

**ACCG Admin Work Group**  
**Meeting Summary for Wed., 8/7/23**

- Richard volunteered to facilitate the meeting. Richard explained the new process for contracting with ACCG Administrator (Lisa) will be directly through UMRWA.
- Admin WG agenda was accepted as is.
- General Mtg (8/16/23) agenda discussed and Richard asked about Planscape/FPP Phase 2 presentation. Lisa said she is meeting on 8/8 with FPP Phase 2 to finalize Planscape presentation for 8/16 GM. Agenda item 4 (Consensus Item) was adjusted to “approval of the SWOT analysis for the strategic plan.” No other changes were made to the agenda.
- SWOT analysis edits were finalized.
  - ACTION: Lisa will create a clean copy with all the changes accepted and retain the current rough version with all comments showing for sharing if needed.
  - ACTION: SWOT analysis will be presented for review at the 8/16 Gen Mtg
- ACCG 5YSP was reviewed. Among items discussed: making changes to the executive summary and consolidating sections of the document. The group also decided to reference an updated SWOT analysis in the document and provide a link to it on the website. Richard asked Lisa to have the 2018 version of the 5YSP available for sharing at the 8/16 GM if needed, but not included in the “meeting materials.”
- 5YSP “Goals” are the final item (page 7 of doc) left for Admin WG to finalize. Members agreed that condensing and revising the goals make sense. They decided to combine goal one and two, remove redundant sections, and make further edits before presenting it to the group.
  - ACTION: Lisa will make revisions as noted, create a clean copy and retain the current rough version. She will send the clean copy to the group and revise the goals as discussed and send to Richard for review.
- Group also agreed to wait until the SWOT analysis is finalized before presenting the 5YSP to the full ACCG, since the SWOT forms much of the basis of the 5YSP.
- Meeting concluded at 10:15 a.m.

**Meeting Participants**

<b>Name (Original Name)</b>	<b>Time</b>
Lisa Lucke -Admin	92
Chuck Loffland# ENF	83
carinnamrobertson	70
Richard Sykes	80
sueholper	79