

# Workforce and Employment Committee Agenda

Wednesday, October 18, 2023

Embassy Suites by Hilton San Francisco Airport Waterfront

150 Anza Boulevard Burlingame, CA 94010

Ambassador A

[Zoom link](#)

Meeting ID: 863 5787 1966 Passcode: WEC2023

Join by phone: 1-669-900-6833 Passcode: 7747737

1:30 p.m. to 5:00 p.m.

- |                |  |              |
|----------------|--|--------------|
| <b>1:30 pm</b> | <b>Welcome and Introductions</b><br><i>Vera Calloway, Chairperson and All Members</i>  |              |
| <b>1:35 am</b> | <b>Approve June 2023 Draft Meeting Minutes</b><br><i>Vera Calloway, Chairperson and All Members</i>  | <b>Tab 1</b> |
| <b>1:40 pm</b> | <b>2020-2025 Workforce Education and Training (WET)<br/>Five-Year Plan and HCAI Behavioral Health Programs Update</b><br><i>Clinton Ramstad, Grants Management Division of Health Care<br/>Workforce Development Division (HWDD), Department of Health<br/>Care Access and Information (HCAI)</i>                        | <b>Tab 2</b> |
| <b>1:55 pm</b> | <b>Public Comment</b>  |              |
| <b>2:00 pm</b> | <b>Medi-Cal Peer Support Specialist Certification Updates</b><br><i>Alexandria Simpson, Medi-Cal Behavioral Health Division,<br/>California Department of Health Care Services (DHCS)<br/>Lucero Robles, LCSW, Director, Quality Assurance and<br/>Compliance, California Mental Health Services Authority (CalMHSA)</i> | <b>Tab 3</b> |
| <b>2:40 pm</b> | <b>Public Comment</b>  |              |
| <b>2:45 pm</b> | <b>California Clubhouse Presentation (San Mateo County)</b><br><i>Venezia Vargas, Program Director, California Clubhouse<br/>Steven DeSilva, Social Practitioner, California Clubhouse</i>   | <b>Tab 4</b> |
| <b>3:30 pm</b> | <b>Public Comment</b>  |              |
| <b>3:35 pm</b> | <b>Break</b>   |              |
| <b>3:50 pm</b> | <b>CBHPC Workgroups Update</b><br><i>Vera Calloway, Chairperson and All Members</i>  | <b>Tab 5</b> |
| <b>3:55 pm</b> | <b>Public Comment</b>  |              |

<b>4:00 pm (action)</b>	<b>Update WEC Work Plan for 2024 &amp; Discuss CBHPC Year-End Report</b> <i>Vera Calloway, Chairperson and All Members</i>	<b>Tab 6</b>
<b>4:45 pm (action)</b>	<b>Nominate Chairperson and Chair-Elect for 2024</b> <i>Vera Calloway, Chairperson and All Members</i>	<b>Tab 7</b>
<b>4:50 pm</b>	<b>Public Comment</b>	
<b>4:55 pm</b>	<b>Wrap up/Next Steps</b> <i>Vera Calloway, Chairperson and All Members</i>	
<b>5:00 pm</b>	<b>Adjourn</b>	

*The scheduled times on the agenda are estimates and subject to change.*

**Workforce and Employment Committee Members**

**Chairperson:** Vera Calloway **Chair-elect:** Christine Frey (on leave)

**Members:** Deborah Pitts, Dale Mueller, Walter Shwe, Arden Tucker, John Black, Jessica Grove, Cindy Wang

**WET Steering Committee Members:** Le Ondra Clark Harvey, Robb Layne, Simon Vue, Kristin Dempsey, Janet Frank, Olivia Loewy, E. Maxwell Davis, Robert McCarron, Kathryn Kietzman, Chad Costello, John Drebing, Heidi Strunk, Marcellus Brookshaw

**Staff:** Ashneek Nanua, Justin Boese

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** Approve June 2023 Draft Meeting Minutes

**Enclosures:** June 2023 Draft WEC Meeting Minutes

**Background/Description:**

Committee members will review and approve the draft meeting minutes for the Workforce and Employment Committee June 2023 Quarterly Meeting.

## Workforce and Employment Committee

Meeting Minutes (DRAFT)

June 14, 2023

**Committee Members present:** Vera Calloway – Chairperson, Walter Shwe, Deborah Pitts, Arden Tucker, Dale Mueller, Cindy Wang, Jessica Grove

**WET Steering Committee Members Present:** Janet Frank, Olivia Loewy, Chad Costello, Marcellus Brookshaw

**Presenters:** Michael Andrijich, Clinton Ramstad, Lucero Robles, Alexandria Simpson, Reena De Asis, Joe Altepeter

**Staff present:** Ashneek Nanua, Justin Boese, Jenny Bayardo

**Meeting Commenced at 1:30 p.m.**

---

### Item #1      **Approve April 2023 Draft Meeting Minutes**

---

The Workforce and Employment Committee (WEC) reviewed the April 2023 Draft Meeting Minutes. The minutes were approved by the committee with no edits.

#### **Action/Resolution**

The April 2023 WEC Meeting Minutes are approved.

#### **Responsible for Action-Due Date**

The April 2023 WEC Meeting Minutes will be posted to the CBHPC website.

---

### Item #2      **CBHPC Workgroups Update**

---

Vera Calloway, Chairperson, stated that there are now three CBHPC workgroups: Reducing Disparities, Children and Youth, and Substance Use Disorders. Vera is the representative for the Reducing Disparities Workgroup. Christine Frey, who is currently on leave, is a representative for the Children and Youth Workgroup, and there is a need for a representative in the interim. Vera encouraged committee members to reach out to her if they are interested to serve on and represent the Substance Use Disorder Workgroup (SUD) and Children and Youth Workgroup. Deborah Pitts indicated that she would attend the SUD workgroup meeting before deciding if she would like to act as a representative of that workgroup.

WEC staff, Ashneek Nanua, provided an update on the June 2023 Children and Youth Workgroup meeting. The workgroup identified three key priorities: 1) identifying, learning, and sharing best practices 2) increasing the youth voice on the workgroup and 3) identifying and proposing specific legislation around children and youth. The workgroup will invite Allcove, a Stanford program, and Scout, a Sutter Health program, to present on the physical and digital children and youth platforms for the October Quarterly Meeting. During this meeting, the workgroup will begin to identify what youth would like to see in the public behavioral health system and structure the three goals based on what the youth report to the workgroup.

