



# AGENDA

## Executive Committee- Special Meeting

Date: Friday January 14, 2022, • Time: 10:00 a.m. – 2:00 p.m.

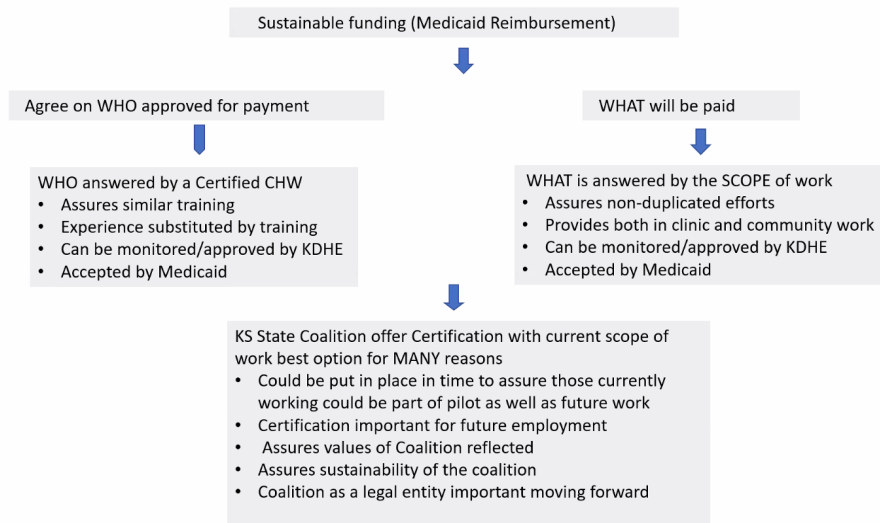
Meeting URL: <https://wichitastate.zoom.us/j/96579712481?pwd=cDFFRXQ2aDBXUzRzWVdpVEILTmJwUT09>

**Attendees:** Stefanie, Barb, Elaine, Alma, Ryan, Erika, Alissa, Diana, Kelly, Denise, Carolina, Amy T, Crystal, Neshia, Lainey,

### 10:00am **Welcome** (Neshia)

◆ Self-care check-in

- Stefanie shared an update on the Sustainable funding (Medicaid Reimbursement)- flow chart. If this 501c3 could be done, we can add the current CHWs in a pilot to get paid for what they are already doing and gain a living wage. Having the Coalition as the agent helps to make sure the values of the coalition and legal entity branch- makes this even more important to say...this is the cert we offer and KDHE as state guidance and promoters of the CHWs serve as a backing to have evidence of what CHWs is embedded in the roles of CHW in healthcare. Re-procurement discussion with KDHE is June 2022.



Pilot: work that is currently being done, not necessarily reinventing a new wheel. (10:34a- recording). All members voted and motioned to approve Erika incorporating verbiage and using the previously drafted letter by Alma and Elaine to meet 1/17 and get a letter to Ryan ASAP.

### 10:05am **Discussion/Updates** (Erika & Alissa)

◆ Credentialing process for KS

There is some question about risk and advisory who will assume this risk? Is WSU going to--(risk= the student is taught, credentialed and goes and does harm to someone). Erika—stated the risk is likely to fall on the employer that hires the CHWs. Perhaps a note will need to be added Ryan, make sure a member of the advisory board is an atty to help navigate aspects of the concerns of risk. Erika will check with the Missouri Board and see if they have heard of any such risk assumed by the harm to community members due to the practices of CHWs.

◆ Questions to propose to the group (11:06a recording)

The hope is avoided barriers to entry by having a too strict process for offering training to those interested in obtaining a CHW certification. If someone is credentialed in Missouri, and they live and practice in KS too, they don't have to have a background check again--- the Family Care Safety Registry (MO department of health and senior services family care safety registry---to see if you can legally work with children and elderly) is federal and one would not have to reapply and have a repeated credit check.

If someone has a criminal history—there is a process in MO for exceptions.

The FCSR could be enough and not have to do a character assessment. The same of for undocumented. If someone is undocumented, asylum seeker, or refugee—the federal background would have taken place then. That documentation should be adequate. Those that are undocumented are trickier to navigate. Do a name and birthday check and we would have to cross reference that. What if we said--- this background check is only relevant to credentialing and not that same process of the employer? <https://missouricb.com/wp-content/uploads/2019/11/CHW-December-2019112919.pdf>

Exceptions: we

HS Diploma or equivalent with an exceptions process- ask MO to accept it to.

Other forms of exception are peer support workers

Don't use the word refugee, etc as

Becoming credentialed isn't required to be a CHW in KS. To get reimbursed, it is.

We then reviewed the ppt from Erika on Credentialing and completed the grid for KS.

We need to look at a fact finding on what CEUs are acceptable for CHWs.

We need to create a guide on education acceptance for CEUs and credentialing definitions.

The Executive Committee will serve as tentative Advisory Board until we get through details and begin framing our 501c3.

Omit payment piece when submitting to KDHE. We can add that piece back in when we are ready for 501c3.

As much as we can make all for applying electronic.

Alissa will start the two-page letter on certification write up and have Erika proof-read. (Draft by 1/21, final by 1/28)  
Alissa will help me create a flyer to the coalition inviting them to the special meeting on 2/2 (subbing for Exec Committee Meeting). WSU will work with Carri to start the 501c3 process.

When I send out a doodle for another 4 hour meeting for 501c3 encourage other CHWs member to please attend for their voice. Do this for the next few weeks. Ask all members to review the checklist before attending.

**11:30am Break**--- 40 min

**12:10pm 501c3 Initiative** (Carri, Elaine, Alma)

- ◆ Carri- flowsheet/checklist
- ◆ Business Case and other contingencies

**1:45pm Committee Updates**

- Advocacy/Sustainability
- Education
- Symposium
- Community of Practice

### **Regional Representative Updates**

- ◆ Northeast Kansas & Tribes

### **KDHE Support Staff Updates**

**1:55pm Next Steps**

### **Next Meetings**

(1<sup>st</sup> Wednesday of each month - 1pm-3pm)

Wednesday, February 2<sup>nd</sup>  
Wednesday March 2<sup>nd</sup>  
Wednesday April 6<sup>th</sup>  
Wednesday May 4<sup>th</sup>  
Wednesday June 1<sup>st</sup>  
Wednesday July 6<sup>th</sup>

Wednesday August 3<sup>rd</sup>  
Wednesday September 7<sup>th</sup>  
Wednesday October 5<sup>th</sup>  
Wednesday November 2<sup>nd</sup>  
Wednesday December 7<sup>th</sup>

[DonorBox 10-Step Guide](#) considerations for discuss and decision-making during the Jan. 14 Exec. Committee Retreat Our focus could be on Steps 2, 3, 4 and 5 during the Retreat:

- Step 1: [Why do You Need to Start a Nonprofit?](#)
- Step 2: [Build a Solid Foundation](#)
- Step 3: [Create a Detailed Business Plan](#)
- Step 4: [Build a Strong and Motivated Leadership Team](#)
- Step 5: [Build Your Identity](#)
- Step 6: [Legally Incorporate Your Nonprofit Organization](#)
- Step 7: [Secure Startup Funding](#)
- Step 8: [Move Into Early Operations](#)
- Step 9: [How to Get Donations](#)
- Step 10: [A Roadmap for The Future](#)

Source: <https://donorbox.org/nonprofit-blog/start-a-nonprofit/>

We might encourage Exec. Committee members to review these steps before we meet on Jan. 14 and/or send a survey out to see which of these steps we should focus on during the Retreat, and which could be addressed by WSU, a consultant and/or a small task force.

