



PARTNERSHIP STEERING COMMITTEE MEETING

Jan. 31, 2012 QUARTERLY MEETING

9:00 a.m.-3:00 p.m.

(8:30-9:00 a.m. Refreshments & Networking)

MEETING NOTES

Attendees		
Brant Honahnie, Hopi TERO	Don Sneed, ADOT MPD	Tim Dalegowski, Coconino County
Nada Talayumtewa, Hopi Tribe	Rod Wigman, ADOT CCP	Misty Klann, ADOT MPD
Davis Pecusa, Hopi Tribe	Rusty Rothman, ADOT Flagstaff	Michelle Fink, ADOT CCP
Kee Yazzie, ADOT Holbrook	Jesse Thompson, Navajo County	Herb Begay, BIA
Lynn Johnson, ADOT Holbrook	Danny Honanie, Hopi Tribe	Anna Masayesva, ADOT EPG
Chuck Howe, ADOT EPG	Randy Pair, ADOT Holbrook	Joy Keller-Weidman, Holon Consulting

Facilitator: Joy Keller-Weidman

See Attached roster for contact information.

Agenda Items & Highlights

TOPIC	DETAILS
Open & Welcome	Joy overviewed the agenda and packet of information

TOPIC	DETAILS
Introductions	All stakeholders introduced themselves and where they work

TOPIC	DETAILS
Hopi Transportation Task Team (HTTT) Update & Members	<p><i>Davis Pecusa, Chairman, HTTT & Danny Honanie, Vice Chairman, HTTT</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> New Transportation Task Team Chairman – Davis Pecusa <input type="checkbox"/> Returned to HTTT in the November election, HTTT met on 1/23, tries to meet on the 2nd Monday <input type="checkbox"/> Tribal Council normally meets on the 1st week of the month <input type="checkbox"/> Turquoise trail project <input type="checkbox"/> Lone Mountain Road is ready to be implemented; estimated amount was \$21-22M is now \$28M to complete the project. <input type="checkbox"/> Contract for 5 miles of dirt road to be graveled and a bridge is needed



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at the wash

- 2 bridge projects
- Village of Shongopovi, Second Mesa – sidewalks were added to design
- New inventory requirements are being reviewed
- Proposing to work with Red Plains Consultant Company to assist with completion of two projects and begin hiring full time staff.
- Will purchase a modular office for HTTT for the new full time staff and team members.
- Plan to hire a Transportation Director, Planner and Secretary to stabilize the HTTT effort on the committee and on the transportation projects. Staffing is effected by the election process and the coming and going of the HTTT members. The transportation staff can attend the meetings, and keep the projects moving forward, esp. if they conflict with Tribal Council meeting dates.
- Future goal is to set up a Transit program
- At the Feb. 6 Tribal Council meeting, present the proposal to hire a Red Plains technical consultant to do the RFP and assist with the hiring of the transportation office staff.
- Tribe is in control of the IRR money
- Priority project for 2012 would be to develop walkways and bicycle routes esp. around the school area on the Second Mesa.

Danny Honanie, Vice Chairman of HTTT

- Introduce the new Task Team members: George Mase, Bruce Fredricks and Nada Talayumtewa
- Continue to Partner with the other agencies and departments for support and resources while moving HTTT forward.
- Developing a good support system by hiring the new transportation staff.

Lynn Johnson – Holbrook District Engineer

- Keams Canyon widening project in June – 60% design review done, BIA agency water line found, pothole process needed to determine whereabouts of these lines.



