



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 17, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

<b>Attendees</b>		
Davis Pecusa, Hopi Tribe	Randy Pair, ADOT Holbrook	Tim Dalegowski, Coconino County
Nada Talayumptewa, Hopi Tribe	Rod Wigman, ADOT CCP	Misty Klann, ADOT MPD
Danny Honanie, Hopi Tribe	Rusty Rothman, ADOT Flagstaff	Michelle Fink, ADOT CCP
Kee Yazzie, ADOT Holbrook	Jesse Thompson, Navajo County	Beverly Krumm, ADOT CCP
Lynn Johnson, ADOT Holbrook	Patricia Geans, ADOT Traffic	Teresa Welborn, ADOT CCP
Anna Masayesva, ADOT EPG	Rick Turner, ADOT Traffic	Joy Keller-Weidman, Holon Consulting
Georgi Jasenovec, FHWA	Norm Cody, Navajo County	

Facilitators: Joy Keller-Weidman & Michelle Fink

***See Attached roster for contact information.***

**Agenda Items & Highlights**

<b>TOPIC</b>	<b>DETAILS</b>
◆ Meeting Kick Off	Guests that attended this meeting: Norm Cody- Navajo County Patricia Geans – ADOT MVD Traffic Crash Data Rick Turner- ADOT MVD Traffic Crash Data and Records Teresa Welborn – ADOT CCP- Director of Statewide Communications Beverly Krumm – ADOT CCP - Trainer

<b>TOPIC</b>	<b>DETAILS</b>
◆ Meeting Outcomes	<b>Outcomes:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Update: Hopi Tribal Transportation</li> <li><input type="checkbox"/> Review: Updated Processes</li> <li><input type="checkbox"/> Evaluation: Partnership</li> <li><input type="checkbox"/> Update: Environmental Streamlining</li> <li><input type="checkbox"/> Progress: 2012 Goals</li> <li><input type="checkbox"/> Status: Action Items</li> </ul>



**PARTNERSHIP STEERING COMMITTEE MEETING**

**April 19, 2012 QUARTERLY MEETING**

9:30 a.m.-3:30 p.m.

**MEETING NOTES**

TOPIC	DETAILS
<p>◆ Partners Check In</p>	<p>MVD- Rick Turner and Patricia Geans attended from ADOT Traffic records and ALIS data, to share statistics and offer assistance</p> <ul style="list-style-type: none"> <li>❑ Encourages all tribes to submit crash data for road improvements</li> <li>❑ Specific data is needed for grant funds and safety studies</li> <li>❑ Patricia- works in the FARS dept. and will help with analysis</li> <li>❑ BAC data for alcohol related crashes for the Federal, 1% increase needed each year to maintain grant funding</li> <li>❑ BAC funds are used for new equipment for DUI vans, training, detection, checkpoints</li> <li>❑ Need data about dirt road accidents - BIA roads are included</li> <li>❑ Navajo Nation has a unique situation of being in 4 states, officers can download the info from a database for all 4 states</li> <li>❑ They are here to help and can offer assistance, contact Rick Turner at <a href="mailto:Rtuner3@azdot.gov">Rtuner3@azdot.gov</a></li> <li>❑ Patricia Geans at <a href="mailto:pgeans@azdot.gov">pgeans@azdot.gov</a></li> </ul>

TOPIC	DETAILS
<p>◆ Hopi TTT Update &amp; Department Planning</p>	<p>Davis Pecusa, HTTT, reviewed the Hopi Strategic plan as a guideline and the covered the 13 priorities identified by the HTTT.</p> <ul style="list-style-type: none"> <li>❑ 2011 Strategic Plan objectives include:             <ul style="list-style-type: none"> <li>❑ Establish the Hopi Transportation office – create job descriptions, hire and train, and oversee on a daily basis, staff will maintain consistency at the office, regardless of election process                 <ul style="list-style-type: none"> <li>• Roads</li> <li>• Airports (Planning and improving)</li> <li>• Transit</li> <li>• Safety</li> </ul> </li> </ul> </li> <li>❑ Key Goal: Existing contracts to be implemented this summer</li> <li>❑ Procured the office for the 3 new transportation staff members</li> <li>❑ March 5, the Council approved Red Plains Consulting Firm to assist with 3 existing projects implemented and the hiring of new transportation staff</li> <li>❑ Red Plains will assist to develop long range transportation plan</li> </ul>



## PARTNERSHIP STEERING COMMITTEE MEETING

April 19, 2012 QUARTERLY MEETING

9:30 a.m.-3:30 p.m.

