

# ACCG | Admin Meeting | January 11, 2021

## Action Items

Actions	Responsible Parties
<p><b>Speakers.</b> During the 1/12 prep call, ask Prescribed Fire panelists if they know of examples (preferably close to the ACCG region) of different treatments and their efficacies. This could inform location for future field trip.</p>	Megan/Tania
<p><b>Collaborative Engagement Strategy.</b> Update status and recommendations (Forest Treatments Guidance document, as a living document, is “done”) for implementing remaining elements of the Collaborative Engagement Strategy</p>	Tania
<p><b>Future Facilitation Needs.</b></p> <ol style="list-style-type: none"> <li>1. Discuss USFS/CHIPS/CBI contracting (CBI scope of work and budget).</li> <li>2. Schedule Admin WG meeting to focus on future facilitation needs (cc Tania who will be on call if Admin WG requires specific information from CBI).</li> <li>3. Develop proposed facilitation needs to discuss at the February Admin WG meeting. Example suggestions per discussion:               <ul style="list-style-type: none"> <li>• for this fiscal year, consider focusing on helping the transition to post-CFLR support (e.g., Megan facilitates Planning WG, revise meeting summary content/process).</li> <li>• Provide conflict resolution assistance, as warranted.</li> <li>• reinforce trainings by applying the consensus building strategies (e.g., have members experience a conflict resolution discussion) and reinforce processes in MOA;</li> <li>• member onboarding resources;</li> <li>• outline C&amp;E Plan implementation</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Tania, Regine, Megan, and Robin</li> <li>2. Megan</li> <li>3. Admin WG</li> </ol>
<p><b>Communication &amp; Engagement Plan.</b> Send feedback on the revised C&amp;E Plan to CBI by <b>January 20</b> – Confirm whether ok with presenting the draft plan to the full ACCG (earliest would be February General Meeting).</p>	All → Steph and Tania

## Other Next Steps / Notes

- Currently holding ACCG meetings remotely until Admin WG confirm otherwise.
- Michael Pickard is stepping back from participating on the Admin WG to prioritize participation in other ACCG activities (General Meetings, Funding Coordination, and SLAWG).
- Admin WG members highlighted the importance to remind ACCG members and partners the Project Development and Support Tools (e.g., the Forest Treatments Guidance document) are living documents, intended to be revisited and revised as needed. Regular, explicit check-ins will help reinforce that the document remains “living” and adapted.
- Potential future Admin WG topics:

- Facilitation needs (priorities for through fiscal year; post-CFLR)
- Future TEK presentation

## Conference Call Participants

First Name	Last Name	Affiliation	Time (Hours)
Sue	Holper	ACCG	1.5
Regine	Miller	Calaveras Healthy Impact Product Solutions	1.5
Megan	Layhee	Calaveras Healthy Impact Product Solutions	1.5
Tania	Carlone	Consensus Building Institute	1.5
Stephanie	Horii	Consensus Building Institute	1.5
Michael	Pickard	Sierra Nevada Conservancy	1.5
Richard	Sykes	Upper Mokelumne River Watershed Authority	1.5
Carinna	Robertson	USFS – Calaveras Ranger District	1.5
Robin	Wall	USFS – Amador Ranger District	1.5