

**CMSP PLANNING & BENEFITS COMMITTEE
FEBRUARY 28, 2025
MEETING MINUTES**

MEMBERS PRESENT

Sara Bosse, Madera County Public Health Department
Laura Hawkins, Glenn County Health and Human Services
Noe Paramo, California Rural Legal Assistance Foundation
Jennifer Vasquez, Yuba County Health and Social Services Department
Jennifer Yasumoto, Napa County Health and Human Services

MEMBERS ABSENT

Michael Weiss, Humboldt County Health and Social Services
Liza Thantranon, Legal Services of Northern California

WELCOME & INTRODUCTIONS

Jennifer Vasquez, Committee Chair, called the meeting to order and asked individuals to introduce themselves. Roundtable introductions ensued.

PUBLIC COMMENTS

Ms. Vasquez called for public comments and there were none.

MEETING MINUTES

Committee member Noe Paramo motioned to approve minutes from the August 31, 2022, meeting. Committee member Sarah Bosse seconded the motion.

APPROVED

Votes: Aye 5
Nay 0

COMMITTEE ROSTER

Laura Moyer, CMSP Grants Administrator, shared that the CMSP Governing Board approved the Committee Roster. She advised new members include Jennifer Yasumoto, who will serve as the County Group 3 representative, and Laura Hawkins, who will serve as the County Group 1 representative. Ms. Vasquez expressed appreciation to the new members for joining the committee.

CMSP OVERVIEW

Kari Brownstein, Executive Director, provided an overview of CMSPs background and counties. Alison Kellen, Senior Program Director, provided an overview of CMSP benefit programs. Lastly, Ms. Moyer provided an overview of CMSP grant efforts.

In follow-up to the CMSP Overview, committee member Noe Paramo asked what the average debt for loan repayment program awardees is. Ms. Moyer advised she would research that question and follow-up with Mr. Paramo.

HEALTHCARE WORKFORCE DEVELOPMENT OVERVIEW

Ms. Brownstein led a discussion about CMSP's Healthcare Workforce Initiatives. She shared that during its December 2022 meeting, the Governing Board approved an agreement with the UCSF Healthforce Center to conduct research and analysis on the healthcare workforces in CMSP's 35 member counties. Following review of the resulting report, the Governing Board hosted a Healthcare Workforce convening in April 2024. During that convening stakeholders provided feedback on specific healthcare workforce needs.

During the Governing Board's September 2024 meeting, CMSP staff presented four workforce project proposals to address healthcare workforce needs in CMSP counties. Proposed projects included:

- Building the Healthcare Workforce Grant Request for Proposals (RFP)
- Continuing CMSP's loan repayment programs
- Establishing CMSP health education scholarship programs
- A professional development and continuing education training series for County Public Health and Behavioral Health Staff

The Governing Board has since approved the Building the Healthcare Workforce RFP, extension of the loan repayment programs, and CMSP health education scholarship programs. The Building the Healthcare Workforce RFP has been released, and proposals are due April 1, 2025.

Ms. Brownstein explained that, during its December 2024 meeting, the Governing Board delegated further development and consideration of professional development and continuing education for county public health and behavioral health staff to the Planning and Benefits Committee.

In follow-up, committee member Sara Bosse asked if the Building the Healthcare Workforce Initiative grant award maximum is \$450,000 total or \$450,000 per year over 3-years. Ms. Moyer advised awards range up to \$450,000 in total for Initiative projects serving 1 CMSP county.

PROFESSIONAL DEVELOPMENT AND CONTINUING EDUCATION FOR CMSP COUNTY PUBLIC HEALTH AND BEHAVIORAL HEALTH EMPLOYEES

Lee Kemper, CMSP Policy and Planning Consultant, explained that staff presented a proposal to the Governing Board during its April 2024 meeting which called for UC Davis Continuing Education and Professional Services (UCD- CE/PS) to develop and carry out a training program for county public health and behavioral health staff. The Board responded by developing an ad hoc committee to review the proposal. The ad hoc committee saw potential for an overlap of the UC Davis proposed training program with existing training programs recommended soliciting a broader range of potential training providers, in addition to UC Davis, to be considered by the Governing Board.

Mr. Kemper then asked the Committee to consider potential professional development and continuing education program options for CMSP county public health and behavioral health staff for Governing Board consideration. The following was discussed:

- Identification of Staff Training Needs
 - Committee member Jennifer Yasumoto shared that the Public Health and Behavioral Health workforces have suffered turnover due to retirement and the face of these workforces is now that of newer, less tenured employees. These employees are often recently educated and would benefit from practical training.
 - Committee Members expressed training is needed in the following areas:
 - Interpersonal Skills
 - Training in Ethics and Clinical Boundaries
 - Customer Service
 - Trauma Informed Care
 - Resiliency Training
 - Understanding Evidence Based Practices and documenting their outcomes
 - Personnel Management
 - Basic fiscal/budgetary understanding
 - Understanding and utilization of Realignment funding
 - Funding sources and utilization
 - Grant Solicitation
 - Agency or Department structure
 - Onboarding/System Introduction
 - Critical Thinking Skills
 - Mentorship with a retired professional or tenured staff member
- Setting Training Priorities
 - The consensus was that training needs vary by county.
 - Current training programs vary based upon agency/office structure, funding availability and bandwidth within the county to create and administer training.
 - Of the training topics provided, group members amplified Interpersonal Skills, Customer Service, and Resiliency training as universal needs.
 - Other training topics may need to be tailored by county.
 - Ms. Bosse recommended utilizing retired Public and Behavioral Health professionals as mentors to newly hired staff. The idea was met with several positive responses.
- Structure and Format of Training
 - Committee members agreed that training should be flexible in its scheduling.
 - Committee members favored the idea of creating on-demand video training series coupled with coaching or mentorship.
 - Currently the County Health Executives Association of California (CHEAC) offers a broad array of training topics, but training courses occur on set dates. UC Davis is the vendor for these training courses and has been unable or unwilling to create a video-based training series.
 - The group discussed impediments to training and determined it would be useful to ascertain which CHEAC training courses are well attended, which are not, and why.
 - Committee Member, Sarah Bosse serves on the CHEAC Executive Committee. She offered to inquire about CHEAC training course outcomes.
 - The delivery format of coupling a video training series with a mentorship component was well received by the group.

- Identification of Potential Training Vendors
 - The group identified multiple training vendors in use by counties and/or to be researched. Including:
 - CHEAC
 - Relias
 - Crisis Prevention Institute
 - County HR Departments
 - UC Davis
 - Cal Chamber

- Next Steps for Concept Development
 - CMSP staff will research currently available training options and bring a summary of those options to the committee.
 - CMSP staff will review CHEAC outcomes (if available) and bring those results to the committee.
 - CMSP staff consider the delivery options, availability, and ability to locally deliver each training option.

Laura Hawkins moved to direct CMSP staff to analyze available training opportunities and bring back considerations to the Planning and Benefits Committee for further discussion. Jennifer Yasumoto seconded the motion.

APPROVED

Votes:

Aye 5

Nay 0

NEXT COMMITTEE MEETING

Ms. Vasquez recommended the Planning and Benefits Committee reconvene in April or May to continue discussion on potential Professional Development course options.

Following discussion, the Committee agreed to reconvene on May 9, 2025.

PUBLIC COMMENTS

Ms. Vasquez called for final public comments.

Jason Beers of Operation Access (OA) provided an overview of the services OA currently provides in CMSP counties.

Ms. Vasquez adjourned the meeting. The next meeting is May 9, 2025.