



AGENDA

Kansas Community Health Worker Executive Committee		
Goal:		
Topic	Discussion	
Meeting Date: 11.02.2022 Meeting Time: 1:00 pm- 3:00pm Location: Zoom		
Executive Committee Co-Chairs: Alma Vargas, Elaine Johannes Attendees: Erika, Kim, Alissa, Elaine, Ricardo, Carolina, Juliet, Crystal, Grant, Lainey, Sasha, Meghan, Neshia Absent: Alma, Diana, Olivia, Callie, Denise WSU CEI Support: Alissa Rankin, Diana Lady, Neshia Wilson (Facilitator)		
1.	Welcome	
2.	Old Business	
3.	New Business	<ul style="list-style-type: none"> • KS CHW Non-Profit Bylaws Q&A and Vote! • Dr. Chrans approved. Barb 2nd- all in favor with keeping in mind the edits Alma noted via email the morning of this election 11/2/2022 Elaine, Mariah, Ricardo, Barb, Kim, Carolina <ul style="list-style-type: none"> ○ If approved, Exec. Committee members vote/nominate on becoming the "KCHWC Board of Directors" with powers as listed in the new bylaws to get the new organization underway. ○ Carolina and Elaine are current officers: Carolina- asked if anyone would like to serve as board of directors as this new corporation <ul style="list-style-type: none"> ▪ Barb, Kim, Ricardo, Carolina, Mariah <ul style="list-style-type: none"> • Nominations asked for via email. We need to allot for 5 business days notice. 11/9 we should be able to have them vote and we implement on 11/10-(see to-do below) ▪ MOU and MOA will need to be in place. Ty Kane is coordinating schedules to get a meeting set to review roles/responsibilities • Q&A
4.	Tasks	<ul style="list-style-type: none"> • Non-profit next steps • completion of the 1023 for 501c3 status (underway) <ul style="list-style-type: none"> ○ Juliet composed example of this to the workgroup ○ configuration of committees and advisory committees <ul style="list-style-type: none"> ○ Nomination of individuals who express interest <ul style="list-style-type: none"> ▪ President ▪ Vice President ▪ Secretary ▪ Treasurer

		<ul style="list-style-type: none"> ○ Create Doodle poll or similar to do the voting ○ review of finances; approval of the budget ○ Coalition Bylaw revision- high-level <ul style="list-style-type: none"> • Focus on this after IRS filing is complete?? • Ask Carri when the coalition bylaws need to get completed. ○ Other
5.	Committee Updates	<ul style="list-style-type: none"> ▪ Advocacy/Sustainability <ul style="list-style-type: none"> ○ Working on Business Case-in route to Crystal...pending discussion (<i>check in on status as we lead into Ad/Sus mtgs. Possibly early 2023</i>) ▪ Education <ul style="list-style-type: none"> ○ KDHE & Training Programs/Certification (Erika) <ul style="list-style-type: none"> ▪ The way the certs are written now beg to question when/how we need to get in writing the core comp for cert. Generate a MOU (between KDHE and coalition) or some other type of document committing to working with the Collaborative to approve training programs and operate the certification and then to also only approve training programs that maintain the core competencies. Because the certification relies on KDHE-approved training programs. What role does the coalition need to hold? ▪ DHCF (role: move to Medicaid reimbursement for CHWs, under KDHE umbrella, collaborates with Lainey, Juliet and Jackie), with the endorsement of KDHE and DHCF this will strengthen the reimbursement for CHWs- working with BHP to do reviews (Lainey, Juliet, Jackie) More details to come! ○ Barb- Spanish course, focus groups. (see notes from October) ○ KDHE endorses and informs curriculum as well as the coalition—a meeting needs to take place to dive further ○ Training for field work- Massachusetts and CDC (Crystal) ○ https://sites.bu.edu/masslocalinstitute/2021/02/10/safety-practical-strategies-while-doing-field-work/ ▪ Symposium- (Neshia add updates here) ▪ Diana made a suggestion recently for a topic: I would like to propose: Cultivating Health, Healing & Balance to strengthen CHW in Kansas. The idea is to be able to shape all the views of the webinars around this topic. Great suggestions for experts and speakers have been submitted. Please let us know if you have an individual, in particular, you would like to nominate. ▪ Community of Practice: In October, we invited Rebecca Albaugh with RURAL COMMUNITY HEALTH WORKER NETWORK ▪ https://www.rchwn.org/our-team https://www.rchwn.org/iamachw

		<ul style="list-style-type: none"> ▪ The Rural Community Health Worker Network (RCHWN) supports a network of Community Health Workers (CHWs) from across the country. This is a network created by CHWs for CHWs that support, advocate, and educate one another. This is done by the sharing of life stories, networking, and the sharing of members' expertise in different CHW areas. Whether our members are from rural or urban communities, they usually share similar experiences. ▪ Regional (Olivia)-NONE ▪ Regional (Callie)—Elaine shared state suicide prevention coalition meeting Here's the Kansas state Suicide Prevention Plan (2021-2025): https://kansaspredventioncollaborative.org/wp-content/uploads/2020/12/Kansas-suicide-prevention-Plan.pdf
6.	KDHE Partner Updates	Nothing additional HHA kdhe.healthyhearts@ks.gov
7.	Other Community Updates/Announcements	<p>BYLAWS approved! 11/2 Hoping between now and 12/7 they would like to have everything wrapped up</p> <p>The BOD who were elected will be the ones who can nominate those to serve those officer jobs (4 open seats)</p> <p>All other co-chairs and regional leads are also on the board (Denise, Callie, Olivia, Alma) those elected have now transition to this role</p> <p>Executive committee is no longer (the way it used to be), it is now the BOD</p> <p>We will have officers and not co-chairs, those individuals will comprise the exec committee (we have to form a new one)</p>
	Adjourn	

Next Meeting Date, Place, and Time:

The Executive Committees the 1st Wednesday of every month 1:00p-3:00p.
(Virtual Meeting)

Wednesday, December 7, 2022

Wednesday, January 4, 2023

Current Meeting Agreements

Who	Will do what	By when?
Neshia	Alma, Elaine and Carolina are sitting as officers. There will be an election via poll. (Send email to all former exec folks, cc CEI, and KDHE, CC Treva that this is taking place) by 11/9, this must stay open 5 business days. Once I have the nominees by 11/16 THEN send email to include name for formal vote. Then announce once voting is completed, not wait until the Dec 7 mtg.	End of day 11/2
Neshia	Ask the former exec leads if they will take the director role (have them refer to bylaws)	
Neshia	Email Ty that bylaws are approved, and board selected---update on	End of day 11/2

	meeting for MOU/MOA	
Neshia	Send email to exec team of the bylaws once cleaned up	After Carri
Neshia	Neshia send alma's recommendations to carri	End of day 11/2
	Recommendation: establish an agreement for the education cert process with the coalition and nonprofit support--- IN WRITING	