

**Foothill College**  
**Community Health Worker Advisory Board Meeting Minutes**  
**Meeting Date: from Dec 7, 2022 from 12:03-2:07pm**  
**Meeting Location: Zoom**

**Call to Order:** Rebecca Ryan called to order the regular meeting of the Foothill College Community Health Worker Advisory Board meeting on Dec 7, 2022 at 12:05pm.

**Roll Call:** There were sufficient members for a quorum.

**Members Present**

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|---|---|
| 1. Rebecca Ryan (Foothill College)                        | 7. Sally Baldwin (Foothill College)       |
| 2. Teresa Ong (Foothill College)                          | 8. Sarah Davila (Chaffey College)         |
| 3. Mike Gonzalez (Santa Clara Family Health Plan)         | 9. Darouny Somsanith (CCSF)               |
| 4. Jesse Tarango (Community Health Partnership)           | 10. Lety Serna (Foothill College)         |
| 5. Annie Wu (Santa Clara County Public Health Department) | 11. Joselyn Perez (Foothill College)      |
| 6. Leigh Howell (FHDA Foundation)                         | 12. Wei-ting Chen (Stanford University)   |
|   | 13. Kelly Chew (Second Harvest Food Bank) |
|   | 14. Nancy Chueng (Foothill College)       |

**Members Not Present:**

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|--|---|
| 15. Ram Subramaniam (Foothill College) | 19. Dorothy Alvarado (Community Health Partnership) |
| 16. Kurt Hueg (Foothill College)       | 20. Adrienne Saxton (Cabrillo College)              |
| 17. Nanette Solvason (BACCC/HWI)       | 21. Roosevelt Charles (Foothill College)            |
| 18. Shirley Treanor (Foothill College) | 22. Jorel Sarmiento (SJSU Student)                  |

**Meeting Outline/Notes:**

- 1. Reviewed agenda, advisory board approved minutes from June 22, 2022 meeting**
- 2. Introductions and greetings from all board members; status update from board members**
  - a. *Jesse Tarango from CHP:* Community Engagement Program internally at their program (7 CHW's for that program), 6 CHWs for Every Woman Counts program. Member health centers employ CHWs. Awardee of the HRSA CHW grant. Students will earn stipends for the FH CHW program. Can give up to 23 for new students, 7 for apprentices. 23/year, breaking it down per quarter.

- b. *Kelly Chew: Second Harvest* – not currently working with CHW, internally they're looking forward to having a CHW on board. Outreach events, planning.
- c. *Annie Wu with SCCPHD: Violence Prevention, under Racial Health Equity, COVID Prevention program works with CHWs. Public Health doesn't work with CHW but contracts with groups that deliver COVID education. Exploring ways to build sustainability; expanding/deepening work so they're not just emergency response. Annie oversees the different grants (local, HRSA for AACI). Program to build out a CHW strategy to serve all 7 Asian/PI groups in the county. Working with Gerard from AACI, deploying CHWs.*
- d. *Wei-Ting Chen from Stanford Medicine: Office of Community Engagement: Don't hire CHW's but collaborate with them through COVID-related research grant. Developed CHW Community of Practice. Her team meets with CHWs Spanish-speaking to understand their training needs; work with partners to inform of findings. Supporting with professional development after they've been hired on the job. Expanded support to CHWs across the region (in addition to 15 core members) hosting topic-specific workshops delivered in Spanish and English. First series focused on basic needs, second series focused on mental health. On-the-job professional development – filling the gaps organizations that hire CHWs with different background/preparation to help CHWs respond. 80-100+ workshops each session taking place in the evenings. Findings: CHWs are being asked for how to sign up for gov't benefits, moving to navigator space, benefit sign up. Really important to make sure they are compensated.*
- e. *Mike Gonzalez from Santa Clara Family Health Plan: Community Resource Center will open 2 new CHW positions. Their CHWs are supporting resource navigation, addressing social health needs, supporting application for Medi-Cal, Covered California, and CalFresh. Additionally, Outreach and Community Engagement to understand what's going on (on the ground) in addition to empowerment and provide a sense of agency. Working with Wei-Ting's office (Stanford), mapping of the entire workforce, network of CHW/Promotora, and agencies that employ them. Goal is not only to strengthen health equity across the system but prepare for the next transformational change in healthcare (CHW Medi-Cal benefit) and getting them in programs like this to be certified.*
- f. *Sarah Davila from Chaffey College: Not getting a lot of traditional students signing up for CHW program, but rather employers looking for training program for their CHWs to receive Medi-Cal CHW benefit. Curious about the potential/forward thinking about what certification/needs will be; how educational partners and organizations/clinics can look like. First cohort of 10 will be starting their internships.*

