Missouri Department of Health and Senior Services

Statewide Community Health Worker Advisory Committee

May 12, 2017, 1:00 p.m. – 4:00 p.m.

Oak Conference Room

**Member Attendees In Person:** Kathy Brown, Rachelle Collinge, Ciara Day, Michael French, Lindsey Haslag for Kathy Davenport, Jessica Holmes, Linda Judah, Dianne Lee, Dominique Lucas, Steve Njenga, Angelette Pritchett, Joanne Thies, Shelly Wehmeyer, Sandy Hentges, Jennifer Hunter, Barbara Brendel

**Member Attendees By Phone:** Rachelle Johnson, Mary Ann Lavin, Lorna Miles, Heather Parker, Michelle Steinkamp

**Gallery Attendees In Person or By Phone:** Florence Adegoke, Dorothy Andrae, Caitlin Brock, Michelle Cohen, Vickie Cooper, Melanie Corporon, Cathy Davis, Charity Dobson, Barb Friedmann, Mackenzie Gale, Mahasin Hamilton, Diana Klakotskaia, Poornima Kumar, Verna Laboy, Deborah Markenson, Cathy McElderry, Beth Nech, Terry Plain, Cara Prince, Michelle Saffeels, Erika Saleski, Jann Payree Short, Brandy Smith, Cyndi Stubbs, Mindy Ulstad, Vicki Wilbers

