

ACCG | Admin Meeting | June 6, 2022

Action Items

| Actions | Responsible Parties |
|--|---------------------|
| <p>June 2022 General Meeting Meeting agenda and format confirmed (hybrid). Requested two additional agenda items: (1) May 2022 SCALE meeting debrief by Rich or Meredith, and (2) consensus item – to pursue grant funding for Administration funding.</p> | Layhee |
| <p>Administrative and Facilitation Support Megan discussed past Administrator hiring procedures gleaned from a previous Administrator. UMRWA will draft and distribute a position flyer for these services within both counties.</p> | UMRWA |
| <p>ACCG Revised MOA Signatory Standing Reviewed revised MOA language about attendance and member standing. Reviewed list of members who have not attended a general meeting in over 6 months. Discussed next steps – administrator will perform outreach to those members, and then will report back to the work group.</p> | Layhee |

Other Next Steps / Notes

- Work groups assigned 2022 priorities are expected to give regular updates at the general meetings, including the Admin WG.
- Work group will discuss in more depth the ACCG C&E Plan at their July meeting.

Meeting Participants

| First Name | Last Name | Affiliation | Time (Hours) |
|------------|-----------|---------------------------------|--------------|
| Megan | Layhee | Administrator | 1.5 |
| Richard | Sykes | UMRWA | 1.5 |
| Michael | Pickard | SNC | 1.5 |
| Sue | Holper | ACCG signatory, private citizen | 1.5 |