Jenny Bayardo, CBHPC Executive Officer, provided an update on the April 2023 SUD workgroup meeting. She indicated that members discussed what they hope to accomplish in the workgroup. For the June 2023 meeting, the workgroup will have a discussion with Captain Emily from the Substance Abuse and Mental Health Services Administration (SAMHSA), about the work she does at the federal level for SUD and discuss how to better integrate SUD into the Council. This may include potential presentations and activities for committees. Javier Moreno is the lead of the workgroup.

Vera Calloway reported that the Reducing Disparities Workgroup received interesting input from members and the community. She indicated that the workgroup plans to screen a film recommended by one of the workgroup members.

Deborah Pitts recommended there be a WEC goal tied to each workgroup. Vera Calloway added that peers will play and already are playing an important role in the workgroups and future policies.

**Action/Resolution**

The workgroup representatives will update the WEC on activities of each group.

**Responsible for Action-Due Date**

Vera Calloway, Ashneek Nanua – Ongoing

---

**Item #3      2020-2025 Workforce Education and Training (WET) Five-Year Plan and HCAI Behavioral Health Updates**

---

Michael Andrijich and Clinton Ramstad from the Grants Management Section of the Health Care Workforce Development Division at the Department of Health Care Access and Information (HCAI), presented updates on the HCAI behavioral health workforce programs and WET Five-Year Plan. HCAI is in the beginning stages of developing the next WET Five-Year Plan and will be putting together workgroups to evaluate how the current Five-Year Plan is working or not working and address any concerns for the next plan as there were obstacles in the previous plan.

Michael Andrijich then provided updates on HCAI's behavioral health programs since April 2023. HCAI is working on the application cycles for the Psychiatric Education Capacity Expansion (PECE) Grant Program, Social Work Education Capacity Expansion (SWCE) Program, and Peer Personnel Programs which are anticipated to be released in January 2024. HCAI's new scholarship programs, the Golden State Social Opportunities Program and Behavioral Health Scholarship Program, launched application cycles in May 2023 and close on August 15, 2023. The Health Professions Career Opportunity Program (HPCOP), which includes the Health Careers Exploration Program and Health Professions Pathway Program, will anticipate application cycles to open on August 15, 2023. HCAI is currently developing a Loan Repayment Program for the Department of State Hospitals (DSH) specifically for Psychiatric to award up to \$300,000 of relief for psychiatrists who agree to a five-year service obligation to work at DSH. HCAI is also developing a wellness coach program which will be funded by the Children and Youth Behavioral Health Initiative (CYBHI) to implement statewide trainings that will provide certificate and integrate wellness coaches in a wide variety of settings such as schools and community-based organizations.

Upon conclusion of the update, the committee engaged the presenters in Q & A which included topics such as the overlap of the Community Health Workers certification and Peer Support Specialist Certification, identification of wellness coach qualifications and services, and advocacy for a loan repayment and scholarship program for Occupational Therapists working in the behavioral health sector. Jessica Grove stated it would be helpful to know which entities provide remote training as the Department of Rehabilitation may support individuals interested in pursuing training pathways and fund them where the full cost is not met for scholarships and loan forgiveness.

WET Steering Committee member, Marcellus Brookshaw from Mental Health America California, stated that his organization has a Medi-Cal Peer Support Specialist Certification training and asked how many scholarships would be applicable for this training. Additionally, Marcellus asked what the requirements are for students who are eligible for the grants. Michael Andrijich stated that the Behavioral Health Scholarship Program would be more applicable and there is potentially enough funding for a maximum of 1,200 students. The main requirements state that the student must be enrolled in at least 6 semester units, maintain a 2.0 GPA, and attend an eligible educational institution in California.

### **Action/Resolution**

The WEC will invite HCAI representatives to subsequent meetings to provide updates.

### **Responsible for Action-Due Date**

Ashneek Nanua, Vera Calloway – June 2023

**Item #4      Public Comment**

---

Tanya Ri'Chard asked if online programs outside of California are eligible. Michael stated that they are not eligible for the Behavioral Health Scholarship Program.

Bill Stewart asked how many qualified colleges and programs exist in the state. Michael Andrijich stated that he did not know an exact number, but it can be a training institution, University of California system, and California State University System.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #5      Medi-Cal Peer Support Specialist Certification Updates**

---

Lucero Robles, Director of Quality Assurance and Compliance for the California Mental Health Services Authority (CalMHSA), and Alexandria Simpson from the Medi-Cal Behavioral Health Policy Division at the Department of Health Care Services (DHCS) presented updates on the Medi-Cal Peer Support Specialist Certification Benefit followed by a Q & A session with committee members. Alexandria Simpson shared Medi-Cal Peer Support Specialist updates from DHCS including guidance updates including [Behavioral Health Information Notice 23-012](#) (fee schedule) and FAQs, information about the National Provider Identifier (NPI), newly approved areas of specialization, and implementation monitoring. The draft guidance for Peer Support Specialist Implementation will be updated to clarify existing guidance and released for stakeholder comment in Summer 2023. DHCS is finalizing guidance for the NPI which will be available for stakeholder comments prior to finalization. For areas of specialization, DHCS approved curricula for peers working with unhoused individuals, justice-involved, and individuals in crisis. An optional survey will be administered to counties to assess peer certification implementation related to the CalAIM program.

Lucero Robles reviewed the roles of CalMHSA as the certifying entity and then shared an updated data snapshot of applicants for certification including demographics of applicants and approved certified individuals by employment status, age, race/ethnicity, language, geographic distribution by county and region, and lived experience. CalMHSA received 3,800 applications for certification as of May 2023 and 1,031 individuals have been certified. CalMHSA also awarded approximately 2,200 scholarships for the initial certification pathway and approximately 1,300 scholarships for the grandparenting pathway. There are still scholarships available for initial and grandparenting certification as well as the parent/caregiver/family member specialization. Lucero shared that there are now 22 approved training providers for the core competencies and CalMHSA has

received an additional 6 applications to add new training providers. There are 5 training providers approved for the parent and caregiver specialization. For areas of specialization, CalMHSA has reviewed Request for Proposals (RFPs) and notified awardees. CalMHSA is currently completing contracts with the RFP awardees.

