

In attendance: Phillip, Kristin, Adam, Liz, Elizabeth, KC, Amar, J, Julie, Anna

Agenda:

- 1) Google Meeting Reminders:
 - a) Remind everyone to mute themselves unless they are speaking
 - b) No meeting this Sunday (Feb. 7) - Regular Sunday meeting will be on Feb. 21 (book group)
- 2) Training Opportunities:
 - a) Gottman Training
 - i) Costs per person - \$100 (Binder) / ~\$30 CE
(1) Orders will be placed on Friday, Feb. 19 - Checks can be sent in via the same means as rent.
 - ii) When - This will be determined, with information coming soon about dates and times. The majority of those present preferred Saturday afternoons for training.
 - iii) Delivery method of material (multiple sessions): Screen share. Possibly two to three hours segments throughout days, weekends, Saturday afternoons 2:30 PM - 4:30-5 PM.
 - b) NPS - Summer 2021- Working with NBCC for approval.
 - c) Reminder: Sex Made Simple (DVD) - available to RWC clinicians - (Possible / 3CE's / ~\$20-30)
 - d) DVD trainings provided by RWC can be used on an ongoing basis, but only within RWC Offices (can't be taken home)
- 3) Book club
 - a) Date: Sunday, February 21st, 2:00 pm
 - b) Pages to Read: ask Amar and Liz: read through Chapter 5
- 4) Marketing Updates
 - a) Discussion of reported Psychology Today issues
 - b) Client referral report (Dec/Jan) from Adam
 - c) Facebook and Instagram
 - i) 22,044 people reached with FB and IG ads.
 - ii) 261 link clicks
 - d) Google Ads
 - i) 1,361 impressions
 - ii) 96 link clicks
- 5) Review RWC COVID Policy - Until Further Notice
 - a) No clients in waiting area
 - b) Refreshment area remains closed
 - c) Clients call/text when arriving
 - d) Clinician walks client in/out of RWC office
 - e) Clients cannot be seen if positive and/or experiencing symptoms of COVID
 - f) No books loaned from lending library at this time
 - g) Flex Space - Hand sanitizer before and after use (of supplies)

- 6) Caseload Check-In / Matrix updates
- 7) Scheduling Updates
 - a) Emily is only on Fridays
 - b) Erica will be leaving at end of March
 - c) Julie now M/T/W
 - d) Elizabeth now M/T/TH
- 8) Staff Cases
 - Kristin's Case
- 9) Check-in's (Self-care)
 - a) Reminder of every other week