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| **Topic** | **Discussion** | **Action** |
| Opening Remarks and Welcome | Barbara Brendel welcomed the attendees. |  |
| Introductions | Attendees introduced themselves. | FYI |
| Approval of Minutes | Minutes were distributed prior to the meeting. Barbara Brendel is still trying to locate the last name of Sandy from Jefferson College. | Rachelle Collinge motioned for approval of the minutes. Linda Judah seconded the motion. Motion to approve the minutes was passed. |
| CHW Successes, Barriers and Challenges | CHW Successes, Barriers and Challenge  Sharing of successes, barriers and challenges assist in developing a better project. Prior to the meeting, an e-mail was sent to CHWs, regional planning group leads and curriculum providers inviting them to share their successes, barriers and challenges. Two e-mails were received. One e-mail was from Family Care Health Centers, which has 4 CHWs since January 2017. Thus far, they have received 210 referrals and worked with close to 200 patients. Summarizing the e-mails, CHWs have helped individuals being evicted find new housing, encouraged individuals to keep appointments, obtain medications, connect with financial resources, and attended appointments with individuals for support.  Another e-mail was received from Jordan Valley Community Health Center. The CHW assisted one case with medication refills and setting up the medications. In another case, there were two individuals in the household needing support. She assisted with housing, medical appointments, clothing, and home health.  The Social Welfare Board has a HEALTH (Helping Everyone Achieve Long Term Health) Program to address poverty. Three CHWs assigned to the Program utilize a checklist to assist individuals to live a poverty free life. Twenty-five agencies participate in the Program. Tracking of data is through electronic health records. Individuals complete a Measure of Health Tool to obtain a baseline score and set/work on goals. The tool is reviewed every three months to set new goals.  A school district in St. Joseph wants to hire CHWs. In addition, a local sheriff wants CHWs to work with trustees to be on track for employment.  Mosaic Life Care is paying the salary for a CHW.  Northeast Missouri Caring Communities has hired two CHWs. Once they are trained and all processes in place, they will begin working with individuals.  CHWs do have challenges. Among them are finding interventions that work for individuals who either do not take care of their chronic condition and have no desire to change or have multiple symptoms reported with no diagnosis. Another challenge is working with individuals who have a negative history navigating the system. It is difficult to have them try navigating the system again. | E-mailed success stories will be sent out with the minutes. |
| Updates of State Activities | Vacant Evaluator Position  Warren Hays accepted a promotion at the Kansas Department of Health & Environment. Paperwork to fill the position is in process. Work of the Sustainability Task Force will be slower as existing staff are covering Warren’s duties until the position is filled. Cathy Davis is the lead for the group.  National Network of Public Health Institutions Conference  Missouri was accepted for a poster presentation at the National Network of Public Health Institutes Conference in New Orleans May 17-19, 2017. Barbara Brendel will also be meeting with Louisiana CHW Association & Tulane University CHW Program staff.  Curriculum Providers Meeting  A meeting was held on March 28, 2017 for all current curriculum providers. A lot of good information was shared amongst the providers. They talked about processes and how to be unison and the future of CHW curriculum. Meetings will continue to be scheduled quarterly and rotated to the various provider sites. Their next meeting will be in July at Southeast Missouri State University.  CHW Web Page  Information is being finalized for a Missouri CHW web page on the Department of Health and Senior Services’ site. Information will include links to existing programs, curriculum providers’ CHW pages and national information. Information can be updated at any time.  Spring 2018 CHW Conference  Thank you to everyone who responded to a survey regarding a statewide CHW conference. Utilizing the survey results, a Committee has been established to develop a statewide CHW conference for April 2018. Members include Kathy Davenport, Missouri Primary Care Association; Stephen Njenga, Missouri Hospital Association; Marlene Nagel, Mid America Regional Council; Jessica Holmes, Integrated Health Network; Heather Parker, Springfield/Greene Co Public Health Department; Dorothy Andrae, Primaris; Terry Plain, Missouri Foundation for Health; Graciela Couchonnal, Health Care Foundation of Greater Kansas City; Glenn Studebaker, DHSS; Jennifer Hunter, DHSS; Karen Wallace, DHSS and Barbara Brendel, DHSS. The objective of the conference is to share what is happening in Missouri, the accomplishments from the 5-year CDC grant, and learn from other states.  It was suggested that sessions be held on funding for rural areas and what would a statewide Association look like. The Michigan CHW Association hosts a conference annually and provides information through their web that may be useful to the Planning Committee. | FYI  Information to be consideration for the web page should be sent to [barbara.brendel@health.mo.gov](mailto:barbara.brendel@health.mo.gov). |
| CHW Certification | At the February meeting, presentations were made on Kansas City and St. Louis recommendations for certification. Using the ASTHO Guiding Questions for Certification discussion began on a Missouri recommendation. A cross-walk showing the similarities and differences between the Kansas City and St. Louis recommendations was developed and e-mailed to everyone. There are similarities between the recommendations. Areas of differences include the grandfathering process; continuing education; supervision; age requirements; minimum education requirements; and reciprocity.  After much discussion on documentation required during the grandfathering process, the consensus was “Documentation of at least 800 hours of CHW (employed or volunteer) activity in the past three years”. There will not be a minimum number of years of experience.  Recommendations will need to be in letter format, since a standard form will be developed for documentation of mastery/proficiency of each core competency. Concern was expressed that not all CHWs will have proficiency/mastery of each core competency based on work experience. General parameters will be developed for the core competencies, such as attesting to a certain percentage. If a CHW can’t attest to all core competencies, the Advisory Board will work with the employer on a plan to complete all competencies.  Continuing education requirements will be “25 hours every three years. Continuing education units can be related to core competencies, health specific trainings or trainings relevant to CHW-specific work”.  Supervision requirement will be “Tentative, recommend the requirement to be supportive and broad, not rigid”.  Age requirement will be “Yes, recommend 18 years of age and provide a provisional certification process for those under 17 years of age”.  Minimum education requirement will be “None, left up to the employer”. It was recognized that requiring a high school diploma/GED could be a barrier for some individuals  St. Louis didn’t have a strong opinion on Reciprocity and agree with Kansas City’s recommendation.  It was recommended that the first three or six months of the grandfather period be a pilot period. After the pilot period, refine/ratify the rules and then begin the three-year grandfather period. The process should be reviewed yearly. | Wages will be a future discussion item. |
| Diabetes Summit | Information about the Show-Me Diabetes Prevention State Engagement Meeting on May 24-26, 2017 was shared. The first day is an educational session. The second day is by invitation to assist with the development of a state plan. | FYI |
| Special Interest Panel | Mary Ann Lavin shared information from the Missouri Nurses Association (MONA) CHW Core Panel on Special Issues, which developed a module to guide Nurse Practitioners (NPs), Registered Nurses (RNs), or nursing agencies in orienting CHWs to working within an interdisciplinary team led by nurses. The assumption is that a well-functioning interdisciplinary team has knowledge of the roles each of the disciplines play in delivering care and improving patient/client/health outcomes. It may also be used, if so desired, within CHW curriculum as a guide for nurse-instructors on recommended content when presenting to CHWs the role of NPs, RNs, and nursing agencies within the healthcare delivery system. Currently, such content in not included in the statewide recommended CHW curriculum. MONA wants to publish the module in The Missouri Nurse so that NPs, RNs and nursing agencies have an opportunity to see it and use it, as desired. It is intended to be the second publication by the committee, the first being on the nursing evidence undergirding RN/NP-CHW teams in improving patient/health outcomes. The module is due to be published online in the June-July issue. | Barbara Brendel will distribute the module via e-mail. Input on the module should be submitted to Mary Ann Lavin as soon as possible. |
| Adjourn | The meeting adjourned at 3:45 p.m. | FYI |