

BUILDING SOFT SKILLS Collaboration & Culturally Responsive Practices

Subject Matter Expert: Jenna Sage, PhD, BCBA

Panelists: Ronnie Detrich, PhD | Manya C. Ralkowski, EdS, BCBA, LBA, IBA

Special Learning, Inc.

© 2021 Special Learning Inc. All rights reserved.

HOUSEKEEPING



- 1. Post your questions in the Question Box. If we have time, one of our moderators will select a few to present to our panelists.
- 2. All downloadable tools are available in handouts. <u>Building Soft Skills: Collaboration and Culturally</u> <u>Responsive Practices - Resource Page</u>
- 3. If you experience technical issues during the webinar, contact GoTo Webinar directly at 1.888.537.8790
- 4. There will be a 5-minute break near the halfway point.
- 5. Please listen for 2 code words throughout the webinar. You will need to enter these in the post webinar survey in order to receive CE credits.
- 6. A recorded version of this webinar will be available 7 to 10 days after the live event.
- 7. Please complete the post-webinar survey after the webinar to receive a Certificate of Completion.
- 8. You will be required to complete and pass a brief quiz with a score of 80% or higher in order to receive your CE certificate.
- 9. If you have any post webinar questions or comments, please send an email to <u>contact@special-</u> <u>learning.com</u>.
- 10. This webinar is eligible for the following Continuing Education Credits: 2 Type II (BACB®); 2 QABA® (2 General (In-Person)

DISCLOSURES

Relevant and Non-relevant Disclosures

This webinar was funded in its entirety by Special Learning Global and its affiliated businesses. SL Global, Located in Menlo Park, CA is a technology company that develops content and solutions to support Behavior Analysts, Psychologists, Speech Therapists, Occupational Therapists, Educators, and other professionals who provide education and intervention to individuals with Autism and other special needs.

This Self- study Online Webinar was created in conjunction with Jenna Sage, PhD, BCBA; Ronnie Detrich, PhD; and Manya Ralkowski, EdS, BCBA, LBA, IBA. Funding to develop and deliver this webinar was provided by Special Learning Global Solutions.

Jenna Sage, PhD, BCBA: I have the following relevant relationships in the products, or services described, reviewed, evaluated, or compared in this presentation.

- Financial Relationship(s): Receive speaker fees and royalties for this webinar in recording format from SL Global.
- Non- financial Relationship(s): Subject Matter Expert

Ronnie Detrich, PhD: I have the following relevant relationships in the products, or services described, reviewed, evaluated, or compared in this presentation.

- Financial Relationship(s): Receive honorarium fee for speaking and CEs from SL Global
- Non-financial Relationship(s): Panelist

Manya Ralkowski, EdS, BCBA, LBA, IBA: I have the following relevant relationships in the products, or services described, reviewed, evaluated, or compared in this presentation.

- Financial Relationship(s): Receive speaker fees and royalties for this webinar in recording format from SL Global.
- Non- financial Relationship(s): Facilitator, Panelist, and CE Coordinator for SL Global staff

This presentation is given in the presenter's personal capacity and the opinions expressed are her own.

DOWNLOADABLE TOOLS

Building Soft Skills: Collaboration and Culturally Responsive Practices - Resource Page

- 1. <u>Clinical Review: Soft Skills Part 1</u>
- 2. <u>Competency and Skills Tasklist</u>
- 3. NACE Matrix 2021
- 4. <u>Teamwork and Collaboration Activity</u>
- 5. <u>WEF The Future of Jobs Report</u>
- 6. <u>Research Soft Skills Handout 2021</u>
- 7. <u>Citations</u>
- 8. <u>Literature Summary-Compassionate Care and Relationship Development</u>
- 9. <u>Article Predictors of Intention to Turnover</u>
- 10. <u>Article BT Turnover Predictors</u>



Subject Matter Expert: Jenna Sage, PhD, BCBA

Dr. Jenna Sage has worked in multiple capacities in the field of education for nearly 25 years. She earned her Ph.D. in Special Education focusing on systems change processes and supporting students with emotional behavioral disorders. Her primary work in the school system was Positive Behavior Interventions and Supports, Functional Behavior Assessment and Behavior Intervention Planning, Manifestation Determination, and Restorative Practices. She held positions from paraprofessional, to classroom teacher, behavior specialist and resolution specialist.

