

**Navajo DOT Partnership Steering Committee Quarterly Meeting**  
*ADOT Flagstaff District Training Room, 1901 S. Milton Road, Flagstaff, AZ*  
*April 9, 2014*

**QUARTERLY MEETING NOTES**

<b>Attendees</b>	
Darryl Bradley, NDOT Principle Engineer	Misty Klann, ADOT MPD
Arlando Teller, NDOT Airport Manager	Myra Rothman, ADOT Flagstaff
LeNora Hardy, NDOT	Don Sneed, ADOT MPD
Jason Yazzie, NDOT	Audra Merrick, ADOT Flagstaff
Tim Dalegowski, Coconino County	Michele Crank, ADOT Partnering
Jesse Thompson, Navajo County	Audra Merrick, Flagstaff DE
Kee Yazzie, ADOT Holbrook	Michelle Fink, ADOT Partnering
Rob Nelson, Holbrook District	Jennifer Grunest, ADOT Aeronautics
Randy Routhier, Holbrook District	Maredith Thomas, Navajo Labor Compliance Office
Calvin Castillo, BIA Ft Defiance	Jaime Torres, FHWA Office of Federal Lands Hwy
Garret Silversmith, BIA Chinle	Chuck Howe, Brown & Caldwell

*Facilitator: Michele Crank, ADOT-Office of Partnering*

*Recorder: Michelle Fink, ADOT-Office of Partnering*

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

**The next Navajo DOT Partnership meeting is June 19, 2014 in Flagstaff.**

<b>TOPIC</b>	<b>DETAILS</b>
<b>OPENING PRAYER</b>	<ul style="list-style-type: none"> <li>• <b>Jesse Thompson provided</b> the opening prayer.</li> </ul>
<b>KICK OFF</b>	<ul style="list-style-type: none"> <li>• Michele Crank – introduction.</li> <li>• Partner introductions</li> <li>• Packet review</li> </ul>

<b>TOPIC</b>	<b>DETAILS</b>
<b>PARTNERS' INTRODUCTIONS</b>	<p><b>New members and guests:</b></p> <ul style="list-style-type: none"> <li>• Jennifer Grunest- ADOT MPD Aeronautics (filling in for Michael Klein)</li> <li>• Garret Silversmith – BIA</li> <li>• Jaime Torres- Federal Lands Dept</li> <li>• Rob Nelson, Holbrook Environmental ADOT</li> </ul>

<b>TOPIC</b>	<b>DETAILS</b>
<b>CHARTER REVIEW MISSION</b>	<ul style="list-style-type: none"> <li>• Review of the Charter – refresh the committee memory of the Mission and Objectives (Handout)</li> </ul>

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<b>GOALS AND SUBGOALS</b>	<p><b>Arlando Teller/Darryl Bradley, NDOT</b></p> <ul style="list-style-type: none"> <li>◆ Goal 1. Road Prioritization is the main focus and a huge long range strategic plan</li> <li>◆ Planners are working with the Chapter/Communities(110 Chapter/communities on the Navajo Nation) and have identified 15 miles of road for improvements (First step in process)</li> <li>◆ Phase 2 is the support and funding to improved transportation issues for the communities.</li> <li>◆ Pave road system is the long range goal</li> <li>◆ Karen Benally is planning a large conference in November, NDOT's desires is to have Don Sneed and Misty Klann's participation at the chapter/community work sessions.</li> <li>◆ Update the Long Range Plan to include the maintenance and safety plan on all roads paved and/or grading.</li> <li>◆ Transit system is a large concern for park and ride for residents to get to/from work</li> <li>◆ NDOT has currently issued a RFP for a Consultant to work with the Planning Dept and technical department to address all of the concerns and develop the funding plan and process.</li> <li>◆ <u>Suggestion (by Misty Klann):</u> an education piece that illustrates how the funds and projects are selected – using a cartoon illustration type of communication to the Chapters/Communities to help with visual presentation.</li> </ul>
<b>BIA – Calvin</b>	<p><b><u>BIA</u></b> – focus on the delivery of materials and supplies to the communities</p> <p>3 priorities ratings system:</p> <ol style="list-style-type: none"> <li>1. Road maintenance</li> <li>2. Blading and grading</li> <li>3. Gravel surface</li> </ol>

