

Portland Area CHAP Certification Board (PACCB)

Kelle Adamek-Little
CHAIR

Dr. Maxine L. Janis
VICE-CHAIR

Kathleen Susan Steward
SECRETARY

Meeting Agenda

Thursday, May 23 2024, 4-5 pm (PT)

[Zoom](#) ("click" link)

Meeting ID: 882 8954 4678

Passcode: 841191

Dr. Geniel Harrison, Anna
DeGraffenreid, Dolores
Jimerson, Dr. Elizabeth
Cope, Dr. Rachael Hogan,
Fred Martin, Julie Johnson,
and Meghan Regis



MISSION STATEMENT

To support the overarching goals of the Portland Area Community Health Aide Program by addressing social determinants of health while improving access to high quality, integrated healthcare.

VISION

To identify, dismantle, and disrupt structural and systemic inequities, elevate tribal traditions and values, and support tribal health systems with culturally responsive standards, policies, and procedures.

Emergency Special Session

4:00 **Welcome**, PACCB Chair, Kelle Little
Opening Blessing

4:05 **Roll Call** – Establish Quorum and Call Meeting to Order, Chair Kelle
Consent of Agenda – Review, Chair Kelle
Need a Motion to Approve/2nd, Chair Kelle

4:10 **CLOSED SESSION – Board Members Only**
Will not be recorded

Board proceeding discussions will be held confidential and should not be discussed outside of the session.

Review Applications for the Portland Area

- Initial Behavioral Health Aide I application/s, Katie Hunsberger, TCHPP BHA Manager

Q&A by Board

4:30 **PACCB Application Recommendation/s**, Chair Kelle
The following Portland Area candidates are recommended to be submitted to PAIHS Director and Alaska's CHAP Certification Board for initial certification.

Please read *applicant names one-by-one (include CHAP discipline and level)*

Action Required: Need a motion to accept/2nd

4:35 **Q&A and Wrap Up**, Chair Kelle
Questions/Comments

Summary of Action Items, Lisa

Upcoming Meetings, Lisa

- June 13, 2024
- August 15, 2024

4:40

Motion to Adjourn

paccb@npaihb.org

www.tchpp.org

[Portland Area Standards and Procedures \(PASP\) - amended 3.30.2022](#)

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MEETING MINUTES

May 23, 2024 | 4-5 pm PT | Virtual **Emergency Special Session**

	Present = P Absent = A Excused = E
Seat 1: Portland Area Indian Health Service Director Dr. Geniel Harrison, Chief Medical Officer, Portland Area Office - OR	P
Seat 2: Northwest Portland Area Indian Health Board Delegate Kelle Adamek-Little, BS Health and Human Services Director, Coquille Indian Tribe Community Health Center – OR	P
Seat 3: Northwest Portland Area Indian Health Board Executive Director Kathleen Susan Steward, BSHA, MHL Deputy Director, Northwest Portland Area Indian Health Board - OR	P
Seat 4: BHA/P Association Vacant – to be filled	--
Seat 5: CHA/P Association Vacant – to be filled	--
Seat 6: DHA/T Association Anna DeGraffenreid, Licensed Dental Therapist (LDT), Lake Roosevelt Community Health Center, Inchelium, WA	P
Seat 7: Behavioral Health Aide Review Committee (BHARC) Dolores Ann Jimerson, LCSW, ADS, CPC, Behavioral Health Education Director, Northwest Portland Area Indian Health Board - OR	P
Seat 8: Community Health Aide Review Committee (CHARC) Dr. Elizabeth Libby Cope, ND Medical Provider, Sophie Trettevick Indian Health Center (Makah Tribe) - WA	P
Seat 9: Dental Academic Review Committee (DARC) Dr. Rachael R. Hogan, DDS Dental Director, Swinomish Dental Clinic – WA	P
Seat 10: Idaho Department of Health and Welfare Fred Martin, Tribal Relations Program Manager, Idaho Department of Health and Welfare – ID	

