

# Hopi Tribe Transportation Partnership

## Quarterly Steering Committee Meeting Minutes

**Wednesday, August 27, 2014**

**TIME: 9:00am-3:00pm**

**ADOT Flagstaff District Training Room, 1901 S. Milton Rd., Flagstaff, AZ**

**FACILITATOR:** Misty Klann, ADOT MPD

**NOTETAKER:** Clem Webb, ADOT Office of Partnering

**ATTENDEES:** See attached Sign-in Sheets

SUMMARY OF ATTENDEES		
STEERING COMMITTEE MEMBERS		
Myra Rothman – ADOT ROW	Don Sneed – ADOT MPD	Annette Talayumtewa – Hopi Tribe
Rod Wigman – ADOT Communications	Kee Yazzie – ADOT Holbrook District	Ruth Greenspan – ADOT EPG
Lynn Johnson – ADOT Holbrook District	Michael Lomayaktewa – Hopi Tribe DOT	Romare Truely – FHWA Arizona Division
Nada Talayumtewa – Hopi Tribe	Darryl Bradley – Navajo DOT	David Cremer – FHWA Arizona Division
Tim Dalegowski – Coconino County PW Department	Jollette Arrieta – Hopi Tribe DOT	Jason Yazzie – Navajo DOT
Micah Loma’omvaya – Hopi Tribe DNR		
GUESTS		
Ed Green – ADOT EPG	Richard Weeks – ADOT Traffic Safety	

WELCOME			
9:00-9:10	Misty Klann		
Discussion			
Misty introduced herself and provided an explanation of why she will be facilitating the Hopi Transportation Partnership meetings replacing Michele Crank. Michele will continue to facilitate the Navajo and San Carlos Partnerships.			
Action Items	Person Responsible	Deadline	
NONE			
INTRODUCTIONS			
9:10-9:20	All		
Discussion			
Each member introduced themselves and where they work. Annette Talayumtewa attended and introduced herself as the new Hopi TTT Vice-Chair working with Davis as a mentor to getting things done. Jollette Arietta also attended and she is the new Office Manager for the Hopi DOT and will be working closely with Michael. Hopi Task Team: Davis Pecusa-Chair, Annette Talayumtewa-Vice Chair, Jonathan Phillips-Member, and George Mase-Member.			
Action Items	Person Responsible	Deadline	



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NONE		
<b>PRESENTATION: ROAD SAFETY ASSESSMENT (RSA) PROGRAM</b>		
9:20-9:45	Richard Weeks	
Discussion	(see attached presentation)	
<p>Michael provided an update with regards to the April 23<sup>rd</sup> Action Item to Identify and pinpoint the RSA locations with Richard Weeks stating that the DOT has been on a learning curve the past year and is still taking in information. A safety plan is also in progress and Richard has attended one of the sessions. Michael plans to continue working with Richard as needed on safety issues as it relates to RSAs.</p> <p>Please contact Richard Weeks if you have further questions at 602-712-4382 or <a href="mailto:rweeks@azdot.gov">rweeks@azdot.gov</a>.</p>		
Action Items	Person Responsible	Deadline
Submit an RSA application for specified locations	Michael Lomayaktewa	As needed
<b>PARTNERSHIP AND STEERING COMMITTEE'S FOCUS</b>		
9:45-10:45	Misty Klann	
Discussion	(see draft revised Charter)	
<p>The committee members worked together to read through the mission, values and goals and made the following edits. There was consensus that the Partnership goals needed to be more specific so we can accomplish these things and report out. The Partnership mission, values and goals will be presented at the Annual meeting.</p> <p>Mission Statement: "and effective" and "with Hopi Tribe and Partners" was added to the statement so it reads, "As Partners, our mission is to develop, foster and maintain good <i>and effective</i> working relationships with <i>Hopi Tribe and partners</i> through communication..."</p> <p>Mission Elements were left unchanged.</p> <p>Values: 1) Deleted "Speak in a respectful manner" and replaced with "Positive Communication"; 2) Edited "Follow through on assignments" to "Follow through on assignments, and show results and positive outcomes".</p> <p>Goals: The current 5 goals of consultation, communication, coordination, collaboration and commitment were deleted. The committee felt that these are adequately expressed in the mission statement. The following 4 new goals were agreed upon to present at the annual meeting and upon which the Partnership will be evaluated in the coming year:</p> <ol style="list-style-type: none"> <li>1) Increase transportation safety             <ol style="list-style-type: none"> <li>a. Develop and implement tribal transportation safety plan</li> <li>b. Pursue conducting Road Safety Assessments</li> <li>c. Share data (traffic, crash history)</li> </ol> </li> <li>2) Planning and programming processes             <ol style="list-style-type: none"> <li>a. ADOT STIP and 5-Year Program</li> <li>b. Stay informed of ADOT Holbrook District project meetings</li> <li>c. Understand ADOT LPA sub-recipient program</li> </ol> </li> <li>3) Pursue and provide training and technical assistance             <ol style="list-style-type: none"> <li>a. MPD Integrating Statewide and Tribal Transportation Planning Workshop</li> <li>b. Increase community engagement</li> </ol> </li> <li>4) Understand Partner and inter-agency processes including BIA             <ol style="list-style-type: none"> <li>a. Right of way clearance processes</li> </ol> </li> </ol>		



