

Navajo Nation and Arizona Transportation Partnership Steering Committee Meeting Notes



THURSDAY, OCTOBER 26, 2017

9 A.M. NAVAJO TIME/8 A.M. ARIZONA TIME TO 12:30 P.M. NAVAJO TIME/11:30 A.M. ARIZONA TIME
NAVAJO DOT TRANSPORTATION COMPLEX

#16 Old Coal Mine Road
Mentmore, New Mexico 87319

Attendees:

Last Name	First Name	Organization
Dixon	Contrella	ADOT
Greenspan	Ruth	ADOT
Johnson	Lynn	ADOT
Merrick	Audra	ADOT
Mullis	Charlene	ADOT
Yazzie	Kee	ADOT
Gene	Ermalinda	ADOT
Opie	Bonnie	ADOT
Urquidez	Alicia	ADOT
Wilson	Ed	ADOT
Crosby	Ferrin	Apache County
Sandoval	Patrick	Apache County
Shirley, Jr	Joe	Apache County
Tso	Kendra	Apache County
Martinez	Patrick	Apache County
Arviso	Gil	Apache County
Dugi	Lorenzo	BIA
Honanie	Wendall	BIA
Reed	Alfred	BIA
Riley	Harold	BIA
Begay	Henry	BIA
Dalegowski	Tim	Coconino County
Lopker	Mike	Coconino County
Gilliland	Rex	Coconino County Sheriff Office
Truely	Romare	FHWA
Garcia	Russell	FHWA
Spohrer	Kevin	FHWA
Arrieta	Jolette	HOPI
Kelly	Jason	NACOG

Erickson	RJ	NACOG
Jack	Lee	Navajo County
Peshlakai	Alberto	Navajo County
Kephart	Glen	Navajo County
Benally	Karen	Navajo DOT
Blackhorse	Taft	Navajo DOT
Bowman	Norma	Navajo DOT
Bradley	Darryl	Navajo DOT
Tsosie	Roscoe	Navajo DOT
Silversmith	Garret	Navajo DOT
Teller	Arlando S.	Navajo DOT
Begay	Colyan	Navajo DOT
Yassie	Curtis	Navajo DOT
Lee	Victoria	Navajo DOT
Begay	Miles	Navajo DOT
Freeland	Gabriel	Navajo DOT
Slater	Carl	Navajo DOT
Howe	Chuck	Navajo DOT
Ashley	Joelynn	Navajo DOT

Facilitator:

Mackenzie Kirby, ADOT Office of Partnering

Mackenzie Kirby opened the meeting with a welcome and a review of the agenda items. It was agreed that a couple of additional agenda items would be added to the end during the roundtable discussion. Mackenzie also announced that she has taken another job within ADOT and this would be her last partnership meeting. Laura Webb will be assuming the facilitator duties for this partnership. Bonnie Opie told the group that she will continue to be involved and will be assisting Laura during the transition.

The following agenda items were covered:

Steering Committee Membership Update

The steering committee membership list was updated and will be distributed with the notes from the meeting. This is an action item from the goals plan and will be done at each meeting so that all members have updated contact information.

Issue Resolution Chart Update

The Issue Resolution Chart was updated and will be distributed with the notes from the meeting. This is an action item from the goals plan and will be done at each meeting so that all members have updated information.

Charter Update

The charter was given a final review, one word was changed and then the group agreed the document could be prepared for signature at the upcoming annual meeting. Following is the new language.

NAVAJO NATION DIVISION OF TRANSPORTATION
ARIZONA DEPARTMENT OF TRANSPORTATION
BUREAU OF INDIAN AFFAIRS – NAVAJO REGIONAL OFFICE
BUREAU OF INDIAN AFFAIRS – WESTERN REGION
FEDERAL HIGHWAY ADMINISTRATION – ARIZONA DIVISION
FEDERAL HIGHWAY ADMINISTRATION – FEDERAL LANDS
NAVAJO, COCONINO AND APACHE COUNTIES
HOPI DEPARTMENT OF TRANSPORTATION
NORTHERN ARIZONA COUNCIL OF GOVERNMENTS

NAVAJO NATION AND ARIZONA TRANSPORTATION
PARTNERSHIP CHARTER

MISSION

As partners in transportation, our mission is to foster and maintain good working relationships in order to construct, operate, improve and maintain the most reliable, economical, efficient, and effective multi-modal transportation systems for the safety of the traveling public throughout the Navajo Nation.

We commit to promoting a sustained opportunity and investment in the partnering effort through the pursuit of mutually beneficial goals in a spirit of respect, open communication, cooperation and trust.

STANDARDS OF CONDUCT

Mutual Respect – Recognizing differences in culture, laws, systems, processes, policies, procedures and needs and involving appropriate people when making decisions.

Trust – Be trustworthy in all interactions, freely sharing information, dealing honestly and fairly with each other, staying within established authority when making promises and following through on commitments.

