

Traditional Health Worker Commission

AGENDA

November 17, 2014

1:00 PM - 4:00 PM
Lincoln Building Transformation Center
421 SW OAK St. Suite 775
Portland, Oregon 97204

Conference Call Line: 1-866-590-5055
Host Code (April): 8629036
Participant code: 2766017#

#	Time	Topic	Content
1.	30 min 1:00 – 1:10	Welcome Minutes approval	<ul style="list-style-type: none"> • Introduction-Welcome Review Agenda • Approve October Minutes
2.	5 min 1:10 – 1:15	Action Items Review (October)	<ul style="list-style-type: none"> • April J: send toolkit to all Commissioners • April J: post resource list where people can find orgs that offer CEUs for THWs • April J, Ty, and Shawn: provide mailing list to RCC for needs assessment • April J: compile Commission survey responses and report out at November meeting. • April J: draft bylaws for the Commission to review at the Nov meeting • April J: ensure that review of action items is part of the agenda or move April's updates to the beginning of the agenda (5 mins) • Commissioners: send April J comments on THW Rules; also forward names of folks interested in serving on the THW Rules Advisory Committee.
3.	30 min 1:15 – 2:00	Subcommittee Updates	<ul style="list-style-type: none"> • Systems Integration Committee • TEMPS • Scope of Practice Subcommittee
4.	2:00 – 2:30	Cross Agency Coordination	<ul style="list-style-type: none"> • CCWD Update • Survey Report Update
	15 min 2:30 – 2:45	Break	
5.	30 min 2:45 – 3:15	Old Business	<ul style="list-style-type: none"> ○ CCO Guidance Document ○ Work plan update
6.	30 min 3:15 – 3:45	New Business	<ul style="list-style-type: none"> • Bi Laws Presentation • Appoint a new Co Chair • Appoint new Leads for SOP and TEMPS
7.	15 min 3:45 – 4:00	Public Comment	
	4:00	Adjournment	

The Oregon Health Authority Office of Equity and Inclusion (OEI) strives to ensure the comfort and safety of staff and visitors by requiring a smoke free environment and encouraging a fragrance free environment. This request is included in notices for board meetings, hearings, public events and all other meetings sponsored or hosted by the OHA Office of Equity and Inclusion.
Thank you for your cooperation.

Meeting Materials:

Commission Meeting Minutes and Agenda
Subcommittee Agendas and Meeting Minutes
Draft Payment Model Guidance Document

Next THW Committee Meeting:

December 15, 2014

1:00 pm

Lincoln Building

421 SW Oak St.

Portland, Oregon 97204

Suite 775

1-866-590-5055, Participant Code: 2766017#

If you have a disability and need a modification to attend or fully participate in this event, please contact:

April Johnson,
Health Equity Workforce Manager
Office of Equity and Inclusion
971-673-3383
april.r.johnson@state.or.us

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THW Commission Meeting

MINUTES

October 27, 2014 | 1:00 – 4:00 pm
Office of Equity and Inclusion, Conference Room

Attendees: Phaedra Duarte, Ally Linfoot, Jean Yamamoto, Edna Nyamu Cheryl Badaracco, Roxanne McAnally, Raeben Nolan, Keesha Dumas, Connie Miyao, Maria Sanchez, Jennine Smart, Ashlen Strong

Public: Kris Anderson, Adam Kutumbos, Samantha Nalibuff, Shannon Rose, Genna Southworth, Sarah Walker, Sarah Keefe