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- b. Environmental
  - i. Develop agreements for maintenance and Section 106
  - ii. NEPA process

Final edit was to add "Transportation" to the Partnership title to read "Hopi Transportation Partnership".

Action Items	Person Responsible	Deadline
Revise and prepare draft partnership charter for Annual meeting	Misty Klann	11/28/2014

### PRESENTATION: ADOT/FHWA SECTION 106 CONSULTATION

11:00-11:20	Ruth Greenspan, David Cremer
Discussion	(see attached presentation)

Ruth and ADOT Historic Preservation Team (HPT), FHWA and Hopi Cultural are in discussion about establishing protocols or an agreement to help standardize consultation on various types of projects.

Three people were identified from the Hopi Tribe to work with Ruth are Clayton, Mike and Lee.

For more information about Section 106 consultation efforts, contact:

Ruth Greenspan, 602-712-6266 or [RGreenspan@azdot.gov](mailto:RGreenspan@azdot.gov) and/or  
 Linda Davis, 602-712-8636 or [LDavis@azdot.gov](mailto:LDavis@azdot.gov) and/or  
 David Cremer, 602-382-8976 or [David.Cremer@dot.gov](mailto:David.Cremer@dot.gov)

Action Items	Person Responsible	Deadline
Add Micah Loma'omvaya to Section 106 consultation efforts contact list	Ruth Greenspan	As needed
Send Micah FHWA-ADOT Section 106 Existing Process Reference Guide	Ruth Greenspan	09/17/2014

### PRESENTATION: MINERAL PITS

11:20—11:45	Ed green
Discussion	(see attached presentation)

Developing a mineral pit on Hopi Lands would have to go through the same evaluation and certification process as if it was not on Hopi Lands, if it were to be placed on the ADOT Mineral Pit list of providers.

Please contact Ed Green if you have further questions at 602-920-3882 or [EGreen@azdot.gov](mailto:EGreen@azdot.gov).

Action Items	Person Responsible	Deadline
Identify past and current mineral pits. Involve Hopi Tribe, Hopi DNR, HDOT and Hopi Realty. Set up a coordination meeting to begin process.	Micah Loma'omvaya	On-going

### HOPi TRIBE AND HDOT UPDATE

1:00-1:30	Michael Lomayaktewa
Discussion	(see updated Hopi Transportation Project and Activity List)



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The Village roads project (BIA Rt 0503) in Kykotsmovi is a consideration for an RSA. The Tribe's Safety Plan is being developed and is structured by the emphasis areas of Safety although participation by the schools is still pending.

