



**Rise Crystal Floor 3 Team Meeting Agenda**  
**September 10th, 2019**  
**3:15 pm**

**1. Announcements/Discussions**

- a. Headphones
  - i. All persons served must wear when watching videos/listening to music.  
Must be enforced.
- b. Attendance Sheets
  - i. Attendance sheet needs to be complete each day before given to the receptionist & Milcart
  - ii. Absence reasons must be recorded for tracking purposes
  - iii. The completed original copy is given to Sam on Monday morning
  - iv. Continue writing absences on the calendar
- c. VP
  - i. Behavioral Analyst
  - ii. Computer move & headphones
- d. Persons Served Notebooks
  - i. Make sure to be recording output in the notebooks of the persons served (if applicable)
  - ii. Record output on the MAR – AB, CG

**2. Monthly Training:**

- a. None assigned yet – work on any you haven't completed.

**3. Next meeting: October ~~10th~~, 2019**

9<sup>am</sup>

**Sign In:**

Canisha Bowie	
Nicole Gess	<i>Nicole Gess</i>
Deb Ripp	<i>Deb Ripp</i>
Milcart Robert-Clerge	<i>Milcart Robert-Clerge</i>
Haddy Saho	
Samantha Trebtoske	<i>Samantha Trebtoske</i>
Katie Whiteford	<i>Katie Whiteford</i>
Chris Young	<i>Chris Young</i>