

# ACCG | Admin Meeting | October 14, 2021

## Action Items

Actions	Responsible Parties
<b>Presentations / Speakers</b> Develop and issue press release (very similar to previous releases) for the Oct 20 presentation	Megan
<b>In-Person / Hybrid Meetings</b> Coordinate logistics for holding a November hybrid General Meeting. Recommend taking a quick straw poll of those members who plan to attend in person to help with logistics planning	CBI and Megan
<b>MOA Signatory Status</b> Consider outreach approach and potentially explore other counties' BOS interest to become MOA signatory	Richard S
<b>Funding WG</b> Admin WG asking the Funding WG to discuss (or continue to discuss) other funding mechanisms and timelines to support ACCG administrative and facilitation support going forward	Megan
<b>Monitoring WG</b> Check whether the Monitoring WG has updates to share for the Oct 20 General Meeting	Megan
<b>ACCG Administrative and Facilitation Support</b> <ul style="list-style-type: none"> <li>• Clarify in the Administrative and Facilitation Support document that professional facilitator refers to a 3<sup>rd</sup> party, independent facilitator.</li> <li>• At future General Meetings, continue to seek volunteers for ACCG members to facilitate future General Meetings</li> </ul>	Megan
<b>Facilitation Training Workshop</b> Date is TBD (expected in early January 2022). Once dates/times are confirmed with the ACCG members who were interested in the training; notify and invite other ACCG members to participate.	CBI and Megan
<b>UMRWA FPP development - letter of support</b> ACCG Admin recommended presenting the draft ACCG letter to Jason Kuiken regarding the UMRWA FPP development at the Oct 20 ACCG General Meeting for the members to consider approving the letter of support for this plan development	Megan

## Other Next Steps / Notes

- Continuing to explore hybrid-meeting options: CHIPS and CBI conducted a dry run at the County BOS Chambers to test the AV capabilities and on-site staff support. Board Dais can accommodate approximately 10-12 members (based on number of mics). Currently planning to hold a hybrid meeting in November, subject to local, state, and/or federal COVID policies.

## Conference Call Participants

First Name	Last Name	Affiliation	Time (Hours)
Sue	Holper	ACCG	1
Megan	Layhee	Calaveras Healthy Impact Product Solutions	1
Tania	Carlone	Consensus Building Institute	1
Stephanie	Horii	Consensus Building Institute	1
Richard	Sykes	Upper Mokelumne River Watershed Authority	1