OHA Staff: April Johnson, April Turner, Shawn Clark, Ty Schwoeffermann

#	Topic	Decisions/Tasks
1.	Welcome Minutes approval	<ul style="list-style-type: none"> • Introduction-Welcome Ashlen Strong! • Agenda reviewed and approved • Amendments to September Minutes: clarify that the service complaints has no home yet, should show TBD. Minutes approved with amendments
2.	Subcommittee Updates	<ul style="list-style-type: none"> • Systems Integration Committee <ul style="list-style-type: none"> ○ Working on Toolkit, pulling elements together, will submit to April J next week. ID'd benefits of integrating THWs in health systems, tips for adding and retaining THWs; working on getting cost of hiring THWs. • TEMPS <ul style="list-style-type: none"> ○ CEU application rubric; CEUs approved by other organizations will likely be approved by this committee; ex: NASW, ACCBO, etc ○ Will develop complaint process for training program issues ○ Reviewing renewal process for training programs ○ Will discuss incumbent worker training next mtg • Scope of Practice Subcommittee <ul style="list-style-type: none"> ○ No chair right now but members will share the task of note taking ○ Finalized duties of doulas ○ Gathering info through community outreach with THWs ○ Creating case statement to clarify distinction in roles for worker types ○ Next step work on supervision roles
3.	Cross Agency Coordination	<ul style="list-style-type: none"> • Rogue Community College: Sarah Walker and Genna Southworth <ul style="list-style-type: none"> ○ THW Commission Integration Consensus Building in State Wide Needs Assessment ○ Got a CCWD grant to expand CHW work, 5 project areas: statewide needs assessment, develop CHW curricula, CHW tuition-assisted trng for new/incumbent

		<p>workers, improve awareness and access to CHW/THW trng in rural areas; and implement college and workforce collaborations.</p> <ul style="list-style-type: none"> ○ Southern Oregon is Jackson and Josephine counties primarily. Has less resources available, huge retirement population. Large healthcare provider workforce. ○ They are interested in knowing if there are overlapping areas in focus, target audiences, methodologies, etc ○ They agreed to expand their needs assessment to include all THW worker types; this will be useful to the Commission and the OHA. ○ Suggested questions: how peer and clinical supervisors are used, what's the formal relationship? Will ask about compensation and benefits for THWs. ○ Requests that the Commission pilot-test the assessment ○
	Break	
4.	Old Business	<ul style="list-style-type: none"> ● Transformation Center THW Survey: Ty Schoeffermann <ul style="list-style-type: none"> ○ HB 2859 Task Force on Individual Responsibility and Health Engagement was the impetus for the survey ○ Task Force is determining what kind of tech asst needs to be provided by OHA ○ Goals: to increase THW workforce utilization in CCOs, foster member engagement, develop CBO/CCO partnerships, and take steps to address barriers ○ Most respondents from Eastern half of the state, most responses from one city was Ontario. Need to engage coastal areas and Deschutes are. ○ Survey wasn't directly given to CCOs, they relied on innovator agents to administer survey to CCOs. ○ Out of 16 CCOs, 10 participated fully. ○ 70% said they use THWs. 90% of participants are affiliated with a CCO. 74% said they directly hire THWs ○ Looking at types of workers available to patients: CHW: 85%, PSS: 52% PWS/PHN: 21% each ○ Q12 about THWs who ID as community members should be explored through a focus group. ○ Utilization: 95% have THW supervisors, 90% CE for THWs, 78% process to assign THW services to patients. There's a need for training on how providers can use THWs. ● April J took a trip to Eastern Oregon with a communication consultant to share stories of how THW being used
5.	New Business	<ul style="list-style-type: none"> ● Commission Recruitment <ul style="list-style-type: none"> ○ Marita Somerville-vote to advance application: the Commission states that when April sends out applications to the Commission, that's all that is needed. Decisions made by OHA to appoint after the nominating process is complete will suffice.

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		<ul style="list-style-type: none"> ○ Pepper McColgan is interested in re-joining the Commission. Motion made and passed to accept her back on the Commission. ○ The Commission is willing to consider others who want to come back but a process and bylaws need to be in place beginning in January. ● Presented guidance document for payment model ● THW Rules Advisory Committee-taking names ● Congratulations to Lakeesha Dumas for Emerging Leaders Award
6.	Public Comment	
7.	Action Items	<ul style="list-style-type: none"> ● April J: send toolkit to all Commissioners ● April J: post resource list where people can find orgs that offer CEUs for THWs ● April J, Ty, and Shawn: provide mailing list to RCC for needs assessment ● April J: compile Commission survey responses and report out at November meeting. ● April J: draft bylaws for the Commission to review at the Nov meeting ● April J: ensure that review of action items is part of the agenda or move April's updates to the beginning of the agenda (5 mins) ● Commissioners: send April J comments on THW Rules; also forward names of folks interested in serving on the THW Rules Advisory Committee.
	Adjournment	

