

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

Action Items

Actions	Responsible Parties
<p>July general meeting agenda</p> <ul style="list-style-type: none"> Guest presenter had still not confirmed as of the work group meeting, so the group discussed alternative agenda timeline. (Note: guest presenter did confirm later that day). The work group agreed to add a discussion item about future SCALE meeting participation by ACCG members, along with the SCALE meeting debrief. Group also added an additional discussion topic, to review and get feedback on the 2023 draft SWOT analysis as a standalone document to be housed on the website instead of included in the 5-yr strategic plan. Administrator will finalize the general meeting packet and send out to the full ACCG later in the week. 	Layhee
<p>ACCG's update at the July SCALE meeting</p> <ul style="list-style-type: none"> The work group agreed to combine Megan's "ACCG background" language with Richard Sykes' FPP fact sheet and to send along to Michael as the ACCG update to provide at the upcoming SCALE meeting. The work group confirmed that a debrief on the SCALE meeting would be included in the July general meeting agenda. 	Layhee Pickard
<p>ACCG 5-Year Strategic Plan Update, SWOT analysis</p> <ul style="list-style-type: none"> Work group reviewed the SWOT analysis section, added an additional sentence in the opening paragraph and directed Megan to create a standalone SWOT document to share in the July general meeting packet. Work group reviewed and responded to Lisa Lucke's comments in the draft shared strategic plan document. At next month's work group meeting, the group will review a clean version of the draft strategic plan and continue discussions on (1) consolidating the strategic plan document, (2) finalizing the goals, (3) and review the feedback received on the SWOT analysis. 	All

Meeting Participants

First Name	Last Name	Affiliation	Time (Hours)
Megan	Layhee	Administrator	1.0
Richard	Sykes	UMRWA	1.0
Sue	Holper	Private citizen	1.0
Chuck	Loffland	USFS, ENF Amador RD	1.0