In her current professional role, she is Dean of Career Readiness and Workforce Solutions for a national nonprofit healthcare educational institution. In that position she supports the cross-departmental development of workforce and career engagement content, cultural and mental health initiatives, and authoring thought leadership communications.

As a practicing Behavior Analyst, Her professional focus is helping practitioners apply the science of behavior pragmatically, meaningfully and with sustainability. Her two current publications, Happy Class: The Practical Guide to Classroom Management and Happy Student: The Practical Guide to Functional Behavior Assessment and Behavior Intervention Planning emphasize her ability to make ABA more accessible for educators. Her most recent book, Manifesting Happy: How to Maintain Self-Care Amidst Challenging Behaviors and Challenging Times highlights how educators can use ABA to develop effective self-care strategies.

Panelist: Ronnie Detrich, PhD

Dr. Ronnie Detrich, has been providing behavior analytic services for over 50 years. His work can be characterized as thorough-going behavior analysis drawing from the conceptual, experimental, and applied branches of our discipline.

From 1970-1977, he worked at a pioneering Family Service Agency in Flint, Michigan, providing behavior analytic services for anyone requesting help. Later, he developed and was the director of a state-wide educational and residential program for school-aged children with autism in South Dakota. In the 1980s, Ronnie was the director of a residential program based on the Teaching Family Model for adjudicated juvenile offenders in West Virginia. From 1986-2004, he was the clinical director for a large non-public school in the San Francisco Bay Area serving children with intellectual disabilities and serious behavior challenges. In addition, he also co-directed a public-school consultation project supporting students with academic and behavioral challenges. From 2004-2018, Ronnie was a Senior Fellow at the Wing Institute, an education policy think tank that focuses on the implementation of evidence-based practices in public schools. Currently, he is the proprietor of Detrich and Associates, a consulting project based in Logan, Utah. He also holds an appointment as adjunct faculty at Utah State University.

In recent years, Ronnie's work has focused on the challenges of achieving adequate levels of treatment integrity in large systems, the role of the evidence-based practice movement in behavior analysis, and the large-scale implementation of effective practices in public schools. He is a trustee of the Cambridge Center for Behavioral Studies and is on the editorial boards of Perspectives in Behavior Science and Exceptional Children. He serves as an Associate Editor for the Journal of Positive Behavior Intervention. Ronnie has also served on the editorial board of Behavior Analysis in Practice and was the Coordinator of ABAI's Practice Board.





Panelist: Manya C. Ralkowski, EdS, BCBA, LBA, IBA

Ms. Manya Ralkowski has been practicing in the field of applied behavior analysis for over 27 years. Her training began under direct education and training from consultants from the Lovaas Clinic in Los Angeles while completing her bachelor of arts in Communication Disorders with endorsements in special education and psychology at Western Washington University. Ms. Ralkowski continued her education and training with a master's degree in Education from Lesley University and a graduate certificate in Applied Behavior Analysis from the University of Washington while working as an assistant teacher on the Project DATA grant at the Haring Center-Professional Training Unit. She also possesses a doctorate degree in Leadership.

Her extensive educational and clinical background has afforded her many opportunities to build programs where there were none. Ms. Ralkowski has brought many programs and change to the PNW as a Design Team member for Seattle Public Schools creating the first STEM school for the district, a district consultant creating and replicating inclusion programs across the region, and most recently a Clinical Director, starting up a school and home-based ABA program serving 10+ districts and over 20 communities regionally.

Since 1994, Ms. Ralkowski has been creating and designing ABA programs and educational services from San Diego up the coast and into BC, Canada. She has been trained in many ABA based methodologies including PRT, DTT, NET, Verbal Behavior, Precision Teaching, PECS, and naturalistic ABA. She brings together disciplines such as ABA, special education, speech pathology, psychology, and remedial reading instruction for a comprehensive program for each student, each family, each teacher, and each school to create stronger and more inclusive communities.

