

## Navajo DOT Partnership Steering Committee Quarterly Meeting

ADOT Flagstaff District Training Room

*April 16, 2013*

### QUARTERLY MEETING NOTES

Attendees		
Taft Blackhorse, NDOT	Roland Becenti, BIA	
Arlando Teller, NDOT	Calvin Castillo, BIA	
Jason Yazzie, NDOT	Romare Truely, FHWA	
Norman Cody, Navajo County	David Cremer, FHWA	
Tim Dalegowski, Coconino County	Ammon Heier, FHWA	
Chuck Gillick, Flagstaff District	Rob Nelson, Holbrook District	
Chuck Howe, Environmental	Michelle Fink, ADOT	
Misty Klann, MPD	Joy Keller Weidman, Holon	
Myra Rothman, ROW		

**Facilitators: Joy Keller-Weidman, Holon Consulting & Michelle Fink, ADOT-Communications, Office of Partnering**

**The next Navajo Partnership meeting is June 18, 2013.**

*See Attached roster for contact information.*

#### Agenda Items & Highlights

TOPIC	DETAILS
<b>WELCOME and OVERVIEW</b>	<b>Welcome to everyone, and new members</b> Joy welcomed the Navajo Partnership and kicked off the quarterly meeting. She reviewed the handouts and facilitated the partner introductions and a brief description of where they work.

TOPIC	DETAILS
<b>INTRODUCTIONS</b>	<b>Rob Nelson</b> – Holbrook District, new NEPA that replaced Randall Pair <b>Ammon Heier</b> – FHWA – dual duties , pavement and materials engineer for the state

TOPIC	DETAILS
<b>MEETING FOCUS</b>	<ul style="list-style-type: none"> <li>• NDOT Presentation</li> <li>• Partner Groups' Updates</li> <li>• Updated Charter &amp; signing</li> <li>• PEP (past ratings and current quarter)</li> <li>• FHWA Emergency Relief Program Presentation</li> <li>• Future Meetings: dates and agenda</li> </ul>

TOPIC	DETAILS
<p><b>NAVAJO DIVISION OF TRANSPORTATION PRESENTATION</b></p>	<p><b>Arlando Teller, NDOT Aviation</b>  Navajo DOT updates since January 2013 meeting:  The Navajo Council Spring session started  Reviewed and updated the Action Item list on the NDOT items – see attached January Action Item list.</p> <p>A copy of the Quarterly Report to the Navajo Nation President, Ben Shelley was provided to the attending steering committee members. This report includes the NDOT transportation projects and accomplishments, airport reports and supporting documents.</p> <p>Everyone is focused on the SR 89 closure and collaborating with ADOT on the N20 project. The clearance reports should be completed by April 22.  Working closely on the N20 with Taft Blackhorse and Mike Kolana, they are meeting daily with NDOT departments with BIA to discuss the N20 issues, detour standards, temporary easements, and environmental assessments and livestock provisions.  Summary: no time for the ROW plans or legal description discussions, will move forward with the exiting provisions.</p> <p>The 4 partnership members involved in the N20 are ADOT, NDOT, BIA, and FHWA. There has been extensive communication with the local communities about the US 89 closure and the use of N20 as a detour route and plans to pave N20 and staying with the current alignment.</p> <p>Consent needed from the locals that live along N20, that have grazing permits that might affect cattle fences or cattle guards. April 30 is the deadline for comments and then the project will move ahead.  TCE easement and ROW – 300 foot area, but 200 foot is for the road  Storage areas for water and materials to be identified.</p> <p>Locals are supportive of the road paving and will adjust to the changes</p> <p>Follow up meeting scheduled for April 18 and proposed construction could begin in early May.</p> <p>N20 will reduce the detour by 45 miles for residents, and busing school children to Page for school.</p> <p><b>Jason Yazzie</b> – Has been meeting with the Chapters to prioritize the road maintenance plans. Continue to coordinate with the Chapters and educate the</p>

public on the costs of grating and maintaining the dirt roads. It is very expensive to transport the water and the gravel materials needed on projects.

Each Chapter will receive an average of 15 miles of dirt road maintenance. 110 chapters are dividing the money. NDOT is requesting that the chapters match or put in some money to assist with the maintenance.

