

Portland Area Community Health Aide Academic Review Committee  
 Subcommittee of the Portland Area CHAP Certification Board (PACCB)  
 Meeting Summary for Thursday, November 6, 2025, 2025 @ 11 AM – 1 PM (PST)



Zoom Link:

<https://us06web.zoom.us/j/84631205183?pwd=5Ml2UGYwO7XL0LKuXjMRnA5n9Jgx3X.1&from=addon>

Meeting ID: 846 3120 5183

Passcode: 161485

Voting Members					
Seat	Name	P/A	Seat	Name	P/A
1	Nikkita Smoke, CHP	A	2	James Winde, MD, CTUIR	A
3	Sandra Johnson, DNP, Port Gamble	P	4	Libby Cope, ND, Makah	P
5	Stephannie Christian, PA, NPAIHB	P	6	Rebecca Pazdernik, PA, NPAIHB Cont.	P
7	Yakiayastai Gorman-Etl, MA-CMHC	A			

Guests & Non-Voting Members		
Carrie Sampson Samues, NPAIHB	Sasha Jones, NPAIHB	

### I. October 16, 2025 Meeting Minutes

The meeting minutes of the October 16, 2026 were reviewed by the CHARC members.

- A motion was made by Dr. Libby Cope to approve the October 16, 2025 meeting minutes with edits. The motion was seconded by Dr. Sandra Johnson. 4 FOR, 0 AGAINST, 0 ABSTENTIONS.

### II. Seating Matrix

The current CHARC seating matrix was reviewed. The current seating matrix has seven seats available; recommendations to make changes to the language to the matrix of seat one. Also discussed was including additional guests to listen to the meetings to support Tribes, pilots, and other areas as they see technical assistance.

- Changes to seat one include, in Qualifications, the statement “Or CHA student until certification is available”.
- A unanimous recommendation to offer seat one, to current CHA student, Brandalynn Bowechop. Dr. Sandra Johnson will speak with Brandalynn about the offer.
- Robert Lincoln, current CHA student was recommended as an alternate to seat one if Brandalynn declines the offer.
- The membership unanimously decided to open the meeting up to invited guests to listen in, this includes, Tribal CHAP teams, leadership, pilots withing Portland Area and outside the area. Invites will be shared with interested individuals.

### III. Foundations & CHA 101 Review

Rebecca Pazdernik shared the CHAP foundations and CHA Course Overview and the CHAP Program Curriculum Courses; Units & Learning Objectives was shared with the group. A call for questions and comments was made, no questions.

- A motion was made by Dr. Libby Cope to approve the CHAP Foundations and CHA Course overview and CHAP Program Curriculum Courses, Units & Learning Objectives with no additions or edits, and to be presented to the PACCB for review and approval. The motion was seconded by Stephannie Christian. 4 FOR, 0 AGAINST, 0 ABSTENTIONS.

#### **IV. CHA/P Program Overview**

Carrie Sampson Samuels shared that there will be an adHOC meeting next Thursday to review these curriculum components. The CHARC members are all welcome to attend and invites will be sent.

An invite to Jolene Sullivan to serve on the vacant seat on the PACCV, Port Gamble is one tribe who has implemented all three disciplines and she would be a great asset to the PACCB.

Marimn Health is bringing three new students to join the CHA Cohort. The students have a background including a CMA, CNA, and Medical Social Worker. A CHAP 101 session on Monday, November 10, 2025 and individual 101's to get a feel for their backgrounds and getting them caught up. A timeline will be shared with the students to ensure that they are able to be caught up and ready with the rest of the cohort.

#### **V. CHARC Orientation Continued.**

This item was combined and discussed above.

#### **VI. Epocrates Demo**

A suggestion to move this item to the December meeting, Dr. Harrison wanted to see the demonstration and it would be ideal to share as a group.

#### **VII. Review Bylaws**

The draft Community Health Aide Academic Review Committee bylaws were shared with the group. After sharing a request to have all members review from this meeting to the December meeting and be ready to make changes, edits, and potentially approve.

#### **VIII. ECHAMP Overview**

There is some technical difficulties getting into the eCHAMP. It would be great to review when all members are present for all to see. This item will be shared at the December meeting.

#### **IX. December Agenda**

- Approve CHARC Bylaws
- Nominate Executive Committee
- Review the CHA Standards and Procedures
- Epocrates Demo
- eCHAMP Overview

#### **X. Adjournment**

- A motion was made by Sephannie Christian to adjourn the meeting at 12:15 PM. The motion was seconded by Dr. Libby Cope. Votes, 4 FOR, 0 AGAINST, 0 ABSTENTIONS.