

**Hopi Partnership
Quarterly Steering Committee Meeting
April 23, 2014 9:00 – 3:00 p.m. (MST)
ADOT Flagstaff District Training Room**

MEETING NOTES

Attendees	
Davis Pecusa, Hopi Tribe	Myra Rothman, ADOT ROW
Nada Talayumptewa, Hopi Tribe	Michele Crank, ADOT Partnering
George Mase, Hopi Tribe	Joshua Fife, ADOT Environmental Planning
Don Sneed, ADOT Planning	Michelle Fink, ADOT Partnering
Michael Lomayaktewa, HDOT	Courtney Perrier- Bear, ADOT Emergency Management
Jollette Arietta, HDOT Secretary	Joy Keller Weidman, Holon Consulting
Micha Loma'omvaya, Hopi Natural Resources	Lynn Johnson, ADOT Holbrook
Kee Yazzie, ADOT Holbrook	Jason Yazzie, NDOT
Jesse Thompson, Navajo County	Norm Cody, Navajo County
Tim Dalegowski, Coconino County	

Facilitators: Joy Keller-Weidman, Holon Consulting;
Michele Crank, ADOT Communications, Office of Partnering
Recorder: Michelle Fink, ADOT Communications, Office of Partnering

The next Hopi Partnership Steering Committee meeting is August 27, 2014.

See Attached roster for detailed contact information.

AGENDA ITEMS & HIGHLIGHTS

TOPIC	DETAILS
◆ OPENING PRAYER	George Mase provided the opening prayer.

TOPIC	DETAILS
◆ MEETING OVERVIEW	<p>Meeting Agenda Items (Joy Keller- Weidman, Holon Consulting)</p> <ul style="list-style-type: none"> ◆ Hopi Department of Transportation Updates & Concerns ◆ Discussion Topics: Identified from Hopi concerns ◆ Partnership Direction, Goals & Focus ◆ ADOT Holbrook District Updates ◆ Arizona Strategic Highway Safety Plan (SHSP) Update ◆ ADOT Emergency Management Presentation ◆ PEP: Partnership Evaluation Program (past results and current rating form) ◆ Partnership Next Steps ◆ Future Meeting Planning

TOPIC	DETAILS
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PARTICIPANTS' INTRODUCTIONS	<p>New members and guests included:</p> <ul style="list-style-type: none"> ◆ George Mase, Hopi Tribe ◆ Jolette Arietta, Hopi Tribe ◆ Courtney Perrier- Bear, ADOT Emergency Management ◆ Joshua Fife, ADOT Environmental Planning Group (EPG)
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TOPIC	DETAILS
MEETING WELCOME HDOT (HOPI DEPARTMENT OF TRANSPORTATION) UPDATES/CONCERNS	<p>Welcome (<i>Michael Lomayktewa, HDOT Director</i>)</p> <ul style="list-style-type: none"> ◆ Hopi Transportation Task Team has been a great team to work for and they are pushing transportation issues forward ◆ Michael joined the HDOT on May 6, 2013 – This first year has passed quickly and this update outlines progress made ◆ Introduction of Jolette Arrenta, the Transportation Secretary ◆ 2 HDOT positions are currently advertised ◆ Work schedule is still very hectic, but hoping to improve with more staff ◆ 13 grant projects in 2012-2014 ◆ Maintenance is a growing issue, and funds have been shifted to maintenance from the construction ◆ FHWA Tribal Safety Funds approved for Tribal Safety Plan development. Mike will work with Don Sneed to identify resources that can help address plan development and tribal safety issues ◆ Design phase of Kykotsmovi project is in process, to include a parking lot for Tribal Headquarters ◆ Networked with several Engineering firms at the April 2014 Roads and Streets Conference - Will solicit competitive bids for road projects ◆ Next: looking for a larger facility for the HDOT office ◆ Seeking assistance from this Partnership to help with tribal projects and transportation needs ◆ ADOT provides maintenance assistance to other agencies and the ADOT Holbrook District has offered assistance on equipment services to the HDOT – Mike will discuss this effort with Lynn Johnson ◆ <u>Consolidated Bridge No. 1– BIA Route 0058</u>: The construction of the project is complete. <u>Shungopavi Village – BIA Route 0504</u>: Sealed bids for this project were opened on April 14, 2014. A selection has been made but has not been confirmed until further reviewed of the bid.

