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Community Health Workers Review Board

March 22, 2024

2:00PM – 4:00PM

Minutes

Meeting can be viewed [here](#).

1. Call to Order

CHW members present: Janice Phillips, Wandy Hernandez-Gordon, Lubia Nunez-Montelongo, Darius McKinney, Monica Cuevas, Angela Ellison, Rep. LaToya Greenwood, Rep. Camille Lilly Leticia Boughton Price, Noelle Moore, Emma Villarreal, Tracey Smith, David Sanders and Ryan Croke.

CHW members not present: Kristin Hartsaw, Shami Goyal, Deputy Governor Grace Hou, Ket Herena, Karen Ayala, Sol Flores, Ket Herena, Rep. Maura Hirschauer, Ofelia Figueroa, Esther Sciammarella, Ja Niece Nelson and Kevin Wood.

IDPH staff present: Allison Nickrent, Emily Spangler, Greg Willis, Melissa Stalets, Lori Weiselberg, Mona Vankanegan and Erin Davis

- Recognition of Ryan Croke and Sarahjini Nunn
 - Ryan Croke – Governor’s Office
 - Sarahjini Nunn – CHW Certification Program Manager

2. Approve Meeting Minutes from December and January Meetings

- Dr. Janice Phillips moved to approve the minutes from the February 23, 2024 Board Meeting. David Sanders seconded the motion. *Motion Passed*

3. Initial Public Comment Period

- **Maria Delaruz Rodriguz** works at New Life in Little Village and has been a health promoter since 2020 coinciding with the pandemic. It was really meaningful at that time to do that type of work. She advocated for course materials that are in Spanish for Spanish speaking individuals and the teachers who are from the community and knows the community.

4. Illinois CHW Training Program Landscape Analysis: Preliminary Results

- Lori Weiselberg refreshed the Board Members on the progress of the Administrative Rules Review. She displayed a slide indicating the status of each section. The Board is currently working on Part D: Training Program Certification. She also reviewed CHW Training Program Certification Model.

IDPH contracted with University of Illinois Chicago (UIC) to conduct a landscape analysis of CHW training programs throughout the state. UIC funded nine organizations to network in each region. To date, they identified 14 organizations that offer a CHW 101 training program (a few others have not yet responded), and 58 organizations that provide upskilling or continuing education.

5. Admin Rules Part D: CHW Training Program Certification

- Report from the Education Committee and Open Dialogue on Decisions.

Wandy Hernandez gave a summary of the Education Committee meeting and presented the following five questions the committee discussed and had open dialogue with the Board for input.

Q.1: What should be the minimum number of classroom hours for basic CHW training?

Report from the Education Committee on this Question: The Committee reviewed a crosswalk of minimum classroom hours for other states which averaged 95 hours and discussed local CHW training program classroom hours. The most frequently suggested number was 100-hour minimum. Four said 100 hours, two indicated a range that included 100 hours, and one person indicated a range lower than 100. (These hours do not include any out of class reading/homework prep.)

Question to the Board: Based on the core competencies we approved at our last meeting, does anyone have an opinion and justification for minimum required classroom hours that is much different than 100?

Board Dialogue on this Question: Angela Ellison was concerned that 100 hours may not provide enough experience as a CHW but agreed to a minimum of 100 hours. David Sanders reiterated that Community Colleges require much more than 100 hours and 100 hours should be the minimum for all other programs. Tracey Smith raised the concern that these hours should include homework hours. [Note: Asynchronous modules are considered “classroom time” even though they may be completed at home. Tracey Smith clarified this after the Board meeting and agreed 100 hours minimum classroom hours was reasonable.]

Q.2: What should be the minimum number of hours for field experience in CHW basic training?

Report from the Education Committee on this Question: The Committee reviewed a cross walk of other states’ field experience hours which included an average of 105. All Committee members present agreed on 80 hours minimum.

Question to the Board: Does anyone have an opinion and justification that is much different than 80 hours?

Board Dialogue on this Question: All members who spoke, agreed that 80 hours would be an appropriate minimum field experience requirement.

Q.3: Should the certification program require instructor training?

Report from the Education Committee on this Question: While there was no consensus, some felt instructor preparation should be the responsibility of the entity that hires the instructor, but the majority agreed that instructors should be required to take an instructor training course. In one-on-one meetings, one individual indicated concern about college instructors that don't have grounding in CHW work, and another indicated that successful CHWs may need support in learning how to prepare new CHWs.

Question to the Board: Assuming instructors would not be required to pay for the training, and there would be no test to exclude candidate, do you think a required, (mostly/solely virtual) training should be required of all CHW instructors? The purpose of the training would be to level set on the certification program, state competencies, and popular education/teaching resources. If there's an alternative you would like the Board to consider, please propose one.

Board Dialogue on this Question: Angela Ellison expressed that the Board should create criteria that meets minimum standards. David Sanders agreed creating standards. [These standards have been developed and are in the rules.] Leticia Boughton Price reminded the Board that Director Vohra is really leaning on the voice of the Board to provide recommendations [to get more people to share their opinion.]

Q.4: Should the certification program require a refresher training for CHW work experience pathway candidates.

Report from the Education Committee on this Question: While there was no consensus, there was agreement that any required training would not have an "exclusion test." A majority of committee members are proponents of a standard, required refresher training for CHW work experience pathway candidates; however, others think assessing first and targeting training to skills needing improvement would be the best approach. (While this may not be feasible, another approach could be self-assessments.)

Question to the Board: Assuming CHW candidates would not be required to pay for the training, and there would be no exclusion "test", do you think a required, (mostly/solely virtual) training should be required? The purpose of the training would be to level set on the certification program, state competencies, and CHW practice? If there's an alternative you would like the Board to consider, please propose one.

Board Dialogue on this Question: David Sanders indicated he is okay with no testing but believes there should be something to validate quality. Darius McKinney agreed there should be a required refresher training.

Q.5: Should there be a student “pass rate” for basic CHW training course?

Report from the Education Committee on this Question: Committee had no consensus on this.

Question to the Board: Should we set a student “pass rate” for individuals applying for certification? (Meaning they would have to achieve, for example, a 70% or 80% in their training program to be able to obtain certification.) Or should we just leave the definition of “pass” or “successfully completed” up to the training organization?

Board Dialogue on this Question: Angela Ellison believes there should be a minimum score or standard of assessment. Leticia Boughton Price reiterated that the onus should be placed on the training program to assess pass rates. [Invited guest, Glenda Gallisath, subject matter expert with the Illinois State Board of Higher Education (ISBE) stated her opinion during the public comment period detailed below.]

- **Review of Training Program Administrative Rules.** Lori Weiselberg reviewed the first Part of Training Program rules (Part 951). Janice Phillips suggested that the Board should come prepared at the next meeting to dive deeper into the rules. Wandy Hernandez agreed.

6. Final Public Comment Period

- **Glenda Gallisath** with the Illinois State Board of Higher Education (ISBE) indicated that training providers should determine the standard or benchmark for passing or excellence in a program that should be competency driven determined by the profession, not the training sponsor. If left up to the training sponsor, it would be extremely subjective; this should be as objective as possible. Also, she clarified that regarding high school training programs, dual credit kinds of programs apply toward public and private faith-based high schools. That includes partnering with community colleges and baccalaureate institutions, public universities, and private universities.

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

- Wednesday, April 24, 2-4pm
- Friday, May 31, 2-4pm
- Friday, June 28, 2-4pm

8. Adjournment

David Sanders moved to adjourn the meeting. Angela Ellison seconded the motion.