LEARNING OBJECTIVES & OUTCOMES

As a result of this webinar, participants will be able to:

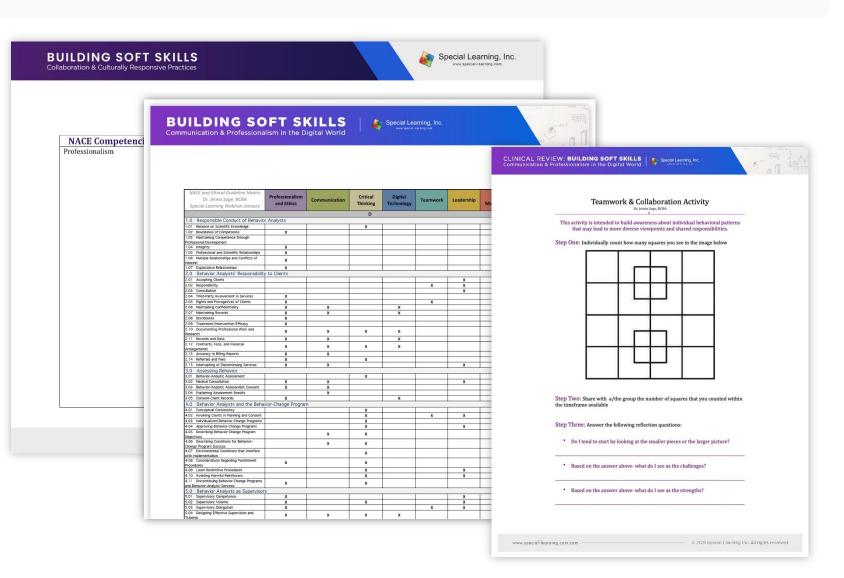
- List professional competencies as identified in the National Association of Colleges and Employers (NACE) framework and Ethics Standards for Healthcare Professionals, including the BCBA Ethics Code.
- Define the target skills of two professional competencies as it relates to quality of care, to maximize employability, retention and organizational profits.
- Develop a task list of target skills to ensure *collaborative and inclusive practices* that can be utilized for recruiting, hiring, onboarding, and professional development of care staff.
- Analyze the *inclusiveness* of situational examples of how staff behaviors impact client, employee, and organizational outcomes and the correlation to ethical code.
- Examine elements of *inclusive* activities that directly impact healthcare agency customer satisfaction and outcomes.
- Describe the impacts of *culturally responsive practices* and how they influence quality of life for clients and staff.

Intro to Downloadable Resources

 Resources that can be downloaded will have this arrow

Downloadable

- This session will focus on *two* of the eight competencies in the resource
- Additional research also available as a resource



Review of Competency Framework

	Professionalism	Communication	Critical Thinking	Technology	Teamwork	Leadership	Career & Self Development	Equity and Inclusion	
--	-----------------	---------------	----------------------	------------	----------	------------	------------------------------	-------------------------	--

- NACE: the leading source of information on the employment of the college educated, and forecasts hiring and trends in the job market; tracks starting salaries, recruiting and hiring practices, and student attitudes and outcomes; and identifies best practices and benchmarks.
- In 2015, NACE launched its Career Readiness initiative and defined seven career competencies.
- In 2017, global/intercultural fluency was added.
- In 2021 revised competencies and sample behaviors were released.
- 9,000 college career services professionals, 2,000 colleges and universities, 3,200 HR/staffing professionals

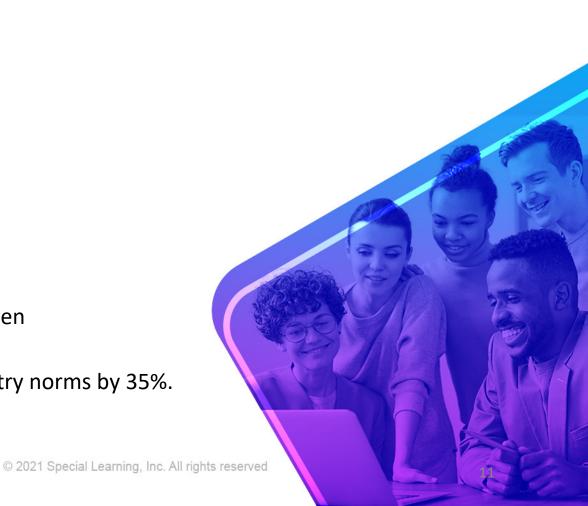
Introduction to Competency Framework

Consistent top four NACE competencies:

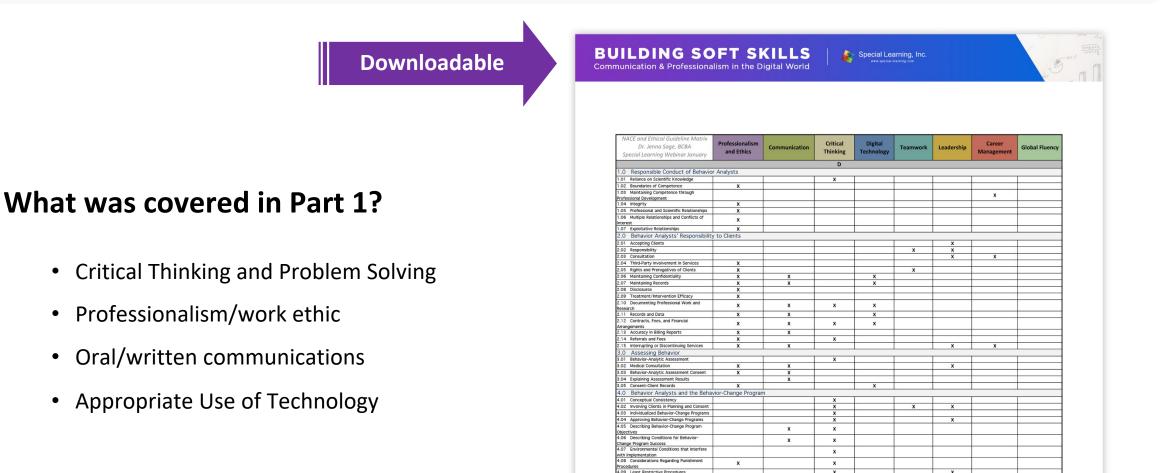
- Critical Thinking and Problem Solving
- Teamwork/collaboration
- Professionalism/work ethic
- Oral/written communication

For example:

- 98% of employers deem teamwork as extremely essential for new hires.
- Workplace diversity generates higher job acceptance rate.
- 67% of job seekers said a diverse workforce is important when considering job offers.
- Racially and ethnically diverse companies outperform industry norms by 35%.



A Brief Review: NACE and Ethics Code/Guideline Matrix



10 Avoiding Harmful Reinforcers

d Behavior-Analytic Services 0 Behavior Analysts as Supervisor: 1 Supervisory Competence 2 Supervisory Volume 3 Supervisory Delegation

Discontinuing Behavior-Change Progra

x

x

х

Why Do We Care? Who Benefits? Why?

Impact to Clients Better Clinical Outcomes

Impact to Clinicians

- Advancement Opportunities
- Higher wages

Impact to Organizations (Direct Service Providers)

- Happier Staff
- Lower Turnover
- Higher Profits

Impact to Schools

- Better Recruitment
- Happier Staff
- Reduced Turnover
- Better student outcomes
- Happier Parents
- Reduced Lawsuits

Impact to the Field of Behavior Analysis? Who Cares? Why?

- Higher Quality Supervision
- Recognition and adoption of ABA as "credible" intervention
- Perception of RBTs and BTs as Healthcare Professionals





What are the "must-have" skills for Success

Critical thinking and Problem Solving: Ability to solve problems and arrive at "appropriate" in-the moment decisions

Effective Communication: Ability to adapt style and method of communication to "get others to understand where you're coming from. When used correctly, data is a powerful tool". Includes the skills of active listening, negotiation/mediation, allows for clarity and consensus building

Teamwork and Collaboration: There is no exclusion from working in teams when working with direct reports, colleagues, supervisors and other providers.

Professionalism and Work Ethic: Taking responsibility for one's action allows for increased growth, trust, and satisfaction within and across teams/organizations

Who bears the responsibility of developing these skills? Do supervisors bear any responsibility to help supervisees develop both <u>hard</u> and <u>soft</u> skills? Why?

How Do These Skills Affect Client Outcomes?

- Ethics and Inclusion
- Supervision
- Diversity: Contextual Care
- Compassionate Care
- Culturally Responsive Practices



How Do These Skills Impact Organizational Outcomes?

Impact of Different Mission, Vision, Culture and Organizational Objectives

Client Focus?

Employee Focus?

Profit Focus?

Leader vs. Manager

Role of a Leader? What's the Organizational Impact? Role of a Manager? What's the Organizational Impact?

Who's Doing it "right?"





Benefits of Building "Soft Skills"

Desired Skills (performance behaviors)



and

Competencies (personal behaviors)



Overview of Soft and Hard Skills

Hard Skills (<i>Performance</i>)	Soft Skills (<i>Personal</i>)		
Technical	Internal states/Inter/Intra personal		
Vocational	Characteristics		
Teachable (more rapidly/easily)	Acumen		
Observable	Etiquette		
Measurable	Emotional/Social Intelligence		

In your behavioral intervention experience, where is the overlap in how to intervene/improve skills?

