

Community Health Workers Review Board Meeting

August 22, 2025

2:00 – 4:00pm

Meeting can be viewed [HERE](#)

1. Call to Order

- Dr. Janice Phillips called the meeting to order at 2:03PM. Meeting recorded for documentation.
- **CHW Review Board Members Present:** Dr. Janice Phillips, Emma Villarreal, Ashley Colwell, Angela Ellison, David Sanders, Ricardo Anderson, Lubia Suterwala, Leticia Boughton Price, Monica Cuevas Nava, Tracey Smith, Noelle Moore and Kristin Hartsaw.
- **CHW Review Board Members Absent:** Rep. Camille Lillie, Ryan Croke, Wandy Hernandez, Shami Goyal, Rep. Maura Hirschauer, Ofelia Figueroa, Kevin Wood, Esther Sciammarella.
- **IDPH Staff Present:** Sarahjini Nunn, Lori Weiselberg, Melissa Stalets, Marcella Kincaid, Matt Dougherty, Jessica Bounds.
- **Other Guest Present:** Chris Azpilcueta, Interpreter; Adam L. Scheffler; Cealisa Johnson and EB York, UChicago Medicine; Dalia Galvan Morales, Erie Family Health; Gregory Scott, Carle; Jennifer Rojas, Alivio Medical Center; Judith Sayad, Paula Allen-Meares, and Brenda Soto, UIC; Leslie McKnight, Peoria County; Lizette Martinez; Eugenia Olson; Robert Marlow, SIUC; Marcia Burgess, HMPRG.

2. Vote to Approve June Meeting Minutes

- Emma Villarreal moved to approve the June 27, 2025 minutes.
- Ricardo Anderson seconded the motion.
- Dr. Phillips abstained. *Motion passed.*

3. Board Process Decisions and Reminders

- Dr. Phillips reminded Board Members and guests of the mission of the Review Board and protocols for being recognized to speak, public comment period, and Board member attendance.
- Dr. Phillips reviewed webinar format procedures.

4. Public Comment Period

- Sarahjini Nunn reported no registered public comments at this time.

5. Administrative Rule Status Update

- Lori Weiselberg reported the State Board of Health Rules Committee approved CHW Certification Program rules on August 14, 2025. Publication is expected in the Illinois Federal Register in September. She indicated IDPH will notify Board members once the rules are published and open

for public comment.

- JCAR review is expected to take approximately 9 months, and the program will go live shortly thereafter, approximately mid-2026.

6. Board Report Review and Vote

- Sarahjini Nunn presented highlights from 2025 Annual Review Board Report.
 - Emma Villarreal moved to approve.
 - Noelle Moore seconded the motion.
 - Angela Ellison abstained. *Motion passed*

7. Materials Review Committee Update (August 19, 2025)

- Dr. Phillips gave an update on the committee meeting in the absence of Wandy Hernandez. The Committee focused on organization and design of the website on the staging site. Committee members provided feedback to improve user friendliness of the site. Minutes for the August Committee meeting will be reviewed at the October Board meeting. The next Materials Review Committee meeting will focus on the model curriculum. Date to be determined.

8. CHW Initial Application – User Acceptance Testing (UAT) (September/October)

Sarahjini Nunn explained that CHW UAT is planned for late September/early October with 15 CHWs testing application pathways.

- Approximately 15 testers will complete the CHW initial application on-line. Each tester will receive a different applicant profile so that every pathway is tested, and a variety of situations related to work experience, training, etc.
- Testing will include account creation, application submission, review of standard email communications from our IT system, and feedback from the testers on all aspects of the application process.
 - Dr. Phillips requested step-by-step report of UAT results be presented to Board.

9. Second Public Comment Period

- Sarahjini reported no one registered
- Angela Ellison asked if the public could register the day of the meeting. Dr. Phillips explained that members of the public can express interest during the meeting using the chat feature, and will be called on if time allows.

10. Schedule of Board Meetings and Announcements

Sarahjini Nunn announced the remainder of the year Review Board Schedule.

- Full Board Meetings
 - Friday, October 10, 2-4pm
 - Friday, December 12, 2-4pm
- Announcements – no other announcements.

11. Other Business

- Angela Ellison asked how CHW graduates from UIC's program will qualify for certification.
 - Lori Weiselberg referenced the proposed Training Program Equivalency pathway (for graduates after January 1, 2022). UIC will be reaching out to current, non-certified CHW training programs to complete a curriculum rubric identifying competencies and any gaps based on core competencies in the administrative rules. Applicants will be required to apply through the Training Program Equivalence Pathway to fill any gaps prior to certification.

12. Adjournment

- Noelle Moore moved to adjourn meeting.
- Emma Villarreal seconded. *Motion passed.*