- g. *Darouny Somsanith from CCSF*: Currently have four cohorts of CHWs actively running. Struggle right now: looking to C3 for standardization with the core being 14 units, whole program is 17-18. Spending so much time on motivational interviewing skills, hard to develop, takes time to showcase. C3 asking for research and evaluation for CHWs. Trying to figure out how to figure out C3 which may be what HCAI will recommend as a way to recommend the roles and skills of CHW for California. CCSF is evaluating their own courses to see how to potentially embed other skills within coursework. Difficult to do well all the C3 skills; is teaching about it enough or do you need to teach skills.

### **3. Foothill CHW program: Status updates**

- a. Certificate is awaiting approval from BACCC, FHDA, and the State
- b. Officially started in September, hosted info session and also the first CHW meeting
- c. Student handbook complete presented to Advisory Board, feedback sought:
  - i. *Mike Gonzalez, SCFHP*: Concerned about students who may be experiencing formal academic environment for the first time. Q: How is FH CHW program recognizing this, the fact that they're working, have other responsibilities, not privileged as other students may be? Is there a value that we can define in the handbook, piece that we want to honor or recognize who's coming, but still recognizing that this is important for their career? A value or statement about this.
  - ii. *Lety Serna, Foothill College*: Highly values and recommends a personal touch when there is a student population who is reticent to move forward. Response: Rebecca Ryan: CHW program considering more opportunities for casual check-in's that are less formal (per group discussion) and personal touch for registration for classes. Built into the meetings (get to know you). Also added to the CHW Canvas site.
  - iii. *Mike Gonzalez, SCFHP*: Like the idea of having more connection with Lety and counseling, CHW Ambassadors helping bridge connection. When thinking about the program, thinking about CHWs who are actively doing the work; how can the program support them? Insecurities, intimidation, audience, Spanish-speakers, keep thinking about them and how to further support them. Statement about how much we value them and how much this program was built around them is needed. How we frame program? Who is it targeting? Ensure that this program is rolled out for that population. If his CHWs in the program are having a hard time,

and are the gold-standard for CHWs, how will others do in the program?

- iv. *Darouny Somsanith from CCSF*: Option to look into FERPA to allow discussion of student's progress in course with sites; Mike Gonzalez from SCFHP interested.
  - v. Future direction: Have 1 section of HLTH 21 taught in-person in the Fall if there are interested faculty (Cathy Draper is the only instructor who can/interested in doing so).
- d. CHW Canvas site complete (shown to Advisory Board)
  - e. Enrollment numbers presented for program, HLTH 21, and HLTH 101
  - f. New CHW Ambassador program
    - i. Feedback: Discussion about opportunities to compensate CHW Student Ambassadors; will seek grant opportunities (possibly through FHDA Foundation, other sources).

#### **4. Internship Program: Status updates shared**

- a. Goal: Internship sites connection between program and sites during Winter quarter (Jan-Mar), continued development of formal MOU's between FHDA and sites
- b. Review of Internship Requirements: 1 unit course (ITRN 50), 72 hours minimum internship meeting 2 of the 4 program outcomes for focus during the internship.
  - i. 1. Students will be able to demonstrate informal counseling and motivational interviewing techniques when communicating with individuals, groups, and communities
  - ii. 2. Students will be able to demonstrate the dissemination of culturally competent health education to individuals, groups, and communities
  - iii. 3. Students will be able to demonstrate the ability to help patients navigate complex government applications for social services
  - iv. 4. Students will be able to demonstrate the ability to apply written, verbal, and active listening communication strategies that are professional, courteous, and culturally competent
- c. Reiteration on the FH CHW programs desire to have interns compensated and to ensure that interns are NOT participating in non CHW-related work (errands) while interning.

d. Feedback:

- i. *Jesse Tarango, CHP*: Some clinics in the past had to create MOUs for insurance liability. How will this work without MOU for Spring?

