**Date:** January 22, 2020

**Time:** 9:00am-12:00pm

**Location:** Calaveras Ranger District

5519 Hwy 4, Hathaway Pines, CA 95247

**Tania Carlone (Facilitator) Text or Call:** (510) 684-0504

| **Time** | **Item** | **Attachments** |
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| 9:00 | **Introductions, Agenda Review & 2020 General Meeting Speaker Schedule**   * *Make any necessary adjustments to the agenda.* * *Refine and identify next steps to refine the 2020 General Meeting Speaker Schedule.* * *Begin to identify research papers and other reading materials to accompany speaker topics.* | 1. Agenda 2. General Meeting Draft Speaker Schedule |
| 9:25 | **Planning Work Group Charge and Functions**   * *Review and discuss any comments on Planning WG charge, as described in ACCG MOA, and make suggested revisions for the MOA revision process.* | 1. MOA Work Group Charge and Function & Assignment Guidance |
| 9:50 | **Project Development & Approval Process Package**   * *Review comments received about the project evaluation tool.* * *Discuss and refine project development process package components.* * *Make a recommendation for next steps to implement the project development process.* | 1. Project Evaluation Tool ACCG Comments (slide) 2. DRAFT Development Process Package 3. Process flow chart 4. Project support submission form 5. Policies & principles 6. Project endorsement guidelines 7. Project support evaluation tool |
| 11:00 | **Strategic Fuel Break Focal Area Project Initiation**   * *Discuss outcomes from December 11th mapping workshop.* * *Review ACCG letter submitted to Barnie Gyant and discuss the need for follow up communications.* * *Identify next steps to advance project activities.* | 1. Mapping workshop notes 2. ACCG letter to Barnie Gyant 3. ACCG Admin WG November 12th proposal |
| Noon | **Wrap-Up** |  |