Most of the routes are straight and that makes it easier to grate and repair. Each chapter will submit a resolution for 3 routes that are their 2013 priority.

Heavy equipment operators will be trained to properly operate the equipment

Navajo County, Jonathan Nez has been supportive to push the initiatives forward. Donating \$10,000 from the Red Dog Gravel projects to 10 areas of NDOT roads for spot graveling. NDOT will schedule the grading effort and identify the roads, based on use and bus routes.

Planning stages of hosting a stakeholder meeting at the end of summer to address fuel excise tax distribution.

**Fuel Excise tax distribution table:**

Chart is on the last page of the NDOT April 2013 newsletter

State of AZ:	\$ 4 million
Permanent Trust Fund	\$ 2 million
Fed Excise Tax:	\$ 3 million
Road Maintenance:	\$ 3 million

**Chapter House Communication Efforts:**

Initial issues:

- Communication to all the chapters directly or indirectly affected by closure
- Navajo translator is needed to read the brochures and handouts to those that don't understand English
- Need to focus on the small communities and the Hogan level
- Kayenta and other small towns are affected and should be included in all communications
- Updates were not reaching some of the smaller communities on Navajo Nation.
- ADOT has extended outreach to the communities on the weekends to reach more of the local residents. Audra Merrick and Amy Rosen have been highly visible at the Chapter meetings.

Navajo Translation is needed at the small community level

**Lessons Learned:**

- Customized outreach to tribal communities
- Translator identified to help and assist at the Hogan meetings
- Chapter liaison identified for communication – not just the Chapter president
- FHWA could reimburse for liaison public information tasks for emergency event
- Keep notes of the public outreach meetings
- U of A office has a list of interrupters/translators
- Translators: Dexter Albert
- Roland Becenti, BIA – weekends
- Misty Klann - weekends
- Johnny Robbins in Page
- Evelyn Yazzie is certified translator
- Ermalinda Gene
- Hogan level –use the local dialects and viewed as neutral

**\$10 Million direct funding** agreement with BIA federal funding is in final process, being assigned to separate accounts, formalizing the reporting process

NDOT receives \$55 million a year, and has reached an agreement with BIA to self administer \$10 million in 2013.

In June, 25 NDOT employees will attend an extensive training to learn to administer the funding process.

This pilot project will streamline the project management. In the future, NDOT will request more funds to be self-administered.

Will be used for road maintenance in 2013. BIA will continue to do the road construction.

Identified the need for a safety department to be established, new database software to track activities, increase staff and heavy equipment operators, and fueling stations.

**State Aviation Program: SB 1317**

- Senate Bill 1317 to allow tribal airports to receive funding from the State Aviation fund.
- New opportunities to compete for federal aviation funds to repair runways and airports
- A total of \$20 M available in AZ for aviation projects, capital improvement

	<p>projects</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Eligible for 10% of the fund, focused on aviation safety improvements</li> <li><input type="checkbox"/> Stimulate the Navajo economy</li> <li><input type="checkbox"/> Strengthen the aviation in NN as a tourist destination (Monument Valley)</li> </ul> <p><b>Right of Way</b> terms</p> <ul style="list-style-type: none"> <li>• Sovereignty issue needs to be reviewed</li> </ul> <p>ADOT-Navajo Nation/NDOT Gov-to-Gov MOU</p> <ul style="list-style-type: none"> <li>◆ MOU to address any issues that are government to government</li> <li>• Draft MOU to update the language to reflect how the Partnership works</li> <li>• NDOT to review the new language to renew the MOU</li> <li>• Misty will send it to Arlando to forward to the DOJ</li> </ul>
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TOPIC	DETAILS
<p><b>PARTNER GROUP'S UPDATES: ADOT</b></p>	<p><b>ADOT - Flagstaff (Chuck Gillick)</b></p> <ul style="list-style-type: none"> <li>• N 20 &amp; US 89 has monopolized everyone's schedule. Geotechnical analysis is ongoing on the 89A route</li> <li>• Paving N 20 will make travel easier for all those affected in the area, esp. school buses and those that work in Page</li> <li>• I-40 is closed today due to dust and safety issues</li> <li>• ADOT Travel Alerts are available online, register to have them sent to your phone or email</li> <li>• Add the Navajo radio stations to the ADOT Road alerts (KTNN)</li> <li>• This Partnership with FHWA, ADOT, BIA and the Navajo DOT has helped the 89A project team with communication and approval process discussions.</li> </ul> <p><b>MPD (Misty Klann) Local Public Agency (LPA) Projects Manual Overview</b></p> <p>LPA Manual for Federal funds filing for federal aid funding was released in February. A guide to the regulations that apply to federal aid funds projects. Jodi Rooney can provide training if you would like her to come to your district. View the living document at this link or on the <a href="http://www.aztribaltransportation.org">aztribaltransportation.org</a> webpage or from the ADOT Home page, <a href="http://www.azdot.gov/">http://www.azdot.gov/</a></p> <p>Finalizing the Tribal Consultation electronic training that will be available to ADOT employees in June. Five modules of tribal information are provided, history, processes, court case examples, tribal focused agencies, ITCA, TTAP resources.</p>