Committee members engaged presenters in a Q & A session regarding data on race/ethnicity and language considerations of all potential applicants for more inclusivity, shared concerns about the length of the Peer Support Specialist Certification training and ensuring non-certified peers have a place in the workforce, expressed interest in data indicating whether there is an increase in wages by race/ethnicity after an individual is certified, and advocated for outreach and tracking of demographics for the LGBTQ community.

**Action/Resolution**

The WEC will continue to track and provide input for Senate Bill 803 implementation.

**Responsible for Action-Due Date**

Ashneek Nanua, Vera Calloway – Ongoing

---

**Item #6      Public Comment**

---

Bill Stewart, Vice President of the California Local Behavioral Health Boards and Commissions (CalBHBC) and Chair for San Diego County Board, stated that the California workforce demographics show less Asian American and African American professionals and CalMHSA’s data showed similar patterns. Bill asked CalMHSA to look at this data because peers have the opportunity to make individuals feel comfortable to enter services and align with workforce diversity efforts. Bill commented that the scholarship statistics were skewed towards the awardees for the grandparenting pathway, and it would be easier for those who are grandparented to go through testing. He asked if there were other possible ways to promote scholarships to individuals who are not grandparented into certification. Lucero Robles stated that there are an equal number of scholarships for the initial pathway and for the grandparenting pathway.

Stephanie Ramos, Cal Voices and California Association of Peer Professionals, asked if the grandparenting scholarships will transfer to the scholarship pool for the initial pathway and if there are efforts to expand certification for the private sector and non-county contracted community-based organizations (CBOs) serving underserved communities, Black Indigenous People of Color (BIPOC) communities, and LGBTQ communities. Lucero Robles confirmed that the grandparenting scholarships will transfer to the scholarship pool for the initial pathway. Alexandria Simpson stated that DHCS has heard that it is been difficult for CBOs who do not contract traditionally with

counties and are exploring ways to build capacity for these CBOs and understand more about what the challenges are.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #7 Planning of Medi-Cal Peer Support Specialist Certification Paper**

---

Vera Calloway, Chairperson, initiated committee discussion for the WEC to assemble a white paper on Medi-Cal Peer Support Specialist Certification. She asked committee members if there is interest to do so and what elements they would like to see included in the paper. Committee members discussed whether there is a need to create a document if there are other entities evaluating implementation, but it would be helpful for CBHPC to focus on the incomplete and unfinished implementation of peer certification and create recommendations. This would entail telling the story of what happened, how it happened, and identify gaps of how incomplete the current certification is from the original vision of peer support. Committee members discussed the need to identify who the intended audience would be for the white paper. Other considerations included not having adequate information about employment and impact of peer certification on career mobility or increase salaries, as well as concerns with the trainings not being individually tailored towards the learner. Due to the lack of information of implementation at this time, the WEC will defer the development of the paper.

**Action/Resolution**

The WEC will pursue the creation of a Medi-Cal Peer Support Specialist Certification white paper once there is more information available on implementation efforts.

**Responsible for Action-Due Date**

Ashneek Nanua, Vera Calloway – Ongoing

---

**Item #8 Public Comment**

---

Elizabeth R. Stone stated the importance of collecting salient and valuable data points as the current data points are vague. She expressed the difficulty in discerning if earnings are lower depending on whether people are working part-time or full-time and how to accommodate individuals who want to remain on SSI and SSDI as well as the peer choice to work part-time. Another issue of concern is that peer-run organizations

that had long-term contracts lost their contracts, and those services were then placed under clinical providers. Peer-run and peer-directed organizations outside of a clinical framework are having substantial challenges with county approvals to bill Medi-Cal. Elizabeth suggested to have a data point on the work environment in which peers are employed when looking at the impact of certification. Additionally, Elizabeth expressed the benefits of having an individualized curriculum and asked to consider how to transmit and ensure the fidelity of the peer model. Elizabeth also expressed feelings of disappointment that the early versions of the CARE Act that had the leverage to force counties to offer the services that people wanted if residential services were available were removed from the Act.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #9      Los Angeles Regional Initiative for Social Enterprise  
(LA:RISE) Presentation**

---

Reena De Asis, Senior Manager of Government Partnerships and Policy, REDF, presented an overview on the Los Angeles Regional Initiative for Social Enterprise (LA:RISE), a private-public partnership model for social enterprise in the City and County of Los Angeles. The Economic and Workforce Development Department in the City of Los Angeles is the funder for social enterprises in the city and the Department of Economic Opportunity is the funder and partner for the county. Both departments partner with REDF to administer the social enterprise employment model. In the LA:RISE program model, eligible individuals receive 300 hours of paid transitional work experience, supportive employment services, job readiness, competitive employment, and retention services. Eligibility is based on Los Angeles City or County residence and individuals at risk of homelessness. Strengths of the program include co-location and co-casement of services, integrated case management system, wraparound services, and resources provided. Challenges include lack of staff capacity, linkages to housing and lack of affordable housing, and training in trauma-informed care.

Joe Altepeter, Chief Social Enterprise Officer of Downtown Women’s Center (DWC), presented on the DWC which is one of the organizations participating in LA:RISE. The DWC provides permanent supportive housing and wraparound services through housing, wellness, employment, and advocacy. Wraparound services include case management, medical and mental health services, occupational therapy, employment, and education. DWC has three social enterprise programs to support women who are homeless or at-risk of homelessness, justice-involved, experience mental health and

substance use issues, intimate partner violence, and generational poverty with gaining and maintaining employment. The program includes transitional jobs through LA:RISE and permanent jobs at DWC once they complete transitional employment. There is a 70% completion rate for transition employment, 70% competitive employment rate after completion of transitional employment services, and 68% retention rate after 6 months of gaining employment. Employment services one-on-one coaching and workshops on resume writing, mock interviews, computer and financial literacy, career planning, and public speaking. DWC partners with various workforce centers to provide supportive job search and training as well.

