

Community Health Workers Review Board
June 28, 2024
2:00PM – 4:00PM
Minutes

Meeting can be viewed [HERE](#).

1. Call to Order

CHW Review Board members present: Janice Phillips, Wandy Hernandez, Lubia Nunez-Montelongo, Kathryn Gunter, Shami Goyal, Ryan Croke, Monica Cuevas, Angela Ellison, Ket Herena, Rep. Camille Lilly, Leticia Boughton Price, Noelle Moore, Emma Villarreal, Tracey Smith, Ashley Colwell, David Sanders, Esther Sciammarella and Kevin Wood.

CHW Review Board members not present: Kristin Hartsaw (excused), Monica Cuevas, Rep. LaToya Greenwood, Rep. Maura Hirschauer and Ofelia Figueroa.

IDPH staff present: Melissa Stalets, Lori Weiselberg, Omayra Giachello, Allison Nickrent, Monica Dunn, and Erin Davis.

Invited guests present: Melissa Black, Nkechi Onwuameze, Shaista Saiyed, Marci Johnson.

Members of the public present: EB York, Leslie Carnahan, Naesha Moore-Tyler, Angela OBryant, Christine Brambila, Krissy Roseberry, Adam Scheffler, Thea Kachoris-Flores, Ralitsa Vassileva, Stacy Ignoffo, Mallory Nolen, Odaly Medina, Brenda Sota, Adriana Carpio, Tina Koral, Kaitlyn Carpentier, and Stephanie Standish.

2. Approve May Board Meeting Minutes

- Noelle Moore moved to approve the minutes from the May 31, 2024 Board Meeting as amended.
- Esther Sciammarella seconded the motion. *Motion Passed*

3. Board Process Decisions/Reminders

- Invited Guests: Invited guests/subject matter experts will be indicated on the agenda. Co-chairs will use discretion in calling upon invited guests at any time during the meeting.
- Invited guests for this meeting include relevant subject matter experts from IL State Board of Education, IL Board of Higher Education, and the Community College Board.
- Public Comment Period: Members of public are encouraged to register to use public comment periods for testimony. If time permits, non-registered members of the public will be called upon. All guests (non-members) enter name and affiliation in the chat.

- **Chat Feature:** Please do not use the chat feature to ask questions or provide opinions or testimony. For questions or comments, Board members are to use the “raise hand” feature, and members of the public are to use the public comment period.
- **Attendance:** Board members, please inform Sarahjini Nunn of any planned absences for Board meetings. She can be reached at Sarahjini.R.Nunn@Illinois.gov.

4. Public Comment Period

- No member of the public registered for comment and no unregistered members of the public who were present at the meeting chose to comment.

5. Revisit Review Board Timeline for Administrative Rule Review

- Lori Weiselberg conducted a high-level overview of the Administrative Rule review timeline.
 - Will focus on finishing Subpart D – Training Program at the June meeting.
 - The July meeting will focus on Continuing Education and CHW Registry.
 - The goal is for the Board to complete its review and voting on each of the rule sections this summer. The Director will review the recommendations and any substantive changes will go through the legal review process again.
 - The State Board of Health Rules Committee will meet in February. If we miss this deadline, they meet again in May. After which JCAR will review rules which are expected to take approximately 9 months.
 - Lori reminded Board Members that the rule sections are forwarded to members in advance of Board meetings; reviewing them in advance will help with efficiency.

6. Data Highlights from CHW June Town Hall Meetings: Implications for Review Board Decisions *(full deck was forwarded to the Board)*

- Lori Weiselberg provided an overview of key points from the 2024 IL CHW Survey.
 - CHW Survey yielded 450 completed surveys. 51% of the 102 counties represented (51 or 52 counties).
 - In terms of age of workforce, the age ranged from 18 to over 70, and nearly the same percentage of respondents were older than 40 as those under 40.
 - 18% chose to complete the survey in Spanish.
 - 82% reported living in a metro county; 40% responded from Cook County.
 - 73% reported working as a CHW for fewer than five years with 33% working for two years or less.
 - 38% reported they have never taken a Core Competency Training. Those who have taken a training reported a greater sense of confidence.
- Esther Sciammarella asked about the possibility of mapping where the respondents work? The presentation deck that was provided to Board members includes this mapping.

7. Department of Health and Family Services

State Plan Amendment (SPA) Update

Melissa Black, Associate Administrator of Medical Programs, IDHFS

Link for Nominations for Informal Workgroup on CHW SPA:

<https://officeofmedicaidinnovation.jotform.com/has776/chw-workgroup-interest-form>

- Melissa Black reminded the Board of the Informal Workgroup they are convening to obtain input into the Medicaid State Plan Amendment that will specify CHW services for reimbursement and fee schedules. HFS is looking for a diverse set of statewide participants including CHWs, providers, employers and others with relevant experience. The link to the interest form is on the Review Board agenda and can be forwarded to interested parties. Responses are due back on July 19th and monthly meetings will start in September.
- HFS is researching other states' Medicaid coverage for reimbursable CHW services, fee schedules, etc. HFS will compile information and share with the Informal Workgroup.