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Seat 11: Oregon Health Authority (OHA) Julie A. Johnson, Tribal Affairs Director, Principal Executive, Manager F, Oregon Health Authority – OR	
Seat 12: Washington Health Care Authority (HCA) Meghan Regis, MSW, Workforce Innovation and Alignment Manager, Washington Health Care Authority	P
Seat 13: Community Health Aide Program (CHAP) Education Program Dr. Maxine L. Janis, EdD, MPH, RDH Professor and President’s Liaison for Native American Affairs, Heritage University – WA	

Facilitator	<i>Chair Kelle Little</i>
Recorded by	NPAIHB – TCHPP Staff
Guests	<i>Lisa Griggs and Katie Hunsberger - TCHPP. Area Director Marcus Martinez -PAIHS.</i>
TCHPP TA Support	<i>Christina Friedt Peters and Tanya Firemoon, TCHPP</i>
Overall Goal	Meeting to provide updates, discuss key topics, and make decisions related to Community Health Aide Program (CHAP) implementation in the Portland Area.

Agenda Topic	Goal	Discussion/Recommendation/s	Resolution/s	Follow-Up Closed/Monitor/ Inform/Tabled
Opening Blessing	--	Provided by Sue.	--	--
Roll Call	Establish quorum	8 members were present.	Quorum established.	Closed
Review and approval of agenda, Chair Kelle	Review	Action Taken: Reviewed today’s agenda.	Motion: GH motioned to approve today’s agenda and 2 nd by DJ. Motion passed – with no objections. Motion: Moved into closed executive session. GH motioned and 2nd by DJ. Motion passed – with no objections.	Closed
Closed Session Board Members Only Review Applications for the Portland Area Initial Behavioral Health Aide (BHA)	Action required	Action Taken: The Board examined two (2) initial BHA applications. Katie screenshared applications and supporting documents (specialized training	Board recommendations: <u>#1 VW</u> <ul style="list-style-type: none"> • Verified current employer and supervisor dates and signatures • Completed all requirements (training log, practicum hours, skills checklist). 	Monitor & follow up

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<p>applications, Katie Hunsberger, TCHPP BHA Manager - NPAIHB</p>		<p>log, clinical practicum log, and knowledge and skills checklist) and conducted a line-by-line review. Note: applicants successfully completed Alaska’s BHA training.</p> <p>Due to the short turnaround time, the PAIHS Director was asked to participate in a closed session to support and endorse Board recommendation/s.</p>	<ul style="list-style-type: none"> Recommended to move forward for BHA Level I certification. <p>#2 AB</p> <ul style="list-style-type: none"> Confirmed corrections based on 5.16.2024 recommendations. <p>Motion: Move out of closed executive session. SS motioned and 2nd by RH. Motion passed – with no objections.</p>	
<p>PACCB Application Recommendations, Chair Kelle</p>		<p>The following Portland Area candidates have been reviewed, endorsed, and will be recommended by the PACCB to submit application package to the PAIHS Director and Alaska’s CHAP Certification Board for initial certification.</p>	<p><u>Motioned the following recommendations for CHAP certification:</u></p> <p><i>Venissa Williams</i> (Yakama Nation), Behavioral Health Aide I motioned by DJ and 2nd by AD. No opposition – motion passed.</p> <p><i>Andrea Batin</i> (Yakama Nation), Behavioral Health Aide I motioned by SS and 2nd by RH. No opposition – motion passed.</p>	<p>Monitor & follow up</p>
<p>Summary of Action Items, Lisa</p>	<p>Inform/update</p>	<ul style="list-style-type: none"> TCHPP will forward the application packets, Board, and PAIHS recommendations to AK CHAPCB on May 28 for June 3-4 meeting to be included in the applicant review and recommendation process for certification. 		<p>Monitor & follow up</p>

Minutes prepared by Tanya Firemoon, TCHPP

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