Q & A topics included the longevity and challenges of tracking retention rate in the long-term, potential barriers and opportunities to work with B Corporations for public-private partnerships, and the need for more permanent employment opportunities and alternatives to employment for individuals with psychiatric disabilities.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #10    Public Comment**

---

Elizabeth R. Stone asked for copies of the presentation slides. Reena De Asis provided Elizabeth with the various avenues to seek resources shared during the presentation.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #11    Update WEC Work Plan for 2023-2024**

---

The committee reviewed and provided comments for the WEC 2022-23 Work Plan. Chairperson Vera Calloway asked the committee to prioritize topics and consider items to consolidate. Committee members made the following comments and key points:

- Explore self-employment in creative spaces and gig work for individuals with psychiatric disabilities when evaluating employment models.
- Consider holding a 2-3 hour listening session, workshop, or event to invite representatives from each employment model including entrepreneurs to provide

a perspective on the community needs as well as the benefits and challenges of each employment model.

- Identify data that shows the gaps of the hard-to-fill behavioral health professions on a statewide level which may include information about local partnerships providing education and training opportunities.
- Identify successful employment programs at the local level, where they are located, strengthen the connections between the people who need employment services to these available programs and services, and scale the programs to hard-to-reach areas.
- Consider adding recommendations from the County Behavioral Health Directors Association’s Workforce Needs Assessment Report (Page 12) that align with inter-agency partnerships, such as training for new individuals into the workforce or clinical training extended into the workplace which lessens the financial burden for agencies to furnish this expense themselves.

### **Action/Resolution**

The WEC will continue having conversations to update the committee Work Plan and determine if the committee will have an in-between meeting prior to October.

### **Responsible for Action-Due Date**

Vera Calloway, Ashneek Nanua – October 2023

---

### **Item #12    Public Comment**

---

Chad Costello stated that workforce data is available. One of the things seen in the behavioral health workforce space is a necessitated reporting mechanism when Mental Health Services Act (MHSA) funds were allocated for workforce, education, and training (WET), however, workforce funding has since broadened so we are now looking at it statewide. The state is proposing to have \$36 million of MHSA money to draw down approximately \$400 million in federal match funds for employment through the 1115 Demonstration Waiver. Chad stated that the workforce problem has now expanded beyond the scope of the WEC, and the committee’s job is to direct, bring in information, and have some say in money provided in the public behavioral health system.

Theresa Comstock, CA Local Behavioral Health Boards and Commissions (CalBHBC), stated that she forwarded WEC staff a recent report conducted by the CA Alliance of Child and Family Services and a 10-Year Strategic Workforce Plan report by the County Behavioral Health Directors Association containing workforce needs assessments. Theresa encouraged the committee to add their voices to these efforts and develop recommendations using the reports to inform HCAI’s WET Plan as well as provide recommendations to DHCS, the Department of Rehabilitation (DOR), and the Legislature. Theresa stated that the WEC may have an opportunity to work with the

Performance Outcomes Committee to gather data from the 59 boards and commissions on the performance of services regarding employment offerings with a focus on performance outcomes.

Elizabeth R. Stone stated it can be helpful to look at the changes in CalAIM and other major behavioral health transformation initiatives as DHCS is looking to fund Clubhouses and address social determinants of health in the 1115 Waiver. Elizabeth also recommended adding trauma-informed language in Strategic Goal 1.0 and 2.0 in addition to the current language of recovery-oriented workforce. Additionally, Elizabeth spoke on the training of licensed professions not understanding peers and their values and trauma-oriented recovery practices for care so it can be helpful to look at curricula and exams to prepare licensed providers.

Stephanie Ramos, Cal Voices and CA Association of Peer Professionals, encouraged the WEC to advocate for parity, wages, and access to opportunities between Peer Support Specialists, wellness coaches, and Community Health Workers as there is overlap between these professions. Stephanie asked the WEC to look at the research of why there is not as much Black, Indigenous, and People of Color (BIPOC) in behavioral health professions and their barriers prior to entering college.

**Action/Resolution**

N/A

**Responsible for Action-Due Date**

N/A

---

**Item #13    Wrap Up/Next Steps**

---

Vera Calloway proposed holding an in-between meeting to continue refining the WEC 2022-2023 Work Plan.

**Action/Resolution**

WEC staff will work with the WEC Officer team to determine next steps for the October 2023 Quarterly Meeting and potentially schedule an in-between meeting to update the committee Work Plan.

**Responsible for Action-Due Date**

Ashneek Nanua, Vera Calloway – October 2023

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** 2020-2025 Workforce Education and Training (WET) Five-Year Plan and HCAI Behavioral Health Programs Update

**Enclosures:** CBHPC Excerpt of HCAI Workforce Programs Update: September 2023  
[HCAI Behavioral Health Programs Webpage](#)

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

This agenda item provides the Council members with information regarding the implementation of the 2020-2025 Workforce Education and Training (WET) Five-Year Plan, which will help the Council members fulfill their duty to oversee plan implementation.

**WEC Work Plan:** This agenda item corresponds to WEC Work Plan Objective 1.1:

**Objective 1.1:** Review and make recommendations to the full Council regarding approval of HCAI WET Plan:

- Engage in regular dialogue and collaborating with the WET Steering Committee.
- Maintain an open line of communication with HCAI via CBHPC Council staff in order to advise HCAI on education and training policy development and provide oversight for education and training plan development.
- Participate in statewide HCAI stakeholder engagement process.
- Build the Council's understanding of state-level workforce initiatives and their successes and challenges.

**Background/Description:**

The Department of Health Care Access and Information (HCAI) is statutorily required to coordinate with CBHPC for the planning and oversight of the 2020-2025 Workforce Education and Training (WET) Five-Year Plan. The Council reviewed and approved the plan during the January 2019 Quarterly Meeting. Representatives from the Department of Health Care Access and Information (HCAI) will provide an update on the 2020-2025 WET Five-Year Plan, HCAI's behavioral health workforce programs, and other initiatives impacting the workforce.

## CBHPC Excerpt of HCAI Workforce Programs Update: September 2023

The Department of Health Care Access and Information (HCAI) administers programs that improve access to health care in underserved areas of California. The programs support students and graduates with scholarships, loan repayment, and educational training programs that show a commitment to increasing the number of healthcare providers serving the underserved. HCAI also acts as the State's Primary Care Office (PCO), State Office of Rural Health (SORH), and liaison to the Health Services and Resources Administration (HRSA).

