
Community Action Board Meeting Minutes

Date: Friday January 10th, 2020 ***Time:*** 9:00am - 2:00pm

Location: El Rio; The Manning House 450 W. Paseo Redondo Tucson Arizona

CAB Members Present: Lucy Murrieta, Cassalyn David, Cynthia Espinoza, Alma Torres, Susan Kunz, Bonnie Bazata, Yanitza Soto, Rosa Guerrero, Maria Chavoya, Nicholas Cogdall, Susan Lange, Judith Gilligan, Susan Kunz, Robert Guerrero

UA: Maia Ingram, Scott Carvajal, Ramses Sepulveda, Kathryn Tucker, Ada Wilkinson-Lee, Jill DeZapien, Namoonga Mantina

Communication & Policy (outreach) Committee: Ramses Sepulveda, Maria Velasco, Susan Kunz, Robert Guerrero, Jill DeZapien, Nicholas Cogdall, Namoonga, Susan Lange, Judith Gilligan, Lorena Verdugo, Cassalyn David

Translation & Dissemination Committee: Maia Ingram, Ada Wilkinson-Lee, Cynthia Espinoza, Gloria Coronado, Bonnie Bazata, Yanitza Soto, Rosa Guerrero, Maria Chavoya, Floribella Redondo

Meet and Greet- 9:00 am to 9:30

- Welcome by CAB Co-Chairs Maria Velasco & Yanitza Soto
- Introduction of all CAB members present

CAB Mentor Program 9:30-10:15 am:

- Mentoring – The group prefers the word learning over mentor; Learning partner program is a proposed alternative
- The group began considering the idea of community members; as it was part of the proposed grant
- Alma – mentions she knows a person from her community that would be a good fit.
- Susan L. – mentions the idea of a community group. Using the strategic prevention framework model which uses the representation of 12 different sectors, church, business, school, etc.
- Jill reminds everyone that since 1997 we wanted the CAB to sustain a group to speak for and advocate issues relevant to the CHW model. The group is reminded to keep in mind that the CHW is our overarching umbrella when it comes to the CAB
- Cassalyn – similar to youth involvement in boards, involving the target population helps us gather information. Not about making youth conform to space but the group is youth driven. The idea being that we involve community members.
- Scott – we are CHW driven, but is that too much of a step removed from the needs of community members? Do we still need more community involvement beyond the CHW?
- Bonnie mentions recent MAMA graduates who have a goal to be a state senator, identifying those people that have a voice early can be useful, and uses their voice
- The group agrees on attempting to identify a model, do a pilot among ourselves.
- Communication committee led by Robert and Susan will lead this conversation during the breakout session.

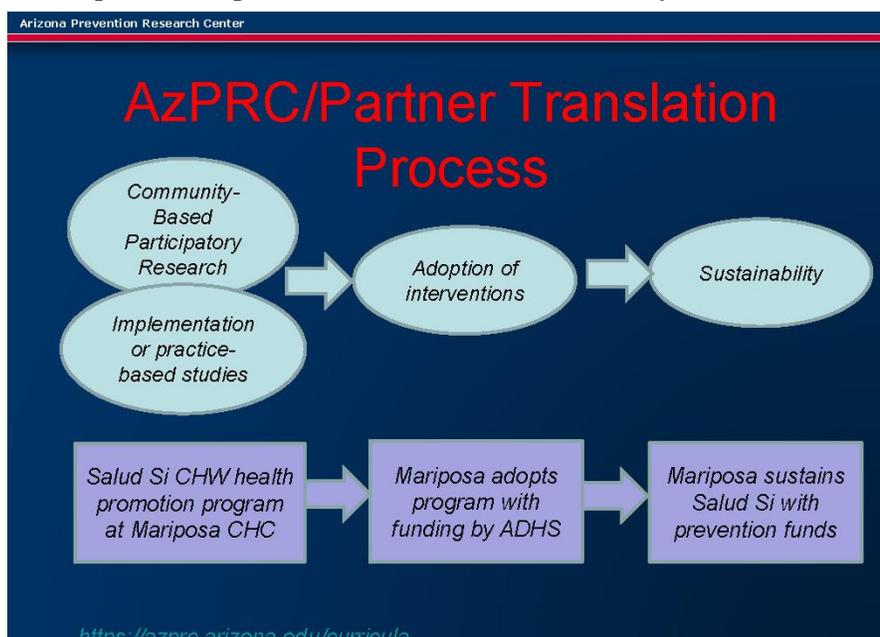
- Susan L suggests that it be targeted, what issues are we trying to address and who would be the best partner. From a social justice perspective for example, who would that be?