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- ◆ Low Mountain Road Phase I Box Culverts – BIA Route 0060: Awaiting submittal of the Tribal Resolution to the Hopi Tribal Council; upon consent of the Hopi Tribal Council the Resolution will be submitted to BIA for their approval.
- ◆ Second Mesa Roads – BIA Route 0506: Once the plans are approved by the BIA-WRO this project can be advertised for construction for the 2015 construction season.
- ◆ Polacca Roads – BIA Route 0603: Once the plans are approved by the BIA-WRO this project can be advertised for construction for the 2015 construction season.

**Hopi Department of Transportation (HDOT) Update (*Davis Pecusa, Council Member, HTTT member*):
 Inventory and Planning**

1. IRR/TTP Inventory Update Project: Red Plains Professional (RPP) has completed the data collection of approximately 2,800 miles of eligible routes. 1,258 miles have been accepted into RIFDS and are now calculating in the Official Inventory.
 2. Long Range Transportation Plan: RPP held the second round of public meetings for the project required to get village input on the project pertaining to their future development and roadway project priorities.
 3. Safety Plan funded through FHWA’s TTPSE Program: RPP prepared the 2013 funding application for the Tribe’s first FHWA Safety Plan. The application was submitted on September 17th and accepted by the FHWA Review Committee. The application for funding was approved and the Tribe has received \$12,500.
 4. Turquoise Trail – BIA Route 0004: RPP is compiling the 60% design package for submittal to the Tribe for subsequent submittal to the BIA.
 5. Bacavi Village Roads – BIA Route 0501: The Village and Hopi representation discussed the addition of “C Street” or HIR 501 Section 040 (which is official in the Inventory). This route requires full reconstruction to provide better access to the village area
- ◆ Kykotsmovi Village Roads – BIA Route 0503: RPP received the additional Survey for the two additional roads and tribal headquarters parking area. Environmental documents are 30% complete;
 - ◆ Long Range transportation plan is being updated, working with the Navajo DOT on maintenance and preservation of dirt roads

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	<ul style="list-style-type: none"> ◆ Road maintenance issues occurring, addressing with the BIA and NDOT ◆ Maintaining BIA roads while BIA goes through transition ◆ Looking for a location for the East side reservation for equipment storage ◆ Consent from both tribes is needed on shared roads with Navajo Nation (environmental and cultural clearances) ◆ Develop a process with the Hopi Land team and HDOT for shared lands ◆ Receiving a lot of requests for road maintenance and upkeep and it is a time consuming process to respond to all the requests ◆ Received approval for water well for construction projects ◆ Barrow Pit location research needs to be conducted ◆ 1 BIA mechanic left to maintain equipment
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TOPIC	DETAILS
DISCUSSION TOPICS	<p>Discussion Topic: Transportation Training Assistance for Hopi DOT Staff</p> <ul style="list-style-type: none"> ◆ Provide training and contact information to Michael- Michele Crank will do this before the next meeting ◆ Flagger training is needed by the Tribe ◆ ADOT training sources – Local Technical Assistance Program (Cheryl Karp); Northern Maintenance (Ken Sturm); Safety (George Garcia); Planning (Don Sneed/Misty Klann) ◆ ADOT has an employee training matrix by position classification – Lynn will provide the matrix to Michael ◆ NDOT/Navajo County/BIA training sources – Navajo Chapter training may be available and Grader Operator training was provided at Dilkon ◆ The Hopi DOT will need to include training needs as part of its goals and objectives – Training goals need to be prioritized with those provided at no cost being considered first <p>Discussion Topic: Emergency Response and Fire Department Needs</p> <ul style="list-style-type: none"> ◆ BIA Fire Management withdrawing from offering Hopi with fire assistance ◆ Chuck Kmet, Tribal Liaison for the Arizona Department of Emergency Management to bridge BIA and the tribes AZDEMA charles.kmet@azdema.gov 602-618-6516 ◆ Sue Wood, Emergency Mitigation Coordinator ◆ Identify immediate need: ◆ ADOT is limited in its role and is responsible for Emergency Response – Can

