

# Community Health Aide Academic Review Committee

## Meeting Minutes

October 16, 2025 @ 12 PM – 2 PM (PST)

Zoom Link:

<https://us06web.zoom.us/j/84631205183?pwd=5Ml2UGYWo7XL0LKuXjMRnA5n9Jgx3X.1&from=addon>

Meeting ID: 846 3120 5183

Passcode: 161485

Voting Members					
1.Nikkita Smoke, CHP		2.James Winde, MD, CTUIR		3.Sandra Johnson, DNP, Port Gamble	X
4.Libby Cope, MD, Makah	X	5.Stephannie Christian, PA, NPAIHB	X	6.Rebecca Pazdernik, PA,	X
7.Yakiyastai Gorman-Etl, MA-CMHC					

Non-Voting/Guests					
Carrie Sampson Samuels, NPAIHB	X	Sasha Jones, NPAIHB	X	Kate Denny, NPAIHB	X
Lisa Griggs, NPAIHB	X				

### I. Welcome

Carrie Sampson welcomed everyone in attendance and provided the agenda.

### II. Review Agenda

The agenda was shared with all in attendance.

### III. CHA 101 At A Glance/Purpose/Orientation/Route for Approval

The CHARC Purpose was reviewed and shared with the team. Overall TCHPP team was shared, timelines, pilots, and updates around the work of CHA/P. Carrie shared an in-depth review of the timeline since the inception of the CHA program in 2021 which included major program highlights and milestones. The route for approvals of the Northwest Curriculum includes, 1. The Portland Area CHARC will review and edit the curriculum. 2. CHARC will recommend to PACCB for approval 3. PACCB will review and determine approval. 4. Once approved by the PACCB the Portland Area HIS Medical Director, Dr. Martinez will submit a letter stating that the curriculum has been approved and send to the Alaska Area Director to and CHAP Certification board to review our materials. AK Review Committee will review and recommend for approval to the AK CHAP Certification Board. 5. The Alaska CHAP Certification board will review and approve and recommend to the HIS Alaska Area Director to approve.

### IV. Pilot Site Update

Sasha Jones shared the update on the current CHA Pilot sites. Current sites consist of Yellowhawk Health in Pendleton, OR, Port Gamble Sk'llalam, Kington, WA, discussion for Marimn Health to be back as a pilot, and Fort Hall, ID has a student and has had to take a pause as a pilot.

### V. Introductions & CHARC Seating Chart

The seating matrix was shared with all in attendance, and the seats that they hold.

### VI. CHAP Curriculum Brief Overview

Rebecca Pazdernik brief overview of the entire program. A detailed overview this includes learning objectives, courses, hours, units. Both the brief overview and detailed overview will be provided to the membership for further reading to get feedback on. Once feedback has been received this will go onto the Portland Area PACCB for review.

CHA/P Foundations Courses, CHA 101, CHA 102, Internship, CHP 201, CHP 202, CHP Internship, Preceptorship. There is a section where a comparison from the Northwest Area CHA curriculum to the Alaska Curriculum.

Some questions included the EMT/EMR training, we have advocated for EMR training since it is geared toward providers.

The detailed overview was shared in depth which included learning objectives with each course. The use of epocrates application for medications information and dosing was also covered and is different from Alaska. A question about what epocrates is and what it looks like. The demonstration for epocrates will be shared next month.

A terminology used in the curriculum and eCHAMP that was compiled over the last four years. It provides the name, definition and the Alaska equivalent. This provides a resource when reviewing documents, and to familiarize.

**VII. eCHAMP Overview**

This item will be reviewed at a later date

**VIII. CHA 101 – 1<sup>st</sup> Eyes**

**IX. Questions**

**X. Recap**

The process for the upcoming next week's includes reviewing the overview of the documents shared today. Please provide comments in the google doc. This will give the team an opportunity to integrate and apply them appropriately. We would like to have in before October 30, 2025. This will provide the opportunity to prepare to present to the PACCB. Links will be provided to the members for them to review and offer feedback.

A doodle poll will be sent out for meeting dates for November & December in the coming days.

**XI. Dates for November**

- Approve CHA 101 for PACCB Review
- Draft of the CHARC Bylaws
- CHA/P Program Overview
- CHARC Orientation continued..

**XII. Dates for December**

- Approve CHARC Bylaws
- Elect Chairperson
- Review the CHA Standards and Procedures

