

In attendance: Phillip Bass, Kristin Mastro, Liz Minnich, KC Ray, Kerry Paksoy, April Fields, Emily Harrison, Elise Davis (Phone), Anna Erb (Phone)

Agenda:

- 1) Review Upcoming Meeting Schedule
 - 2019:** Dec. 13 - TBD (Staff Meeting & Holiday Party)
 - 2020:** February 7 @ 6:30PM / April 3 @ 6:30PM / June 5 @ 6:30PM / August 7 @ 6:30PM / October 2 @ 6:30PM / December - TBD
- 2) Staff Updates
 - a) Welcome Adam - **Adam was unable to attend the meeting. Kristin shared some of Adam's tasks and responsibilities.**
 - i) Responsibilities & Schedule
 - ii) Still seeking employees - **RWC is seeking clinicians to hire. Everyone was encouraged to send potential candidates to Kristin and Phillip.**
- 3) Matrix Update - Pass around to review/edit/update information - **The therapist matrix, which includes best contact information, insurance information, times of availability, etc, for each clinician was passed around for updates. If you need to update your information, please submit updates to admin@riverstonewellnesscollaborative.com. The updated matrix will be uploaded to the RWC Resource page.**
- 4) Electronic Rent Payment
 - a) Need commitment of 3 tenants
 - b) Would require \$5 additional to rent if paying electronically
Adam researched options for submitting rent electronically. Kristin and Phillip affirmed that they were willing to receive rent payments electronically, but only through a program designed for business rentals. For this to be put into effect, an additional \$5 per would need to be added to each rent payment. After a discussion of the costs and policies for submitting rent electronically, it was decided that this was not desired at this time.
- 5) Office Reminders/Updates:
 - a) Movie - Adam
 - i) Future Updates
 - (1) What is the next topic?
Adam has researched a new movie program and is nearing completion of the updated movie. It was decided that we would not have a special topic this month, since no one volunteered to write up a topic.

 - Liz agreed to research and write the next topic, once she has finished at First Step and is here full time in November.**
 - b) Client behavior in waiting area: (Discussion of best practices and communication)

Discussed that everyone is comfortable addressing disruptive behavior with any client in the waiting area, not just our own clients; Affirmed it is acceptable to "correct" any behavior of any client in the waiting room.

- i) Clients in the waiting room -be aware (lights, coffee refill, etc.)
 - (1) Example of child today - Do we have children alone in the waiting area
- ii) No clients in closets--these are staff only areas

We had a conversation about best practices when we observe disrupting behaviors in the waiting area. It was also decided that clients can assist with setting up and shutting down for groups, but that only clinicians will have access to the closets. Per the request that was made during the meeting, "employees only" signs will be added to the closet doors.

- 6) RWC Updates:
 - a) Office space:
 - i) 4068 availability
 - ii) Other changes--Liz full time as of Nov 1

We currently have space available for rent in 4068. On Nov. 1, 2019, Liz will be moving into office 6 (nearest the fish tank in 4070) full time. RWC Employees will move to the corner office shared with Kerry. We also have an LPCA that has expressed interest in joining RWC as a tenant. We anticipate that she will join us before year's end.

- b) Marketing Plan:
 - i) First Step - Phillip and Kristin presented an abbreviated version of the LGBTQ+ training for the staff at First Step.
 - ii) Affirming Interfaith Summit - Phillip presented at an interfaith Pride event in Durham, where he handed out RWC information.
 - c) Voice coaching Saturday 10/5 1:00 pm - Phillip, Kristin, and KC are a part of a peer group of clinicians in the area that work with trans clients. On Saturday, 10/5, RWC will host a voice coach who will work with clients of this peer group.
- 7) RWC Continuing Education
 - a) RWC Trainings:
 - i) Nov. 2 - Wilson, NC (LGBT & NPS)
 - (1) Student rate for RWC

Phillip and Kristin will be conducting two CE Trainings on one day. On Saturday, Nov. 2, we will present a training in the morning about the Nurture Play Structure Model of Therapy and in the afternoon we will present a training on LGTBTA+ Trauma and Attachment. Both trainings are for 3 NBCC Approved CE Hours. RWC folks are welcome to attend at the student rate.

- b) Recommended trainings/recent trainings
- Liz does not recommend EMDR training she went to this summer; discussed direction of WPATH training moving towards certification and eventually likely that only USPATH/WPATH certified clinicians will be able to recommend medical interventions for**

gender dysphoria; discussed possibly a group from RWC attending USPATH conference in two years when it is back on the east coast.

8) Share Private Practice Tips / Questions

a) Ideas for generating referrals

b) Availability updates for each of us (who needs clients?)

9) Case Presentation

We concluded the meeting with several case presentations. There were many insightful comments and suggestions from the group for each case.

10) Other questions? Concerns?