1. Response: *Teresa Ong, Foothill College*: Since students will have to take the ITRN 50 class, the students are covered under Foothill's insurance. MOU's are not an easy process, FH has 426 contracts with clinics currently. Initially tried to add addenda; instead, will develop a CHW boilerplate for the CHW program specifically and will add agencies to the MOU. Additionally, CHW standards and student learning outcomes will be covered in the MOU. College will ask for mutual indemnification. Will respect sites onboarding requirements.

## 5. Onboarding/Background Checks for Internship Requirements

- a. *Teresa Ong, Foothill College*: Clinical coordinators work for Allied Health to help with background requirements, vaccinations, and use of Strong Workforce/Perkins funding

- b. Question from *Darouny Somsanith, CCSF*: How do other sites get students to pass background check who are undocumented:

i. *Teresa Ong, Foothill College*: Shared experience being an F1 student; was able to volunteer.

ii. *Jesse Tarango, CHP*: Undocumented workers were able to be hired if they were contractors. Gig worker protections canceled out their ability to hire these workers. Trying to figure it out again, may be some options with contract workers. May be doable with a paid contracts internship but will have to look at that more. Would have to be an unpaid internship for anyone who is undocumented even though it's unfair. Will seek information on the revised legislation to understand what it means for students at FH and interested in the program.

iii. *Mike Gonzalez, SCFHP*: As a government entity, not a lot of leeway. The best they can do is provide monetary stipends in the form of gift cards to add value to what they brought to the work. Struggling like other partners, identifying other opportunities, making them contracts as they work to secure their status. This is a system issue impacting Promotoras/CHW on the ground. Some CBO's have been identify ways to employ. Still encourage documented/undocumented people to get educated and

continue in the system.

- iv. *Sarah Davila, Chaffey College*: Been discussing that one option could be volunteering on their own and use it for credit-for-prior-experience. This can be a way around the background check because all of their sites require background and drug testing.

c. Background Checks/Onboarding Requirements from our Partners:

- i. *CCSF*: For CCSF, clinical internship onboarding requirements: two-step TB, Covid (lasted public health recommendation), MMR, and background check. SFDPH covers background checks and vaccination for students. Students not interning at DPH can get vaccination through college health center (some are free some have cost associated with it). Tricky for undocumented students especially the background check. Health center offers some of the vaccinations. When coordinating the interpreter program, used to use Castle Branch. Recommended students do titrating to see what they were vaccinated for. Internship occurs mid-November, then start process. Students who want SFDPH positions interview in December, may not start internship until Feb.
- ii. *Chaffey College*: Use the strictest requirements for all students within the CHW program, looks like the nursing program: Complio Health Screening System: Background (don't require fingerprinting), drug screening, 2 step TB, vaccinations including Covid and Influenza, health attestation. (Nursing program uses). Start the semester before their internship (Oct 1) to give them enough time. Everything can be done at on-campus health center except for drug screening (at site closest to student's residence). \$115 total (trying to get that covered). No students with economic concerns/cannot pay.
- iii. *SCFHP* – Still developing/confirming volunteer program. Still treating intern like employee (may not have DOJ background check). Internship requirements will include: COVID-19 vaccination series, light background check and OIG Check (Office of Inspector General). Takes a few hours, not as deep as DOJ.
- iv. *Second Harvest Food Bank*: COVID vaccination or exemption
- v. *CHP*: COVID vaccination, TB test, and DOJ background check - clinics will reimburse for background check when required.
- vi. *SCCPHD*: I don't know if Public Health requires background checks on CHWs, but we contract with groups and entities that employ CHWs, so

those groups have to go through the County's contracting process

vii. *Stanford*: Unknown; will email Wei-ting for clarification

## **6. CHW Promotion and Retention**

a. Shared our current promotion strategies with partners and sought feedback

- i. *Darouny Somsanith, CCSF*: Completion of CHW certificate is equivalent to six months of employment through DPH. Not sure if this is the case with SCC but will check. Students have awareness of CCSF and DPH connection; attend CCSF purposefully.
- ii. *Sarah Davila, Chaffey College*: Students see courses that are CSU/UC transferable and become interested in public health/CHW work. Exposure in traditional transfer courses; can see CHW in their career path. Also students are making aware that this is a route to a clinical pathway. Right now very employer-driven as far as promotion/recruitment of current students.
- iii. *Note to all*: We ran out of time for this discussion but will be putting it back on the agenda for June.

### **Next Meeting:**

We will most likely have our next meeting in June of 2023 to review the first year of the CHW program including ways to improve for the 2023-2024 school year.