

**Staff Meeting Minutes**  
**July 28, 2020**  
via Zoom

1. Wellness Tip: Jim Foley – Thanks to the vagus nerve, you can give yourself a relaxation response, and other health benefits, by allowing yourself a loud, long, growling, rasping, SIGH. Exhale loud and long, to relax. (You may want to do this in a room alone, or into your sleeve or mask).
2. Waiting List: Counseling & Psychotherapy – 0; Adult CPST – 0; Kids CPST – 9; HBI – 27; Adult Psychiatry – 32; Kids Psychiatry – 1; Residential Treatment –1 (Oak Hill); Residential Support –6 (4 Parkview; 2 Nold); SAMI – 0, Employment – 0
3. Community Announcements:
  - The United Way of Wayne and Holmes Counties is holding their first ever Wacky Quacky Duck Derby. This event will be held on September 20, 2020 and you don't have to be there to win, just adopt a duck. Once adopted, they will send you a link to view your duck name and racing number - along with their race time. They will also send you the link for YouTube live to watch your duck in action. To Adopt your duck, go online or text: QUACK to:44321
4. A copy of the new time sheets as a spreadsheet has been sent to everyone from Brent. Leave request forms are on the second tab.
5. We are in the process of renewing our school contracts with Dalton, Orrville, Southeast, and the Career Center for the upcoming school year.
6. A survey of providers (74 respondents) conducted recently by Ohio Council shows that 67% are doing the majority telehealth, 60% plan to continue like this. 95% of providers have seen a decrease in revenues, while 58% of those have seen a decrease of 21% or more.
7. The new agency cell phones have arrived. A few outpatient staff have indicated they do not want an agency phone. This is alright for those that use only the office phones. We are distributing agency phones this week. Communicating with clients with your personal phones is prohibited when you receive the agency phone. This includes talking, texting and video platforms. Anyone who was offered an agency phone will no longer receive cell phone reimbursement. For instructions on recording a voicemail message, see your Director.

8. Diane discussed MyLearning Pointe, our online training portal. MyLearning Pointe will be loading your licensure and CEU info to a CEU broker online. An email will be sent with detailed instructions. If you did not receive the email, please contact Diane DeRue. This applies to social workers and counselors.
9. A travel advisory email was recently sent to staff since COVID-19 cases have spiked in certain areas of the country. If you will be going on vacation out of state, please let Dave Stauffer know where you are going. Per our internal procedures, if you travel to one of the states on the governor's travel advisory, upon return you must quarantine for 14 days and will not be permitted on our premises during this time. Please note that the governor will update the list weekly, so be sure to check if you have travel plans. Please continue to observe all safety precautions if in the office.
10. The crisis unit has been very busy due to high demand and staff vacancies. Thanks to Dawn Carter for helping them during this critical time of increased demand. Please provide any support available to the crisis team. If you are interested in doing on call work on the weekends, please speak to Dawn.
11. We are closely watching the statehouse corruption scandal and possible changes in leadership. We are unsure if this will have any effects on us since we receive some state funding.
12. Staff compliments were read.
13. Carol Haburay discussed our staff EAP program for the Counseling Center.

Submitted by:  
Bonnie Nair