### MEETING NOTES

- Formalize a tracking system for paperwork in the process
- LRTP needs to be updated
- IRR inventory due on June 15, 2012 (data put into computerized system- funding based on roads inventory)
- Fred Shupla – works at the Community Planning dept
- Inventory draft in March and finalized in June, funding is based on the IRR
- Herb Begay, BIA will assist with IRR
- Territorial Road is on the newly acquired land
- SAFETLU established county and ADOT roads in the IRR
- Plan to attend the NACOG meetings
- Outline to get your roads functionally classified – MPD
- Studies that can be set up to \$250,000 / non-matching funds
- PARA funds can be used for LRTP
- Traffic counters are needed from Coconino County
- TIGER grant – cost benefit criteria not met, did not submit
- Davis is working on a mining potash agreement

#### Support to HTTT

- Safety – Traffic Counters needed- Coconino County or ADOT can provide
- Crash Data is being collected by Roger – Emergency Response
- Map needed to pinpoint the road and mile marker and dates to be established for use
- NACOG can provide the counters- next meetings are April 26 and June 28
- Need 3 weeks notice to reserve the traffic counters for use
- If DPS investigates the Hopi accidents, the data will go to ADOT
- Navajo County is supporting the Hopi on the crash data collection

#### ROW Construction Easement

A Temporary construction easement is needed. Rusty will need a sponsor to take the request to the Tribal Council for a box culvert in April. If possible, Rusty would like to attend the April 26 Council meeting – Davis will champion this priority task.



**PARTNERSHIP STEERING COMMITTEE MEETING**

**April 19, 2012 QUARTERLY MEETING**

9:30 a.m.-3:30 p.m.

**MEETING NOTES**

	<p><b>Spider Mountain borrow pit</b> Partner for gravel, equipment , resources, trucks and fuel with Navajo County</p>
--	----------------------------------------------------------------------------------------------------------------------------

TOPIC	DETAILS
<p>◆ CAT Flow Chart  Anna Masayesva, ADOT EPG</p>	<p>Anna updated the CAT communication flow chart</p> <ul style="list-style-type: none"> <li>❑ The team met in February, met with some tribal programs at Hopi</li> <li>❑ Develop an ADOT flow chart and form</li> <li>❑ Reduced the flow chart from 10 processes to 3 contacts</li> <li>❑ TERO Labor, Office of Revenue Commission Business License, and HEPO Environmental Protection Plan</li> <li>❑ Phase 2 – ADOT Holbrook District broken into 2 categories– Federal Funds – State Maintenance funds to CAT Checklist</li> <li>❑ For the Federal requirements the water, wildlife, cultural criteria has already met approval through the process</li> <li>❑ State – will need to meet more criteria in the approval process</li> <li>❑ Begin planning the annual meeting in Sept or Oct</li> </ul> <p><b>Next steps</b> – develop specific forms and get tribal approval The team will work on the ROW process next May use Wepo Wash as a test project using this process</p>

TOPIC	DETAILS
<p>◆ Communications Process</p>	<ul style="list-style-type: none"> <li>❑ Determine where the paperwork gets delayed or lost</li> <li>❑ Process flow chart- Hopi internal communication chart to track paperwork from partners</li> </ul>

TOPIC	DETAILS
<p>Updates:  ◆ Emergency Response</p>	<ul style="list-style-type: none"> <li>❑ Update the Emergency Task Team Contact list- All</li> <li>❑ Send draft list to Davis for review</li> <li>❑ Hope to reestablish the Navajo Emergency Response Team in July</li> <li>❑ Involve Hopi on the Navajo team</li> </ul> <p>BIA relies on the solicitor/attorney for snow removal</p>



