

Portland Area CHAP Certification Board (PACCB)



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.

MEETING MINUTES

February 2, 2024 **SPECIAL SESSION** | Noon to 2:00 pm PT | Virtual

	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, MSW, LCSW, Tribal Behavioral Health Training Center Manager, 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	P

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Seat 11: Oregon Health Authority (OHA) Julie A. Johnson, Tribal Affairs Director, Principal Executive, Manager F, Oregon Health Authority – OR	P
Seat 12: Washington Health Care Authority (HCA) Vacant – to be filled	--
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	E

Facilitator	<i>Chair Kelle Little</i>
Recorded by	NPAIHB – TCHPP Staff
Guests	<i>Dr. Miranda Davis, Lisa Griggs, Katie Hunsberger, Pam Ready, Sasha Jones, Kari Kuntzelman, Stephannie Christian, and Carrie Sampson Samuels - TCHPP. Torie Heart, Rebecca Pazdernik, Ellie Barber– TCHPP Consultant.</i>
TCHPP TA Support	<i>Christina Friedt Peters, Carrie Sampson Samuels, 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.
Key Takeaways	<ul style="list-style-type: none"> • Continue reviewing and revising the Standards and Procedures for the Community Health Aide/Practitioner discipline. • The Board agreed to allot 4 hours at the next meeting to complete the S&P review.

Agenda Topic	Goal	Discussion/Recommendation/s	Resolution/s	Follow-Up Closed/Monitor/ Inform/Tabled
Opening Blessing	--	Provided by Dolores.	--	--
Roll Call	Establish quorum	10 members were present.	Quorum established.	Closed
Review and approval of agenda and previous minutes, Chair Kelle	Review	Action Taken: Reviewed today’s agenda and previous minutes.	<p>Agenda approved</p> <p>Motion: SS motioned to approve today’s agenda and 2nd by GH. Motion passed – with no objection.</p> <p>Reviewed and approved January 17, 2024, minutes.</p> <p>Motion: DJ motioned to approve and 2nd by AD.</p>	Closed

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			Motion passed – with no objection.	
Portland Area Standards and Procedure (PASP) Review of the Community Health Aide/Practitioner (CHA/P) cont. <i>Carrie Sampson Samuel, NPAIHB-TCHPP CHAP Director</i>	Line-by-Line review	Action Taken: Carried screenshared the newly added content to the PASP. Started 2.20.120 Scope of Practice Prior to Certification of CHA I & 2.20.300 CHA III Training and Education Requirements as Carrie navigated her presentation line-by-line.	No changes	Closed
		2.20.310 CHA/P Course Competencies	Management of communicable disease, concepts of behavioral health, concepts of family and social issues – revise verbiage. Defer to BHA SMEs. Breast exams – flagged for further research.	Monitor & follow up
		2.20.500 Preceptorship Education Requirements	40 hours in Alaska. CHA team removed 10 hours to CHA 202 – to demonstrate critical skills	Monitor & follow up
		2.50.200 Requirements for Renewal	Vetted by Board. (A) 4) review AK S&P for latest language (B) removed CHA/P alignment with AK	Monitor & follow up
		Ch. 3 Continuing Education 3.10.005 Multiple Certifications	Vetted by Board.	Monitor & follow up
		3.10.010 CHA/P Continuing Education Requirements	Vetted by Board.	Monitor & follow up
		3.10.100 Approved Continuing Education Program for CHA/P	(a) (1) competencies to be clarified.	Monitor & follow up
		Ch. 5 CHA/P Education Centers 5.10.010 Certification	Vetted by Board.	Monitor & follow up
		5.10.020 Training Facilities	Vetted by Board. (4) clinical instructors – to be re-worded.	Monitor & Follow Up

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		5.10.025 Training Staff	(C) Orientation of New Staff – to be re-worded and add gender affirming care– to be deferred to BHA SMEs.	Monitor & Follow Up
		5.10.030 Hospital/Clinic Affiliation	Vetted by Board.	Monitor & follow up
		5.10.035 Volume, Hours, and Distribution of Patient Encounters	PAUSE until February 15.	Closed
		Next Steps	Carrie's team will continue revising the CHA/P S&Ps; including <ul style="list-style-type: none"> - Update behavioral health sections with subject matter experts; - Create a comparison chart of CHA/P training hours vs other providers. - Board agreed to reserve 4 hours at the next meeting to complete the S&P review at the February 15th meeting to finish S&P review. 	Monitor & follow up
Adjourn	Adjourn	<p>Motion: To adjourn PACCB by SS and 2nd by GH – with no objections.</p> <p>Meeting adjourned at approx. 2:00 pm Pacific</p>		Closed

Minutes prepared by Tanya Firemoon, TCHPP

paccb@npaihb.org

www.tchpp.org

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