

ATSPT Quarterly Meeting Notes

Dec. 1, 2009; from 8:30-Noon at ADOT- HRDC, Ocotillo room

The Arizona Tribal Strategic Partnering Team (ATSPT) quarterly meeting took place on Dec. 1, 2009 at the ADOT- HRDC, Ocotillo Room, from 8:30 a.m.- Noon.

The meeting objectives included:

- ◆ Members' Updates: challenges and opportunities
- ◆ Web Site Review
- ◆ Finalize ATSPT logo and future forum logo
- ◆ Update ATSPT Goals
- ◆ Initial planning for the Annual Forum meeting
- ◆ Review & PEP (Partnering Evaluation Program) ratings from last quarter
- ◆ Future ATSPT next quarterly meeting date

<u>Attendees</u>
Nate Banks, FHWA, Senior Engineering Manager
Keith Betsuie, City of Maricopa, Tribal Liaison, Development Services
Misty Dayzie, ADOT, Multimodal Planning Division (MPD), Tribal Planner
Michelle Fink, ADOT, CCP, Events Coordinator
Myra (Rusty) Rothman, ADOT ROW Agent, ROW Tribal Liaison
Nina Swidler, ADOT EPG-HPT (Environmental Planning Group, Historic Preservation Team)
Joy Keller-Weidman, Holon Consulting, Facilitator

MEETING HIGHLIGHTS

TOPIC	DESCRIPTION
WEB SITE REVIEW	<ul style="list-style-type: none"> ◆ Misty Dayzie reviewed the existing ATSPT web site items, including the "Hot Items" and links ◆ ATSPT members agreed (SEE ACTION ITEMS AT END OF NOTES)

TOPIC	DESCRIPTION
ATSPT NEXT STEPS (from Sept 2009)	<ul style="list-style-type: none"> ◆ See attached Updated Action Items

TOPIC	DESCRIPTION
SYSTEMS VIEW	Understand entire AZ Tribal Transportation Large Picture: varied groups and their focus <ul style="list-style-type: none"> ◆ ITCA: Focus is on safety and data collection

TOPIC	DESCRIPTION
TRIBES' NEEDS	Needs include: <ul style="list-style-type: none"> ◆ More information about (1) changing rules (2)BIA (3) ROW (4)Funding agencies ◆ Keep in mind: some tribes consider transportation to be high priority and some consider it a low priority

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CONNECT TRIBES TO ATSPT	Brainstormed ways to make ATSPT more visible and accessible to tribes: <ul style="list-style-type: none"> ◆ Get information to the “right” person ◆ Distribute a “Needs survey” ◆ Cut State into regions- meet with tribes in each region: <ul style="list-style-type: none"> ➤ Introduce ATSPT (more visible) ➤ Communicate opportunities for partnerships ➤ Understand their needs (priorities?) ➤ Understand how to get to and who are the “right” people ◆ Piggy back on existing events (e.g. NACOG) to find out Tribal needs & to offer information ◆ Invite Tribes to a workshop/training (e.g. grant writing) ◆ Have professional people available (e.g. planners and engineers)

TOPIC	DESCRIPTION
ATSPT: UPDATED STRATEGIC WORK PLAN	<ul style="list-style-type: none"> ◆ See attached Updated Strategic Work Plan

TOPIC	DESCRIPTION
ATSPT PURPOSE	<u>ATSPT :</u> <ul style="list-style-type: none"> ◆ General not specific focus ◆ Identify, help form and provide support to Partnerships (the place where issues are resolved; where agreements are developed) ◆ Web Site: develop, populate and monitor ◆ Strategic Overview: look at all resources available (e.g. Transportation Research Board); get information to the Tribes

TOPIC	DESCRIPTION
TRIBAL LIAISONS	Benefit: know who to call. Identify who is designated as tribal liaison for: <ul style="list-style-type: none"> ◆ State ◆ Federal (those designated for transportation) ◆ County ◆ City (where applicable) ◆ Tribal transportation liaisons for 22 AZ tribes: Who to connect to re: transportation? Strategy: (1) Focus on Arizona (2) Compile, then post on web site

TOPIC	DESCRIPTION
NEXT ATSPT	<ul style="list-style-type: none"> ◆ Shift from a large annual forum to an approach that includes face to face