Action Items	Person Responsible	Deadline
Update Transportation Project and Activity List for Annual meeting	Michael Lomayaktewa	12/01/2014

### ANNUAL MEETING

1:30-2:00	Misty Klann
Discussion	

The Annual meeting will take place at the Hopi Veteran's Center on December 9<sup>th</sup> (afternoon) and 10<sup>th</sup> (8:30-3:30). The Outcomes of the meeting will be:

- 1) Review Hopi Tribe Transportation Partnership Charter (mission, values and goals)
- 2) Obtain leadership guidance, input and support
- 3) Share accomplishments
- 4) Develop plan to implement goals by identifying task teams if needed
- 5) Listen and learn of Leadership's goals

The Agenda will also include the following presentations and workshops:

December 9, 2014 – this afternoon will be aimed at reaching out to the Villages

- 1) MPD Integrating Statewide and Tribal Transportation Planning workshop
- 2) LPA Sub-recipient Program presentation

December 10, 2014

- 1) ADOT MPD - FTA Section 5310 and 5311 Programs presentation
- 2) 911 Emergency Response presentation
- 3) ADOT Aeronautics and State Aviation Fund –Tribal Eligibility Update, Michael Klein
- 4) Hopi Tribe and HDOT Update
- 5) Navajo Nation and Navajo DOT Update

The planning team consists of Myra Rothman, Don Sneed, Romare Truely, Jason Yazzie, Jollette Arrieta, Annette Talayumptewa, Nada Talayumptewa and Darryl Bradley.

Action Items	Person Responsible	Deadline
Secure Annual meeting facility	Jollette Arrieta	08/28/2014
Prepare for and schedule planning meetings	Misty Klann	10/06/2014
Write Success Story on Navajo DOT-Hopi Tribe and DOT Obtaining 8031 Permit	Darryl Bradley (?)	12/01/2014

### PARTNER AGENCY UPDATES

2:00-2:20	Lynn Johnson, Don Sneed, and Others
Discussion	



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Don provided an update on ADOT Arizona Strategic Highway Safety Plan. Executive Committee approved the final plan on August 14, 2014 but pending minor changes on photographs before it is released for comment. Plan is to hire a Strategic Highways Safety Plan Administrator located in ADOT Traffic Safety Section to oversee the implementation of the plan by coordinating the steering committee, emphasis areas' team meetings and other outreach efforts. There will be a coordination to obtain support from Governor in writing. Signing ceremony will likely occur in October. Formal implementation process will begin in January 2015 by the Administrator and assisting consultant team. Key point is to remember that tribal efforts in funding for safety should keep in mind that safety plans and project goals should be consistent with the emphasis areas' strategies of the Arizona SHSP.

Tim stated that Coconino County met with FHWA and was chosen for a pilot project to implement some road safety manuals that was developed. A meeting will be held 09/22-23/2014 where FHWA, Coconino County and other agencies to see what FHWA would like to see local agencies do in regards to speed management, run-off road-type accidents, developing road safety plan and others. FHWA would like to invite Navajo and Hopi to the meetings along with NACOG, FMPO and city. Need contact information of who to invite from Navajo and Hopi.

Kee provide a brief update on ADOT Holbrook projects. SR 264 projects are on-going. Bridge on SR 87 is on-going. Bridge project on 87 south of Winslow will start on 09/04. Cottonwood Wash Bridge on I-40, east of Winslow will start-up. Polacca TI deck replacement – detour or do half at a time (general public wants it done in phases so there is no longer route detour; due to the structure it must be supported throughout, it is not possible to phase it). Keams Canyon will advertise Dec. 2014.

Romare updated that MAP-21 was extended to provide transportation funding effective through May of 2015.

Action Items	Person Responsible	Deadline
Send Tim Dalegowski contact list to attend Coconino County/FHWA meetings	Darryl and Michael	09/03/2014

### APRIL 23, 2014 ACTION ITEMS

2:20-2:30	All
Discussion	

Misty briefly went over the action items.

Items on this action list to be placed on future agenda items include: 1) Addressing challenges and changes at BIA; 2) MPD Grants Coordination, George Delgado

Committee did another quick review of the Issue Resolution Chart to make sure edits from April 23<sup>rd</sup> meeting were correct. Calvin Castillo was deleted and Bob Maxwell was added to levels 1 and 2 for BIA. See updated Issue Resolution Chart.

Action Items	Person Responsible	Deadline
Follow-up with George Delgado to conduct a webinar on Grants	Misty Klann	10/17/2014

### PARTNERING EVALUATION PROGRAM (PEP)

2:30-2:40	Misty Klann, All
Discussion	

Attendees were provided PEP results from April 23, 2014 meeting and asked to fill out the new one including the Meeting Evaluation form.



