

Foothill College
Community Health Worker Advisory Board Meeting Minutes
Meeting Date: November 12, 2025
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 November 12, 2025, at 10:02am.

Roll Call: There were sufficient members for a quorum.

Members Present

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| 1. Rebecca Ryan (Foothill College) | 8. Daniel Kokoski (Community Health Partnership) |
| 2. Claribel Chavez (Second Harvest Food Bank) | 9. Sarah Davila (Chaffey College) |
| 3. Nancy Cheung (Foothill College) | 10. Raji Visvanathan (FUHSD Adult School) |
| 4. Gerard Manuel (AACI) | 11. Rose Ann Pierre, School Health Clinics |
| 5. Trinh Nguyen (SCFHP) | 12. Marnelli Canosa (LEAD Filipino) |
| 6. Adrienne Saxton (Cabrillo College) | 13. Teresa Ong, (Foothill College) |
| 7. Angelina Michael (Foothill College) | 14. Kimberly Thompson (Blood Cancer United) |

Meeting Outline/Notes:

1. **Minutes from December 11, 2024 meeting.** Gerard Manuel motioned to approved minutes; Nancy Cheung seconded the motion. Motion approved.
2. **Reviewed agenda.** Daniel Kokoski made a motion to approve the agenda, Gerard Manuel seconded the motion. Motion approved.
3. **Presentation Notes:**
 - a. *Status of CHW program:*
 - i. **HLTH 101:** Future course will be in-person when possible, or virtual. Hyflex will not be an option.
 - ii. **Completion Rates:** 2022-23: 10 students, 2023-24: 15 students, 2024-2025: 19 students
 - iii. **Student success/attrition:** 23 in good standing currently.
 - iv. **New students in Winter:** None this year; we have HLTH 101 offered in Fall only due to more students needing internships
 - b. **General Announcements:**
 - i. **CHW Ambassador:** We have our final year of funding for the student CHW Ambassador position that was just filled by current student Georgina who begins in January 2026. Seeking funding for 2027 and beyond. Teresa may have funding, Rose Anne Pierre stated that there may be funding with the Giving Tuesday Campaign. Gerard

also mentioned possible funding. CHW Program will reach out to all for more info.

- ii. **Student Stipends:** As part of Community Health Partnerships HRSA grant, students are receiving a stipend for school year 2025-26 with excess funds from the 3-year HRSA grant. Daniel Kokoski from CHP confirmed.

4. Questions and Discussion

- a. *Discussion #1: Potential Opportunities (Workforce Pell) – Teresa Ong shared potential funding which utilizes a 15-week compression model in which students complete all coursework in one term. They may have 5 week courses stacked rather than completing all the same time.*
 - i. **Adrienne Saxton, Cabrillo College:** She hadn't heard the research before and were interested in following up on any resources Teresa could share about retention with a compressed amount of time. She mentioned it makes sense but wondered if retention is more about having the internship at the same time as the courses, since that's where they've seen higher retention rates; a very interesting model to explore and that they would share the resource with their group.
 - ii. **Sarah Davila, Chaffey College:** She wondered if having students take their courses concurrently with the internship would work, noting that internship partners might not love that because students would be coming in without as much knowledge. She shared that partners are currently happy since students arrive prepared and already have the background, and added that it's easier for students when they take one course at a time. The speaker also said they had never heard about the workforce Pell Grant before and were excited about that opportunity.
 - iii. **Teresa Ong, Foothill College:** She explained that the compression model is really designed for adult learners, not traditional 18- to 22-year-old students. She noted it supports adults who are already working, possibly have families, and could complete training while being supported in their workplaces. The goal is to help with internal recruitment and address both time poverty and monetary poverty by shortening the program and connecting it to workforce health resources.
 - iv. **Angelina Michael, Foothill College:** She said this model may work best for students receiving credit for prior work experience, who likely wouldn't need the internship. She noted that many adult learners might find the compressed program overwhelming, especially if they're unfamiliar with online platforms. Still, they mentioned several current students who would have loved this opportunity.
 - v. **Rebecca Ryan:** Provided clarification that for this cohort of students with prior experience, when offered the option to complete the program in one quarter, none chose to do so; all preferred two quarters because they could not take all the classes at once due to their workload.
 - vi. **Gerard Manuel, ACCI:** Many CHWs or promotoras work multiple jobs, and their main concern with certification programs is the time commitment. The 10-week training from Santa Clara Family Health Plan has been successful, with several partner agencies now contracting or billing Medi-Cal through that pathway. Students in this model can apply what they learn in real time, such as staffing senior wellness programs, providing nutrition education, and engaging in community tabling, making the experience more practical and coordinated.
 - vii. **Raji Visvanathan, FUHSD Adult School:** Adult learners retain skills better when they can apply them directly in their work environments, but short programs like the CNA training have shown a need for added professionalism and job readiness components. The speaker recommends adding one to two weeks before the internship to cover these skills, along with technology training for those reentering the workforce. Based on experience with interpreter interns, who succeeded after structured preparation, a preloaded phase would help balance practical readiness with academic instruction for better outcomes.

- viii. **Rose Ann Pierre, School Health Clinics:** Asked clarifying question about credit for prior experience. Rebecca responded that yes, we offer, but they must complete the class and have an approved application for the experience that matches the program's outcomes

b. *Discussion #2: Certificate Length: Adjustment of courses needed including removal of CNSL 6: Exploring Leadership. Three options: 3 courses only, 4 courses (with the third being a list to choose from/elective), or 2 courses (HLTH 21, HLTH 101) and two electives including internship allowing a knowledge-only certificate.*

- i. **Rebecca Ryan:** Feedback from students is that the Exploring Leadership class is not consistently showing as a developmental/skills-building course as originally intended. Student feedback is positive for HLTH 101, 21, and ITRN 51.
- ii. **Adrienne Saxton, Cabrillo College:** Advised us to look at the 11 core competencies and decide based on whether a course provides competency in those spaces. They added that student feedback is really important, but sometimes students don't know what they need to know, so they would map out the competency component.
- iii. **Gerard Manuel, AACI:** Seconded Adrienne's comment about the core competencies, noting that when they do their attestation, they need to attest that their staff training is aligned with those competencies. They added that leadership and professional development could be a focus area during the internship, since a lot of that is developed during in-placement work anyway.
- iv. **Teresa Ong, Foothill College:** She suggested taking out the CNSL 6 course and keeping the internship, since it seems more valuable to the student than a leadership class. CHW competencies can be woven into the HLTH 101 class and are likely already included in the internship class.
- v. **Nancy Cheung, Foothill College:** Agreed with Teresa.

5. Rebecca Ryan **made a motion** to change the CHW certificate program from four courses, which includes Exploring Leadership to 3 courses, which excludes Exploring Leadership Counseling 6. Teresa Ong seconded the motion. All present voted (a few dropped off the call prior), 10 yes, 0 no, 1 abstention. Rebecca asked about fast track but it can take up to a year. If approved, this will go into affect by Fall 2027 though the program hopes this can go into effect by Fall 2026.

6. *Short Review: Alumni Survey: Rebecca shared survey results from the second cohort of CHW students (one year follow-up) which were at a reduced completion rate than the first cohort.*

- i. Reduced number of students continuing education
- ii. Reduced number of students continuing in the field of CHW. We will expand question to find out what the barriers are for entry into the field
- iii. Most students very happy with the program especially HLTH 101 and internship. Some students did not find CNSL 6 as helpful as other classes.

Next Meeting:

- a. Next year - Fall 2026 (November or December), 10am.