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	<ul style="list-style-type: none"> <input type="checkbox"/> Kykotsmovi drainage easement, new culvert needed- ROW application permit needs approval by March 1 for project to begin in June. <input type="checkbox"/> Several Pavement preservation and chip seal projects in the spring. <input type="checkbox"/> Gravel pit lease renewal established. <p>Update the 2011 TIGER grant by Feb. 20 for pre application process</p> <ul style="list-style-type: none"> <input type="checkbox"/> ADOT Eileen Colleran can review <input type="checkbox"/> ADOT can submit a support letter <input type="checkbox"/> Contact Tiffany at Navajo County – 928-524-4053 <input type="checkbox"/> Anna can assist with the review for NEPA portion of the grant <p>Scheduling</p> <ul style="list-style-type: none"> <input type="checkbox"/> Tribal Council meets the first week of the month – may run all week <input type="checkbox"/> HTTT meets the 2nd Monday of the month
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TOPIC	DETAILS
PEP (past results) Feedback	Charts provided from the May meeting were consistent at 3.22 for the 5 goals

PARTNER GROUP	Goals
Hopi	Sidewalks and bike paths needed – apply for SRTS or enhancement grants Submit NACOG application for membership Attend the Application meeting Feb. 8 NACOG meeting is 2/23, 10 AM to 1 PM at High Country conference center, Flagstaff
Hopi	Apply for SRTS grants for the sidewalks and bike lanes, Navajo County can assist with the application process

TOPIC	DETAILS
Partnership Direction: Review Charter and Identify 2012 Focus	<p>Brief overview of Partnering process for new Hopi members</p> <p>2012 Focus: Overview and review of the Charter</p> <p>Move forward to complete:</p>



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	<ol style="list-style-type: none"> 1. Communication process and flow charts 2. Assist and plan the establishment of Hopi Transportation Department Transit Program <ul style="list-style-type: none"> <input type="checkbox"/> Judy Polingyumptewa <input type="checkbox"/> Contact Bernadette Kniffin at San Carlos to share their transit program process <input type="checkbox"/> Establish umbrella office for transportation and transit program <input type="checkbox"/> Determine the land and buildings needed <input type="checkbox"/> Determine functional requirements 3. Support Hopi to complete the CAT flow chart updates
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TOPIC	DETAILS
Review CAT (Compliance Assistance Team) Flow Chart & Contact List	<p><i>Fred Shupla, Community Planner, Office of Planning & Evaluation</i> Explained the attached flow chart and handouts</p> <p>Meet to streamline the CAT flow chart, Rusty, Anna, Randy, Fred, and Robert Charley in February.</p>

TOPIC
<p>Steps for Hopi Clearance Process</p> <ol style="list-style-type: none"> 1. Hopi ROW Application Process and easements <ul style="list-style-type: none"> <input type="checkbox"/> Application completed and signed <input type="checkbox"/> Letter <input type="checkbox"/> Environmental Clearance (NEPA)– best to do electronically with PDF <input type="checkbox"/> Plans- ROW and Construction <input type="checkbox"/> Legal Description – Metes and Bounds



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Appraisal

2. When will the Hopi notified? Usually through the NEPA process. The sooner the better.
3. TERO needs to know in advance to assist with tribal employment. TERO should always be invited to the Partnering workshop.

TOPIC

Clarify Process/Steps for Snow Plowing

1. BIA needs assistance with plowing when there is heavy snow on 264 & 87

- Need help with snow removal on the Mesas and Lone Mountain Road (wind whistle) and IRR system roads
- Local ADOT Maintenance person cannot go past ROW without Governors permission.
- Proposal: Close the road in winter with gates - no guardrails, no assistance and very steep and dangerous. Need guidance on the closure process. Gate and signage would be needed, closed from what dates. Alternate route is available and takes about 30 minutes.
- Research – Federally auctioned off equipment and availability of small snow plows or truck with plow
- Inquire about how Ft. Defiance closes roads, contact Calvin Castillo, Navajo, or Chinle Agency, and submit justification documentation for closure.
- Possible Solution> Cinders could be used on the road for traction, but would eventually build up in the summer
- ICE SLICER** – Rock salt with minerals in it to melt the ice so the plow can clean it off the road. Contact Lynn and Elliot for more information.
- Jesse Thompson – Navajo County:** SR 60 has snowplowing issues. Navajo County could use more



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MEETING NOTES

plows and drivers. Gravel roads are hard to maintain.