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

◆ IGA/MOU with ADOT	
---------------------	--

TOPIC	DETAILS
◆ Partnership Action Items Updates	<input type="checkbox"/> Attend NACOG April 26 or June 28 in Flagstaff <input type="checkbox"/> Enhancement grants for sidewalks/ pedestrian safety <input type="checkbox"/> Attend ATSPT meeting in May 30 that involves NACOG

TOPIC	DETAILS
◆ Review PEP (Partnering Evaluation Program) Rating Form Results  Complete PEP (Partnering Evaluation Program) Rating Form	<input type="checkbox"/> Review of PEP January results- reflects positive change <input type="checkbox"/> FHWA changes – Georgi moving to Texas, Nate working 20 hours a week. Romare Truly will be the future tribal planner coordinator. Thank you Georgi for your Partnership support.

TOPIC	DETAILS
◆ Next Meeting Date & Planning (agenda items)  <b>June 7, 2012 at 9:00</b>  ADOT Training Room or District Office Conference Room Flagstaff, AZ 9:00	<ol style="list-style-type: none"> <li>1. Update the CAT Flow Chart - Anna</li> <li>2. Hopi Transportation Process Flow Chart (internal) update -Davis</li> <li>3. Hopi HTTT strategic plan update</li> <li>4. NACOG update and attend the ATSPT workshop on May 30</li> <li>5. Contact Chris Fetzer to attend June 7 meeting</li> <li>6. ADOT project updates – Kee</li> <li>7. FHWA introduction of new member update</li> <li>8. Navajo County updates – Jesse</li> <li>9. Navajo DOT Partnership update – Misty</li> <li>10. Success story collection- post to website</li> <li>11. Plan for annual meeting for October</li> </ol>



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

TOPIC	DETAILS
<ul style="list-style-type: none"> <li>◆ Closing Comments</li> <li>◆ Written as spoken at the meeting</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Davis requests that the Partnership be updated whenever the Federal transportation bill is passed –</li> <li><input type="checkbox"/> Good to see everyone and for the important updates</li> <li><input type="checkbox"/> A lot of information shared today</li> <li><input type="checkbox"/> Progress is being made – the transportation office will be a big accomplishment for the Hopi</li> <li><input type="checkbox"/> Great learning experience and useful information</li> <li><input type="checkbox"/> Thanks for coming, let’s get something done on the ground</li> <li><input type="checkbox"/> Moving forward</li> <li><input type="checkbox"/> Going well</li> <li><input type="checkbox"/> Submit success stories to Michelle or Misty</li> <li><input type="checkbox"/> Working with NACOG will help with grant application process and submissions</li> <li><input type="checkbox"/> Thanks for the open discussion on the topics</li> <li><input type="checkbox"/> Thanks to Meranda for assisting the HTTT and the Partnership</li> <li><input type="checkbox"/> Thanks to Georgi for supporting the Partnership and best wishes on move to Austin FHWA</li> <li><input type="checkbox"/> This partnership has made great strides this year.</li> </ul>

**NEXT STEPS AND ACTION ITEMS:**

Action	Responsible Person(s)	By when
Contact Rick Turner or Patricia Geans, Traffic Records, about crash sites or what data is needed or for more information	Jesse Thompson	May 25
Action	Responsible Person(s)	By when
Anna will update the CAT flow chart streamlining process and develop the forms and bring to the next meeting	Anna and team	May 30



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Update Emergency Task Team Contact list Michelle will forward to Roger Tungobia to review Incorporate into the total strategic plan	All	May 30

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Holbrook District and Navajo County update at quarterly meetings Send to Davis on an ongoing basis to distribute internally	Lynn/Kee Jesse	Ongoing June

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Check with Rob Samour about the June 6 DE meeting and contact Misty	Lynn	April 24

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Davis send Michelle the Hopi Strategic Plan to include with the meeting notes	Davis/Michelle	April 30

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Tim will call Davis about Traffic counters that are needed- need 3 weeks advance notice to get on schedule	Tim D/ Davis	April 30

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Contact Roger about having DPS come to each accident on reservation - transfer of data for state roads	Davis Danny	May 15