In This Issue:

- [Public Meetings](#)
- [Important Dates](#)
- [Grant Programs](#)
- [Loan Repayment and Scholarship Programs](#)
- [Primary Care Office \(PCO\) and State Office of Rural Health \(SORH\) Programs](#)

### [HCAI Careers](#)

#### Public Meetings

The California Health Workforce Education and Training Council ([Council](#)) is responsible for helping HCAI coordinate statewide education and training strategies to develop a health workforce that meets California's health care needs. HCAI held a meeting on **September 6-7, 2023**. To view the agenda and meeting materials, visit our [public meetings](#) site.

Next meeting: December 6, 2023.

#### **HCAI Program Eligibility Tool**

HCAI has developed an online eligibility tool for students, healthcare professionals, and organizations to quickly see what HCAI programs they may be eligible to apply for. To determine your eligibility, visit [Funding Eligibility](#).

#### Important Dates

**September 15, 2023** - State Loan Repayment Program Application Cycle Closes

**September 21, 2023** - Song-Brown Primary Care Residency Application Cycle Closes

**October 1, 2023** - J1 Visa Conrad 30 Program Application Cycle Opens

**October 3, 2023** - Song-Brown Registered Nurse Application Cycle Opens

**October 12-13, 2023** - Primary Care Office and State Office of Rural Health Annual Professions Shortage Area Workshop

#### Grant Programs

##### **Community Health Workers/Promotores/Representatives (CHW/P/R)**

HCAI hosted a six month stakeholder engagement process with the CHW/P/R community. During this process, stakeholders collaborated with HCAI to develop a model for statewide CHW/P/R training and state certificate requirements. HCAI has posted the finalized model on [Community Health Workers/Promotores/Representatives](#).

## **CBHPC Excerpt of HCAI Workforce Programs Update: September 2023**

### **Song-Brown Grant Program**

Song-Brown awards grants to training programs committed to increasing the number of primary care providers in California.

#### *Song-Brown Family Physician Training Act Contributions*

Physicians can help increase access to quality care for many of California's underserved populations by voluntarily contributing \$25 to Song-Brown when renewing their physician license. Contributions will support a program that has been committed to serving primary care training programs throughout the state for over 45 years.

#### *2023 Song-Brown Primary Care Residency (PCR)*

The PCR application cycle opened on July 18, 2023, and closes on September 21, 2023. An informational webinar was held on July 27, 2023. For more information visit, [Primary Care Residency](#).

#### *2023 Family Nurse Practitioner/Physician Assistant (FNP/PA)*

The FNP/PA application cycle has been postponed. For current information, visit [Family Nurse Practitioner/Physician Assistant \(FNP/PA\)](#).

#### *2023 Family Nurse Practitioner/Physician Assistant Postgraduate Fellowship (FNP/PA)*

The FNP/PA Postgraduate Fellowship application cycle has been postponed. This is the first FNP/PA Postgraduate Fellowship grant opportunity offered by HCAI. For current information, visit [Family Nurse Practitioner/Physician Assistant \(FNP/PA\) Postgraduate Fellowship](#).

#### *2023 Song-Brown Midwifery*

The Midwifery application cycle has been postponed. This year Song-Brown is offering funding for existing and expanding midwifery programs. For current information, visit [Midwifery](#).

#### *2023 Song-Brown Registered Nurse (RN)*

The 2023 Song-Brown RN application cycle opens on October 3, 2023, and closes on November 16, 2023. For more information, visit [Registered Nurses \(RN\)](#).

### **Health Professions Pathway Program (HPPP)**

HPPP is a grant opportunity for organizations to develop and implement health professions pathways programs that can include pipeline programs, summer internships, post undergraduate fellowships and post-baccalaureate scholarships.

The HPPP application cycle opened on August 15, 2023, and closes on October 16, 2023. An informational webinar was held on August 30, 2023. For more information, visit [Health Professions Pathways Program](#).

### **Justice System Involved Youth: Behavioral Health Pipeline (JSIY BH Pipeline)**

JSIY BH Pipeline is a grant opportunity for organizations to support and encourages underrepresented and disadvantaged individuals to pursue behavioral health careers to

## **CBHPC Excerpt of HCAI Workforce Programs Update: September 2023**

develop a more culturally and linguistically competent behavioral healthcare workforce, including providing comprehensive wrap-around supports. These supports include but are not limited to income and rent support, academic enrichment, career development, mentorship, and advising to support currently or recently system-involved students in attaining behavioral health careers.

The JSIY BH Pipeline application cycle opened on August 15, 2023, and closes on October 16, 2023. An informational webinar was held on August 30, 2023. For more information, visit [Justice-System Involvement Youth: Behavioral Health Pipeline \(JSIY BH Pipeline\)](#).

### Loan Repayment and Scholarship Programs

#### **State Loan Repayment Program (SLRP)**

SLRP assists with the repayment of educational loans in exchange for working at an eligible site. Eligible practice sites must be located in a Health Professional Shortage Area (HPSA) and agree to match SLRP awards.

The SLRP application cycle opened on July 17, 2023, and closes on September 15, 2023.

HCAI held two informational webinars on August 21, 2023 and on August 22, 2023. For more information visit, [State Loan Repayment Program](#).

#### **Reproductive Health Access Initiative**

##### *Clinical Infrastructure/Workforce Development*

HCAI is administering Clinical Infrastructure scholarship and loan repayment programs to expand the number of health care providers offering abortion-related care and reproductive health services. Reproductive Health Care funds are currently available through the HCAI loan repayment and scholarship programs below. For more information, visit [Reproductive Health Care Access Initiative](#).

The following loan repayment program cycles closed on July 31, 2023. HCAI anticipates to announce awards by September 2023.

- [Bachelor of Science Nursing Loan Repayment Program](#)
- [Licensed Mental Health Services Provider Education Program](#)
- [Licensed Vocational Nurse Loan Repayment Program](#)
- [Steven M. Thompson Physician Corps Loan Repayment Program](#)

##### *Capital Infrastructure*

HCAI partnered with the California Governor's Office of Emergency Services (Cal OES) to administer a grant program to provide physical and digital security enhancements to facilities providing abortion and reproductive health care. The first Request For Proposal (RFP) resulted in grants totaling \$8.2 million to 21 health care facilities and individual providers offering abortion care and reproductive health services. HCAI and Cal OES anticipate release of another RFP in the Spring of 2024. For more information, visit [Cal OES](#).