	<p>Role of Tribes in Transportation Decision Making – interviewing ADOT DE’s and staff that will generate report of areas that need improvement and identify strengths. Six other states will be interviewed and compared and make recommendations to ADOT leadership for change</p> <p>Planning for application for PARA studies due by April 15</p> <p><b>Communications (Michelle Fink)</b>  Move over AZ program, reminder to move over and slow down for all stranded motorists, highway workers, roadside assistance, emergency responders and law enforcement officers. The aim is to protect everyone using the road and highway. Cards available for distribution, see ADOT website for 5 minute video <a href="http://www.azdot.gov/">http://www.azdot.gov/</a></p> <p>Partnering bookmarks on Partnering, Champions and Issue Resolution are available to display at your offices, contact Michelle for more bookmarks</p> <p><b>ROW (Myra Rothman)</b></p> <ul style="list-style-type: none"> <li>• Focused on N20 &amp; US 89 closure, working on the ROW clearance</li> <li>• All the ADOT departments have been involved in some way or another.</li> <li>• N 20 will be established and maintained until SR 89 is reestablished.</li> <li>• Emergency Declarations and support from FHWA, ADOT, Navajo Nation to move the N20 paving project quickly</li> <li>• Myra hopes that the network established on this emergency project will continue to work in the future projects</li> <li>• The plan is for the contractor to begin in May.</li> </ul> <p><b>Environmental (Chuck Howe)</b></p> <ul style="list-style-type: none"> <li>• Welcome to Rob Nelson to Holbrook Environmental department</li> <li>• Statewide storm water permit through DEQ. US EPA Administrative order of consent to administer storm water permits statewide.</li> <li>• I-40 weather events that close the road to all travelers, due to visibility issues. Identify an alternative route that can be used for passenger vehicles to use on a short-term basis.</li> </ul>
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TOPIC	DETAILS
<b>PARTNER GROUP’S UPDATES: BIA</b>	<p><b>BIA: Calvin Castillo-Ft. Defiance DOT Manager</b>  Recent proposal: To establish Park and Ride parking lots on the SR 264. Located on trust lands and the bus pullout would be outside the ADOT ROW.</p> <p>BIA will be affected by the sequester budget. 2 dump trucks have been returned. Retirement buyout has gone into effect. Will be losing 8 employees in May.</p>

