



THE CENTENNIAL BRIEFING



CHEYENNE · ELBERT · KIT CARSON · LINCOLN · LOGAN · MORGAN · PHILLIPS · SEDGWICK · WASHINGTON · YUMA

Our mission is to achieve excellence in the provision of behavioral health services that lead to optimal health and well being

IN CASE YOU MISSED IT

CMHC's Tips for having a successful virtual Meeting:

1. Virtual Meetings are considered professional settings:

Remember that virtual meetings have the same professional presentation requirements that "in person" meetings have. Please make sure that you are wearing "camera ready" attire when others see you!!

2. Check That Tech

This seems like common sense, but please do it anyway. Check that your computer is functioning, check that headphones, microphones, internet connection, etc. are all up and running before the meeting start time. It's awkward and very unprofessional to have to mess around with tech when you're supposed to be in a meeting.

3. Be Early

Try to be a few minutes early. This is common courtesy for any meeting and applies to virtual and video meetings as well. You want to log in early and be ready to start a few minutes ahead of time, and observe proper professional meeting behavior throughout the meeting. Please make sure that your camera is on throughout the meeting, so others can see you as it lets everyone know that you are attentive and engaged. Remember being at home does not mean this isn't a real or legitimate meeting.

4. Mute Your Microphone

When you are not talking, please mute your microphone. Microphones pick up certain things that members of the whole meeting do not need to hear. No one wants to hear a dog barking or whatever other chaos is raging outside your confidential space.

5. Security and Privacy big keys to successful video work!!

Please make sure that when you are participating in a virtual meeting that what you and others say is kept confidential. If there are family members in the house, select a private secure space to conduct virtual meetings. Also the use of head phones is a great way to insure others do not hear the content of the meeting.

6. Leave your camera on throughout the meeting with rare exceptions.

Leaving your camera on during a virtual meeting lets everyone know that you are engaged and participating, people learn a great from your facial expressions. However, please do not walk around with your camera, everyone is going to get very dizzy.

7. Don't forget you are on Camera

Sometimes in virtual meetings, especially if you do not see yourself on camera you can forget that everyone can see you—this can be quite embarrassing if you have a lack of awareness!!!!

8. Be Considerate

Be considerate! Don't Interrupt! Again, this is basic meeting etiquette, let other people speak, then when they're done, chime in, and when finished, mute your mic and give the floor to someone else.

9. Focus! Focus! Focus!

Focus on the task at hand! Listen we love to multitask—heck, we're doing it right now. However, when it comes to the virtual meeting, you should treat it as an in-person meeting. Try to keep phones and other distractions away and focus.

VIRTUAL TRAININGS UNDERWAY

The CRD and Prevention Teams have kicked off their trainings to the communities and schools for 2020...-VIRTUALLY!

Trainings began with a Positive Youth Development training (PYD) by Jaci Yula & Nicole Herrera on August 7 to the Southern Communities that Care group.

Following were 3 Youth Mental Health First Aid Trainings: 2 for Burlington Schools, trained by Kara Moulton and Jaci Yula.; another was for Woodlin Schools trained by Maranda Miller and Kara Moulton.

Lastly, 5 trainings for Sources of Strength. These trainings were for Merino, Haxtun, Akron and Wiggins Schools. The team also trained Merino Elementary in the new Elementary version of Sources. Trainers for these trainings collectively were Maranda Miller, Kara Moulton, Andie La Combe, Mikayla Guenzi and Jacob Reyes on Tech.

Trainings this year look a little different, but we are so happy to still be able to offer these wonderful curriculums virtually.

This week we will be offering an internal Mental Health First Aid virtually as well.