Approval of Minutes

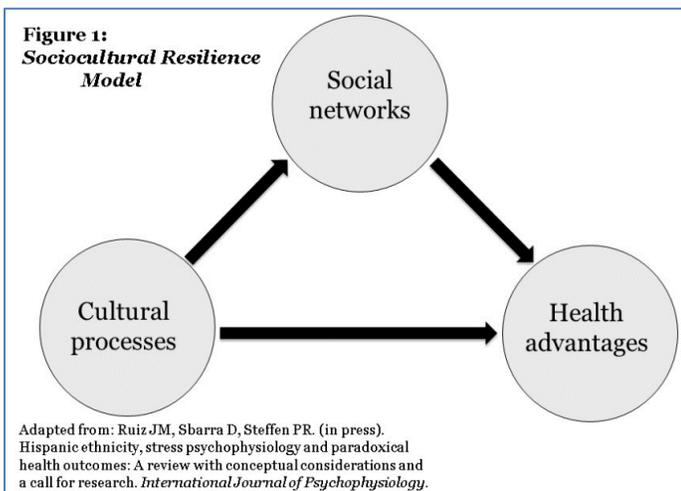
- Motion to approve minutes from June 2nd meeting by Maria Velasco and seconded by John Blackburn.
- Minutes Approved

Recent Application Discussion by AzPRC Team 10:15am- 10:45 am:.

- Scott opens up by discussing that the summer before last we began working on the latest application keeping in mind that we are the only border focused PRC project, which was our biggest strength coming in to the application process.
- Since our project there has been a lot of growth of the inclusion of CHWs in all other PRC centers and it goes to show we have paved the path for this to occur in many ways. By being part of the PRC network we also had additional opportunities to add Special interest projects so we have 2 sips now, mindset for epilepsy and the cancer network (this is in the Mariposa network).
- With the new application we found out over break that there is another round of sips coming up, potentially aging, etc.
- Maia suggests we send them out to everybody (email is forwarded to the group at 11am)
- They are worth everyone looking at because they are very specific and its worth everyone seeing if its even worth applying.
- Susan Lange inquires if these SIPS are CDC driven, Scott confirms yes, and being a part of an existing PRC is required to apply.
- Scott for the next CAB meeting will have a pie chart of some sorts, but wants to begin by mentioning that roughly 65% of our grant has to go to the core research project; communication, translation, training are all part of the other portion of that slice of the pie; that is an institution mandate.
- Maia- we have way more flexibility for the carry over funding in comparison to other meetings. It is an opportunity to turn those funds into travel money.
- Susan- so we should be looking at what projects we can support?
- Maia-we can look at things in our guiding principles to help us narrow down our efforts.
- Maia begins by discussion the translation efforts, she mentions that during the upcoming PRC kickoff meeting we will have some of our CAB members representing our PRC, Flor in particular will be on a panel of community partners
- Susan says she's had a chance to do something like that in the past, typically they show interest in how CAB members are part of the process and how involved are they.