## **CBHPC Excerpt of HCAI Workforce Programs Update: September 2023**

### *Uncompensated Care and Abortion Practical Support Funds*

HCAI has contracted with Essential Access Health (Essential Access) to administer the [Uncompensated Care](#) and [Abortion Practical Support](#) grant programs. In July 2023, Essential Access [announced](#) Uncompensated Care grants totaling \$20.7 million to 12 health care providers and Abortion Practical Support grants totaling \$5 million to 16 nonprofit organizations. Essential Access anticipates releasing another RFP for each fund in 2024. For more information, contact [Essential Access](#).

### *Reproductive Health Service Corps*

The Reproductive Health Service Corps will recruit, train, retain, and financially support a diverse workforce of health care professionals who commit to providing reproductive health services, including abortion care, for at least three years. As of August 2023, HCAI is in the process of contracting with two organizations to develop and provide this training.

### **Scholarship Application Cycles**

The following scholarship program application cycles opened on August 1, 2023, and closes on October 31, 2023.

- [Allied Healthcare Scholarship Program](#)
- [Advanced Practice Healthcare Scholarship Program](#)
- [Associate Degree Nursing Scholarship Program](#)
- [Bachelor of Science Nursing Scholarship Program](#)
- [Licensed Vocational Nurse to Associate Degree Nursing Scholarship Program](#)
- [Vocational Nurse Scholarship Program](#)

### **Train New Trainers (TNT) Primary Care Psychiatry (PCP) Fellowship Scholarship**

The TNT PCP Fellowship Scholarship supports students accepted into the year-long clinical education program for primary care providers who wish to receive advanced training in primary care psychiatry.

The TNT PCP Fellowship Scholarship application opened on April 7, 2023, and closes on October 27, 2023. For more information, visit [Train New Trainers Primary Care Psychiatry Fellowship Scholarship](#).

### **Primary Care – Training and Education in Addiction Medicine (PC-TEAM) Fellowship Scholarship Program**

The PC-Team is a scholarship program for primary care physicians who have been accepted into the year-long fellowship training at UC Irvine PC-TEAM Fellowship.

The PC-TEAM Fellowship Scholarship application closes on November 30, 2023. For more information, visit [PC-TEAM Scholarship](#).

## **CBHPC Excerpt of HCAI Workforce Programs Update: September 2023**

### Primary Care Office and State Office of Rural Health (SORH) Programs

The PCO recommends federal shortage designations, provides technical assistance on Health Resources and Services Administration (HRSA) programs, and collaborates with statewide partners and stakeholders on clinician recruitment and retention. CalSORH serves to link rural communities with state and federal resources and collaborates with statewide rural health associations and other public and private agencies to promote rural health services. CalSORH also provides structure for the Medicare Rural Hospital Flexibility/Critical Access Hospital (FLEX/CAH) Program, Small Rural Hospital Improvement Program (SHIP), and J-1 Visa Waiver Programs.

### **PCO and SORH Annual Health Professions Shortage Area Workshop**

The [PCO](#) and [SORH](#) are hosting their Annual Health Professional Shortage Area Designation Workshop. This event will take place on October 12-13, 2023 in Monterey, California. Please reference the attached flyer for registration and lodging details, special room rates are limited. Agenda is in progress and will be sent out to registrants closer to the date. For further assistance, please contact [shortage@hcai.ca.gov](mailto:shortage@hcai.ca.gov). If you would like to receive regular updates about HCAI's workforce programs, click [here](#) to subscribe.

### **SORH Conference**

The SORH is planning to have an exhibitor table at the California State Rural Health Association Annual Conference on September 20-21, 2023. SORH will also be participating in the following conferences: 2023 National Organization of State Offices Rural Health (NOSORH) Annual Meeting virtually on September 19-22, 2023 and Rural Health Clinic (RHC) and Critical Access Hospital (CAH) conference in Kansas City, Missouri on September 26-29, 2023.

### **J-1 Visa Waiver Program**

Effective immediately the California Department of Health Care Access and Information HCAI is changing the way it receives applications for the [J-1 Visa Waiver Program](#). Applications for the Conrad 30 J-1 Visa Waiver Program, the HHS J-1 Visa Waiver Program, and the NIW Program will only be accepted in PDF format via email. All applications must be sent to [J1VisaWaiverProgram@hcai.ca.gov](mailto:J1VisaWaiverProgram@hcai.ca.gov).

The J-1 Visa Waiver Program has made several changes to Conrad 30 J-1 Visa Waiver Program. These changes include: application cycle date changes, application priority, MUA/MUP designation requirements, number of applications allowed per employer, and duration required for recruitment attempts. These changes have been posted on the J-1 Visa Waiver Program website and updated on our application requirements guide. The 2023-24 Conrad 30 Program initial application cycle will open on October 1, 2023, and close on October 31, 2023. Applications will be reviewed in order of receipt and priority will be given to rural practice sites. For more information, visit [J-1 Visa Waiver Program](#).

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** Medi-Cal Peer Support Specialist Certification Updates

**Enclosures:** DHCS Medi-Cal Peer Support Services Update Presentation  
CalMHSA Medi-Cal Peer Certification Presentation

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

This agenda item provides committee members with updates regarding the implementation of Peer Support Specialist Certification from the California Mental Health Services Authority (CalMHSA) and the Department of Health Care Services (DHCS). The WEC will use this information to advocate best practices and policies for Peer Support Specialists working in the public behavioral health system.

**WEC Work Plan:** This agenda item corresponds to WEC Work Plan Objective 1.5:

**Objective 1.5:** Support building the workforce of individuals with lived behavioral health experience through advocacy and recommendations for the statewide certification, training, and Medicaid reimbursement for Peer Support Specialists, including the promotion of equitable opportunities for career growth. This includes collaborating with other CBHPC committees to support Peer Certification efforts.

**Background/Description:**

The California Mental Health Services Authority (CalMHSA) and the Department of Health Care Services (DHCS) will provide updates on their activities for the implementation of the Medi-Cal Peer Support Specialist Certification Benefit. In addition to the updates, a representative from DHCS will provide the committee with an overview of the distinctions between Peer Support Specialists, Community Health Workers, and wellness coaches.