Research on Soft Skills

Top Five

- 1. Ability to work effectively in a group or team.
- 2. Ability to lead others.
- 3. Ability to multitask (organization and time management skills).
- 4. Ability to communicate effectively both verbally and in written form.
- 5. Ability to be creative.

Research on Soft Skills

- Employees today spend <u>50% more time collaborating</u> than 20 years ago (when work was primarily industrial, hierarchical, and process driven)
- Proper collaboration and *cues* of working together can increase overall productivity
- Participants who were 'primed' to act collaboratively were able to persist on their task 64% longer than their peers working individually
- Companies that promoted collaborative working were 5 times as likely to be high performing
- A study found that people are less likely to collaborate unless there is adequate incentive to do so



QUESTION?

In what ways do you believe that collaborating and inclusion impact your **business/client/plan** outcomes?



BREAK

1



1+2

++

Competency: *Teamwork*



© 2021 Special Learning Inc. All rights reserved. 23



Competency: Teamwork (NACE)

Teamwork

- Build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities.
- Sample behaviors:
 - Listen carefully to others, taking time to understand and ask appropriate questions without interrupting.
 - Effectively manage conflict, interact with and respect diverse personalities, and meet ambiguity with resilience.
 - Be accountable for individual and team responsibilities and deliverables.
 - Employ personal strengths, knowledge, and talents to complement those of others.
 - Exercise the ability to compromise and be agile.
 - Collaborate with others to achieve common goals.
 - Build strong, positive working relationships with supervisor and team members/coworkers.

Competency: Teamwork

Professional Competence

- Habitual and judicious use of communication, knowledge, technical skills, clinical reasoning, emotions, values, and reflection in daily practice for the benefit of the individual and community being served" (Epstein & Hundert, 2002).
 - •[AND] team, group, department, cohort, etc.
- •Common stressors and factors that can impact teaming and collaboration behaviors (Bamanti, et al., 2014)
 - Burnout
 - Organizational culture (competition versus collaboration)
 - Lack of access to education/information
 - Lack of cultural competence

Scenario: Teamwork

You/your agency have a complex case that requires a wraparound approach. As a result of utilizing a full wraparound (system of care), the following roles/titles are involved in weekly meetings with a monthly meeting scheduled with agency/constituent leaders for progress updates:

Child	BCBA Supervisor	8th Grade Teacher	Family Attorney	
Biological Mother	BCBA	8th Grade Administrator	Guardian Ad Litem	
Step-Father	RBT 1	Paraprofessional	Church/Community Leader	
Maternal Grandmother	RBT 2	School Social Worker	Family Friend with minimal Power of Attorney	
Foster Mother	Agency Owner	School Psychologist	Upon Child's Request - Biological Father	

Things to Consider: Competency - Teamwork

- Consider the process of gaining inter-observer agreement...
- Establish a clear mission/vision and goals prior to gathering the group
- You can create co-established rules (behavioral expectations) upon meeting
- Develop an intention cadence and structure to meetings
- Identify or facilitate the identification of skills that can benefit the intervention process/goals
- Align team members based on the skill gaps/needs across a goal and task-based intervention
- What is your approach to collaboration?
- What are the things that you consider prior to gathering a group of cross-disciplinary people?
- Is the list of people reviewed considered a team? Why or why not?

Things to Consider: Competency - Teamwork

- Develop group norms based on one thing
 - What is in the best interest of the client/child
 - If developmentally appropriate, ask them
- Develop communication and feedback loops
- Observe, identify and address any conflict early and allow for ample practice and pre-correction
- Apply behavioral practices like prompting, shaping, schedules of reinforcement, etc.



Questions



© 2021 Special Learning Inc. All rights reserved. 29

Competency and Skills Tasklist

BUILDING SOFT SKILLS Collaboration & Culturally Responsive Practices

Special Learning, Inc.

