Certification Program Implementation

Regulations Update and Summary of Stakeholder Feedback

Advisory Committee staff, Kim Hiner, provided an update on the CHW certification and CHW certification training program regulations process including an overview of the stakeholder feedback process and the draft regulations provided to over 200 stakeholders.

- MDH received 25 responses totaling 165 comments from individuals and organizations on the draft regulations.
- Common themes and categories from the regulations include:
 - Professional development activities
 - Core competencies
 - Denial disclosure
 - Fees
 - Grandparenting
 - October 1, 2018 start date for CHW's grandparenting to go into effect
 - Suspension and revocation of a certificate

Next steps for regulations:

- Notice to the Advisory Committee and stakeholders will be disseminated when the regulations are published in the Maryland Register
- The final regulation comment opportunity will begin once the regulations are published in the Maryland Register. Anticipated to be published in November of this year.
- The CHW website has a FAQs section that includes questions MDH has received on the regulations.

Grandparenting Application Overview

Kim Hiner provided a tutorial of the Maryland One-Stop website which is the state's online application portal to apply for CHW certification. She also provided an overview of the forms required for certification including information on the letters of validation needed. The Maryland One-Stop Application Portal will go live Sept 1, 2019, and will begin accepting applications. Other information and discussion included:

- The Office of Population Health Improvement website has been updated with the One-Stop website information.
- MDH will be posting all names and certifications of CHWs once certified by the state on the OPHI website.
- MDH will provide technical assistance for the application process.
- MDH is drafting the validation form and instructions. This will be available on the OPHI website.

Grandparenting Outreach and Communications

Kim Hiner provided an overview of MDH's outreach and communications announcing the CHW certification. She requested the Advisory Committee Members to provide updates to their member organizations. MDH is putting together print materials that will be sent to the Advisory Committee

members. The Advisory Committee provided recommendations for outreach and communications to partners and events on the CHW certification implementation.

Advisory Committee Next Steps

Advisory Committee members may be asked to assist in product reviews to provide feedback and once outreach materials are available, sharing with stakeholders.

Public Comments:

- Request for a social media link to be available when the CHW completes the application to have the option to invite friends or share or post it on a social media platform.
- Request for MDH to have an interpreter available for the application process.

Closing Remarks

Chair Fran Phillips provided closing remarks. The next meeting is Monday, October 28, 2019, followed by Monday, December 16, 2019, at the Maryland Department of Health, L3 conference room.