**Additional Resources:**

[Senate Bill 803 – Bill Text](#)

[DHCS Peer Support Services Webpage](#)

[CalMHSA Peer Certification Webpage](#) and [CA Peer Certification Website](#)

*Please contact WEC staff at [Ashneek.Nanua@cbhpc.dhcs.ca.gov](mailto:Ashneek.Nanua@cbhpc.dhcs.ca.gov) for copies of the meeting presentations.*

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** California Clubhouse Presentation (San Mateo County)

**Enclosures:** None

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

This agenda item provides the WEC with information on the Clubhouse model in San Mateo County. Committee members will have the opportunity to engage in discussion and strategize advocacy efforts to increase the value of employment in behavioral health recovery services.

**WEC Work Plan:** This agenda item corresponds to Work Plan Objective 1.3 and 2.1:

- **Objective 1.3:** Build the Council's understanding of County specific workforce development initiatives and their successes and challenges.
- **Objective 2.1:** Expand Council's knowledge in order to build and make available a current inventory of employment and education support services available to mental health and substance use disorder consumers in each of California's counties. Such inventory must consider limitations created by unequal access or opportunities due to social inequities.

**Background/Description:**

The WEC expressed interest to elevate the importance of employment and productive role engagement in behavioral health services as a key component of recovery. The WEC has engaged various counties and programs with the goal to evaluate the strengths and areas of needed improvement of each employment model.

Venezia Vargas, Program Director of California Clubhouse, and Steven DeSilva, Social Practitioner for California Clubhouse, will present an overview of the California Clubhouse Program in San Mateo County including strengths, challenges, and best practices of the program. The WEC will use this information to evaluate the current landscape of employment initiatives for individuals with behavioral health conditions.

*Please contact WEC staff at [Ashneek.Nanua@cbhpc.dhcs.ca.gov](mailto:Ashneek.Nanua@cbhpc.dhcs.ca.gov) for copies of the presentation materials.*

### **About California Clubhouse**

[California Clubhouse](#) is a program of Clubhouse International, which offers people living with mental illness opportunities for friendship, employment, housing, education and access to medical and psychiatric services in a single caring and safe environment. This social and economic inclusion reverses the alarming trends of higher suicide, hospitalization and incarceration rates associated with mental illness.

Mission: Our mission is to give those whose lives have been disrupted by mental illness the opportunity to recover meaningful work and relationships as they reintegrate into the broader community.

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** CBHPC Workgroups Update

**Enclosures:** None

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

This agenda item provides the opportunity for the Workforce and Employment Committee to coordinate the activities of the CBHPC workgroups in accordance with the WEC Work Plan.

**Background/Description:**

CBHPC's Executive Committee would like to ensure that the Planning Council's workgroups are integrated into the work of all committees. The WEC will select a representative for the Children and Youth Workgroup and Substance Use Disorder Workgroup. Committee members who attended each workgroup will report on discussions held during each workgroup meeting to identify any points of collaboration with WEC activities and Work Plan items.

CBHPC workgroups:

- **Reducing Disparities Workgroup**
  - Representative: Vera Calloway
- **Children and Youth Workgroup**
  - Representative: TBD
- **Substance Use Disorder Workgroup**
  - Representative: TBD

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** Update WEC Work Plan for 2024 & Discuss CBHPC Year-End Report (action)

**Enclosures:** Workforce and Employment Committee 2024 Draft Work Plan [Workforce and Employment Committee 2022-2023 Work Plan](#)

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

The Work Plan is an instrument to guide and monitor the Workforce and Employment Committee activities in its efforts to uphold its duties within the framework of the Planning Council.

**Background/Description:**

The purpose of the Work Plan is to establish the objectives and goals of the WEC, as well as to map out the necessary tasks to accomplish those goals. Committee members will review and update the committee Work Plan to fulfill and prioritize activities for the 2024 calendar year.

The draft WEC 2024 Work Plan is provided on the following page. The proposed new language is designated by underline and the proposed deletion is designated with ~~cross-out~~.

**Motion:** Adopt the Workforce and Employment Committee Work Plan 2024

**California Behavioral Health Planning  
Council Workforce and Employment  
Committee  
Work Plan 2022-2023 2024**

**Committee Overview and Purpose**

The efforts and activities of the Workforce and Employment Committee (WEC) will address both the workforce shortage and training in the public behavioral health system, including the future of funding, and the employment of individuals with psychiatric disabilities and Substance Use Disorder (SUD) conditions. Additionally, state law provides the Council with specific responsibilities in advising the Office of Health Care Access and Information (HCAI) on education and training policy development and also to provide oversight for the development of the Five-Year Education and Training Development Plan as well as review and approval authority of the final plan. The WEC will be the group to work closely with HCAI staff to provide input, feedback and guidance and also to be the conduit for presenting information to the full Council membership as it relates to its responsibilities set in law.

There are a number of collateral partners involved in addressing the behavioral health workforce shortage in California. A number of them have been working with the Council in prior efforts and provide additional subject matter expertise. These individuals and organizations, collectively known as the WET Steering Committee, will continue to provide the WEC with expertise and are invited to participate in meetings, where appropriate.

Additionally, there are a number of other organizations and educational institutions, at the State level, who are engaged in efforts for the employment of individuals with disabilities, including psychiatric disabilities, with whom the WEC will maintain relationships to identify areas of commonality, opportunities for collaboration and blending of actions. They include but are not limited to:

- CA Council for the Employment of Persons with Disabilities
- State Rehabilitation Council
- Co-Op Programs within the Department of Rehabilitation
- California Workforce Development Board
- Labor Workforce Development Agency
- County Behavioral Health Director's Association (10-Year Strategic Workforce Plan)
  - a. [Workforce Needs Assessment Report](#)
- [California Alliance for Child and Family Services \(CACFS\)](#)
  - a. [Minding the Future: A Report on Workforce Challenges in Youth Behavioral Health](#)

**California Behavioral Health Planning  
Council Workforce and Employment  
Committee  
Work Plan 2022-2023 2024**

**Strategic Goal 1.0: Provide leadership and collaborate with other stakeholders to support the growth, retention, and quality of California’s behavioral health workforce, reduce the workforce shortage and build sustained mechanism for ongoing workforce education and training to insure a trauma-informed, recovery-oriented workforce.**

**Objective 1.1:** Review and make recommendations to the full Council regarding approval of HCAI WET Plan:

- b. Engage in regular dialogue and collaborating with the WET Steering Committee.
- c. Maintain an open line of communication with HCAI via CBHPC Council staff in order to advise HCAI on education and training policy development and provide oversight for education and training plan development.
- d. Participate in statewide HCAI stakeholder engagement process.
- e. Build the Council’s understanding of state-level workforce initiatives and their successes and challenges.

