

**As of June 14, 2022**

<b>Project</b>	<b>Status</b>	<b>Department</b>	<b>Contact</b>	<b>Start Date</b>	<b>Due Date</b>	<b>Notes</b>
CAO Rundown - June	in progress	CAO	Charles	1-Jun	17-Jun	Collecting content and images, NP to write message from Charles
Risk Mgt Safety Flyers	in review w/dept	Co Counsel	Andrew	11-May	TBD	
Animated COVID Spots	sending to TV stations	HD	Nick	1-May		15-Jun downloaded 6/13 saved to Vimeo sending to stations
COVID Memorial	in planning	Facilities	Lindsey	23-Mar	TBD	Working on funding in conjunction with Sup. Alejo's office
HRD Website	in design	HRD	Arturo	1-Apr	TBD	Advisory role only
Press Briefing Room	in progress	ITD/CAO	Mike/Nick/Karina	1-Mar		30-Jul With ITD contractor
People of Action	in planning	CAO	Nick	1-Jun		1-Oct Requested information from department heads pending receipt
COM Users Guide	in planning	CAO	Nick	1-Jul		1-Nov
Crisis Communication Plan	in progress	OES	Nick/Kelsey/Lubna	15-May		1-Oct With OES finalizing the outline, CCP working on database part, Maia to help soon
AAA Ad Campaign	in progress	DSS	Ron	1-Jun		8-Jun Ads placed in MC Weekly and social media, with department
COVID Weekly Dashboard	on-going	HD	Maia/Nelly	14-Feb	TBD	
COVID 5+ Boosters	on-going	HD	Nelly			15-Jun sending to MCOE to distribute thru school districts
County Wide Photo Library	on-going	CAO	Nelly	9-Jun	TBD	creating a shared photo library resource for every department to use
County Business System	in planning	CAO	Nelly/Nick	9-Jun		1-Oct revising letterhead, business cards and envelopes pre branding guidelines
Bronze Pelican Training	in planning	OES	Nick/Nelly/Maia	1-Jun		30-Jun scheduled crisis exercise