

Portland Area Behavioral Health Academic Review Committee (PA BHARC)
Subcommittee of the Portland Area CHAP Certification Board (PACCB)



Meeting Summary for Wednesday, July 16, 2025

Committee Attendance: YakaiYastai Gorman, Tanya Firemoon, Dr. Danica Brown, Sarah Cook-Lalari, LeeAndria Whitcraft, Jason Butler, Megan Bolan and Dolores Jimerson.

Guest Attendance: Torie Heart, Katie Hunsberger, Lisa Griggs, Kate Denny, Sasha Corpuz and BobbiJo Peltier.

Action Taken: Quorum reached. Review and approved today's agenda and previous minutes. Motioned by DJ and 2nd by MB.

Opening blessing by Dolores.

Meeting Purpose: Review Portland Area Behavioral Health Academic Review Committee (PA BHARC) updates and discuss key issues related to Behavioral Health Aide (BHA) program development.

Key Takeaways

- National CHAP Board (NCB) continues to work towards S&P finalization.
- Request for audit of BHARC bylaws and seating matrix.
- Heritage University BHA program will be on moratorium for 1 year.
- 10 BHA students projected to graduate from Northwest Indian College in 2025; 2 BHA students will be applying for the upcoming round of PACCB certification; application deadline is Friday, July 25, 2025.
- Ft. Peck has developed a BHA Clinical Supervisory Handbook to share with other Areas as they implement the BHA program.
- BHA billing codes set has been finalized and will be available as a resource to other Areas implementing the BHA program, via TA request.
- Ms. Firemoon was released from her role as BHARC Secretary, and Ms. Kate Denny was voted as the new BHARC Secretary.

Today's Topics

Portland Area CHAP Certification Board (PACCB) Updates

- National CHAP Board (NCB) Update, provided by Ms. Bobbi Jo Peltier
 - NCB met July 7-8 in Phoenix, AZ.
 - Ms. Peltier has requested feedback on the S&P edits from BHA workgroup members.
 - Ms. Peltier would like to host an in-person meeting with National BHA work group members to review and finalize the National S & Ps.
 - Ms. Peltier confirmed that BHAs are the most requested CHAP provider type by tribes right now.
- Alaska's CHAP Certification Board (CHAPCB) finalized their updated S & P's June 18, 2025.

- [Standards and Procedures - CHAP Alaska](#)
- BHA student updates, provided by Ms. Katie Hunsberger
 - The next PACCB application deadline is Friday, July 25, 2025.
 - The first read of BHA applications will be August 12, 2025.
 - There are currently 10 BHA students who will be eligible to apply for certification.
 - Ms. Hunsberger is hopeful there will be two BHA certification applications for the PACCB to review and certify at the upcoming August 25-26, 2025, PACCB meeting.
 - Ms. Hunsberger is actively following up with BHA Clinical Supervisors to ensure BHA students are supported during their certification process.
 - Ms. Hunsberger continues to provide student outreach to support successful certification of BHA students.
 - A concern with the lack of BHA Clinical Supervision was raised due to turnover within Tribal Health Organizations (THOs) and Indian Health Service (IHS).
 - NWIC has students from the following IHS Areas participating in the BHA program: Portland, Oklahoma, Billings and Great Plains.
- Heritage University (HU) moratorium
 - The 1-year pause will begin August 1st due to Dr. Wynn's sabbatical and HU budget concerns.
 - The BHARC will recommend HU provide detailed update to PACCB.
 - During the moratorium, the BHARC and PACCB will address if Heritage University's BHA Program is meeting the S & Ps.

Continuing Education CE Update, Ms. Dolores Jimerson

- Ms. Jimerson discussed progress towards CE credits for BHAs.
 - Creation of a CE Workgroup compiled of BHA Providers and Clinical Supervisors.
 - "Gathering" planned at the beginning of August to identify what should be included in continuing education for BHAs.
 - NWIC CE examples: Emergency preparedness training, Vicarious trauma training, Peer support conversations, etc.
 - Look at sponsors for CE in each state; OR, WA and ID.

Ft. Peck BHA Clinical Supervisory Handbook Update, Ms. Tanya Firemoon

- Ms. Firemoon has been working on the development of a BHA Clinical Supervisors Handbook, encompassing all pertinent BHA and BHARC documents to assist in educating and familiarizing BHA Clinical Supervisors with the functions of BHA Clinical Supervision.
 - This will serve as a resource for all IHS Areas implementing BHA / CHAP.
 - This document was mirrored after the Portland Area BHA FAQ sheet.
 - Ft. Peck has two students enrolled in the BHA program at Heritage University.
- The BHA Clinical Supervisory Handbook will include the following information:
 - Application requirements, standing orders, practice agreements, Area S & P's, onboarding checklist, levels of BHA, introduction to CHAP, AFA information, links to ECHO training series, identifying BHA student's responsibilities, BHA knowledge and skills checklist, BHA FAQs, etc.

BHA Billing Code Set Update, Ms. Kate Denny

- Ms. Denny provided an update to the finalization of the CHAP billing codes set, specifically the BHA code set.
 - BHA billing codes were compiled from behavioral health Common Procedural Terminology (CPT) codes.

BHARC Discussion Items, Chair Gorman

- Proposed BHARC bylaw audit.
- Review of BHARC seating matrix. Chair Gorman requested the BHARC consider adding the BHA education programs to the seating matrix.
- Discussion of BHARC recruitment and participation; identified was to increase committee engagement. Ms. Firemoon announced she's stepping down from her role as BHARC Secretary. Ms. Kate Denny was nominated and confirmed as the new BHARC Secretary.
- Confirmed monthly meeting frequency of BHARCs moving forward.

Next Steps

- Follow-up on BHA CE requirements.
- Plan in-person gathering of BHA students from both programs before end of August.
- Request Dr. Wynn provide an update at the August PACCB meeting regarding the upcoming Heritage University moratorium.
- Share requested BHARC documents (bylaws and seating matrix) with committee members.

Action Items

- Conduct a BHARC bylaw audit.
- Review the seating matrix and complete outreach to increase engagement.
- Identify nominations for BHARC Vice Chairperson.
- Schedule an internal BHARC follow-up meeting for Friday, July 25, 2025.
- Schedule the next BHARC for August 20, 2025, at 1:00 (MST) / 12:00 pm (PST).
 - Ms. Denny will compile meeting minutes.