



AGENDA

Kansas Community Health Worker Executive Committee Goal:		
Meeting Date: 10.05.2022 Meeting Time: 1:00 pm Location: Zoom <i>Password if needed: 515945</i> Phone: 1 309 205 3325 or +1 312 626 6799 Meeting ID: 615 960 5204	Coalition Committee Co-Chairs: Alma Vargas, Elaine Johannes Attendees: WSU CEI Support: Alissa Rankin (Facilitator), Diana Lady, Guadalupe Tredway, Barb Wiman, Olivia Pewamo, Crystal Rodriguez, Stefanie Olson, Dr. Mariah Chrans, Carolina Biagi, Lainey Faulkner, Dr. Elaine Johannes, Ricardo Ortiz, Erika Saleski, Meghan Stone, Alma Vargas, Kim Downes	
	Topic	Discussion
1.	Welcome	
2.	Old Business	<ul style="list-style-type: none"> • Co-chair update (Guadalupe) <ul style="list-style-type: none"> • Guadalupe is interacting with a lot of new medical students and allowing them to learn more about what CHWs do. • No additional co-chair updates were provided.
3.	New Business	Executive- <ul style="list-style-type: none"> • Quick update: Nonprofit <ul style="list-style-type: none"> ○ Bylaws in final draft to be sent to coalition 10 days prior to vote 11/2 ○ Working with WSU and KDHE several months ago ○ Have articles of incorporation ○ Carri McMahon is assisting ○ Carolina, Alma, and Elaine are the Board of Directors ○ Draft will be available to vote on for 11/2 meeting. ○ Meeting every two weeks ○ Last updates sent to Carri two weeks ago ○ Executive Committee will have time to review the bylaws, receiving them by 3rd week of October ○ 1-hour of conversation with a vote on bylaws ○ Adjustments may be made to the bylaws ○ After bylaws approved, Board of Directors, will need to elect an executive committee, create an MOA/MOU with WSU, create a timeline for strategic planning ○ This creates opportunity for more funding in the future ○ Based on Safe Kids Coalition bylaws, Alma's non-profit bylaws ○ Application for 501(c)3 – November 2nd finalized bylaws and paperwork filed mid-November ○ Next steps: Identify strategic plan for next three years • Certification Taskforce <ul style="list-style-type: none"> ○ BACKGROUND: The Certification Task Force members have been meeting to outline the application process for education provider certification. The Task Force has expressed some concerns with the way that the applications were being developed and there were some recommendations to change to an MOU process. Barb provided an outline of this recommendation via email to

Alissa. It is included at the end of the notes. These are comments from chat or in the discussions:

- Is this a change to the policy?
- Yearly KDHE needs to review and endorse them
- The change is curriculum provider term
- The change is a host
- Same team of instructors but have gone through the train-the-trainer program
- Not creating a different course but using the train-the-trainer program
- Use the approved curriculum
- The application for education provider instills continuity for the curriculum. We would get more quality that way.
- Offers more variety and doesn't create a monopoly on curriculum provider
- Potential logistic problems down the road
- From KDHE's perspective, thinking about Medicaid requirements, WSU is not the manager of it.
- If I am not meeting fidelity, we cannot offer the training and our trainers cannot either, until we meet standards
- Also, don't your trainers need to attend the train the trainer?
- I agree the fidelity and evaluation/feedback components are important
- in MO yes, and you have to add them to the provider roster prior to their ability teachers
- And I believe KS was following suit with train the trainer to maintain quality
- Annual approval/renewal
- How do we keep the fidelity and quality if people are going to have the own program?
- KDHE can still approve and endorse it
- If an instructor isn't working out, we also need to know that
- We don't need to have everyone under the same umbrella
- KCHWC – Certificate holder
- KDHE – Endorsed

Committee Updates:

Education-

- Spanish course – KDHE, MARC, and WSU are working together to get a program developed
- KCHWC Cohorts – 9A, 9B, 10, 11 have already started. Cohort 12 starts in January. All spots have been filled. There is a waiting list for those who are interested. Cohort 13 is being planned.
- Mentoring Program update – WSU is working with KDHE to begin the process for recruitment
- Kathy Hunt was in the meeting and discussed OH collaboration

Symposium-

- Been making good progress by starting early on event planning. Exploring big picture and evaluating the event theme.
- Discussing what the CHWs want to see for the 2023 event by reviewing evaluations (e.g., panel presentation, CHW café again, etc.).

Advocacy/Sustainability-

- Sustainability toolkit webinar 10/13
- Putting Business Case in visual format
- Will start dropping in pieces and moving things around
- Will be working on building materials and identifying what we already have
- Toolkit webinar will be on 10/13 and linked – it will be available online
 - Forward out to employers

		NE Region <ul style="list-style-type: none"> Kickapoo Tribe just held a health fair
4.	Other Community Updates/ Announcements	KDHE Staff <ul style="list-style-type: none"> Emphasize the importance of moving forward with the 501(c)3
	Adjourn	
Next Meeting Date, Place, and Time: The Executive Committees the 1 st Wednesday of every month 1:00p-3:00p. (Virtual Meeting) Wednesday, November 2, 2022 Wednesday, December 7, 2022 Wednesday, January 4, 2023		
Current Meeting Agreements		
Who	Will do what	By when?
Executive Committee & Board of Directors	Identify strategic plan for next 3 years Submit non-profit documents Allow team to review	November
Certification Task Force	Hold more discussion about the certification process	9/16
		9/16

CHAT TRANSCRIPT:

12:59:44 From Alissa Rankin, WSU, she/her/hers to Everyone:
Hi all! We'll get started here in a few minutes.