Meeting Materials:

Commission Meeting Minutes and Agenda
 Subcommittee Agendas and Meeting Minutes
 Draft Payment Model Guidance Document
 THW Survey

Next THW Committee Meeting:

December 15, 2014
 Lincoln Building Transformation Center
 421 SW OAK St. Suite 775
 Portland, Oregon 97204
 1-866-590-5055, Participant Code: 2766017

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THW Commission Attendance Chart for 2014												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Cheryl Badaracco	x	X	x	x	x	x	x	X	X	X		
Phaedra Duarte	x	x	x	x	x	x	x	X		X		
Keesha Dumas	x	x	x	x	x	x	x	X	X	X		
Alaiyo Foster	x	x	x	x	x	x	x					
Ashlen Strong								X		X		
Ally Linfoot	n/a	n/a	n/a	x	x	x	x	X	X	X		
Roxanne McAnally	x	x	x	x	x	x	x	X	X	X		
Connie Miyao	x	x	x	x	x	x	Proxy			X		
Raeben Nolan	x	X	x		x	X	x	X	X	X		
Edna Nyamu	x	x	x	x	x	x	x	X	X	X		
THW VAC												
Maria Sanchez			x	x				X		X		
Jennine Smart	x	x	x	x	x	x	x			X		
THW Supervisor VAC												
Jean Yamamoto	x	x	x	x	x	x	x	x	X	X		
THW VAC												
OMA VAC												
PSS VAC												
CCWD VAC												

As of May, the Commission has decided to keep an attendance log at the end of each meeting.

As of April, the Commission has decided the following attendance rules apply to all Commissioners.

In order to keep their position as a THW Commissioner, a Commissioner:

- Cannot miss two consecutive meetings or;
- Three meetings total.

(Phone participation counts as attendance.)



**Traditional Health Worker Commission
Systems Integration Subcommittee
Meeting**

AGENDA

Nov 17, 2014

9:00 am to 12:00 pm
Lincoln Building
421 SW Oak St
Portland, OR 97204

#	Time	Topic	Content
1.	9:00-9:15 am	Welcome, Introduction, Minutes Approved, Note Taker assigned	Minutes of Oct 27 Systems Integration subcommittee meeting
2.	9:15-10:30 am	Review Tool Kit, Website and Coordinating Efforts	
3.	10:30-11:45 am	Discussion on updated Workplan	
4.	11:45 am-12:00 pm	Public Comment	
5.	12:00 pm	Adjourn	

Meeting Materials:

- **Oct 27 Systems Integration subcommittee minutes**

Next SI Subcommittee Meeting:

Dec 15, 2014, 9:00 am-12:00 pm
Lincoln Building
421 SW Oak St
Portland, OR 97204

Contact

Jean Yamamoto
503-408-4090, ext 456
yamamotoj@seiu503.org

April Johnson,
Health Equity Workforce Manager
Office of Equity and Inclusion
971-673-3383
april.r.johnson@state.or.us

THW System Integration Subcommittee Meeting Minutes 10/27

In Attendance:

Jean Yamamoto, Roxanne McAnally, Ally Linfoot, Lakeesha Dumas, Edna Nyamu, Debra Catlin, Jesse Remer, Kris Anderson

Review previous meeting minutes: APPROVED with the following changes: Kris Anderson was also in attendance and under Tool Kit Notes, change first bullet to read: Lakeesha has an example of fully loaded budget for peers.

TOOL KIT:

“Benefit of” Sheets: Retitle with word integrating rather than using/hiring. Reformat all so same – include definition form OARS, sentence descriptor, triple aim bullets

“Tips” Sheet: Move Supervision item to prep section, revised to reflect difference for peers in *note. Add “Connect with CBO’s”. Add “connect with THW Commission.”

