



NOTES

Executive Committee

Date: Wednesday, May 4, 2022, • Time: 1:00 p.m. – 3:00 p.m.

Meeting URL: <https://wichitastate.zoom.us/j/99579427060?pwd=Q1hPL01nM0ZjUmU2NW9YM2oxb0VoQT09>
Meeting ID: 995 7942 7060
Passcode: 011154

1:00 pm Welcome: Members present were Elaine Johannes, Barb Wiman, Denise Romero, Kim Downes, Diana Lady, Carolina Biagi, Mariah Chrans, Stefanie Olsen, Lainey Faulkner, Amy Turcotte, Erika Saleski, Olivia Pewamo, and Alissa Rankin.

1:05 pm Updates from Committees

- **Advocacy**
 - No updates.
- **Sustainability**
 - Crystal provided a list of notes. The subgroup working on the Business Case for CHWs is compiling notes from team members. Looking for volunteers for Business Case for CHWs.
- **Education**
 - **Update: Rural/Ag Module**
 - **Previous:** *There are three to four that will be completed prior to April 30. Ethics, HIPAA, COVID and vaccine hesitancy, language barriers, trauma informed care and/or motivational interviewing, cultural competency, anti-racism,*
 - *Modules are located on Learn Worlds*
 - *Oral health by Kathy Hunt*
 - **Update:** Mid-America Regional Council Curriculum to Spanish. Task force for Spanish course development. If you are interested in joining the subgroup that is working on this, please contact Alissa at alissa.rankin@wichita.edu.
 - New instructors (10 more). Inviting them to attend cohort 6 to sit-in and observe.
 - Cohort 6 has a lot of diversity and all over state of KS.

- Cohort 6 is finishes on 6/6/22 & 6/8/22. All welcome to sit-in.
- Cohorts 9A and 9B will begin in June 2022.
- Cohort 10 begins in August 2022.
- Cohort 11 begins in October 2022.
- Cohort 12 begins in February 2023.
- **Symposium**
 - Add co-chair ballot to promote during Symposium
 - CHW of the year nominations are being submitted.
 - Registration in queue with WSU conference. Available any day now.
 - Committee has received input to shape agenda. Talked about what will be included between sessions and how the day will be constructed.
 - Emphasizing the voice of CHWs.
 - Discussed speakers, breaks, items to be offered to CHWs including headshots, etc.
 - Internal meetings about the timeline and
 - Scholarships available.
- **Community of Practice**
 - Spanish radio session was shown as a learning opportunity during a Community of Practice.
 - May 15th - Breastfeeding resource and the Healthy Heart Ambassador program presentation by Amy Turcotte
 - June 15th - Lindy Childs of Great Plains Diabetes will be presenting on Continuous Glucose Monitoring.
 - July meeting will receive Chad Nunez and Latisha Oliver (Grace Med CHWs) to present on Hypertension Management from a CHW perspective.
 - August meeting will have a presentation on self-care from the perspective of CHW by Montae Maple, a CHW.
- **Regional Representative Updates**
 - **Northeast KS & Tribes**
 - Tribal Health Fair took place 4/14/22 and it went very well. It was held at the Prairie Band Casino and Resort with 100+ participants, 27 vendors with 58 people representing this group. The casino staff was accommodating. Door prizes offered to participants.

Seven speakers from the tribes. Topics included: COVID, movement, vaccine equity in the state, and other topics

- Gathering of Native Americans Conference was held to learn about healing yourself in order to help community, historical trauma, interactive workshop, etc.
- Tribes are working with the University of Kansas Medical Center COPE team of CHWs on some projects.
- Update for Symposium - Olivia had a discussion with a Community Health Representative who is interested in doing an interview for the Symposium. They are available after the work hours to share information. CHW interest in what she does and what her day looks like. Diana will be in contact with Olivia to help answer questions and provide questions.

- **Southwest Kansas**

- COPE project update
 - KUMC staff visited in Southwest Kansas.
- KDHE team has hired CHWs in Colby, Lakin, and Finney locations
 - More Genesis team members will be added at a later date.

- **KDHE**

- Incorporate Crystal's video into Symposium or other KSCHW meeting if it is available.
- End of fiscal year, wrapping up.
- Working with Heartland Health Equity Conference - pre-conference for CHW education and will offer pre-natal education, suicide education, and another mental-health topic.
 - Save your calendars! September 7-9, 2022
 - Margie Stagmeyer - keynote speaker
- Special meeting with Coalition and would like community input on 5/4/22 at 3pm-4pm.
 - Staff for Coalition
 - Training for CHWs
 - Send out RFP link and coalition details.
 - Recorded meeting

1:40p Non-profit Business Plan (*Carrie, Alissa & Diana -support in Neshia's absence*)

- Articles of incorporation
 - Selected three board of directors.
 - Form 1023-EZ - This will need to be signed off by the board of directors.
 - Elaine, Alma, and Carolina will act as the founding board of directors.
 - Did not select official incorporator name and address. Tabled for next meeting.
 - Reviewed the CHW non-profit start-up checklist.
 - Need to make budget modifications to extend to three years for the Coalition activities. Volunteers needed for this support:
 - Fee for submitting (\$20). Attorney Susan may be able to pay fee if we pay her for that amount.
 - Submit form to IRS to receive Federal Identification Number.
 - Do not need a vote to sign off for the articles of incorporation.
- Rewrite mission & vision
 - Did not add: certification (we have this paragraph already), sustainability (we have this business case already), resource development (do we have this or want to keep this?)
 - Tabled full mission/vision discussion until next Executive committee meeting.
- Fine tune bylaws
 - Still need to add parliamentary structure
 - If we decide to use Roberts Rules of Order—determine where we obtain training and set a date to complete)
 - Outline decision making process (tweak current process)
 - Carri sends to attorney to review for completeness after final updates are made.
- Need to review discussion questions for founders.

NEXT STEPS:

- CPHI staff - Need to make budget modifications to extend to three years for the Coalition activities.
- CEI staff (Carri) - invite attorney to participate in next Executive Committee meeting in June.

3:00 pm Meeting adjourned

Next Meetings

(1st Wednesday of each month - 1pm-3pm)

Wednesday June 1 st	Wednesday September 7 th
Wednesday July 6 th	Wednesday October 5 th
Wednesday August 3 rd	Wednesday November 2 nd
	Wednesday December 7 th