ACCG | Admin Meeting | January 10, 2022

# Action Items

| **Actions** | **Responsible Parties** |
| --- | --- |
| **January General Meeting**  Confirmed that January will be a Zoom meeting | Megan |
| **Monitoring WG**  Coordinate with Monitoring WG on presenting an update/straw proposal for the Monitoring Field Symposium at the January General Meeting | Megan |
| **Administrative and Facilitation Support**  Connect with Regine to determine level of interest/capacity to provide future administrative support for the ACCG (ideally long term, but consider short term to support a transition to TBD administrator) | Richard Sykes |
| **2022 ACCG Priorities**  Reorganize draft priorities list into categories (e.g., Planning and Collaboration) | Megan |

# Other Next Steps / Notes

* Given the COVID variant, Admin WG recommended conducting the January meeting as a Zoom meeting only; plan to hold the February meeting as a hybrid meeting
* The Admin WG (and CBI) should review the UMRWA administrative and facilitation support SNC grant proposal (not yet developed) – make sure activities are adequately covered (e.g., coordinator tracks and serves as liaison across the various ACCG work groups, partners, and other moving parts).
* CBI will conduct a General Meeting facilitation training (Jan 10, 2022) for the volunteer ACCG members and facilitate the January General Meeting. CBI will not be attending/facilitating ACCG meetings going forward; rather, will use remaining funds to provide strategic support for transitioning facilitation services to ACCG Coordinator and Members.

# 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 | UMRWA | 1 |
| Chuck | Loffland | USFS – Amador Ranger District | 1 |
| Carinna | Robertson | USFS – Calaveras Ranger District | 1 |