PARTNERSHIP STEERING COMMITTEE MEETING NOTES

Dec. 16, 2010: 9:30 a.m.-3:30 p.m.; Apache Gold Convention Center, San Carlos, AZ

Attendees		
Barney Bigman, San Carlos Apache Tribe	Geoff McCormick, Arizona Eastern Railroads	**Guests:**
Misty Dayzie, ADOT MPD	Art Miller, Arizona Eastern Railroads	Veronica Evans, San Carlos Apache Tribe
Michelle Fink, ADOT CCP	Marvin Mull, San Carlos Apache Tribe	Sam Chavez, ADOT MPD
Charla Glendening, ADOT MPD	Andre Stevens, San Carlos Apache Tribe, Transit Program	Benny Cheney, San Carlos Apache Tribe
Wayne Grainger, ADOT	Mary Tapija, San Carlos Apache Tribe	Roy Chavez, Pinal County, Mobility
Doug Hansen, Pinal County	Alicia J. Urquidez, ADOT MPD	
Bill Harmon, ADOT	Loretta Crimi, ADOT MPD	
Jerry James, San Carlos Police	CT Revere, ADOT CCP PIO	
Georgi Jasenovec, FHWA	Joy Keller Weidman, Holon Consulting	
Bernadette Kniffin, San Carlos Apache Tribe, Transit Program		
Julie Lozano, San Carlos Apache Tribe		

Facilitator: Joy Keller-Weidman, Holon Consulting and Michelle Fink, ADOT-CCP Partnering Outreach

Next meeting is March 9 at 9:30 at the Apache Gold Convention Center.

See Attached roster for contact information.

KEY OUTCOMES

- ☐ REVIEW INPUT FROM PARTNERSHIP ANNUAL MEETING
- ☐ UPDATE STRATEGIC WORK PLAN ITEMS AND NEXT STEPS
- ☐ IDENTIFY THEMES FROM PEP RATINGS
- ☐ PLAN FUTURE MEETINGS

Agenda Items & Highlights

TOPIC	DETAILS
OPENING PRAYER	♦ Andre Stevens (San Carlos Apache Tribe-Transit) led the prayer to begin the meeting.
INTRODUCTIONS	**NEW MEMBERS/GUESTS** ♦ Roy Chaves, Pinal/County Council for Senior Citizens- Gila Rides Program ♦ Veronica Evans- SC Transit ♦ CT Revere – ADOT PIO – Southern Arizona ♦ Art Miller AZER- Permian Basin Railways – Arizona Acting Manager ♦ Jeff McCormack -AZER ♦ Georgi Jasenovec- FHWA ♦ Marvin Mull – SC Transportation Coordinator ♦ Julie Lozano– SC Transportation Office

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SAN CARLOS TRANSPORTATION GROUP UPDATE	**Barney Bigman- San Carlos Transportation Planning** ♦ Rick Powers, Jacobs Inc, is assisting with PARA transit study ♦ Overview of San Carlos Partnership and the history of difficulties, issues, lawsuits etc. and where the Partnership is today. ♦ New turnoffs at Route 6 ♦ Railroads crossing improvements ♦ Developing a Safety plan for railroads and HAZMAT ♦ Developing a disaster plan for floods, natural disasters, earthquakes ♦ Indian Hills road project almost completed ♦ Road improvements plans for new signs, stripping ♦ Recreation roads improvements ♦ Established IGA grating agreement with Gila County ♦ Coolidge Dam road improvements ♦ Route 6 critical phase sections, widening, sidewalks, street lighting, and shoulders when completed. ♦ 3 roads in 60% design stage – construction in the spring ♦ CAAG & SEAGO grants for state projects – Almost $ 2 million enhancement grants – ♦ Monument statue to be placed – Indian on horseback signaling for safe travel ♦ Landscape for ½ mile from statue and in front of conference center ♦ Street lighting improvements ♦ SEAGO funds for landscaping, a multi use path and sidewalk ♦ Additional historical monument turn outs for Apache history markers ♦ Crash data updated - critical for grant funding that will be used for street lighting and sidewalks ♦ Walk through at hospital area – grating, curbs, gutters finished ♦ Safety audits in SC and Bylas – missing crash data was needed to apply for the grants ♦ New staff members – Julie Lozano and Marvin Mull ♦ Appreciate the Partnership for assisting the San Carlos Tribe with transportation plans and growth **Bernie Kniffin- Transit** ♦ Apache Transit – PARA study ♦ Attended the Rural Concepts meeting ♦ Attended the Fort McDowell meeting ♦ Now have 9 vans total ♦ Received the 5311 direct funding grant to build the garage for the vans ♦ Plan to replace 4 vans next year ♦ Sam Chavez and team are reviewing the van maintenance program ♦ Training for JARC program driver