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	<p>offer traffic control and work with DEMA in cases of emergency, however, liability issues need to be addressed first</p> <p>Discussion Topic: Complete a programmatic Agreement for Maintenance Activities</p> <ul style="list-style-type: none"> ◆ Environmental Maintenance Agreements ◆ Cleaning the brush in the ROW without getting a permit ◆ ADOT EPG is working on a MOU for cultural resources and biology will be second phase ◆ Hopi Department of Natural Resources, Clayton’s team, Micha represents the team at the Partnership ◆ Navajo County is petitioning WDC to bypass some of the paper process for basic maintenance ◆ Reoccurring problem of improving dirt roads on Hopi ◆ Stream status and water analysis, drainage analysis program can be offered to Hopi to use. Norm will contact Michael ◆ Include specifics so do not need to take extra time to obtain environmental clearance each time for simple maintenance activities <p>Discussion Topic:</p> <ul style="list-style-type: none"> ◆ Myra would like to know the current Hopi process for Right of Way requests - following the flow chart or is there one point of contact? ◆ Realty Office reviews and the village(s) consent(s) to the project ◆ Re-engage Micha on the ROW documents using the CAT flow chart ◆ George Mase can assist with the ROW tracking
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TOPIC	DETAILS
PARTNERSHIP GOALS/FOCUS	<p>Revisit Partnership goals/focus:</p> <ul style="list-style-type: none"> ◆ Michele Crank will research from previous meeting minutes the 2013 Hopi Partnership Values identified at the 2009 annual meeting and regroup the values and send with the notes ◆ Michele Crank will also research from previous meeting minutes goals/focus of Hopi Partnership and discussion at August meeting.
PARTNERSHIP ISSUE RESOLUTION CHART	<p>Issue Resolution Chart:</p> <ul style="list-style-type: none"> ◆ Partners updated the chart with their current contacts

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	<ul style="list-style-type: none"> ◆ Need to identify the BIA Western Region senior level contact – see attached chart
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TOPIC	DETAILS
KEY PARTNERSHIP UPDATES/TOPICS	<p>ADOT District (Holbrook) (Lynn Johnson & Kee Yazzie) Holbrook District Update (Handout Provided) – Kee Yazzie <u>Current Construction Projects</u> Limestone Wash Bridge, Bridge Replacement, Bid Amount \$1,538,842.18, Contractor: SW Concrete Paving Co. , SR 87 MP 323.9 Sanders TI, Bridge Replacement, Bid Amount \$13,645,437.08, Contractor: Vastco, Inc. US 191 MP 367 - 368.5 Navajo/Chambers/Querino, Bridge Deck Replacements, Bid Amount \$1,705,320.79, Contractor: Skanska, I-40 MP 344 Painted Desert TI, Bridge Deck Replacement, Bid Amount \$1,294,668.12, Contractor: Skanska, I-40 MP 311.57 Big Litho – PFNP, Pavement Preservation, Bid Amount \$ 7,149,000.00, Contractor: Fisher Sand & Gravel DBA SAP, I-40 MP 303.25 - 311.60 Chinle South, Roadway Widening and Overlay, Bid Amount \$3,620,176.00, Contractor: Meadow Valley Contractors, US 191 MP 446.36 - 447.49 Holbrook - Sun Valley, Pavement Preservation, Bid Amount \$6,699,746.00, Contractor: Hatch Construction & Paving, I-40 MP 290.3 - 297.0 Cross Canyon – Summit, Shoulder Widening & Overlay, SR 264 MP 459 - 465-8, Bid Open 2/21/14</p> <p><u>Future Construction Projects</u> Keams Canyon Trading Post, DM-Construct Turn Lanes, SR 264 MP 402.6 - 403.6 Fish Wash to Cross Canyon, Shoulder Widening & Overlay, SR 264 MP 450 - 459 Fish Wash Bridge, Bridge Replacement, SR 264 MP 451.3 Navajo County Line to Minnetonka, Pavement Preservation, I-40 MP 249.8 - 259.2</p>

