ACCG | Admin Work Group Meeting | April 10th, 2023

# Action Items

| **Actions** | **Responsible Parties** |
| --- | --- |
| **Introductions to Michelle Wolfgang, Zach Browning and Aaron James**   * Michelle, Zach and Aaron will introduce themselves to the full ACCG at the April 19th general meeting. Down the road they will also be sending out a questionnaire for the Admin work group to fill out. | All |
| **New Administrator**   * Group agreed on hiring Lisa Lucke as new ACCG Administrator, and agreed to bring this as a consensus item to the full membership (see next section). After consensus is reached on April 19th, UMRWA will finalize the contract and the new Administrator will begin training with Megan. | Sykes  Layhee |
| **April General meeting agenda review and approval**   * Agenda was approved with three modifications, including no meeting participant introductions at the start of the meeting, separate the introductions of Michelle, Zach and Aaron to start at 9:20am, following the introductions of Joe Stout and Linda Helm at 9:00am; also, an additional agenda item added – consensus to approve UMRWA contracting with Lisa Lucke to be the new ACCG Administrator. * Megan will follow up with guest presenters this week. | Layhee |
| **ACCG 5-Year Strategic Plan Update**   * Based on feedback received from the ACCG at the March general meeting and direction by the work group at their April meeting, Megan will draft a first iteration revise of the strategic plan in track changes, to bring before the work group at their May meeting. * Work group will also continue discussions on if and how the SWOT analysis we be revised or removed from the plan. | Layhee  All |

# Meeting Participants

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| --- | --- | --- | --- |
| **First Name** | **Last Name** | **Affiliation** | **Time (Hours)** |
| Megan | Layhee | Administrator | 1.0 |
| Richard | Sykes | UMRWA | 1.0 |
| Carinna | Robertson | USFS, STF Calaveras RD | 1.0 |
| Sue | Holper | Private citizen | 1.0 |
| John | Heissenbuttel | Heissenbuttal Natural Resources Consulting | 1.0 |
| Chuck | Loffland | USFS, ENF Amador RD | 1.0 |
| Zach | Browning | Sierra Institute | 0.75 |
| Michelle | Wolfgang | USFS, ENF | 1.0 |
| Aaron | James | USFS, STF | 1.0 |