Kris to make changes and include with notes as attachments. Will get to April by next week.

Will also share with Scope of Practice committee.

RESOURCE LINKS: April will be able to post on webpage – send suggested links to her.

Review of Workplan – specifically tool kit progress: We are on track!

(With Scope of Practice Subcommittee) Discussion regarding peer role/definition and challenges in current work: Conclusion - we can only officially use definition in rule, and need to clarify family to family only as peer role for family members in all materials we produce. Scope of Practice will focus on PSS role as a whole without differentiating further.

Question of ethics of peer workers providing peer role if not a true peer: Ally raised issue of family members being hired to work with consumers. Lakeesha mentioned a push to train CHW’s as peers. Can make complaints to OHA (April – no official process in place to date – in development) per OARs 410-180-0380.

Challenge with completing Personal Health Navigator Role: No representation on committee/commission. Some discussion on difference between CHW and PHN roles – no final conclusions made, although tendency was to think of PHN as based primarily in clinic setting and CHW primarily based in community.

Cart before the horse discussion: Frustrations/challenges to our work given process state choose to move this part of health system change forward. Concerns re CHW’s not having a billable mechanism – all other roles have or have in development. Concerns re career paths and viability/sustainability of THW professions. **April urges need to provide feedback re Rule,** sent request couple of weeks ago.

Scope of Practice Discussion: Macro level is misleading – looks like almost any role could do same thing. Suggest not using on website – Decided to use Meso level breakdown with Micro level examples. Only completed for Doulas, need greater input from other worker types.



Office of
Equity and Inclusion

**Traditional Health Worker
Commission TEMP Meeting**

AGENDA

November 17, 2014

9:00 am to 12:00 pm

Transformation Center

Lincoln Building, Suite 775

Alaiyo Foster, Chair

421 SW Oak St. Portland, OR 97204

1-866-590-5055, Participant Code: 2766017#

#	Time	Topic	Content
1.	9:00 – 9:15 15 minutes	Minutes	Introductions and Review of October Minutes
2.	9:15 – 9:30 30 minutes	Update by April Johnson	OHA staff to use rubric to evaluate THW training programs
3.	9:30-10:30 1 hour	Continue Discussion of Individual CEU Expectation and Application Document	Development of CEU guideline for individual application Including adding specific course/content requirements
4.	10:45 – 11:45 1 hour	Discussion of Incumbent Worker Training Development	Review the THW rule and recommend next steps
5.	11:45 – 12:00 15 minutes	Public Comment	

Meeting Materials:

Next THW Committee Meeting:

December 15, 2014

1:00 PM - 4:00 PM |

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Training Evaluations Metrics Program Scoring (TEMPS) subcommittee minutes

10-27-2014 Office of Equity and Inclusion Portland, OR 9:00-12:00 PM

Members attending		Representing	Public	Representing
X	Cheryl "Che" Badaracco	Traditional Health Worker (THW)Commission/CHW		
X	Arika Bridgeman- Bunyoli	Community Health Worker(CHW)		
	Krissa Caldwell No longer on THWC	THW Commission/Community Colleges/Governor		
X	Phaedra Duarte	THW Commission/CHW		
X	LM Alaiyo Foster	THW Commission: Chair of TEMPS		
X	Raeben Nolan	THW Commission/Doula		
X	Rollin Shelton	Peer Support Specialist/Wellness		
X	Staff Shawn Clark	Addictions and Mental Health Division (AMH)		
X	OEI Staff April Turner	Office of Equity and Inclusion (OEI)		

