Central Region Partnership Coordinator Activities
October 1st, 2015 – November 4th, 2015

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 the facilitation of 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.
- Completed bi-weekly reports on Central Region activities and budget for CIBHS.
- Worked with CIBHS staff to coordinate the planning of two orientation meetings and to facilitate the bi-annual advisory board meeting.
- Helped to facilitate a discussion with CalMHSA regarding a contract for a Suicide Community Response project.
- Began the contracting process for the Youth Mental Health First Aid training of instructors to be held in December (7 – 11), 2015 in Modesto, CA.
- Shared information with previous sub-committee members regarding Core Competency work done by Loma Linda University for the Southern Region Partnership.
- 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