

Community Health Workers Review Board

Materials Review Committee Meeting

April 15, 2026

1:00pm – 2:30pm

This meeting can be viewed [HERE](#)

1. Call to Order

- The meeting was called to order at 2:04 PM by Co-Chair Dr. Janice Phillips. A quorum was confirmed.

2. Roll Call

- **Material Review Committee Members Present:** Monica Cuevas, Noelle Moore, Leticia Boughton Price.
- **Material Review Committee Members Absent:** Emma Villarreal, Tracey Smith, Ricardo Anderson and Wandy Hernandez.
- **IDPH Staff:** Sarahjini Nunn, Marcella Kincaid, Linda Kasebier.
- **Invited Guest:** Leslie Carnahan, Judith Sayad, UIC Cancer Center; May Dartez, SUHI.

3. Board Process Decisions and Reminders

- Dr. Phillips reviewed meeting protocols including procedures for requesting recognition to speak, appropriate use of the chat function, and guidelines for public comments. Attendance expectations for committee members were also reiterated.

4. Revisit Purpose of Materials Review Committee and Reporting to Board

- Sarahjini Nunn reviewed the purpose of the Materials Review Committee, noting its role in reviewing draft materials developed for the CHW Certification Program and providing structured feedback to inform final recommendations to the full CHW Review Board. She emphasized the importance of ensuring materials are clear, accessible and reflective of the CHW role.

5. Review and Feedback

- Refresher Training Module 1, 2, 4, 5, 7, & 8.
 - Training Modules 1
 - Feedback focused on strengthening terminology within flashcards/vocabulary components
 - Training Modules 2
 - No feedback received
 - Training Modules 4
 - Identified issue with incorrect matching in activity content

- HIPAA violation consequences not aligned correctly
- Correction needed: Violations may lead to fines, imprisonment, or loss of certification
- Recommendation: Revise activity content for accuracy
- Training Modules 5
 - Suggested addition of vocabulary terms: Health Equity, Health Equality
 - Focus on strengthening conceptual clarity in terminology
- Training Modules 7
 - No feedback received
- Training Modules 8
 - No feedback received

6. Public Comment Period

- No comments

7. Materials Review Committee Meetings and Announcement

- Sarahjini Nunn acknowledged partners for their contributions to the development of the CHW curriculum and refresher training modules.

8. Adjournment

- Noelle Moore moved to adjourn.
- Leticia Boughton Price seconded. *Motion passed.*