TOPIC	DETAILS
<b>FRAMEWORK FOR TRIBAL PARTNERSHIPS</b>	<ul style="list-style-type: none"> <li>• The Task Team documents were distributed to the committee. The Task Teams were evaluated during the following discussions to determine if the partnership members would like to keep them active and/or complete closure. Members should review and comment if we should move forward on task teams.</li> </ul>

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<p><b>TASK TEAMS</b></p> <p><b>DISCUSSION</b></p>	<p><b>1. Animals and Vendors in the ROW-</b> needs to be a continual education message to the public (literature at State Fair, newspaper, Navajo conference, TV and radio station).</p> <p><b>This task team needed to document historical approach and protocol.</b></p> <p><b>2. Emergency Response</b> – maintain awareness and keep the contact materials updated</p> <ul style="list-style-type: none"> <li>• List is provided to Holbrook and Flagstaff District Offices for reference</li> <li>• Snow removal, dust, mudslides, flooding are the current issues</li> <li>• Rose Whitehair, NDOT is the ER contact</li> <li>• Calvin will schedule a meeting with Ray Russell, Roland Becenti and Garret Silversmith to discuss keeping this task team in addition to establish historical approaches and protocols.</li> </ul>
	<p><b>3. Environmental Resources – ongoing and new processes to implement</b></p> <p>Follow up with ADOT Environmental Team to provide new info to NDOT Linda Davis and Ron Aldana are resources</p> <ul style="list-style-type: none"> <li>• As gravel pits are identified, work with ADOT for approval</li> <li>• Ask Thor Anderson to provide a presentation at the June 19 Steering committee meeting regarding Planning Environmental Linkages.</li> </ul>
	<p><b>4. Training Goal or community outreach</b> process to educate the Navajo Nation members on how federal funds are spent, the STIP process and selection, why they should attend</p> <ul style="list-style-type: none"> <li>• Educational process on ADOT planning to programming process into a workshop, develop a video and have Q &amp; A</li> <li>• NDOT is engaged on the New Mexico side</li> <li>• Develop a plan to VISION and plan ahead for NDOT</li> <li>• Darryl - How to get a project on the State TIP? What is the process?</li> <li>• Kee- Public comment to provide input on issues at the scoping kickoff meeting that might allow some improvements to be incorporated into the design of the projects. Once a project is past 30% design, it is often too late to request any additional features to be added as decision have already been made.</li> <li>• Focus Group – illustrate the process and integrate the BIA and Federal Administration</li> </ul>
	<p>Continue the discussion on processes, resources and the website task teams with the Navajo Partners before the June 19 meeting</p>

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**QUARTERLY MEETING NOTES**

TOPIC	DETAILS
<b>Update Issue Resolution Chart</b>	<b>Discussion and updated the issue resolution chart, which will be e mailed to all members or the partnership on or before the June 19<sup>th</sup> meeting.</b>
<b>PARTNERSHIP UPDATES</b>	<p><b><u>Navajo DOT updates</u></b> (<i>Arlando Teller and Darryl Bradley, NDOT</i>)(<i>Handout</i>)</p> <p><b>Arlando</b> – Efforts to streamline the procurement and invoicing process to FAA</p> <ul style="list-style-type: none"> <li>• BIA – Fire Management projects – finalizing the contract documents to develop a Heli Track operation on Window Rock Airport</li> <li>• Coordinating a white paper on community based airport business development – they have more leverage than NDOT Aviation</li> <li>• AAE Airport safety classes have been completed by the staff</li> </ul> <p><b>Darryl</b> –New Mexico Governor committed \$78 M for 22 miles on the US 491 corridor</p> <ul style="list-style-type: none"> <li>• Attending CMAR meetings for US 89 landslide repair project, starting this June</li> <li>• Navajo Nation Fuel excise tax to increase the budget to approx \$6 M</li> <li>• NDOT/County Coalition with the counties to advocate for more funding for NN and school bus funding. NN prepared resolution 0058-14 position statement on MAP 21 and request for increased funding</li> <li>• Dennehotso Bridge Replacement is working with FHWA to design and construct the new bridge across the wash. Working on NEPA and ROW package.</li> <li>• Seeking Funds for Transit System solution to the Park and Ride situation near Burnside</li> <li>• Using the Partnership as an example and guideline for new partnerships</li> <li>• NACOG involvement Should be increasing been successful with New Mexico COG</li> </ul>