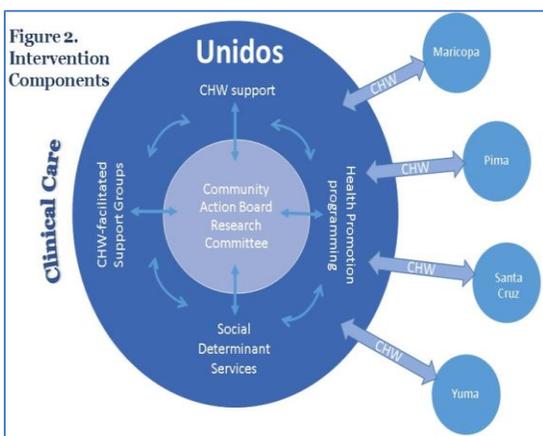
- Maia moves on to give a breakdown of the translation model we anticipate using for the upcoming grant, the use of community based participatory research, the use of best practices, the adoption of intervention and how to sustain these efforts.
- Maia’s goal for the translation committee- we have a lot of CHW curricula that we can start using, we need to get more letters of support CHR tribal liaison, FQHS etc. Trying to think of our committee to drive how much we get involved with how we can actually translated CHWs into health departments on how we can work the approved voluntary certification process.
- Ramses update with communications- During the latest application, we wrote a substantial amount of narrative discussing the use of hootsuite. Hootsuite is an online social media managing platform that allows us to post on all our websites from one single page. This means that during this 5 year cycle we will work on strengthening the PRC website as HUB for all our news and information, and potentially even Job postings. Hootsuite allows for multiple users.
- Also the use of mailchimp has grown tremendously, between Jill’s Binational mailing list, the CHW coalition, and the AzPRC list we email over 1000 people, all of which have been added through the growth of all these efforts.
- Cassalyn- a challenge to keep in mind is funders don’t want to watch us do the same thing for 20 years so it’s an opportunity to challenge ourselves to keep that essence but also work on new things.
- Research discussion led by Ada Wilkinson Lee-We have been really busy getting amped up for the start up of the study. We are meeting often vetting the measures that we are thinking of using.
- We are keeping in mind the resiliency model that was introduced to us by John Ruiz.



Undos will be able to test these components in regards to the community. We are talking with the community partners through the design of the study, looking at the measurements, and the actual language translation of the research project.

We sat with the research committee team dissecting the graph (resiliency) and how to work the processes.

We are excited because aside from ethnicity we are testing unique things to the Latino community like familismo, religious processes, respeto etc.



Scott- when we look at the arrows on the graph we have found out it is bidirectional

The Unidos graph shows us that our partners come in at a different time one after the other, but also how we are trying to integrate into social services and how the CHWs are the guiding force.

We are trying to tap in to what we are doing; what we are already doing well, but also tapping into what it is that people wanted to see more of during our last cycle.

We want to facilitate during our on-going meetings to how we can help CHWs support each other and talk and discuss their challenges. We can talk about and facilitating the challenges that people do with one another and These are via zoom.

Cynthia- it took us some time to really catch up with all the definitions but after our meeting we have really made a lot of progress.

Alma- we talked about cultural support and made a lot of strides on accountability.

CAB Committee Break out session 10:45am- 11:30 am:.

The committees once again deliberated as to who was on what committee and who would co-chair each. The list of the established committee members is listed at the beginning of this document and as requested will be added to all our minutes moving forward. Flor and Maia are Co-chairs of the translation committee, Robert, Susan K and ramses of the Communications committee.

Both committees sat down and began discussing ideas leading up to the lunch hour.

Lunch 11:30am- 12:30 pm: Tumeric lunch arrived. Maria introduced the MAPS survey (Measurement Approaches to Partnership Success). Participation by the CAB can lead to a monetary incentive that can be used for travel. Those interested are encouraged to sign into a sheet:

Flor, Susan K, Cassalyn, Alma, Bonnie, Yanitza, Maria, Nic, (Rhonda and Lorena have since confirmed)

