Mental Health Services Act Steering Committee
August 17, 2023, 6:00 pm – 8:00 pm
Conference Call / Webinar Etiquette

1. Check software beforehand and make sure it works. Contact support team with any questions before the webinar starts. See below for contact details. If you are using a cellphone make sure your Wi-Fi or data connection is strong, as weak connections may make it difficult to hear or for other meeting participants to hear you.

2. Log in to the web conference or call in a few minutes early. Show up on time so that you do not miss any part of the meeting. If you are late to the meeting, do not announce yourself as it will interrupt the flow.

3. Use your mute button. Turn your microphone and camera off during presentations. If you are not speaking, keep yourself on mute and your camera off to avoid distracting background noises such as barking dogs, children playing, etc.

4. Wait your turn. Be courteous to others in attendance. Speak clearly and identify yourself whenever you speak. Do not assume everyone will know who you are. Please wait until Co-Chairs ask for discussion and Q&A. In a traditional in person meeting, you can see who has a question or when a presenter is ready for an interruption. In a conference call/webinar, you may need to rely on cues such as using the raise hand feature on Zoom, posting your questions in the public chat window, or when Co-Chairs ask for the next question.

5. Ask questions concisely. Webinars are focused; be sure your questions are, too.

6. Be respectful. This webinar allows publicly visible chat, please refrain from using the chat room to socialize. Keep your comments professional and to the point so everyone may benefit from your contribution.

August 17, 2023 Webinar Contact Details:

Join Zoom webinar:
WebLink
Meeting ID: 160 677 8256
Meeting Passcode: MHSA

Join by conference phone:
Available numbers to dial:
(669) 254-5252 or (669) 216-1590
Meeting ID: 160 677 8256
Password: 060762

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