TOPIC	DETAILS
Review & update Escalation Chart	See the attached Escalation Chart for several updates

TOPIC	DETAILS
Champions/Contacts	<ul style="list-style-type: none"> ◆ Identify Environmental Streamlining Team/Champion Meet to stream line CAT process Anna will coordinate with Fred Shupla, Randy Pair, and Robert Charley Eventually send process to Hopi Cultural Preservation and Wildlife for review ◆ Identify Emergency Response Team/Champion/Contact The team has dwindled off and are no longer functioning Chuck Howe will review the materials and contact list to refresh the partnership. District Planning Emergency Planning Exercises in 2012 with Courtney Peer

TOPIC	DETAILS
◆ Closing Comments: Written as spoken at the meeting.	<ul style="list-style-type: none"> ◆ The Partnership has made progress and sharing information with the Hopi. Coordinating projects and sharing of processes to streamline the paperwork. ◆ Good information exchange today. Action items are finally completed. ◆ Streamline and understand the Hopi Process to keep projects moving – still have a ways to go. Keep working on ROW, project assessment, utility clearances, and thoroughly completing a project in design before construction begins. ◆ Good to see everyone again and get updated face to face. ◆ Three issues that will hold up a project are ROW, utility and environmental clearances. ◆ Great networking opportunity.



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	<ul style="list-style-type: none"> ◆ Through NACOG effort, should have more to report in April. ◆ We missed Nate and Georgi ◆ Trust status is federal, reservation is a large archeological site and has federal policy, and Hopi is trying to make it easier. ◆ Set goals and dates for follow up for a good April meeting. ◆ Navajo County is always looking for outside funding. It is hard to compete with the other entities for funds. ◆ Good to see everyone today, moving forward again, and the team is trying to simplify the process to make it easier for all. Tribal council is unpredictable and we need to be flexible. ◆ Willingness to change and update processes to make tasks easier. ◆ Revenue sources like grants should be sought after. Hiring a grant writer might be beneficial. ◆ Use this team as a resource for services and information. ◆ ADOT Equipment Auction for heavy equipment would be helpful. ◆ Hope that the TIGER grant submission becomes a reality. ◆ Valuable to meet everyone and put a face to names. ◆ Glad to see that everyone is willing to pull together to help each other. Esp. since the Hopi is stretched thin. ◆ There is always a way to work together, need IGAs or MOU for safer roads for schoolchildren and pedestrians.
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TOPIC	DETAILS
<ul style="list-style-type: none"> ◆ Next Meeting: Tuesday, April 17, 2012 at 9:00 to 3:00 ◆ ADOT Training Room or District Office Conference Room Flagstaff, AZ 	Proposed Agenda items: <ol style="list-style-type: none"> 1. Updates 4. Streamlined CAT Flow Chart - Anna 5. Hopi Transportation Dept planning – Davis & Partnership 6. Communication process draft – George Mase 7. PEP review – compare last Dec 2011 to Jan. 2012 - Michelle 8. Next meeting planning – Thursday, June 7 9. Emergency Response contact list and other relevant items - Chuck 10. Explore IGA or MOU with ADOT for snow removal - Anna

NEXT STEPS AND ACTION ITEMS:



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Action	Responsible Person(s)	By when
Consider attending the NACOG Feb. 8 workshop for SRTS application for sidewalks Forward email with application to Davis Pecusa	Tim Lynn	Feb. 8
NACOG meeting is 2/23, 10 AM to 1 PM at High Country Conference Center		Feb. 23

Action	Responsible Person(s)	By when
Clarify the Hopi membership on the TAC – What is the process to join? Follow up with Chris Fetzer on application process.	Chris, Davis and Danny	Before Feb. 23

Action	Responsible Person(s)	By when
Invite Chris Fetzer to the April 17 partnership meeting	Michelle Georgi	By end of Feb. 29

Action	Responsible Person(s)	By when
Future ATSPT meeting in April or June to benefit the Northern tribes with NACOG	Misty, Don, Joy, Michelle	Notice in March

Action	Responsible Person(s)	By when
Check with the Hopi Tribe for TIGER grant project and possibly update the 2010 grant. Contact Misty & Jesse and inform if moving ahead on Low Mountain Road	Davis Pescusa	ASAP