TOPIC	DETAILS
ARIZONA STRATEGIC HIGHWAY SAFETY PLAN (SHSP) UPDATE	<p>Arizona Strategic Highway Safety Plan (AZ-SHSP) Update (Don Sneed)</p> <ul style="list-style-type: none"> ◆ Successful Safety Summit held in November that drew over 325 people ◆ A 3rd round of Emphasis Area Task Force Group meetings held in February ◆ An Inter-jurisdictional Group - Task Force 7 meeting held on February 13th - three tribes were represented (Gila River, Navajo, Tohono O’odham)

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	<ul style="list-style-type: none"> ◆ 12 emphasis areas have been identified for inclusion in the final plan and the project management team is prioritizing them ◆ The top 5 emphasis areas are: Occupant protection, impaired driving, motorcycles, speeding and aggressive driving, distracted driving ◆ The AZ-SHSP Final Report is now anticipated to be completed by June 30th ◆ Task Force 7 - Inter-jurisdictional group focuses in part on the tribal roads and communication – Tribes are encouraged to participate in this group ◆ Future Task Force groups are now expected to reconvene in September or October 2014 to work on implementing the AZ-SHSP strategies ◆ An ADOT SHSP Administrator is expected to be hired or designated soon ◆ Don will coordinate further outreach communication to the tribes for participation at the Task Force meetings ◆ Future focus will include safety plan development for tribal communities
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TOPIC	DETAILS
SAFETY PRESENTATION	<p>SAFETY Presentation: (Courtney Perrier-Bear) Emergency Preparedness and Management (Handouts Provided)</p> <ul style="list-style-type: none"> ◆ Through the State Emergency Response and Recovery Plan: ◆ In accordance with A.R.S. § 26-303(E.2.), “The governor may direct all agencies of the state government <i>to utilize and employ state personnel, equipment and facilities for the performance of any and all activities designed to prevent or alleviate actual and threatened damage due to the emergency. The governor may direct such agencies to provide supplemental services and equipment to political subdivisions to restore any services in order to provide for the health and safety of the citizens of the affected area.</i>” ◆ ADOT Regulates highway transportation and administers safety programs involving state highways, routes, airports and transportation systems (ARS §28-101 et. seq.). ◆ Initiate through Arizona Division of Emergency Management ◆ WebEOC Incident Sharing ◆ 24/7 ADOT Traffic Operations Center, North = 800-648-2531 ◆ Emergency Manager, Courtney Perrier Bear, 602-712-2988, ◆ cperrier-bear@azdot.gov ◆ Emergency Planner, Kimberly Campbell, 602-712-7012 ◆ kcampbell@azdot.gov ◆ Continuity of Operations Manager, Carol Novak , 602-712-7171 ◆ cnovak2@azdot.gov

