

**STATE OF CONNETICUT**  
**State Innovation Model**  
***Community Health Worker Advisory Committee***  
**Meeting Summary**  
**Thursday, May 19, 2016**  
**2:30 pm – 3:30 pm**

**Location:** Webinar

**Members Present:** Migdalia Belliveau, Thomas Buckley, Juan Carmona, Darcey Cobbs-Lomax, Michael Corjulo, Tiffany Donelson, Loretta Ebron, Liza Estevez, Linda Guzzo, Jacqueline Ortiz Miller, Terry Nowakowski (Chair), Chioma Ogazi, Lauren Rosato, Milagrosa Seguinot, Mayce Torres, Robert Zavoski

**Members Absent:** Yolanda Bowes, Ashika Brinkley, Grace Damio, Peter Ellis, Nicholas Peralta

**Other Participants:** Meredith Ferraro, Stanley Zazula, William Tootle, Jenna Lupi, Deanna Chaparro, Katharine London, Joanne Calista, Carl H. Rush

**1. Call to Order and Introductions**

The meeting was called to order at 2:36 pm.

**2. Public Comments**

No public comments were submitted for discussion.

**3. Approval of Minutes**

Motion: to approve minutes from 4/19/16 – Milagrosa Seguinot; seconded by Lauren Rosato.

Vote: all in favor.

**4. Recap from April 19, 2016**

Katharine London reviewed the opportunities and challenges/needs that the committee identified on 4/19/16.

Opportunities: Recognize roles of CHWs, publicize ways that CHWs excel, demonstrate cost effectiveness of CHWs, expand CHW workforce and recruit new CHWs, integrate CHWs into healthcare system, achieve change statewide.

Challenges/Needs: Information and education, communication and inclusion of CHW voices, sustainable financing, evidence demonstrating cost effectiveness, certification/credentialing process.

**5. Ground Rules**

Jenna Lupi presented several standard meeting ground rules for the committee to consider. Milagrosa Seguinot recommended adding a rule about keeping phones muted during webinars when one is not speaking. Mayce Torres recommended adding a rule about hand raising to facilitate orderly communication in such a large group.

## **6. CHW Symposium**

Meredith Ferraro outlined the format of the upcoming CHW symposium (5/24) to help prepare committee members for participating in it. The two main goals of the symposium are to (i) inform participants so that they are better able to contribute to the development of the CHW workforce in Connecticut and (ii) document the various perspectives of stakeholders to help guide development of CHW policy in the state.

Ms. Lupi posed several questions related to CHW program design, certification, and funding mechanisms for committee members to keep in mind as they prepare for and participate in the symposium. Ms. Ferraro reminded everyone to RSVP.

## **7. Upcoming Meetings Schedule and Overview**

Ms. Lupi reviewed project goals (policy framework and toolkit for CHW utilization) and meeting schedule/deliverables through November 2016 and proposed committee routines for addressing topics and meeting deadlines.

Ms. London noted that some topics may require attention from volunteers outside of committee meetings to ensure that the committee stays on track.

## **8. Questions**

Michael Corjulo asked if the committee will be using Dropbox or another cloud service to share materials. Several members stated that their employers restrict or forbid use of such services.

Lauren Rosato asked if recordings of meetings will be available to members in the event that they have to miss a meeting. Ms. Lupi confirmed that audio recordings will be available.

Jacqueline Ortiz Miller asked why committee meetings were scheduled on alternating days of the week rather than one specific day. Ms. Lupi agreed that scheduling meetings on the same day of each month would have been ideal, but she explained that room and SIM-staff availability prevented that from happening. However, although in-person participation is encouraged, she said, a call-in option will always be available.

The meeting adjourned at 3:12 pm.