	<p>Arlando will forward the maintenance schedule for the eastern and Chinle area. This will affect NDOTs maintenance schedule.</p> <p><b>Roland Becenti, BIA Western Region DOT Manager</b></p> <p>Roland's department is losing 1 employee.</p> <p>He has been very engaged with the US 89 slide and N20 negotiations.</p>
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TOPIC	DETAILS
<p><b>PARTNER GROUP'S UPDATES: FHWA</b></p>	<p><b>FHWA, Romare Truely- MAP 21</b></p> <p>The Tribal Transportation Planning Modules will present five, one-hour webinars. The webinar sessions will be held from 2:00 p.m. to 3:00 p.m. EST. The topics and dates are:</p> <ol style="list-style-type: none"> <li>1. Asset Management 3/21/2013</li> <li>2. Consultation 4/30/2013</li> <li>3. Financial Planning 5/30/2013</li> <li>4. Partnering 6/20/2013</li> <li>5. Project Prioritization 7/31/2013</li> </ol> <p>Registration is not required but participation will be limited to the first 100 people. Links to the modules are available at <a href="http://www.fhwa.dot.gov/planning/processes/tribal/planning_modules/">http://www.fhwa.dot.gov/planning/processes/tribal/planning_modules/</a>.</p> <p>LINK TO JOIN THE WEB CONFERENCE: <a href="https://connectdot.connectsolutions.com/ttpat/">https://connectdot.connectsolutions.com/ttpat/</a></p> <p>Introduced new member, David Cremer – FHWA NEPA representative, section 106</p> <ul style="list-style-type: none"> <li>• Nate Banks memorial service will be Saturday, April 13 in LA</li> <li>• Map 21 – no new updates at this time</li> <li>• Call for projects for High Priority Projects</li> <li>• <b>David Cremer, NEPA</b></li> <li>• Moving Forward Initiative on Section 106</li> <li>• New to the partnership and building new relationships</li> </ul> <p>Ruth Greenspan, Section 106 would like to update the programmatic agreements</p>

TOPIC	DETAILS
<p><b>PARTNER GROUP'S UPDATES: NAVAJO COUNTY</b></p>	<p><b>Navajo County: Norm Cody</b></p> <ul style="list-style-type: none"> <li>• Great partnership with Navajo and the BIA</li> <li>• Red Dog Gravel has produced 40,000 cubic yards available in phase 2, phase 1 produced 65,000 yards. This material is coming out of the Peabody Coal mine.</li> <li>• Phase 3 to begin next year</li> </ul>

	Pilot model with the Navajo Nation has been success on 10 locations of spot graveling – other counties and states are very interested in the Red Dog materials (New Mexico)
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TOPIC	DETAILS
<b>PARTNER GROUP'S UPDATES: COCONINO COUNTY</b>	<b>Coconino County: Tim Dalegowski</b> <ul style="list-style-type: none"> <li>• Maintain 200 miles on Navajo</li> <li>• Lost the SRS funding for Secure Schools, will have to reevaluate funding</li> <li>• Would like to know more about casino funding and how to assist</li> </ul>

TOPIC	DETAILS
<b>UPDATED PARTNERSHIP CHARTER</b>	Review updated charter for new members, and all partners sign The new charter was signed by the attending members

TOPIC	DETAILS
<b>PEP RESULTS</b>	The Team reviewed the January PEP scores and comments <ul style="list-style-type: none"> <li>• Fill out the PEP for this quarter based on how the process is working for the Partnership</li> <li>• Most common comment is Tribal Council members should attend to support the Partnership</li> <li>• No changes to the goals</li> <li>• Complete PEP for April 2013</li> </ul>

TOPIC	DETAILS
<b>PARTNERSHIP ACTION ITEMS</b>	Action Items Update – see the attached action item document for the January updates.

TOPIC	DETAILS
<b>PRESENTATION: FHWA EMERGENCY RELIEF PROGRAM</b>	<b>PRESENTATION: FHWA Emergency Relief Program (Ammon Heier, Area Engineer)</b> <ul style="list-style-type: none"> <li>• Appreciates the Navajo Partnership especially now with the 89 closure</li> <li>• ADOT is fronting the money for the N20 pavement, will be reimbursed by FHWA eventually</li> <li>• ERFO funds for a BIA or Navajo owned route</li> </ul> <b>FHWA Role</b> <ul style="list-style-type: none"> <li>• Administer the Emergency Relief Program</li> <li>• Implement Policies and Procedures</li> </ul>

