

NAVAJO DIVISION OF TRANSPORTATION PARTNERSHIP:  
PARTNERSHIP STEERING COMMITTEE MEETING

Handout #1

Oct. 9, 2012 , 9:30 a.m.–3:30 p.m. .MST; 10:30 a.m.–4:30 p.m. . MDT (Navajo Nation)

ADOT Flagstaff District Training Room, 1901 South Milton Road, Flagstaff, AZ 86001

**AGENDA**

<i><u>TIMES</u></i>	<i><u>ACTIVITIES</u></i>
9:30-10:00 a.m.	REFRESHMENTS
10:00-10:10 a.m.	Opening Prayer MEETING KICK OFF ( <i>Don Sneed &amp; Misty Klann, ADOT-MPD</i> )
10:10-10:30 a.m.	OVERVIEW MEETING STEERING COMMITTEE'S INTRODUCTIONS & ROLE
10:30-11:15 a.m.	NAVAJO DIVISION OF TRANSPORTATION PRESENTATION
11:15-Noon	PARTNER GROUP 's ORG CHARTS/STRUCTURE
Noon- 1:00 p.m.	LUNCH
1:00-2:00 p.m.	PARTNERSHIP DIRECTION /FOCUS/KEY GOALS
2:00-2:15 p.m.	BREAK
2:15-2:45 p.m.	TASK TEAMS/NEXT STEPS
2:45-3:10p.m.	PARTNERING EVALUATION / ISSUE RESOLUTION
3:10-3:20 p.m.	NEXT MEETING AGENDA
3:20-3:30 p.m.	CLOSING COMMENTS MEETING FEEDBACK CLOSING PRAYER

**ROLES**

**Partners:** Contributors & Participants

**Workshop Planners:** Planning Committee members

**Michelle Fink & Joy Keller-Weidman:** Facilitators & Recorders

**GUIDELINES**

- Participate energetically
- Speak openly and responsibly
- Build on each others ideas
- Seek to understand; actively listen
- Share responsibility for a productive and enjoyable meeting

**WORKSHOP OUTCOMES:**

- Narrow focus of criteria for success
- Identify key goals to achieve progress in one year; and identify task teams to support those goals.
- Ask & answer organizational structure & process questions re. each partner group.
- Focus on measurable action items.
- Consider location and dates of annual meeting and future steering committee meetings.
- Examine cost of meetings and latest technology.