Communication – Maintaining clear, open and honest dialogue through empathy, understanding, sincere listening, soliciting feedback and regular meetings.

OBJECTIVES

Quality – Completing all projects in accordance with agreed upon partnered quality standards in a timely, efficient, productive and professional manner.

Mutual Goals – Seeking to accomplish mutually beneficial objectives involving funding, quality, safety, schedules, minimal negative impact to the public, and monitoring/preserving the environment.

Teamwork – Developing and maintaining a partnering effort characterized by proactive planning, mutual respect, honesty, commitment to each other, participative decision-making, and timely follow through.

Partnering Relationship – Assuring a positive partnering relationship through the establishment of team(s) responsible for encouraging the continuation and growth of our partnering effort.

Continuous Improvement – Making continuous improvement and on-going innovative initiatives through open communication, regular meetings, performance benchmarks and a system for early identification, tracking and monitoring of challenges posed.

Timely Decisions – Developing and maintaining a list of key contacts and appropriate lines of authority, prompt responses to requests for information, adhering to established deadlines and timeframes, being on time, and following up on commitments.

Conflict Resolution – Recognizing conflicts as opportunities for improvement, understanding roles and responsibilities and being willing to resolve differences in a timely manner.

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Action Item Update

The Goals Plan document was reviewed and status of action items was updated. This document will also be distributed with the meeting notes. The partnership is making good progress on the goal of “Develop and implement a method for NDOT and ADOT systems to share information.”

Crash Data Information and Action Item Update

As an action item for the goal to “Develop and implement a method for NDOT and ADOT systems to share information” Norma Bowman gave a presentation about the Navajo Nation Strategic Highway Safety Plan and the progress on implementing use of the Arizona Crash Data form on the Navajo Nation.

Annual Meeting Discussion

The steering committee members agreed that it was time to hold an annual meeting. The facilitator asked for ideas for the purpose of the meeting and the following comments were made:

- Coordinate projects
- Set goals for the next year
- Provide information and training on processes and best practices
- To bring Executive leadership up to date on accomplishments of partnership
- To complete the annual review of tribal consultation policy
- Share information about successful projects that NDOT has completed with partners (counties, BIA, etc.)
- Share information about the environmental review responsibilities that ADOT is taking on for CE and NEPA
- Updating agreements
- Share information about emergency management coordination
- Create a comprehensive plan for coordinating on projects
- Share information about all partners long range transportation plans
- Work on resolving current issues such as permitting for the fair and RSA’s

The group discussed options for where to hold the annual meeting and agreed to meet at the NDOT complex on April 27, 2018.

The group also agreed that another steering committee meeting should be held to finalize details for the annual meeting. A date of January 19, 2018 was selected and the meeting will be held at the ADOT complex in Flagstaff. A meeting invitation will be sent by Laura Webb, the new facilitator for this partnership. Following the meeting the facilitator learned that the meeting room is not available on that date so the date was changed to January 31, 2018.

Roundtable Updates

- Alicia - Glad to continue participating in the partnership. We are working on several projects together.
- Kee - Good to see everyone again. Glad to see meetings going again and that we are moving forward with getting data. Need to work on ROW issue with ADOT and ROW.
- Lynn - Data is a very important to getting funding for projects. ADOT completed the project on SR 264 and a celebration was held at the Ganado Chapter House. Need to discuss issue with the fairs and encroachment on ADOT right of way in Window Rock, Chinle and Tuba City. Arlando Teller told Lynn that he is open to having a management discussion about this issue that would also involve the enforcement agencies. They will work on planning a meeting.
- Kevin - Good to get a better understanding of the direction of the partnership. Look forward to continuing involvement and want to help with getting projects going.
- Chuck – Glad to see progress continuing.
- Romare – The public comment period for the ADOT CE assignment is open. Anyone wanting to comment can contact him or the facilitator for the link.
- Arlando – Glad to get together. Want to have dialogue with ADOT regarding continuing weights and measures enforcement.
- Audra – The progress made on crash data is great. The Cameron project on SR64 is complete and Twin Arrows is nearly complete. Another project near the landslide is in winter shutdown.
- Ruth – Appreciate the opportunity to interact and connect. Please comment on MOU regarding the CE assignment.
- Taft – Appreciate the SHSP presentation. This partnership is really helping to coordinate processes but we need to continue to meet and work on projects.
- Gil – Need to make sure partnerships are strong. Need to keep students, elderly and high risk people safe and ensure they receive the help they need. Would like to see the steering committee start to address emergency issues including pedestrian safety. May be helpful to include ADOT in safety data.
- Patrick – Important to combine resources to make travel safer for students.
- Darryl – Good to see everyone and thankful for all of the improvements that have happened because of the partnership.
- Carl – Looking forward to collaborating on safety projects.
- Miles – First time and glad to meet new people. Navajo County believes in partnerships and relies on them to help.
- Karen – Draft TTIP for 2018 is on website. Would like to have partners look at it. Starting to work on five-year plan, inventory and agreements. LRTP for Navajo Nation is being shared and partners are encouraged to review to see how it aligns. Would like to present at annual meeting but knows that time is limited.
- Norma – Thank you for keeping the time to meet. It is important that we all prioritize these meetings.
- Colyan – Thanks for the input. Can provide data to anyone who asks.
- Alfred – BIA will be phased out by February 28th next year. Does not know who will be in the office after that but will let Division know. Team Charter needs to be signed again.
- Curtis – Enjoyed meeting.
- Garret – Thanks to all partners for their involvement. Thanks to ADOT for the involvement with the improvements at Tuba City, Keams Canyon, Hwy 264 from St. Michaels to Ganado, Hwy 191 S of Chinle. ADOT is always out clearing snow early and that is appreciated. ADOT funding for Tuba City airport – ribbon cutting will be next Monday. SHSP support.
- Victoria – Glad to attend again, very informational.

