Central Region Partnership Coordinator Activities

Current Activities:

- Prepared for monthly meeting by developing agenda, completing action items, and completing monthly coordinator activities report.
- Managing coordination and budget for Central Region Partnership activities.
- Coordinated and delivered a Youth Mental Health First Aid Instructor training from December 7 – 11, 2015.
- Coordinated and facilitated a Mental Health First Aid (MHFA) Instructor Support Group meeting.
- Continued to collect impact data re: outcomes via a monthly SurveyMonkey® surveys.
- Facilitated a Roving Supervisor meeting and collected and summarized outcomes data re: the Roving Supervisor program.
- Completed bi-weekly reports on Central Region activities and budget for CIBHS.
- Worked with CIBHS staff to coordinate payment of tuition and ordering and shipping of books for MJC Online CASRA program students.
- Began discussion with CalMHSA representative regarding work and a contract for PNP/Psychiatrist program.
- Planned and coordinated MI for peers training on January 12th, 2016.
- Continued planning and coordinating UC Davis Leadership training series.
- Disseminated flyer and began coordinating training on Co-occurring conditions training, including CE’s.
- Worked with staff at CIBHS to coordinate logistical and administrative functions of the Central Region Partnership, including the development of the weekly and monthly announcements, processing consultant invoices, and adding information to the Central Region website, Outcomes document, planning of face-to-face meetings/trainings, etc.

Follow-Up and Other Activities:

- N/A