

Meeting Summary for Healthcare Hub Grant (HCC – Medical Assistants)
March 8, 2024

Meeting Notes

1. **Funding cycle** spans 3 years: January 1, 2024 – December 31, 2026. Grant funds are available to students enrolled in the medical assistant training program in September 2024 through June 2025, and September 2024 – June 2025.
2. **“Pre-training” program** might be offered to students struggling with college level math and English courses. The pre-training is not a bridge to the for-credit medical assistant program. It is a tool to prepare students to successfully complete college courses that leads to employment. Grant funds will cover the cost of pre-training courses, if the completion of the pre-training course leads to enrollment in the grant funded program. Students can take prep courses over the summer to prepare them for the medical assistant program.
3. **Training Options** with HCC (programs are not yet accredited):
 - **For Credit:** 29 credit, one year program chaired by Wendi Tatro.
 - **Non-Credit:** in development, managed by Jeff Hayden. Can be a potential opportunity for student enrollment under this grant funding if the training opens up during the grant cycle.
 - **Registered Apprenticeship (collaboration between MHCWB, Baystate and HCC):** Overseen by Melissa Scibelli, separate funding is available through this grant to train some participants. These participants must be Baystate Health employees.
4. Students may be eligible for free tuition and fees from multiple funding sources, prompting the team to discuss the importance of identifying a target demographic for the program, providing incentives (stipends) to keep students in the program and providing additional support (tutoring) for students struggling with certain subjects.
5. **Recruitment and registration** was coordinated with the admission’s office during the last grant cycle. Mark Hudgik mhudgik@hcc.edu worked closely with the MHCWB team during the last grant cycle. He is familiar with the grant expectations and recruitment process. We will connect with Mark and invite him to the next planning meeting. Mark will hopefully be the point of contact for recruitment and referral into the HCC program. Wendi will also share the grant opportunity with students enrolled in the program.
6. HCC’s provided the **program budget** to MHCWB during the previous grant cycle. MHCWB has an updated version of HCC medical assistant program

costs. Edda will review and the expense sheet and circulate it for review. Carolyn Smith was the POC from the students accounts' office. Carolyn submitted all invoices to MHHCWB.

View this document, make edits, and add question and comments with this link:
https://docs.google.com/document/d/1QwyZSmSOJh1SIMKZ0Y7DwrYt6IW5Myl_nGegyRiibiao/edit?usp=sharing

Next Meeting: Wednesday, April 5, 2024 @ 1pm - Zoom