

PARTNERSHIP STEERING COMMITTEE MEETING
June 11, 2013: 9:30 a.m.-3:30 p.m.
Apache Gold Convention Center, San Carlos, Arizona

ANNUAL PARTNERSHIP MEETING PLANNING CHART

TOPIC	KEY POINTS/AGREEMENTS	NEXT STEPS
ANNUAL MEETING DATE/TIME	Oct. 24, 2013 9:30 a.m.-3:30 p.m. (9 a.m. refreshments)	
MEETING LOCATION	Apache Gold Convention Center, San Carlos, Arizona Geronimo Room	
DESIRED OUTCOMES	<p>❑ Annual Oct. 24th Partnership Meeting planning: <u>Topics</u>; <u>Invitees' List</u>; <u>Planning Committee members</u>; <u>Next Steps</u>; <u>Success Stories, etc.</u></p> <p>Desired Outcomes:</p> <ul style="list-style-type: none"> ➤ Build Awareness : ADOT 5 year plan results and update ➤ Map 21 implication and effect on Tribal programs ➤ BIA presentation ➤ Select/ prioritize the projects with Partnering opportunities ➤ Current funding resources ➤ Transit update – PARA study ➤ Predictive modeling ➤ Review charter and goals ➤ Federal Aid process ➤ Safety events update from Sept 26 meeting (Don) ➤ Establish relationships through networking – more time (TNT – Tribal Networking Time) ➤ ADOT Reorganization- who to call for what ➤ Assure productive outcomes – user friendly language (how each plan corresponds to transportation) <p>Small group discussions:</p> <ul style="list-style-type: none"> ➤ Federal Aid ➤ Partnering – what is it, why is it important, overview (3 laminated Cards) <p>Successes:</p> <ul style="list-style-type: none"> ➤ Projects ➤ Processes ➤ Products ➤ Relationships <p>Railroad Update</p>	
INVITEES LIST	PARTNER GROUPS:	

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	<ul style="list-style-type: none"> ➤ Review the 2012 invitee list and make updates to the stakeholder groups 	
SAVE THE DATE	Send out by when? July 11	<i>JUL</i>
AGENDA/FORMAT/TIMES	Agenda items to include: -Topics {HSIP/ Predictive study modeling (FHWA), -Success Stories (including Arrow weed story, etc.) -bridges	
MEETING HANDOUTS/PARTICIPANT ITEMS		
ROLES/RESPONSIBILITIES	<ul style="list-style-type: none"> ◆ Overall Coordination/Key Contact ◆ Coordinate with meeting room organizer/caterer ◆ Meeting Facilitator/Moderator ◆ Meeting Kick Off ◆ Contact Presenter(s): ◆ Invitees List ◆ Save the Date/Invitations (develop) ◆ Save the Date/Invitations (send and register participants & develop registration roster) ◆ Registration Table ◆ Name Badges ◆ Meeting Facility host ◆ Food host: refreshments/Lunch & Continental breakfast ◆ Develop Handouts ◆ Pictures ◆ Meeting Packets (Reproduce copies and produce meeting packets) ◆ Technical support: In-focus and lap top for presentations; microphones; overhead projector; laptop- record notes ◆ Report Template ◆ Develop report- take notes during meeting and finalize ◆ Report (distribute) ◆ Meeting opening & closing prayer 	