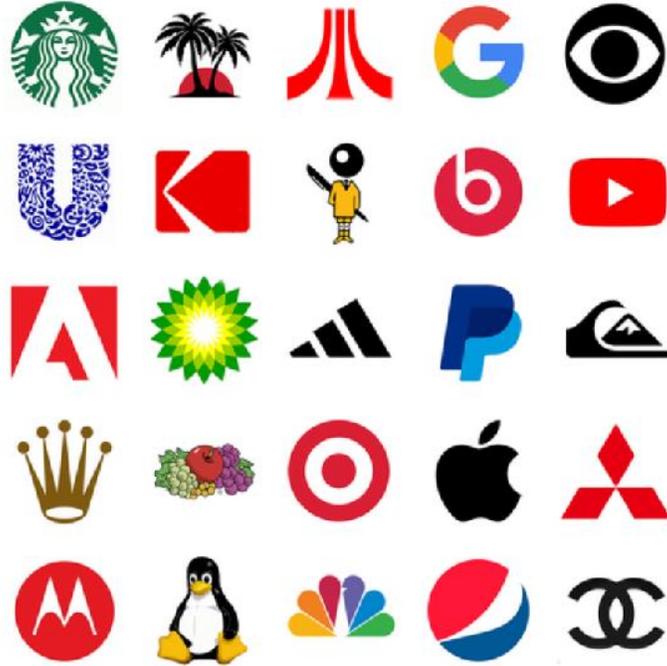
Members (Cassalyn / Alma) who have already taken the survey mention it goes by rather quick and is interesting.

AzPRC Committee Report outs 12:30 to 1:00pm:

- The communications committee tackled the learning partner program and discussed how to make it purposeful.
- Susan Lange suggested a recruitment method that diversified the expertise of the folks on the CAB but also helped us create a more well-rounded group, focusing on the areas where we might need a bigger voice such as social justice.
- The role of community partners and their integration was discussed, Robert mentions it is worth treading lightly as to how we approach this as we cannot solve community problems outside our scope but we can certainly learn from them.
- Judith mentions the health assessment reports that each county does and has available to the public and potentially finding people to present those.
- The committee decided they will survey the team internally as to what we would like to see on the cab in terms of outside partners and formulate a process that way.
- The translation committee began by mentioning they would like to incorporate 2 guiding principles into the agenda and begin by discussing them as to who we are using them and focusing in on them.
- The primary focus on this committee will be the integration of CHWs into the workforce and what they can be doing to promote this and make it happen.
- This will likely lead their efforts in helping promote a continuous effort to do this.
- It was discussed that a great way to begin to do this is using the voluntary certification process website that Katy has worked on.
- It has been asked that we add a link to the website: <https://www.azchow.org/training-program-approval/>

Logo Ideas for the CAB 1:00 to 1:30pm:

- Ramses led a group activity to get the CAB thinking about a logo for the group. It will be an undertaking of the Communication committee but input from everyone was sought out.
- The activity entailed identifying the most logos based on the image companies use and brainstorming of what it is we wanted to do for our own purposes as the AzPRC.



- The team suggested we could open it up to a contest although an incentive would need to be established.
- Cassalyn suggested the use of a bridge, to signify bridging CHWs and the communities they serve
- Action items- follow up conversation in the communications committee.

Closing/announcements 1:30pm-2:00pm:

- Other announcements- ADHS updates; in regards to the voluntary certification process the advisory council has decided in moving away from exam process and more of an assessment of knowledge; there has been plenty of discussion of CHW assessment fees and what that will look like.
- Certification for CHWs will likely be take in early 2021 they are working with the advisory council to finish some steps before moving it on to next steps to ultimately get it running for ADHS to oversee
- Statewide events- azchow conference June 10th and 11th. This year it will be held in Phx.
- May CHR summit VI in Henderson NV
- In July AZCHOW received a HRSA grant;
- CHW Coalition update- last meeting was held in December; they had a great meeting/ full agenda, people were interested in terms of the ADHS process, and wanted to know how they could get involved, then a link went out on how people could do just that

- Katy will send out a CHW Assessment, its purpose is to get a pulse on the community health work force to find out what employers are looking for who employee CHWs. What salaries they get, what benefits etc. Ultimately create a baseline for these things.