**Objective 1.2:** Build Council’s understanding of workforce development ‘best practices’ for both entry-level preparation and continuing competency, including but not limited to the resources from the Annapolis Coalition on the Behavioral Health Workforce, WICHE Mental Health Program, based on national and state-level workforce development resources developed in California.

**Objective 1.3:** Build the Council’s understanding of County specific workforce development initiatives and their successes and challenges in order to advocate best practices that may be standardized across local agencies.

- a. Encourage agencies to include clinical training in the workplace for new entrants in the behavioral health workforce and extend training for existing providers.

**Objective 1.4:** Identify data that shows the gaps of the hard-to-fill behavioral health professions on a statewide level including information about local partnerships providing education and training opportunities.

**Objective 1.5:** Identify and inventory funding opportunities at the local, state and national levels for workforce development, scholarships, tuition support, etc.

**Objective 1.6:** Support building the workforce of individuals with lived behavioral health experience through advocacy and recommendations for the statewide certification, training, and Medicaid reimbursement for Peer Support Specialists, Community Health Workers, and wellness coaches, including the promotion of equitable

**California Behavioral Health Planning  
Council Workforce and Employment  
Committee  
Work Plan 2022-2023 2024**

opportunities for career growth. This includes ~~collaborating with other CBHPC committees to support Peer Certification efforts.~~

**Objective 1.7:** Collaborate with other Planning Council committees to ensure that Occupational Therapists and other Master's level, state licensed health providers with mental health practice education are identified as licensed mental health professionals (LMHPs) for Specialty Mental Health Services.

**Strategic Goal 2.0: Ensure through advocacy that any California mental health consumer who wants to work or be self-employed has minimal barriers and timely access to trauma-informed, recovery-oriented employment support services and pre-employment services across the lifespan to secure and retain a job or career of choice.**

**Objective 2.1:** Expand Council's knowledge in order to build and make available a current inventory of employment and education support services available to mental health and SUD consumers in each of California's counties. Such inventory must consider limitations created by unequal access or opportunities due to social inequities.

a. Identify successful employment programs are happening at the local level and where they are located.

b. Strengthen the connections between individuals who need employment services to available programs and services and scale these programs to hard-to-reach, underserved communities.

**Objective 2.2:** Build Council's understanding of California Department of Rehabilitation's mechanism to support employment and education for California's mental health and SUD consumers, including but not limited to mental health cooperative programs.

**Objective 2.3:** Build Council's understanding of employment services "best practices" and resources across the lifespan with due exploration of impact of social and racial inequities on such best practices, including but not limited to: Individual Placement & Support (IPS) Model of Supported Employment; Social Enterprises; Clubhouses, self-employment and gig work; supported education; high school pipeline and career development; MHSA funding or other funding sources; and career pathways and advancement for consumers and peers.

a. Host a listening session, workshop, or event inviting representatives for each employment model including entrepreneurs to provide the perspectives on the community needs, benefits and challenges of each model.

**California Behavioral Health Planning  
Council Workforce and Employment  
Committee  
Work Plan 2022-2023 2024**

**Objective 2.4:** Collaborate with CBHPC Legislative and Advocacy Committee to identify, monitor, consider impact of social and racial inequities, and take positions on legislation related to employment and education for California’s mental health consumers.

**Strategic Goal 3.0: Integrate equity into all aspects of the Workforce and Employment Committee’s work to increase employment opportunities for providers with diverse backgrounds that align with the populations served as well as strengthen the current behavioral health workforce serving populations with a history of marginalization and discrimination in the public behavioral health system including but not limited to BIPOC individuals, LGBTQIAS, older adults, monolingual, refugee, child welfare, and justice-involved populations.**

**Objective 3.1:** Support a diverse workforce by advocating for increased employment opportunities for individuals from communities listed above who may better relate to and understand the needs consumers with varying ethnic and cultural backgrounds, including cultural humility training to existing behavioral health providers regardless of their ethnic or cultural background, sexual orientation and gender identity (SOGI), or age in order to better serve all marginalized and underserved populations.

**Objective 3.2:** Advocate for Medicaid reimbursement for providers and traditional healers who deliver culturally-specific treatment and community-defined practices.

**Objective 3.3:** Advocate for the allocation of state funding and resources to support local workforce development programs for communities of color as well as varying cultural and underrepresented groups.

**California Behavioral Health Planning Council  
Workforce and Employment Committee  
Wednesday, October 18, 2023**

**Agenda Item:** Nominate Chairperson and Chair-Elect for 2024 (action)

**Enclosures:** None

**How This Agenda Item Relates to Council Mission**

*To review, evaluate and advocate for an accessible and effective behavioral health system.*

This agenda item provides the opportunity for committee members to nominate the next Workforce and Employment Committee (WEC) Chair-Elect. The Chair-Elect is responsible for supporting the Chairperson with leading committee activities.

**Background/Description:**

Each standing committee shall have a Chairperson and Chair-Elect. The Chairperson serves a term of one year with the option for re-nomination for one additional year. The committee members shall nominate a Chairperson and Chair-Elect to be submitted to the Council's Officer Team for appointment in 2024.

The role of the Chairperson is outlined below:

- Facilitate committee meetings in person as well as virtual interim meetings
- Participate in the Executive Committee Meetings
- Participate in the Mentorship Forums in person the Thursday evening of the quarterly meetings.
- Decide on the need for meetings in addition to quarterly meetings
- Is included in all committee business and operations such as agenda development, speaker/presentation preparation and any other matters relating to committee meetings, activities or projects

The role of the Chair-Elect is outlined below:

- Facilitate committee meetings as needed, in the absence of the Chairperson
- Assist the Chairperson and staff with setting the committee meeting agenda and committee planning
- Participate in the Executive Committee Meetings on Wednesday mornings during the week of quarterly meetings.
- Participate in the Mentorship Forums in person the Thursday evening of the quarterly meetings.

**Motion #1:** Nomination of a committee member as the WEC Chairperson

**Motion #2:** Nomination of a committee member as the WEC Chair-Elect