	♦ Expanding to Hopi and White mountain Apache tribes ♦ Applying for 5311and JARC funds in 2011 **Art Miller AZER Manager Regulatory Compliance Supervisor** **Jeff McCormack –AZER Railroads** ♦ Safety training and regulatory compliance is a priority for AZER immediate and long range safety plans ♦ Building relationships with the first responders and EMS ♦ Recent HAZMAT meeting with Corporation Commission to create an emergency response event plan preparation ♦ Identified safety issues that EMS, police, could respond quickly ♦ Shifting HAZMAT(sulfuric acid) from roads to railroads and new policies and plans are needed for emergency services ♦ Increased liability to railroads ♦ Equipment needs identified ♦ Tribal population and ROW issues, there was a pedestrian fatality on the tracks recently ♦ Public education at the K to 12 schools for on safety issues ♦ Children will educate the parents on railroad safety ♦ December training for emergency responders ♦ Brush removal for deterrence of taking refuge in the ROW ♦ Special event scheduling to avoid parades, etc on the reservations **Barney Bigman- response to railroad report** ♦ Eager to work on the HAZMAT issues as soon as possible ♦ Plans are important to the tribe to protect the roads, water, citizens ♦ Alternative routes need to be established

NEXT STEPS and Action Items from September meeting:

Action Items	Responsible Person(s)	By when	Status
Collect crash data for grants Confidentiality needed, not for public knowledge Partners can contact Barney for details	Barney Jerry James	Dec	Worked with police dept
Action Items	**Responsible Person(s)**	**By when**	**Status**
Agreements Team should meet to identify what IGAs and MOUs are needed, identify agencies involved Working with ADOT to identify agreements to move forward Railroads Highways	Barney ADOT BIA Consultants	October	during Task Team meetings

Action Items	Responsible Person(s)	By when	Status
Establish a central location to house the IGAs and MOUs. Will be at the Transportation Office	Barney	October	Will be in new office

Strategic Work Plan 2011:

Agreements Committee

TOPIC	DETAILS	
TASK TEAM UPDATES	AGREEMENTS COMMITTEE **MISSION: Greater collaboration with Partners regarding overall multimodal transportation and transit agreements** **GOALS:** 1. Identify and streamline existing agreements • Initial focus on grading roads Existing agreements: • Gravel roads maintenance agreement (revision needed) • Railroad crossing improvements **KEY ACTIVITY: Dec. 2010-March 2011** 1. Form a team 2. Information sharing meeting on current IGA processes (San Carlos transit study results 6/2011) 3. Identify current agreements 4. Identify and catalog future needs (expand partnership input) 5. Identify project 6. Report on results at the March meeting **What the task team needs from the Partnership members to progress toward its goals:** • Develop a template or boiler plate • Look at existing IGAs • Sounding board and provide feedback	**LEAD**: Barney Bigman **Members:** • Transit – Bernie Kniffin • Ronaldo Lacayo – AZER • Alicia Urquidez- Identify ADOT IGA person • ADOT District – Bill Harmon and Wayne Grainger • Gila County – Mike Pastor Future Members: • Tribal Transportation • ADOT • BIA • Gila, Graham, Pinal • Railroads • Utilities • FHWA • MPO/COG • Schools

	RESOURCES ♦ Partnership ♦ Hopi and Navajo Processes committee **Present-** ♦ Current projects: San Carlos and Gila Bridge, sidewalks, NEPA and ROW issues ♦ Collaborate on ROW processes ♦ Design and construction ♦ Landscape and maintenance for 1-2 years (water, care, upkeep) ♦ IGA with Gila Counties for grading ♦ Railroad crossing improvements and safety plan o A) crossing issues o B) ROW	**Future considerations** ♦ MOU, IGA, MOA, prior rights, contracts - focused on specific issues ♦ Access management ♦ ROW issues ♦ Road maintenance ♦ Collaborations with the county, city, Board of Supervisors, BIA, ADOT ♦ Railroads, trails ♦ Consider all private entities as members