TOPIC	DETAILS
<b>ADOT DISTRICTS' UPDATES</b>	<p><b>ADOT Flagstaff &amp; Holbrook Districts' projects</b> (<i>Kee Yazzie and John Dalby, ADOT</i>)(<i>Handout</i>)</p> <p style="background-color: #d3d3d3;"><b>Flagstaff District Update– Audra Merrick</b></p> <ul style="list-style-type: none"> <li>• <b>US-89A, Trail Canyon (Creek)</b>, 23% Complete - Bid amount: \$1,125,793 Drainage Improvements, Contractor: Interstate Rock Products</li> <li>• <b>SR-64, Statewide DMS Phase 9a</b>, 43% Complete - Bid amount: \$1,209,742 Install DMS (WB, MP 213.9), Contractor: C S Construction</li> <li>• <b>US-89, Moenkopi Wash - Hidden Springs</b> 0% Complete - Bid amount: \$ 250,499, Construct Intersection Lighting Contractor: C S Construction</li> <li>• <b>US-89, Moenkopi Wash - Hidden Springs</b> Advertised, Pavement Preservation, Contractor: TBD</li> </ul>

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- **I-15, Virgin River Bridge #6**

3% Complete - Bid amount: \$33,889,000, Bridge Rehabilitation

Contractor: Pulice - Wadsworth (JV)

- **I-40, Canyon Padre Bridge**

0% Complete - Bid amount: \$2,008,477, Deck Replacement

Contractor: Southwest Concrete Paving

- **US-160, US-160 @ N20**

0% Complete - Bid amount: \$150,866, Construct Intersection Lighting

Contractor: Kimbrell Electric

- **US-89A, McKinney St - Utah Border /**

- **SR-389, MP 27.0 - US-89A**

85% / 88% Complete - Bid amount; \$5,554,614

Shoulder Widening & Pavement Preservation, Contractor: Interstate Rock Products

### Future Projects

- **US-89, Gray Spot Wash - N. Red Hill**

Pavement Preservation Org-8533

- **US-89, Glenn Canyon Bridge**

Deck Rehabilitation Org-8530

- **US-89 Reconstruction**

- **Slide Damage Repairs Org-8530**

- **US-160, Tuba City - Tonalea**

Micro seal Org-8533

### **Holbrook District Update – Kee Yazzie**

#### Current Projects

- **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,

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	<p>Contractor: Meadow Valley Contractors, US 191 MP 446.36 - 447.49</p> <ul style="list-style-type: none"> <li>• <b>Holbrook - Sun Valley</b>, Pavement Preservation, Bid Amount \$6,699,746.00, Contractor: Hatch Construction &amp; Paving, I-40 MP 290.3 - 297.0</li> <li>• <b>Cross Canyon – Summit</b>, Shoulder Widening &amp; Overlay, SR 264 MP 459 - 465-8, Bid Open 2/21/14</li> </ul> <p><u>Future Projects</u></p> <ul style="list-style-type: none"> <li>• <b>Keams Canyon Trading Post</b>, DM-Construct Turn Lanes, SR 264 MP 402.6 - 403.6</li> <li>• <b>Fish Wash to Cross Canyon</b>, Shoulder Widening &amp; Overlay, SR 264 MP 450 - 459</li> <li>• <b>Fish Wash Bridge</b>, Bridge Replacement, SR 264 MP 451.3</li> <li>• <b>Navajo County Line to Minnetonka</b>, Pavement Preservation, I-40 MP 249.8 - 259.2</li> </ul>
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TOPIC	DETAILS
<b>BIA</b>	<p>Calvin Castillo, Fort Defiance</p> <ul style="list-style-type: none"> <li>◆ We should capture the success stories , such as sharing resources and working with NDOT on roads</li> </ul>

