

2020 Mental Health Awareness Month Planning Committee

Meeting Schedule

December 2019 – June 2020

| Date/Time | In-Person Location | Conference Line | Meeting Focus | Member Action Item (Due Next Meeting) |
|---|---|--|---|--|
| Thu, 12/12/2019 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Introduction/Theme- Programming | 1. Reserve event- date/time/location/topic |
| Thu, 1/9/2020 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Programming Communication Media Plan | 2. Reserve event- date/time/location/topic 3. Identify media- contacts/interviewees |
| Thu, 2/13/2020 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Communication Media Plan Evaluation | 4. Confirm event presenters/speakers 5. Distribute mini-grant application |
| Thu, 3/12/2020 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Communication Media Plan Evaluation | 6. Send feedback for -Calendar of events -Evaluation |
| Thu, 4/9/2020 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Communication Media Plan Outreach | 7. Confirm media contacts/interviewees Outreach for proclamation and events |
| Tue, April 2020 9am (Exact Date TBD) | 400 County Center, Redwood City, CA 94063 | Can Livestream Board of Supervisors Meeting | Proclamation Outreach | 8. Outreach for events |
| Thu, 6/4/2020 10:30am-12:00pm | Millbrae Library – Rm B, 1 Library Avenue, Millbrae CA 94030 | 877-853-5247 Meeting ID: 254 249 743 https://SMCL.zoom.us/j/254 249743 | Debrief Recognition | 9. Complete survey |

Questions or suggestions?

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smchealth.org/mentalhealthmonth



SAN MATEO COUNTY HEALTH

**BEHAVIORAL HEALTH
& RECOVERY SERVICES**