	<ul style="list-style-type: none"> <li>• Determine eligibility</li> <li>• Provide reimbursement funds</li> <li>• Provide Technical Assistance &amp; Training</li> </ul> <p><b>State Highway Agency Role</b></p> <ul style="list-style-type: none"> <li>• Request Emergency Relief Funding</li> <li>• Identify Damage Sites <ul style="list-style-type: none"> <li>• Typically ineligible if not a Federal-aid Highway</li> </ul> </li> <li>• Complete Emergency Repairs (ER)</li> <li>• Assess Amount of Damage</li> <li>• Administer Permanent Restoration (PR) Projects</li> <li>• Coordinate Locally Administered Projects</li> </ul> <p><b>Definition 23 USC 125 (a)</b></p> <p>Result of (1) natural disaster over a wide area such as by floods, hurricanes, earthquakes, tornados, tidal waves, landslides and wildfires  or (2) catastrophic failures from any external cause:</p> <ul style="list-style-type: none"> <li>• Sudden or complete failure of highway</li> <li>• Disastrous impact on transportation</li> <li>• Cause must be external: Barge striking pier or truck crash and fire</li> </ul> <p><u>Emergency Repairs</u></p> <ul style="list-style-type: none"> <li>• Restore essential traffic, minimize the extent of damage, or protect the remaining facilities</li> <li>• Eligible at 100% within 180 days</li> <li>• Eligible at normal pro-rata share beyond 180 days</li> <li>• Important to get started quickly!</li> </ul>
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TOPIC	DETAILS
<b>FUTURE PARTNERSHIP MEETINGS</b>	<ul style="list-style-type: none"> <li>• Future Meetings: June 18</li> <li>• October 30 – discuss if it will be quarterly meeting or annual meeting?</li> </ul>

TOPIC	DETAILS
<b>NEXT MEETING: June 18, 2013</b>	<p>AGENDA ITEMS:</p> <ul style="list-style-type: none"> <li>• NDOT updates (Arlando)</li> <li>• NDOT Safety Department</li> <li>• Research Study update (Misty)</li> <li>• Future meetings – October 30 quarterly or annual meeting?</li> <li>• Success stories &amp; lessons learned</li> <li>• ROW process – terms and conditions of easements</li> <li>• Map 21 Safety updates – HSIP presentation (Kelly LaRosa)</li> <li>• Discussion topic: I-40 closure due to dust storm and the impact on the detour routes with heavy traffic and large trucks</li> </ul>

TOPIC	DETAILS
<b>CLOSING COMMENTS</b>	<ul style="list-style-type: none"> <li>• Thank you for coming, the US89 landslide road closure issue has proven that this partnership works well together and we are valuable resource to our agencies.</li> <li>• Thanks, everyone for belonging and attending the partnership, our networking and sharing of resources has made working on the US 89 projects easier. Knowing whom to contact has been helpful and time effective.</li> <li>• Mr. Chaco supports the Navajo Partnership and NDOT's involvement</li> <li>• When the 1-40 is closed due to the dust storm, be aware that there is an impact on BIA dirt roads and smaller roads.</li> </ul>

**ACTION ITEMS & NEXT STEPS:**

Action	Responsible Person(s)	By when
Add Navajo Radio stations (KTNN) to the ADOT road closure list	Arlando to Chuck Gillick	May 1

Action	Responsible Person(s)	By when
Recommend that ADOT hire a professional translator for the US89/N20 project to respond to community request for Chapter House meetings. Arlando provided contact for Evelyn Yazzie and Johnny Robins was another possibility.	Misty and Arlando	May 1

Action	Responsible Person(s)	By when
It would be good to have someone on the ground as a local liaison to be present all the chapter meetings. Look into this possibility. Chuck can help identify someone	Misty/ Chuck H	Internal ADOT 89 team meeting

Action	Responsible Person(s)	By when
Send Arlando the 2003 Feasibility Reports for the SR 264	Misty	May 1

Action	Responsible Person(s)	By when
Collect and highlight success stories to share at the annual meeting	All	May/June

Action	Responsible Person(s)	By when
Check with NDOT before June about the annual partnership meeting date. <ul style="list-style-type: none"> <li>October 30 as a quarterly meeting in Flagstaff</li> <li>Or an annual meeting in Window Rock on Oct. 30</li> <li>Or an annual meeting in Window Rock in June 2014</li> </ul>	Arlando	May 30

Action	Responsible Person(s)	By when
Consider October 30 or January date for annual partnership meeting – check your funding and travel ability	All	June 1

Action	Responsible Person(s)	By when
Send a copy of the ADOT/NDOT MOU to Arlando <ul style="list-style-type: none"> <li>Establish subgroup to address issues as they come up i.e. sovereignty, limited immunity, perpetual etc.</li> </ul>	Misty	May 1