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	<ul style="list-style-type: none"> ◆ Website for classes: ◆ External: https://www.azdot.gov/about/transportation-safety/traffic-incident-management-for-responders ◆ All ADOT and DPS classes now at www.erma.az.gov ◆ Training and exercises to help prepare to, respond to and recover from incidents: NIMs compliant, utilizes web-based training <p>Other contacts: Emergency Mitigation Grant through FHWA – Ammon.Heier@dot.gov George Delgado, Grants Coordinator</p>
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TOPIC	DETAILS
PEP (August 2013) RESULTS PEP RATING FORM	<ul style="list-style-type: none"> □ PEP (Michelle Fink, ADOT Communications, Office of Partnering) ◆ Results from August 2013: <ul style="list-style-type: none"> ➢ Excellent ratings and comments submitted in November ➢ Reviewed the color graph and explained the ratings, encouraged everyone to provide a comment for best practices <p>Complete PEP Rating form for April 2014 quarter</p>

TOPIC	DETAILS
NEXT MEETING AGENDA August 27	<ul style="list-style-type: none"> □ Aug. 27, 2014 AGENDA ITEMS: (Michele Crank, ADOT Communications, Office of Partnering) ◆ Department of Natural Resources Update – Micha Loma’omvaya ◆ Arizona Strategic Highway Safety Plan (SHSP) Update (Don Sneed) ◆ Invite Ruth Greenspan, ADOT –EPG, to present and update on the process of Section 106 ◆ Ed Green, ADOT Environmental, can address mineral pits ◆ Update on Hopi Mission and Values document ◆ Update on the Hopi Safety Plan – Michael ◆ ROW document process – Myra, George, Michael

TOPIC	DETAILS
FUTURE TRIBAL PARTNERSHIP	<ul style="list-style-type: none"> □ Future Meetings: (Michele Crank, ADOT Communications, Office of Partnering)

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MEETINGS' DATES	<ul style="list-style-type: none"> ◆ August 2014 – contact George Garcia for the room and Hopi for best date ◆ October or November 2014 – annual meeting
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TOPIC	DETAILS
CLOSING COMMENTS	<ul style="list-style-type: none"> ◆ Please submit your updates in a written format to Michele Crank before the August meeting ◆ Davis will be attending less in the future; Michael will be attending with his staff members. Davis will be at the annual meeting ◆ Thank you Joy for your leadership and facilitation for all these years ◆ Wonderful to see everyone, it's been 6 months since we met and good to see everyone and some new people here as well ◆ Davis please share your knowledge with Michael and Jolette about the Partnership ◆ Our biggest accomplishment is the working relationship that has been established with the NDOT ◆ Thank you Michelle and Joy for your leadership ◆ Partnership photo was taken ◆ Joy has enjoyed the dedication and the accomplishments of the Partnership ◆ Thanks for the support of the Hopi DOT
Closing prayer:	Jesse Thompson, Navajo County Supervisor ended the meeting with the closing prayer.

NEXT STEPS and ACTION ITEMS:

Action	Responsible Person(s)	By when
Lynn will research road equipment maintenance and possible repair service for HDOT Lynn will ask the Holbrook District to assistance	Lynn Johnson Michael Lomayaktewa	May 5

Action	Responsible Person(s)	By when
Research other tribal safety work plans and assist with developing the Hopi Tribal safety plan strategies	Don Sneed Michael	May 15

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Action	Responsible Person(s)	By when
Check on ADOT training schedule for HDOT opportunity to attend technical training, emergency response, send the links with the notes Tim Strim, Training George Garcia- Northern AZ training & locations Cheryl Carp – ADOT technical training Send NDOT training schedule	Michelle Fink will send the links and notes Michele Crank will check on availability	May 16
Send a copy of the ADOT training matrix to Michael for new HDOT employees	Lynn Johnson Michelle Fink	May 1
Share water resource and drainage analysis program with Hopi	Norm Cody Michael L	May 5
Michele Crank will revise the 2013 Values identified on the Hopi Partnership Direction handout and regroup the values	Michele Crank	Send with the notes
Update BIA Western Region contact name on the Issue Resolution Chart	Michele Crank	Send with the notes
Arizona Strategic Highway Safety Plan (SHSP) Update as meeting dates are released	Don Sneed	June 3
Contact Chuck Kmet, Tribal Liaison for the Arizona Department of Emergency Management to bridge BIA and the tribes AZDEMA charles.kmet@azdema.gov 602-618-6516 Susan.wood@azdema.gov	Micha L Roger Tungovia	May 15
Contact Richard Weeks for the RSA survey – telecom	Mike L	May 5