Discussion from September

GOAL#1, Sub Goal 1	STRATEGY	MEASURE
Identify types of agreements	**Form a Task Team to work on this:** **1.** Research and identify the existing IGAs and MOUs: Do an inventory of existing agreements (determine whether they were effective or not) a. How many are creditable or have validity, many are verbal gentlemen agreements. b. Some have been discontinued or superseded c. Look for loopholes – what exists, what has changed d. Validity – current/credible – legal parameters e. Templates from other tribes to use as benchmark **2.** Establish a Clearing House – A central depository that is accessible and identify what agreements are needed. No set clearinghouse on how to work on issues Such as NEPA issues, need a check list, need central place to organize them. **3.** Identify the current documents and what is needed Discover the loopholes in the old documents and add amendments to them to bring up to date and make them valid. **4 A**. Craft Master agreements with each agency Key documents with the authority and guidance to continue.	Produce a list of agreements by category (6/30/2010 completion) **Extended to September**

	4 B. Draft new agreements **5.** Create an AGREEMENTS Task team to determine the current IGAs and develop new IGAs. **6**. Question: Will TERC want to work with the new team?	

TOPIC	DETAILS
PEP Review **Sept Partnership results**	♦ PEP rating for goal 2 Sharing of Resources rated a 2.95 based on the comments, this is because no progress has been made on the Agreements team. At the December meeting the committee focused on the goals and outlined the strategy to work on this item. ♦ The other 6 goals rated 3.08 to 3.37 which is in the meeting expectations range.

TOPIC	DETAILS
FUTURE MEETINGS	DATE: Wednesday, March 9 was best for the majority of the Partnership and the conference center is available. AGENDA ITEMS: Establish Resources team and strategy

ACTION ITEMS FOR THE NEXT STEPS:

Action	Responsible Person(s)	By when
Research NDOT IGA model and have it sent to Barney	Michelle	January 15
Look at NDOT IGA model IGA as model and send to Steering Committee Team to review	Barney	January 30
Add agreement task team updates and review of IGA template to March 9th agenda	Joy	Feb 11
Research how resolution agreements re: Navajo Transit System and update steering committee	Task Team Bernie	By March 9
Plan & coordinate first agreements task team meeting	Barney Mary	Feb 11
Bring/ consider contact list for partnership contact matrix	All steering committee members	Before March meeting
Keep Parking lot list and make it an ongoing meeting agenda item	Joy	Ongoing
Populate goal 2: share resources	Steering committee	March 9

TOPIC	DETAILS
CLOSING COMMENTS	• Tackling some big projects • Sharing of knowledge and creating a great foundation for success • Thank you to Barney's team for hosting • Sharing ADOT org chart in the past was helpful

TOPIC	DETAILS

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CLOSING PRAYER	Andre Stevens (San Carlos Apache Tribe-Transit Program) led the closing blessing.

MEETING FEEDBACK – Based on 14 evaluations

Comments are exactly as written on the evaluation form

1. How valuable was this partnership meeting for you? AVERAGE RATING: = 3.85

This meeting was not valuable	This meeting was somewhat valuable	This meeting was valuable	This meeting was very valuable
0.5 1.0 1.5	2.0 2.5	3.0 (4) 3.5 (4)	4.0 (6)

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

- Getting up to date on the status of the partnership
- Great to see and hear the committee working together on common goals
- Meeting agency representative and networking
- Focusing on a specific goal for task team
- To see our neighboring agency partner with the Tribe
- Sharing and getting familiar with each other and their programs
- Communication, understanding and sharing
- Networking
- Good info and idea sharing

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

- Good meeting
- Very effective
- Every seat was taken
- Sometimes agendas are limiting – it's good to be able to get away from the agenda and focus on the specific agenda item.
- That all members be present
- Good participation
- Focus on fewer issues

4. How do you rate the effectiveness of the Facilitators/Presenters? AVERAGE RATING: = 3.60

Was not effective	Was somewhat effective	Was effective	Was very effective
0.5 1.0 1.5	2.0 2.5	3.0 (3) 3.5 (5)	4.0 (6)

- Good use of the computer and overhead
- Very effective

5. How do you rate this partnership's potential for partnering? AVERAGE RATING: = 3.71

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This partnership has no potential for partnering	This partnership team has some potential for partnering	This partnership team has good potential for partnering	This partnership team has very good potential for partnering
0.5 1.0 1.5	2.0 2.5	3.0 (2) 3.5(4)	4.0 (8)

- Keep up the hard work and keep attending the quarterly meetings

6. What other comments do you wish to offer?

- Good meeting – very productive
- It was nice to hear the accomplishments that SCAT have earned through their hard work, blood, sweat and tears.
- Keep focused
- Good attendance
- Thanks!
- Happy holidays to everyone

Next meeting is: March 9, 2011 at 9:30 am at the Apache Gold Convention Center

Send your updated task items to Michelle as soon as you have completed them.

Please RSVP by March 2 for the meeting to Michelle Fink at mfink@azdot.gov