Competency and Skills Tasklist Organized by Dr. Jenna Sage, BCBA

NACE Competencies	Definition	Skills	Actions/Notes
Professionalism	Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non- verbal communication on professional work image. The individual demonstrates integrity and ethical behavior, acts responsibly with the interests of the larger community in mind, and is able to learn from his/her mistakes.	Consistently punctual Completes assigned tasks/projects as requested Follows all policies, regulations, laws, and guidelines available Asks for clarification Consistently honest Can be trusted with personal property Maintains confidentiality Maintains confidentiality Maintains confidentiality Maintains confidentiality documentation Requires limited oversight/observation to complete tasks Able to accept critical feedback Attire is matched to or exceeds the professional circumstances Uses a problem-solving process	* In this section- determine the training mechanisms needed to ensure the Skills are taught/trained using a multi-tiered system of support (based on need) for new hire onboarding, professional development, skills gap training, bootcamps for changed/updated policies/practices, recurring CE development, etc.

www.special-learning.com

1

Downloadable

Competency: Equity and Inclusion

 $\ensuremath{\textcircled{O}}$ 2021 Special Learning, Inc. All rights reserved 31

Competency: Equity and Inclusion

- Equity and Inclusion
 - Demonstrate the awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures. Engage in anti-racist practices that actively challenge the systems, structures, and policies of racism.
 - Sample Behaviors:
 - Solicit and use feedback from multiple cultural perspectives to make inclusive and equity-minded decisions.
 - Actively contribute to inclusive and equitable practices that influence individual and systemic change.
 - Advocate for inclusion, equitable practices, justice, and empowerment for historically marginalized communities.
 - Seek global cross-cultural interactions and experiences that enhance one's understanding of people from different demographic groups and that leads to personal growth.
 - Keep an open mind to diverse ideas and new ways of thinking.
 - Identify resources and eliminate barriers resulting from individual and systemic racism, inequities, and biases.
 - Demonstrate flexibility by adapting to diverse environments.
 - Address systems of privilege that limit opportunities for members of historically marginalized communities.

Competency: Equity and Inclusion

- Skinner (1953) culture = variables "arranged by other people"
- Cultural competence and ABA = quality of life- as defined by the individual/caregivers
- Move past the Big Three (Age, Gender, Race)
 - Parent
 - Job hopper
 - Veteran
 - *SES*
- Consider the impact of agency reputation from initial interaction (recruiting, hiring, staffing, client sourcing, marketing, etc.)
- Inclusion... includes diverse thought as well

Scenario: Equity and Inclusion (Same but Different)

 You/your agency have a complex case that requires a wraparound approach. As a result of utilizing a full wraparound (system of care), the following roles/titles are involved in weekly meetings. These meetings are facilitated effectively but not all participants are engaged and there are gaps in communication...

Child	BCBA Supervisor	8th Grade Teacher	Family Attorney	
Biological Mother	BCBA	8th Grade Administrator	Guardian Ad Litem	
Step-Father	RBT 1	Paraprofessional	Church/Community Leader	
Maternal Grandmother	RBT 2	School Social Worker	Family Friend with minimal Power of Attorney	
Foster Mother	Agency Owner	School Psychologist	Upon Child's Request - Biological Father	

Things to Consider: Equity and Inclusion

Consider that the members of this wraparound team consist of

- Multiple language influences (including jargon)
- Multiple generations
- Multiple superstitious behaviors/behavioral histories
- Multiple genders
- Multiple ages
- Multiple education levels
- Multiple religions
- Multiple racial/ethical backgrounds
- Multiple belief systems (about ABA, about families, about services, etc.)

Things to Consider: Competency: Equity and Inclusion

- Engage in personal reflection, awareness and education
- Observe and identify cultural patterns
- Practice humility in asking open and non-challenging questions to understand
- Engage in professional organizations, community conversations, group discussions, forums, etc.
- Engage in a scientific endeavor to understand observe, collect data, test hypotheses
 this may help challenge personal or organizational norms
- Utilize a diversity self-assessment
 - NACE.org
 - Montgomery 2001

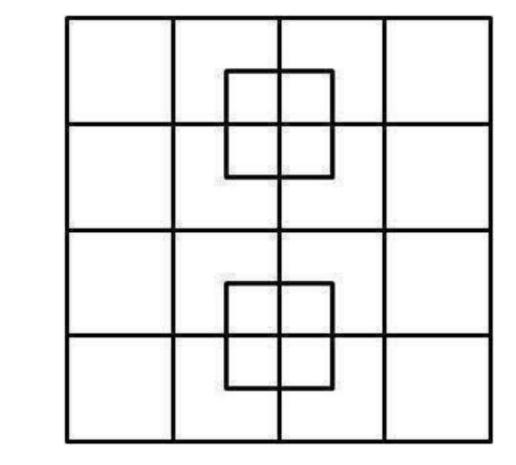
REFLECTION

If ABA is designed to be generally applicable as a science and already aimed at quality-of-life improvement, why do you feel it is important to invest in culturally responsive practices?