13:10:59 From Ricardo Ortiz to Everyone:
I did not get the agenda.

13:11:26 From Ricardo Ortiz to Everyone:
rortiz@wycohealth.com

13:28:43 From Erika Saleski to Everyone:
Alissa- can you please put the approved policy lanugage in the chat?

13:29:50 From Alissa Rankin, WSU, she/her/hers to Everyone:
Yes - here is the policy language

13:29:52 From Alissa Rankin, WSU, she/her/hers to Everyone:
KDHE-endorsed training. KCHWC, in collaboration with the KDHE and WSU, currently operates a standard CHW training program to support the certification. KCHWC will approve and certify training program applicants to deliver the standard CHW training program across the state.

13:30:49 From Stefanie Olson, she/her to Everyone:
Is this the original language

13:31:04 From Alissa Rankin, WSU, she/her/hers to Everyone:
Yes - this is the original language from the policy.

13:31:07 From Mariah Chrans to Everyone:
So the suggestion is to change the existing policy?

13:31:42 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:
This sounds like a good idea. It ensures consistency, quality and could eventually be a revenue generating

method.

13:32:20 From Erika Saleski to Everyone:

It's important to remember that the policy also requires approved curriculum providers to have their trainers complete the train-the-trainer. This was approved to maintain quality.

13:32:49 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:

Erika - yes, good point.

13:32:51 From Stefanie Olson, she/her to Everyone:

Also KDHE needs to maintain endorsement

13:37:34 From Erika Saleski to Everyone:

And the host would pay to have a train the trainer come to them locally?

13:37:34 From Alissa Rankin, WSU, she/her/hers to Everyone:

"Regulation" or fidelity check would happen at the INSTRUCTOR level?

13:40:24 From Mariah Chrans to Everyone:

in MO it is at the curriculum provider level.

13:41:02 From Mariah Chrans to Everyone:

If I am not meeting fidelity, we cannot offer the training and our trainers cannot either, until we meet standards

13:41:25 From Erika Saleski to Everyone:

Also, don't your trainers need to attend the train the trainer?

13:41:59 From Lainey Faulkner - KDHE to Everyone:

I agree the fidelity and evaluation/feedback components are important, Mariah.

13:42:01 From Mariah Chrans to Everyone:

in MO yes, and you have to add them to the provider roster prior to their ability teachers

13:42:26 From Erika Saleski to Everyone:

And I believe KS was following suit with train the trainer to maintain quality

13:43:08 From Mariah Chrans to Everyone:

Yes, that is what I thought

13:47:57 From Alissa Rankin, WSU, she/her/hers to Elaine Johannes - K-State Univ./K-State Research & Extension(Direct Message):

I'm texting you

13:53:59 From Lainey Faulkner - KDHE to Everyone:

They should all cover the core competencies but might not be exactly the same

13:54:26 From Mariah Chrans to Everyone:

Yes, Lainey!

14:06:07 From Erika Saleski to Everyone:

Yes good job summarizing! Lots of nuances!

14:12:12 From Erika Saleski to Everyone:

Applicants may apply for certification through one of two pathways, completion of a Kansas Department of Health and Environment (KDHE) approved CHW training or completion of work experience requirements. Please choose one option. Each are outlined here:

Education Pathway: Applicant must complete the KDHE approved CHW training program through the Kansas CHW Coalition or certified Kansas CHW education provider.

Work Experience Pathway: Applicant must complete 800 hours over three years plus three letters of recommendation to document work and/or volunteer experience.

14:12:34 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:

I need to teach my Rural Health class today at 2:30pm, so I'll need to leave by 2:20pm today. Can either Alma or Carolina continue to manage the meeting for the Coalition?

14:13:21 From Carolina Biagi to Everyone:

If Alma can't, I can

14:13:42 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:

Thanks so much!

14:14:56 From Erika Saleski to Everyone:

It seems to me this may be a discussion about whether KDHE will endorse other curriculums. If they will, the coalition as the manager of the CHW certification will need too review/approve those other curriculum providers.

14:15:15 From Stefanie Olson, she/her to Everyone:

I was incorrect there is no hours

14:16:06 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:

Erika. . . I tend to agree. The discussion needs to be with KDHE and what they will or won't approve as curriculum.

14:18:07 From Lainey Faulkner - KDHE to Everyone:

Yes

14:20:22 From Elaine Johannes - K-State Univ./K-State Research & Extension to Everyone:

Thank you all. . . Carolina and Alma, let me know if I can help with any next steps. Stefanie, if you think it's a good idea to meet with Coalition officers (assuming that includes Alma, Carolina and me) just let me know. All, have a good evening,

14:20:42 From Stefanie Olson, she/her to Everyone:

I don't think there is one adopted curriculum though - it is just that now there is just one curriculum

14:20:52 From Stefanie Olson, she/her to Everyone:

I have to hop off

14:24:26 From Barb Wiman to Everyone:

Thank you to all for your thoughtful comments today...these are exactly what we need to hear and talk about as we move forward as a Coalition.

14:25:16 From Erika Saleski to Everyone:

Well said, Barb

14:27:45 From Erika Saleski to Everyone:

correct

14:30:07 From Erika Saleski to Everyone:

Great!

14:32:28 From Erika Saleski to Everyone:

Thanks