Topic	Discussion Notes	Action/Member Assigned
Introductions ,Agenda and Minutes	Minutes approved Agenda approved	
Announcements	<ul style="list-style-type: none"> April J. talked to Klamath Community College and they decided not to continue with the process to apply to be an approved CHW training program 	
Discussion of KCC evaluation process	<ul style="list-style-type: none"> The Committee agreed to draft the response as a group after the next training program review where there was a recommendation to not approve the application as submitted. 	
Recommendation to OEI April Johnson	<ul style="list-style-type: none"> When the TEMPS has a training program review, they want to have OEI support staff 	Alaiyo will ask April for support staff when the committee has a training program

		evaluation
The Committee reviewed the full training program rubric and shortened it to match the ceu application	<ul style="list-style-type: none"> • April Turner captured the committee’s edits. • See attached for draft document • This will be formatted before the next meeting and • Reviewed to finalize at the next meeting 	Shawn and April T. to review, format and send out
Addition to the ceu application	<ul style="list-style-type: none"> • As a result of reviewing the ceu rubric, the committee recommends that OEI add a records requirement to the ceu application. • They recommend that the following be added to page 6, the signature page, “I agree to keep attendance records of those who completed the course for a minimum of three years. “ 	Alaiyo to share the recommendation to April J. before the next meeting or during the next full Commission meeting.
Review of ORCHWA conference application	<ul style="list-style-type: none"> • Individuals on the Committee will use the newly created ceu rubric to review the ORCHWA conference application • The TEMPS will review it as a group at the next meeting 	
Agenda development	<ul style="list-style-type: none"> • Review any training program or ceus applications • What to do about complaints about training programs • Status of incumbent worker training • Review the Committee Plan 	Alaiyo to set next agenda
Public comment	None	

Parking Lot
Unnatural causes video on the social determinates of health

List of possible organizations that would likely provide ceus and would be appropriate

Community Health Workers

- Oregon Community Health Workers Association (ORCHWA)

Doulas

- Birthingway
- C.A.P.P.A
- Doulas of North America (D.O.N.A)
- International Center for Traditional Childbearing (I.C.T.C.)
- Oregon's Doula Association

Peer Support Specialists and Peer Wellness Specialists

- Addition Counselor Certification Board of Oregon (ACCBO)
- Alternatives Conference
- Northwest Addiction Technology Transfer Center
- Peerpocalypse

List of OHA approved THW training programs for each type as approved

Courses approved by other Certification Boards

- National Association of Social Workers (NASWs)

Approved for all THWs

Oregon Health Authority

Office of Equity and Inclusion

Oregon Home Care Commission

Discussion of College as ceu providers

DRAFT

Individual THW application form for continuing education hours

Name

Contact information

THW certification number

For each course complete the following

Course title

Trainers names

Agency offering the training

Number of contact hours *

This course covered/taught/ contained information about the following topic areas from the list below

This course covered... the following areas applicable to my work as a THW

Tentative Agenda: THW subcommittee SOP and Supervision

Date: 11/17/14

Time: 9-12

- I. Adoption of minutes, Agenda review
- II. CHW Meso/Micro
- III. Peer Wellness Specialist Meso/Micro
- IV. Peer Support Specialist Meso/Micro
- V. Personal Health Navigator Meso/Micro

Next meeting date: 12/15/14

THW subcommittee Scope of Practice and Supervision
10/27/14

Dates, Assignments, Other
Jennine: Coordinate consult with CHW's on commission to review role Meso/Micro (plan 12/1 with Edna/Keesha)
Connie/Jennine: to meet before next meeting to review work needs and plan
Next Meeting: finalize remaining worker types Meso/Micro

Present: Jennine Smart, Maria Sanchez, Wendy Scharp
Unable to Attend: Eric Martin, Gretchen Koch,
ONA Staff: CLM

Time length of contact: 2hrs

I. Review of worker types

- A. Discussion some members on committee wanted to "break-out" specific worker types to call out PSS mental health and PSS addiction as sub categories. Consult with Systems integration members and all agreed that will focus work on the 5 worker types: Peer Wellness specialist, Personal Health Navigator, Peer Support Specialist, Community Health Worker and Birth Doula as per ORS 410-180-0305 (19) definitions.
- B. Reviewed Meso/Micro Birth Doula with 2 active workers, agreement that completed.
- C. Discussion-will focus on remaining worker types and solicit review/sign off by other commission members. Limited THW on this subcommittee, want final approval/recommended fine tune by THW workers.

The meeting adjourned at 12:00

Respectfully submitted,

Connie Miyao RN BSN Nursing Practice Consultant