Exercise: What To Do: Teamwork

Step One: Individually count how many squares you see in the image below



Let's Practice...

What To Do: Competency: Teamwork

Let's Practice...

Step Two: Share with a/the group the number of squares that you counted within the timeframe available

Consider the question below:

• Do I tend to start by looking at the smaller pieces or the larger picture?

*more reflection questions available on the downloadable Activity

What To Do: Equity and Inclusion

• Step One: reflect on the picture below...



BOB WORKS FROM HOME TO ESCAPE THE DISTRACTION OF OFFICE CHIT CHAT.

What To Do: Equity and Inclusion

Step Two:

Downloadable

• Post in the chat the first thing that you noticed/observed?



*more reflection questions available on the downloadable Activity

REFLECTION QUESTION

What skills do you believe may require additional training or support?

References

- https://www.naceweb.org/career-readiness/competencies/career-readiness-defined/
- <u>https://medium.com/hr-blog-resources/top-5-workplace-diversity-statistics-2f4ba1d03a2e</u>
- <u>https://www.glassdoor.com/employers/blog/diversity/</u>
- https://www.mckinsey.com/business-functions/organization/our-insights/why-diversity-matters#
- https://societyforpsychotherapy.org/knowing-what-you-dont-know/
- https://www.forbes.com/sites/adigaskell/2017/06/22/new-study-finds-that-collaboration-drives-workplace-performance/?sh=49284c823d02
- https://www.collegerecruiter.com/blog/2019/09/23/253691/
- Epstein RM, Hundert EM. Defining and assessing professional competence. JAMA. 2002 Jan 9;287(2):226-35. doi: 10.1001/jama.287.2.226. PMID: 11779266.
- Bamonti, Patricia & Lillard, Colleen & Larson, Nicholas & Mentrikoski, Janelle & Randall, Cameron & Sly, Stephanie & Travers, Ria & McNeil, Daniel. (2014). Promoting Ethical Behavior by Cultivating a Culture of Self-Care During Graduate Training: A Call to Action. Training and Education in Professional Psychology. 8. 253-260. 10.1037/tep0000056.
- Fong, E. H., Catagnus, R. M., Brodhead, M. T., Quigley, S., & Field, S. (2016). Developing the Cultural Awareness Skills of Behavior Analysts. *Behavior analysis in practice*, 9(1), 84–94. https://doi.org/10.1007/s40617-016-0111-6
- Skinner BF. Science and human behavior. New York: Collier-Macmillan; 1953. [Google Scholar]
- Priyanka B. Carr, Gregory M. Walton, Cues of working together fuel intrinsic motivation, Journal of Experimental Social Psychology, Volume 53, 2014, Pages 169-184, ISSN 0022-1031, https://doi.org/10.1016/j.jesp.2014.03.015. (https://www.sciencedirect.com/science/article/pii/S002210311400042)
- Stroul, B., & Friedman, R. M. (1986 rev ed). A system of care for children and adolescents with severe emotional disturbances. Washington DC: Georgetown University Center for Child Development, National Technical Assistance Center for Children's Mental Health.
- Martinez, K. & Van Buren, E. (2008). *The cultural and linguistic competence implementation guide*. Washington, DC: Technical Assistance Partnership for Child and Family Mental Health. Available at http://www.tapartnership.org/COP/CLC.
- Edmondson, Amy C. The Fearless Organization: Creating Psychological Safety in the Workplace for Learning, Innovation, and Growth. Hoboken, NJ: John Wiley & Sons, 2018.

Acknowledgements

Thank you for attending Special Learning's

Building Soft Skills: Collaboration and Culturally Responsive Practices

Thank you to our exceptional group of subject matter experts and panelists for providing us with an exceptional learning experience

Jenna Sage, PhD, BCBA

Ronnie Detrich, PhD

Manya C. Ralkowski, EdS, BCBA, LBA, IBA

Thank you to the wonderful Special Learning team members without whom our experience would be greatly diminished (or just plain disorganized!)

- Manya Ralkowski, BCBA (Chief Clinical Solutions Officer)
 - Diane Allen, BCBA (Director of RBT Solutions)
- Michelle Capulong (Director of Operations and Client Support Manager)
 - Manilyn Suva (Operations Support)
 - Sofia Natividad (Marketing Support)
 - Sasho Gachev (Creative Director)