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Action Items	Person Responsible	Deadline
NONE		
<b>NEXT STEPS</b>		
2:40-2:50	All	
Discussion		
<p>Misty provided a quick summary of the meeting and will use current list of available topics to start drafting the April 2015 steering committee meeting agenda.</p> <p>Start planning Annual meeting. Committee asked Misty to send dates for 2015 meeting dates by email after the meeting so confirm availability. Once confirmed, Misty will ask George to reserve the Flagstaff District Modular Training for the steering committee meetings.</p> <p>The Committee agreed that since the Partnership meets only 3 times/year, which includes the Annual meeting that the steering committee meetings, would be extended till 3:30 instead of 3:00 to allow extra time for presentations and discussions.</p>		
Action Items	Person Responsible	Deadline
Send out 2015 Partnership meeting dates to the steering committee	Misty Klann	10/01/2014
Reserve Flagstaff District Module Training Room for Hopi 2015 meetings	Misty Klann	ASAP
<b>CLOSING REMARKS</b>		
2:50-3:00	All	
Discussion		
<p>Annette: great to be back; please keep in mind that HTC meets 1<sup>st</sup> and last full week of the month when scheduling  Michael Lomayaktewa: apologize for missing Navajo Partnership meeting; appreciate full attendance today and support of Hopi's transportation development efforts; blessing to have all agencies involved but please understand our learning phase  Richard Weeks: please send email or call if you have further questions on the RSA program  Ruth: good, informative meeting; look forward to working with all  Jason: thank you for being here; good to meet new people  Myra: been a great meeting, lively discussion and good information  Tim: thank you for being at this meeting; discussion was very productive, particularly around the Annual meeting  Don: this is a very important partnership, any partnership that we enter with the tribal governments deserves the commitment in attendance that everyone here has shown and glad to see the turnout today; look forward to working with everyone on future projects and activities  Romare: FHWA values these partnerships as well. I look forward to the Annual meeting.  Darryl: Glad to be part of the partnership. Value is in sharing of expertise and experience and the agenda topics. Look forward to continue to work with Michael and the Hopi DOT, and Task Team.  Kee: it was a good meeting with good discussions.  Micah: glad to see partnership is still progressing; I would like to contribute and provides me motivation to take back info.</p>		
Action Items	Person Responsible	Deadline
NONE		

Presentations and handouts are posted here: [www.aztribaltransportation.org](http://www.aztribaltransportation.org)



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### Participant Meeting Evaluation Feedback:

Feedback is based on 13 forms.

Ratings: 1 = lowest 4 = Highest

1. **How valuable was this meeting for you?** 3.5,4,4,3,4,3.5,3.5,3.5,4,3.5,3.5,3.5  
**Average Rating: 3.34**

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

Comments:

Updating the mission statement and goals

Getting knowledge of all agencies and involvement with Transportation

Participation and very informative

Having updates on Hopi projects and activities

Gravel Pit Certification Process

Discussion Partnership goals

All the information shared by presenters, good to get updated

Networking, exchange of information and ideas

Input from all partnership groups (Except BIA)

Assisting our neighboring Tribe, Hopi in whatever means

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

Comments:

The involvement of others related

No comments

Longer presentation time maybe make it 1.5 day session, take into consideration

BIA Attendance

Getting village leaders involved in our discussion

4. **How do you rate the Facilitator?** 3.5,4,4,3.5,3,4,3.5,3.5,3.5,4,3.5,3.5,4

**Average Rating: 3.65**

Comments:

Misty was very effective

Nice job Misty

Misty did a great job, everyone was thankful to her for stepping up to facilitate the Partnership

Great job

Very good for first time, Good job Misty

Great but timing was not so good-too rushed

Good job

Good job Misty



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She received a lot of feedback from every body

### 5. How do you rate the effectiveness of this team? 3.5,4,4,3,3,4,3.5,3.5,3.5,4,3.5,3.5,4

**Average Rating: 3.30**

Comments:

Very positive

Partnering potential is high, looking forward to the Annual meeting

Partnerships has been valuable to Navajo DOT and learning about Hopi's process and projects

Everyone's willingness to assist Hopi is appreciated

Good potential, need more action

Continue the collaboration and communication

### 6. What other comments or suggestions do you have?

Comments:

Thank you to everyone involved

Keep up the good work

Keep it up