8. Administrative Rules Review

- Part D: CHW Training Program Certification
 - Lori Weiselberg picked up the discussion where the Board left off in our May meeting, starting with the Credit for Prior Learning Act (PLA). Nkechi Onwuameze, Illinois State Board of Higher Education commented that academic training programs can assess and award credit for prior learning. David Sanders added that earning PLA was a standard process handled by the Registrar's Office. Key learning objectives (KLOs) are compared with requirements and if the KLOs align, credit is awarded. Referring to candidates who may have served as health professionals in other countries, this would also apply. Tracey Smith offered insight from the community-based training program perspective. IPHA, for example, has required CHW candidates from other countries to complete their training program because the U.S. health care system and resources may be significantly different than the candidate's home country. She added that extending the PLA process to community-based training programs would be difficult on as they do not have evaluation resources of academic programs, i.e., a Registrar's Office. Tracey also mentioned the pathway of individuals taking a community-based training course going on to complete an academic training program. Lori Weiselberg reminded the Board that this process was addressed in the rules, that a community-based training program would have an MOU with an academic program to grant credit for the community-based training. David Sanders appealed to legislators to help ensure there is sufficient staffing available to review transcripts for prior learning. He also pointed out that the Malcolm X CHW training program is underwritten and free of charge at this time.

- Rep. Lilly asked about how undocumented individuals fall into the categories. Lori Weiselberg responded that undocumented individuals can apply for certification. David Sanders agreed that the principal issue is not education but will be securing employment. Esther Sciammarella indicated that tax numbers should not be a part of the CHW application. She also mentioned that other countries do not have the same basic training as the United States, e.g., HIPAA, which should be required for CHWs.
- Rep. Lilly added a concern regarding language barriers. Lori Weiselberg acknowledged the concern and indicated that we will have training programs, assessments, and applications in Spanish. She added that we may have to consider other languages over time.
- Regarding the training program sponsor application, Dr. Phillips suggested that the number of years the training program has been in existence be added. Tracey Smith inquired about master schedules and if programs could submit multiple since they are designed to meet the needs of the learner (i.e., in-person, asynchronous). Lori Weiselberg answered yes.
- Lori Weiselberg proposed that apprenticeship programs currently registered by the US Department of Labor be automatically approved by the CHW Certification Program. Tracey Smith inquired about apprenticeship sites that do not train but partner with other agencies and if they would need to go through the process. Tracey Smith and Noelle Moore referenced the partnership between IPHA and HAP; IPHA provides the education HAP does the field experience and has the registered apprenticeship program. Lori Weiselberg suggested the topic be taken offline. She will schedule a conversation with both Tracey Smith and Noelle Moore to discuss how best to propose framing the language. Wandy Hernandez requested the outcome of the conversation be brought back to the meeting next month.
- Regarding training programs, Dr. Phillips asked if there is a cost to become a training program? Lori Weiselberg responded that as of now, all fees have been removed from the rules as the current program budget is sufficient to cover the cost. Since State funding for the program could change in future year, the Department would reserve the right to change the rules and add fees if needed. Melissa Stalets agreed that the intent is to make the program as low barrier as possible; not only for CHWs but for programs as well.
- Angela Ellison asked for clarification on recertification of training programs indicating that every two years seemed too frequent. David Sanders indicated some other programs have a longer recertification time frame, e.g., 4-8 years, like the nursing program. He indicated that the only time there would be a shorter time frame is when there are issues that require a more focused visit and oversight. Tracey Smith also agreed that the program should have an extended period except if someone is on probation or similar. Lori Weiselberg agreed to

take another look at recertification timeframes of other programs. Leticia Boughton-Price added that in their review of CHW programs, none of them looked like something they wanted to adopt 100% in Illinois. She wanted to know that if no program is identified as having an extended recertification time period, would the Board be able to recommend something different. Lori indicated that the Board could make whatever recommendations they deemed reasonable and appropriate in the context of best practices. Leticia Boughton-Price also inquired about noncompliance. Lori Weiselberg responded that we'd want to ensure the training program continues to meet all requirements. David Sanders suggested using an annual report that outlines what the accrediting body requires. The renewal is more extensive and examines curriculum and continuous improvement. An annual report focuses on staff and other items to ensure that the program can continue. Emma Villareal also agreed that two years is too short a time period for recertification and wants to see more time.

- Time Permitting – *These items were not discussed due to time limitations.*
 - Part E: CHW Certification Program Registry
 - Part G: Continuing Education

9. Announcements

- Selection of Curriculum Development Partner: Sinai Urban Health Institute (SUHI)
- CHW Review Board Annual Report due in September
 - Review in July, Vote to Approve in August

10. Public Comment

- No member of the public registered for comment and no unregistered members of the public who were present at the meeting chose to comment.

11. Full Board Meetings for the Remainder of the Calendar Year

- Friday, July 19, 2-4pm
- Friday, August 23, 2-4pm
- Friday, September 13, 2-4pm
- Friday, October 25, 2-4pm
- Friday, November 15, 2-4pm
- Friday, December 13, 2-4pm

12. Adjournment

- Emma Villareal moved to adjourn the meeting.
- Leticia Boughton-Price seconded the motion. *Motion passed.*