TOPIC	DETAILS
<b>ADOT MPD</b>	<p>Don Sneed, MPD</p> <ul style="list-style-type: none"> <li>• MPD is developing a Tribal educational workshop and will provide an update on a quarterly basis to the committee. Should be ready in 2015</li> <li>• SHSP Update – February task force meetings are completed</li> <li>• SHSP final report will be shared by email approximately April 30</li> <li>• Task Force group meetings in July / August – esp. Interjurisdictional team</li> </ul>

TOPIC	DETAILS
<b>Website</b>	<ul style="list-style-type: none"> <li>• Visited the new format of the aztribaltransportation.org webpage</li> <li>• Check the calendar for the events, workshops, meetings</li> </ul>

TOPIC	DETAILS
<b>EMERGENCY RESPONSE TEAM</b>	<p><b>Emergency Response Team update &amp; new champion discussion</b></p> <p>Chuck Howe updated the list of contacts, which is important as a resource tool</p> <p>Post an updated contact list on the website</p>

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<b>PEP</b>	<p><b>PEP (Partnering Evaluation Program) results &amp; complete rating form for this quarter</b>  <i>(Michele Crank, ADOT)</i></p> <p>Excellent PEP ratings of 3.67 for this quarter, mainly due to the completion of N20. Keep up the good work and communication efforts.</p> <p>Please provide specific comments on the PEP form, so that we can continue to improve the meeting agenda and constructive communication</p>

TOPIC	DETAILS
<b>ACTION ITEMS UPDATES</b>	<p><b>Partnership Action Items Updates/Future Action Items</b></p> <p>An updated copy of the action items was included in the meeting packet. All action items were completed, there were additional comments made about task teams and hosting a State Board meeting at the Navajo DOT Complex.</p>

TOPIC	DETAILS
<b>FUTURE TRIBAL PARTNERSHIP MEETINGS</b>	<p><b>Future Tribal Partnership Meetings</b> <i>(Michele Crank, ADOT)</i></p> <ul style="list-style-type: none"> <li>• Next meetings will be June 19 at the Flagstaff Training Room</li> <li>• The October 22 meeting will be held at the Navajo DOT building in Window Rock at the Tse Bonito DOT complex</li> <li>• FYI- Thursdays are best for NDOT.</li> </ul>

TOPIC	DETAILS
<b>NEXT MEETING AGENDA ITEMS</b>	<p><b>Next Meeting (June 19) agenda items:</b></p> <ul style="list-style-type: none"> <li>◆ Invite Navajo Transit to attend– Lee Bigwater</li> <li>◆ Regional meeting at NDOT- Arlando will send info to Michele C</li> <li>◆ Emergency Response team update – Calvin</li> <li>◆ Invite Courtney Perrier-Bear to provide Emergency Management presentation</li> <li>◆ Status update on the educational workshop – Misty/Don</li> <li>◆ NDOT update- Arlando &amp; Darryl</li> <li>◆ Discussion on N20 success story for annual meeting</li> <li>◆ Continue discussion on task teams – Michele C</li> </ul>

TOPIC	DETAILS
<b>CLOSING</b>	<ul style="list-style-type: none"> <li>• What should NDOT bring to the next meeting?</li> <li>• Share the N 20 success story and lessons learned</li> </ul>