Summary of Participant Workshop Evaluation

Scores are based on 20 evaluations. Comments are taken from the evaluation forms exactly as written.

1. Rate how valuable was this workshop for you? **(1=Lowest/ 5=Highest)** **4.10**

What about this workshop was most valuable to you?

- Good information and good to see the Partnership refreshed after a hiatus. It was also beneficial to hear how far along Navajo DOT has come with its safety efforts.
- The processes being used to address Transportation unmet needs.
- Very valuable to see other committee members in attendance, much needs to be discussed and continue!
- Listening to new information and opportunities to partner.
- Hearing the needs of the communities within Navajo Nation.
- Partnership elements.
- Sharing information, discussing issues.
- Topic for updates-not too relevant for airport.
- Good to see everyone again and regroup.
- Annual Partnership was noteworthy-appreciate our partners.
- The opportunity to network, hearing about the crash data study; the discussion about where we go from here.
- What approach and agreement between ADOT/NDOT with Counties is best to meet the needs.
- Information provided very informative and educational.
- First time participant, so all information was informative.
- Safety presentation was good.
- Updates!

2. What would have improved this workshop?

- Discussion and presentation on funding and processes
- Written notes/report at every meeting. Email is acceptable.
- Nothing, was a good first experience
- N/A
- Perhaps more time.
- Make assignments to address issues.
- Wasn't actually a workshop. I thought this was a good restart.
- Request partners to present a success story at the next meeting (s).
- What program or can we design a program to seek its success i.e. Highway Safety?
- All good!

3. How do you rate the facilitator? **(1=Lowest/ 5=Highest)** **4.40**

Comments:

- Facilitators continue to do a great job with ensuring that the meeting moved along efficiently, making sure that all agenda items were still covered.
- Great rapport with group, well organized.
- Excellent!
- Kept on track and added her comments.
- Good at staying on task and getting input.

- Good tone, etc. Moved things forward when conversation stalled, was helpful, kept up on track re: the schedule.
- Great job to Mackenzie and Bonnie-Good job! Thanks for staying focused on the agenda and tasks at hand.
- Oh... I guess Mackenzie is okay. She's awesome! A wonderful facilitator and communicator.
- Mackenzie did an excellent job of facilitating.
- Mackenzie and Bonnie did well facilitating.
- Very energetic and professional.
- Stayed on task and orderly, facilitation was super.

4. How do you rate the potential for partnership on this project(s)? **(1=Lowest/5=Highest)** **4.35**

Comments:

- With the Partnership regaining steam, I think there is significant potential for great partnering to resume.
- Very knowledgeable and competent people to partner with.
- Provide an annual meeting open to the public.
- If meetings are held periodically and attendance by all partners would keep the committee engaging and not stall.
- We should stay consistent on meetings, schedules.
- It appears all partners are knowledgeable and are respectful of each agency's commitment to the group.
- The potential is limitless.
- I think there is great potential for partnering, but finding the time to follow through with collaboration projects remains a challenge.
- Currently, I'm neutral of the relation between ADOT/NDOT.
- Do work on partnership XXXXXX! Gear toward more partnership. (Patrick Martinez).
- At this time, was a casual observation, but NDOT is a larger scale is a contributing and Native partner.

5. What other comments or suggestions do you have?

Comments:

- Great meeting. Good to see everyone.
- Enjoyed the comradery and networking among agencies and individuals. Round table discussion and presentation on strategic NDOT Highway Safety Plan.
- See above comment, thank you!
- Alternate future steering committee meetings between NDOT and Flagstaff location, or other ADOT location. This will distribute travel costs between the agencies.
- Provide and discussion on the ADOT/NDOT/Counties at round table of what projects would make sense to the Partnership.
- None at this time.
- Very well as always. Sorry, I had to leave early to attend another meeting.
- Great work continuing the Partnership.