<b>Action</b>	<b>Responsible Person(s)</b>	<b>By when</b>
Contact Lynn re: permission for walkways and IRR funds	Davis / Lynn	60 days June 7



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

Action	Responsible Person(s)	By when
<b>Assist Rusty for temporary construction easement for April Council meeting</b> <b>Davis will champion – check with Robert at Realty Dept.</b>	Davis/Danny/ Nada	April 30
Action	Responsible Person(s)	By when
Davis will check with the Hopi Tribal Council about goals and funding for the Hopi annual partnership meeting in October. <ol style="list-style-type: none"> <li>1. Sept 25 or 27 or October 9 or 11 dates</li> <li>2. Do they want the annual meeting?</li> <li>3. Funding – approx. \$1800</li> <li>4. Location – Tuba City or Flagstaff</li> <li>5. Hopi’s role at the meeting</li> </ol>	Davis Michelle	April 30

Send finished action items to Michelle Fink at [mfink@azdot.gov](mailto:mfink@azdot.gov) by June 1, 2012

**MEETING FEEDBACK**                      **Based on 15 evaluation forms**

**1. How valuable was this partnership meeting for you? Average Rating: 3.8**

This meeting was not valuable 0.5    1.0    1.5	This meeting was somewhat valuable 2.0            2.5 (1)	This meeting was valuable 3.0 (4)    3.5 (7)	This meeting was very valuable 4.0 (3)
-------------------------------------------------------	-----------------------------------------------------------------	----------------------------------------------------	----------------------------------------------

**2. What about this partnership meeting was most valuable to you?**

- ◆ Reestablished communication
- ◆ Moving things forward; making progress
- ◆ We were able to introduce Traffic Records to Hopi HTTT
- ◆ Face to face connections
- ◆ Advancement through practice and reiteration
- ◆ To be able to relate the needs of the Traffic Department to the Hopi
- ◆ The way the various partners step up to offer assistance and the collaborative atmosphere
- ◆ Giving support to the tribe
- ◆ The interaction between the partners
- ◆ All partners were represented – except BIA





**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
 9:30 a.m.-3:30 p.m.

**MEETING NOTES**

- ◆ Having an idea of the Hopi strategic plan objectives
- ◆ Hopi the process of installing a transportation office

**3. What would have improved the effectiveness of this partnership meeting?**

- ◆ Ok- good start for me
- ◆ Attendance and completed action items – communication process
- ◆ More task teams operations, more positives to report
- ◆ Moving forward and improving
- ◆ Always a challenge to keep everyone throughout the meeting
- ◆ More examples on the partnership goals

**4. How do you rate the effectiveness of the Facilitators/Presenters? Average Rating: 3.5**

Was not effective	Was somewhat effective	Was effective	Was very effective
0.5    1.0    1.5	2.0        2.5 (2)	3.0 (1)    3.5 (7)	4.0 (5)

- ◆ Good communication and knowledge
- ◆ Kept the meeting moving on and track
- ◆ Joy is insightful and on track
- ◆ Joy always makes sure that there aren't any loose ends.
- ◆ It's good
- ◆ The meeting was focused and moved quickly

**5. How do you rate this partnership's potential for partnering? Average Rating: 3.5**

This partnership has no potential for partnering	This partnership team has some potential for partnering	This partnership team has good potential for partnering	This partnership team has very good potential for partnering
0.5    1.0    1.5	2.0        2.5	3.0 (5)    3.5 (5)	4.0 (5)

- ◆ Need Navajo DOT participation
- ◆ Very effective and committed members
- ◆ The support is available to the Hopi to make real progress.
- ◆ Always good potential



**PARTNERSHIP STEERING COMMITTEE MEETING**  
**April 19, 2012 QUARTERLY MEETING**  
9:30 a.m.-3:30 p.m.

**MEETING NOTES**

**6. What other comments do you wish to offer?**

- Continue to work out issues related to HTTT process chart
- Good meeting
- Good to hear about the Hopi progress with the office space

**Next Hopi Partnership meeting is June 7 at 9:00 in Flagstaff**  
**ATSPT/NACOG meeting is May 30**