Action	Responsible Person(s)	By when
Update and resubmit the 2011 TIGER grant Ask Tiffany at Navajo county to assist with the updates and application	HTTT Jesse Thompson	ASAP



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Misty will contact Eileen Colleran if needed	Misty	
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Action	Responsible Person(s)	By when
Develop & send Draft plan and questions to guide the Transportation team department planning – send to Michelle and Joy to attach to April agenda	Davis Danny	March 15

Action	Responsible Person(s)	By when
Discuss Ice slicer usage with Elliott	Herb Begay Lynn Johnson	Mid Feb
Action	Responsible Person(s)	By when
Meet to streamline CAT process Coordinate with Fred, Anna, Randy, Rusty, Robert Charley	Anna M.	Mid Feb

Action	Responsible Person(s)	By when
Review and send Emergency Response contact list and other materials	Chuck Howe	Mid Feb.

Action	Responsible Person(s)	By when
Check with George about the Communication Flow Chart for presentation at April 17 meeting	Danny	Feb. 29

Send finished action items to Michelle Fink at mfink@azdot.gov by April 6, 2012

MEETING FEEDBACK – Based on 17 evaluation forms

1. How valuable was this partnership meeting for you? Average Rating: **3.41**



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This meeting was not valuable 0.5 1.0 1.5	This meeting was somewhat valuable 2.0 2.5(2)	This meeting was valuable 3.0 (4) 3.5 (6)	This meeting was very valuable 4.0 (5)
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2. What about this partnership meeting was most valuable to you?

- ◆ Meeting new partners members, learning the concerns of the Hopi Tribe
- ◆ Discussion on environmental streamlining
- ◆ Good coordination and task assignments
- ◆ Good to get everyone back together again
- ◆ Learning Hopi Tribal processes
- ◆ Making in-person connections
- ◆ Great to meet the new Hopi representatives and see everyone again
- ◆ Identifying ADOT projects/ schedule/ status
- ◆ Identifying partners that can assist to get the projects moving
- ◆ Putting names to faces, meeting people who have spoken to on the phone but never met before
- ◆ Updating of projects on Hopi
- ◆ Issues indentified, teams, times set to deal with the action items
- ◆ Maintaining relationships
- ◆ Moving forward from where we left off in May

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

- ◆ FHWA and BIA participation.
- ◆ Talk about HOW to streamline the environmental and ROW processes
- ◆ More complete review of status of Hopi government and Hopi transport projects and initiatives.
- ◆ Nothing- good job, but missed FHWA
- ◆ No recommendations this meeting was well done.
- ◆ Need to keep meeting topics focused on county roads/ BIA roads issues. Partner time is very limited, need to use it wisely.
- ◆ Just continue improving the communication
- ◆ Need all representatives to attend
- ◆ Follow up on TIGER grant for FY2012 with group input and make sure it gets done properly

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

Was not effective 0.5 1.0 1.5	Was somewhat effective 2.0 2.5	Was effective 3.0 (5) 3.5 (6)	Was very effective 4.0 (6)
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- ◆ We are kind of getting off the subject.
- ◆ Kept the committee on track and on time. Even left early!
- ◆ Too much emphasis on Partnering process, and less on the issues. Not sure if tribes interests being addressed.

5. How do you rate this partnership’s potential for partnering? Average Rating: 3.75

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 (1)	This partnership team has good potential for partnering 3.0 (4) 3.5 (5)	This partnership team has very good potential for partnering 4.0 (7)
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- ◆ Things are looking up!
- ◆ Glad to see the Partnership is meeting again!

6. What other comments do you wish to offer?

- ◆ There is room for improvement. Not all agencies are there, and some are holding back.
- ◆ A lot of turnover at Hopi and BIA
- ◆ Good discussions and relevant topics, set new goals for 2012
- ◆ Need to make more progress on actual Partnering issues before can actually start evaluation process.
- ◆ The need to work with each other is very critical and important.
- ◆ Follow up on ADOT Equipment Auction – BIA needs a truck and snow plow

Next Meeting: **Tuesday, April 17, 2012 at 9:00 to 3:00**