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<b>COMMENTS</b>	<ul style="list-style-type: none"> <li>Navajo County depends on NDOT's plan to make their long-range plan.</li> </ul>
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**PARTNERSHIP ACTION ITEMS:**

Action	Responsible Person(s)	By when
Transit – invite Lee Bigwater to attend the June meeting	Michele C	May 1

Action	Responsible Person(s)	By when
Jaime will send the names for the issue resolution ladder to MC Add column for Federal Highways to IR chart	Jaime Torrez Michele C	April 15

Action	Responsible Person(s)	By when
Calvin will schedule a emergency response team meeting with Ray Russell, Roland Becenti, Garret Silversmith and Randy Routhier Establish a documentation process	Calvin Castillo	May 16

Action	Responsible Person(s)	By when
Send the new State Transportation Board link to the committee <a href="http://aztransportationboard.gov/meetings.asp">http://aztransportationboard.gov/meetings.asp</a> click on AWARDS to see which projects were awarded and to whom.	Michele C	May 5

Action	Responsible Person(s)	By when
Send Contracts and Specifications page and link – contact Steve Hull for info and templates for Darryl <a href="http://www.azdot.gov/business/ContractsandSpecifications">http://www.azdot.gov/business/ContractsandSpecifications</a> project Management – Holbrook District for list of current projects	Michele C	May 5

Action	Responsible Person(s)	By when
Info on Chapter Work session Need date and time	Darryl & Arlando Misty & Don	June 1

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Contact Karen Benally – info to Don and Misty		
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Action	Responsible Person(s)	By when
<b>Parking lot item</b> – workshops for Navajo Nation communities	Darryl & Arlando	

Send action item updates to Michele Crank by May 28, 2014

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**MEETING FEEDBACK**

Ratings 1=lowest/5=highest **Rating based on 15 responses**

**1. How valuable was this meeting for you? Average Rating: 4.3**

**Comments are as written on the Feedback form:**

- Still figuring out what direction our Task Groups to proceed with a set of goals.
- Information sharing
- Updates from ADOT were crucial & informative.
- Info sharing
- Updates are always great to know.
- Sharing ideas, information and networking
- Information provided by partners regarding their projects.
- Further information, information sharing.
- Group needs to re-focus on goals & measurement of the goal
- Networking with NDOT & Federal lands NDOT upgrade meeting Audra Merrick, Meredith Thomas and Jennifer Grunest, new participation.
- Hearing input from partners on task forces and action items
- Very valuable, it's a measuring stick to see if goals are met.
- Know status of activities performed by tribe/state/counties. Learn areas maybe needing assistance.

**2. What would have improved this meeting?**

- Improve as we go along.
- Time
- Stay on agenda times
- FHWA attendance

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- I like the discussion and feedback is beneficial and positive.

**3. How do you rate the Facilitator?**

**Average Rating: 4.1**

- Only one meeting live experience so far to evaluate
- Ms. Crank kept the meeting moving
- Very professional & prepared
- Energetic & anxious to help
- Doing Good Michele. I think it takes time to learn group dynamics and individuals. I recommend writing out thoughts on the big sheet for all to follow while going through the meeting instead of just the action items
- Great at keeping the group going
- Need to stay on schedule
- A lot of probing questions took time
- Michele did well. Ask open ended questions to get more participation
- Good start at first full meeting facilitated
- Did real good! You engage right away while definitely works. Keep it up

**4. How do you rate the effectiveness of this team?**

**Average Rating: 4.2**

- No Comment
- We're progressing as a team
- Everyone is involved.
- Has made great progress in accomplishing joint task
- I see much potential for this team. Thank you for having me!
- This team has excellent communication and established cooperation
- Partners' participation in the task team item, this was good to hear and it shows commitment to work together on issues
- Reporting is good, need more feedback from BIA and their perspective

**5. What other comments or suggestions do you have?**

- None
- I am sorry for running late. We apologize.
- Keep moving forward.
- Keep presenters on a time limit & on subject.
- Good group
- All was good, thanks
- More action items be updated – Team members need to work on it.

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