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Action	Responsible Person(s)	By when
Identify and pinpoint the RSA locations with Richard Weeks	Mike L	May 30

Action	Responsible Person(s)	By when
ADOT and DPS classes www.erma.az.gov	Anyone interested	As needed

Action	Responsible Person(s)	By when
Contact George Garcia for August dates for room availability for the next Hopi Partnership meeting and let Partnership know (Avoid Snake Dance week)	Michele Crank	April 28

Action	Responsible Person(s)	By when
Michele C will contact NDOT, Karen Benally for the Safety training information	Michele C Mike L	May 15
Have Karen email info to Michael		

Action	Responsible Person(s)	By when
Consider expanded Partnering event to address challenges and changes at the BIA. Identify responsibilities and impact on all the tribes and find resolutions	Michele C	June 15

Action	Responsible Person(s)	By when
Send copy of Navajo County resolution plan to Hopi DOT to use	Norm Cody to George Mase	May 15

Action	Responsible Person(s)	By when
Contact Grants Coordinator: AZDEMA Mitigation Coordinator George Delgado, Grants Coordinator Send action item updates to Michele Crank by July 31, 2014	Michele C	May 15

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MEETING FEEDBACK

1. How valuable was this partnership meeting for you?

This meeting was not valuable 0.5 1.0 1.5	This meeting was somewhat valuable 2.0 2.5	This meeting was valuable 3.0 3.5	This meeting was very valuable 4.0
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2. What about this partnership meeting was most valuable to you?

- ◆ Funding resources, emergency preparedness
- ◆ Mitigation as explained by Courtney Perrier-Bear
- ◆ Knowing and understanding all agencies efforts with the tribes
- ◆ Updates from Hopi DOT and Hopi TTT
- ◆ Understanding the partnership in depth is truly valuable
- ◆ Emergency management presentation
- ◆ State information presented was construction
- ◆ Presentations and Question and Answer discussion
- ◆ Excellent transfer of information and discussions
- ◆ Emergency response management presentation by Courtney
- ◆ Collaboration and networking
- ◆ Met expectations

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

- ◆ More key players from ADOT and BIA to attend
- ◆ Maybe have the ADOT grant representative attend
- ◆ A little more openness and dialog from other participants
- ◆ Hopi presentation PowerPoint and or handouts, not just verbal presentation
- ◆ BIA & FHWA attendance
- ◆ Need to further define the new purpose of the partnership and the HDOT

4. How do you rate the effectiveness of the Facilitators/Presenters?

Was not effective 0.5 1.0 1.5	Was somewhat effective 2.0 2.5	Was effective 3.0 3.5	Was very effective 4.0
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- ◆ Effective listeners to bring back focus
- ◆ Joy has done an excellent job for Hopi's partnership effort
- ◆ Thank you Joy for your leadership over the years
- ◆ Very good, kept us on track
- ◆ Joy is a true leader and a valuable asset to the partnership, she will be missed
- ◆ Thanks Joy for years of working with the partnership

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5. How do you rate this partnership’s potential for partnering?

This partnership has no potential for partnering 0.5 1.0 1.5	This partnership team has some potential for partnering 2.0 2.5	This partnership team has good potential for partnering 3.0 3.5	This partnership team has very good potential for partnering 4.0
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- ◆ Willingness to help one another
- ◆ Extremely beneficial
- ◆ Interaction of partners
- ◆ Excellent networking and sharing of resources among this team

6. What other comments do you wish to offer?

- ◆ Every Partnership meeting is educational
- ◆ Appreciate Joy’s leadership over the years
- ◆ Partnership defines the purpose and limits. HTTT and HDOT are limited on staff and time.

The next partnership meeting is August 27, 2014.