Action	Responsible Person(s)	By when
Review revised ADOT/NDOT MOU- bring to tribal council etc Forward to Mr. Chaco or DOJ to fine-tune it and finalize it	Arlando	June

Action	Responsible Person(s)	By when
Ask Ray Russell to send Calvin Castillo the NDOT maintenance schedules that could be affected by the furloughs	Arlando	May 1

Action	Responsible Person(s)	By when
Subscribe to the 511 for ADOT updates, road closures and bulletins <a href="http://www.azdot.gov">www.azdot.gov</a> – home page, subscribe button	All	As needed

Action	Responsible Person(s)	By when
Sign up for FHWA monthly webinar training modules	As interested	April 29

Action	Responsible Person(s)	By when
Review the NDOT quarterly newsletter online: <a href="http://www.navajodot.org">www.navajodot.org</a> website	All	As needed

**MEETING FEEDBACK**

**1. How valuable was this partnership meeting for you? Rating based on 16 responses: 3.4**

Comments are as written on the Feedback form:

This meeting was not valuable			This meeting was somewhat valuable		This meeting was valuable		This meeting was very valuable
0.5	1.0	1.5	2.0	2.5 (1)	3.0 (5)	3.5 (5)	4.0 (5)

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

- ◆ All of the updates
- ◆ Updates from the different entities
- ◆ Understanding or reviewing other partners progress and issues relating to partnership goals and tasks
- ◆ Partner updates
- ◆ Feedback on the networking done among partners on projects
- ◆ Sharing of information among partners
- ◆ I am new and learning how these partnerships work and what the critical issues are with the tribes
- ◆ The great report by Navajo DOT
- ◆ The partners working closely together and continuing the efforts to partner
- ◆ Seeing the partners again in person. Recognizing the positive results
- ◆ Relationship building – open dialogue and comments
- ◆ Updates from each agency
- ◆ FHWA presentation, ROW discussion, and NDOT presentation
- ◆ Getting to know all the other members of the partnership. I'll need to contact many of these people in the future and this was a great opportunity to meet them all in one place.

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

- ◆ It went very well
- ◆ Nothing
- ◆ No changes needed, just the weather effected the attendance
- ◆ Add partnership sub tasks
- ◆ Less focus on task team deliverables, more on the interactions
- ◆ Representation from Hopi Tribe to continue collaboration
- ◆ More PowerPoint presentations
- ◆ Keep very good presently, handouts are helpful
- ◆ Hopi attendance is needed

4. How do you rate the effectiveness of the Facilitators? Rating based on 16 responses: **3.6**

<b>Was not effective</b> 0.5    1.0    1.5	<b>Was somewhat effective</b> 2.0        2.5	<b>Was effective</b> 3.0 (3)    3.5 (6)	<b>Was very effective</b> 4.0 (7)
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- ◆ Great job facilitating and allowing for genuine, uninhibited communication
- ◆ Good at facilitating conversation among the partners
- ◆ Thank you for keeping the meeting moving at a good pace
- ◆ They are always effective

5. How do you rate this partnership’s potential for partnering? Rating based on 16 responses: **3.6**

<b>This partnership has no potential for partnering</b> 0.5    1.0    1.5	<b>This partnership team has some potential for partnering</b> 2.0        2.5	<b>This partnership team has good potential for partnering</b> 3.0 (3)    3.5 (6)	<b>This partnership team has very good potential for partnering</b> 4.0 (7)
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- ◆ Doing great
- ◆ Very good
- ◆ Very positive partnership, the group has assisted on the 89 closure and coordinated emergency meetings

6. What other comments do you wish to offer?

- Would like regular updates on discussions for tapping into casino money for road maintenance and construction
- It was a great meeting, kept it light hearted and friendly. Everyone was quick to laugh
- Great networking and sharing of resources during 89 closure. Effective communication established. Helpful to know who to contact on short notice.
- Keep meeting quarterly, don’t change the schedule
- Let’s stay focused on overall partnership goals

**The next Navajo Partnership meeting is June 18, 2013.**

**Please send your action items updates to Michelle as soon as completed.**