

ACCG | Admin Meeting | February 8, 2021

Action Items

Actions	Responsible Parties
<p>Membership.</p> <ul style="list-style-type: none"> • Create three categories for participants on the ACCG membership webpage: Signatories, Active Participants (but not signatories), and Previous Participants • Confirm w/ Regine the conditions for being considered as an “active” participant 	Megan
<p>Project Development and Support Tool</p> <p>Members who have recently used the tool are encouraged to convey their experience (did the tool serve its purpose and was it useful); also underscore the tool is meant to be a living document</p>	All
<p>Admin WG Update.</p> <p>Admin WG update at the General Meeting will include:</p> <ul style="list-style-type: none"> • Proposed scope of work for ACCG facilitation and administrative support; invite input if any. • Update notice on membership signatories – USFS signed the MOA with supplemental standard provisions specific to USFS (e.g., use of logo) 	Regine
<p>MOA Signatories</p> <p>Send Robin an email acknowledging receipt of supplemental provisions for the USFS signatory page</p>	Regine → Robin
<p>Communication & Engagement Plan. Combine cover letter memo w/ draft C&E plan to include in the General Meeting Materials</p>	Steph

Other Next Steps / Notes

- Currently holding ACCG meetings remotely until Admin WG confirm otherwise.
- Potential future Admin WG topics:
 - Future TEK presentation
 - Herbicide panels

Conference Call Participants

First Name	Last Name	Affiliation	Time (Hours)
Sue	Holper	ACCG	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
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
Chuck	Loffland	USFS – Amador Ranger District	1.5