

In attendance: Phillip, Elizabeth, Liz, Brian, Adam, Amar, Bradford, KC, Kerry

Agenda:

- 1) Google Meeting Reminders:
 - a) Remind everyone to mute themselves unless they are speaking
- 2) "Staffing" Changes - Elise, Bradford, Brian
 - a) Who are you and what do you do?
 - i) We welcomed Brian and Bradford to RWC. We took time to introduce ourselves and our specialties.
 - ii) We shared that Elise elected to not renew her lease due to the need to attend to a family situation.
- 3) Check-in's
 - a) How is everyone doing?
- 4) Marketing
 - a) Adam update on Insta, FB
 - i) We updated RWC regarding new marketing. Adam is now posting a "Mental Health Monday" post, as well as spotlighting a RWC therapist weekly. He's posting on Instagram and Facebook.
 - b) St. Paul's Cary - Kristin & Phillip presentation
 - i) Kristin and Phillip have been invited to speak to St. Paul's Episcopal Church in Cary on COVID Anxiety and Parenting. This request follows the presentation they gave to Christ Church in April. We are hopeful that this presentation will bring in new clients for RWC clinicians.
- 5) Caseloads - Thank you for responding to Adam
 - a) Thank you to everyone who has responded to Adam regarding caseloads. Adam will be checking in monthly to see if you have a need for new clients. Adam will use any information you share to update the Therapist Matrix, which we use for referrals.
- 6) Insurance Updates -
 - a) Elizabeth with BCBS
 - i) Elizabeth is now credentialed with BCBS!
- 7) Office Updates:
 - a) Hand sanitizer in 4070 - Not working?
 - i) We have begun purchasing PPE for the office. Our first purchase was a hand sanitizer stand. Unfortunately, it is not working properly. Adam will be working with the manufacturer to correct the device or to request a replacement.
 - b) Face Mask requirement signs
 - i) These are now posted. As a reminder, face masks must be worn by all clients and clinicians in any common area.
 - c) Who is in the office? Who is seeing clients in the office? When?
 - i) Liz - Thursdays (with clients)
 - ii) KC - Tuesday/Thursday (with clients)
 - iii) Amar - Wednesdays/Saturdays (alone)

8) COVID:

- a) Phillip shared an update from Duke Health regarding COVID: "Using the COVID Risk Calculator the chance of having a COVID positive participant present in a group of 10 people in Durham County currently is 20%. If you move to 25 people, the risk is 44%. We still are in a very real community spread situation."

9) Intern - J (\$15)

- a) There is a possibility that Phillip's husband, J, may be joining RWC for his Practicum in the fall of 2020. If he does, no one is required to have him observe sessions. However, clinicians are welcome to invite J to observe if they feel comfortable doing so. We will also be offering counseling services at a low rate - \$15.

10) Suggestions for new clinicians - Business? Trainings?

- a) We spent time discussing the pros and cons of taking insurance. We discussed options for EHR. Phillip reminded everyone that Simple Practice now sets reminders for clients' birthdays. He is using this and is creating emails to be sent to clients on their birthdays. Brian and Bradford were encouraged to continue to reach out to everyone at RWC with questions as they begin to build their practices.