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FORUM FOCUS	meetings with groups of small number of tribes designed to meet individual tribe's prioritized needs
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NEXT ATSPT OUTREACH	<p>OVERALL PLAN:</p> <ol style="list-style-type: none"> 1. ATSPT members get educated: know the whole system and know the prioritized needs; identify the biggest gaps (e.g. ask BIA, ITCA, ACIA-Tribal Leaders Legislature Day, etc.; collect and compile needs assessment- face to face with tribes) 2. Identify the tribes with greatest need and greatest interest: and then group them into regions 3. Take the information to the identified group of tribes (a few people from each tribe) in one regional location 4. Coordinate offering of training/models, etc. as identified by prioritized needs and conduct face to face meetings with tribes <p>NEXT STEPS: to have an ATSPT booth at the Jan. 19th Tribal Leaders Legislature Day at the Capitol. Purpose is 1. Identify Tribes' needs and interests; 2. Promote ATSPT visibility; and 3. Identify Tribal Contacts</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>What</u></th> <th style="text-align: left;"><u>by whom</u></th> <th style="text-align: left;"><u>by when</u></th> </tr> </thead> <tbody> <tr> <td>(1) Research (contact ACIA director re: upcoming 19th Tribal Leaders Legislature Day (from 10:30 to lunch (provided) and begins again at 1:30 until 3:00: can ATSPT have a booth?</td> <td>Keith</td> <td>today Jan. Dec. 1st</td> </tr> <tr> <td>(2) Work with FHWA group to develop Banner</td> <td>Nate</td> <td>by Dec. 4th</td> </tr> <tr> <td>(3) Contact Misty and Michelle re: number of ATSPT Cards and New Member Guides still available; location of consultation Guidebook on website?</td> <td>Rusty</td> <td>by Dec. 4th</td> </tr> <tr> <td>(4) Contact Keith, Manuel, Nate & Misty to schedule Planning meeting & develop Survey</td> <td>Rusty</td> <td>by Dec. 4th</td> </tr> <tr> <td>(5) Contact Nate if more New Member guides need To be printed for the Jan. 19th Day</td> <td>Rusty</td> <td>as needed</td> </tr> <tr> <td>(6) Send out confirmed Schedule planning meeting Date/time to Keith, Manuel, Nate and Misty</td> <td>Rusty</td> <td>week of Dec. 7th</td> </tr> <tr> <td>(7) Conduct planning meeting to cover: Plan for booth-structure & banner; which materials to bring, including Needs Survey; who help in booth</td> <td>Rusty</td> <td>week of Dec. 7th</td> </tr> <tr> <td>(8) Ask sponsor: Kristine Thomas (602-542-4421) (ACIA, director) if ATSPT can be mentioned during the meeting so people will visit the booth; find out about registering, booth information; etc...</td> <td>Rusty</td> <td>mid Dec.</td> </tr> </tbody> </table>	<u>What</u>	<u>by whom</u>	<u>by when</u>	(1) Research (contact ACIA director re: upcoming 19 th Tribal Leaders Legislature Day (from 10:30 to lunch (provided) and begins again at 1:30 until 3:00: can ATSPT have a booth?	Keith	today Jan. Dec. 1 st	(2) Work with FHWA group to develop Banner	Nate	by Dec. 4 th	(3) Contact Misty and Michelle re: number of ATSPT Cards and New Member Guides still available; location of consultation Guidebook on website?	Rusty	by Dec. 4 th	(4) Contact Keith, Manuel, Nate & Misty to schedule Planning meeting & develop Survey	Rusty	by Dec. 4 th	(5) Contact Nate if more New Member guides need To be printed for the Jan. 19 th Day	Rusty	as needed	(6) Send out confirmed Schedule planning meeting Date/time to Keith, Manuel, Nate and Misty	Rusty	week of Dec. 7 th	(7) Conduct planning meeting to cover: Plan for booth-structure & banner; which materials to bring, including Needs Survey; who help in booth	Rusty	week of Dec. 7 th	(8) Ask sponsor: Kristine Thomas (602-542-4421) (ACIA, director) if ATSPT can be mentioned during the meeting so people will visit the booth; find out about registering, booth information; etc...	Rusty	mid Dec.
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TOPIC	DESCRIPTION
NEXT QUARTER	<ol style="list-style-type: none"> 1. March 25, 2010: Hopi (9 a.m.-3 p.m.) 2. March 29, 2010, ATSPT: 8:30-Noon, ADOT- HRDC

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MEETING DATES <i>(tentative)</i>	3. March 30, 2010: San Carlos Apache Tribe: 9:30 a.m.-3:30 p.m. 4. April 1 st Task Team Leads Training: 9:30 a.m.-3:30 p.m.
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TOPIC	DESCRIPTION
ATSPT & FORUM LOGOS	<ul style="list-style-type: none"> ◆ The ATSPT logo with the rainbow at the top was chosen ◆ The ATSPT forum logo with the sun at the top and blue around the circle was chosen

TOPIC	DESCRIPTION
ATSPT PEP (Partnering Evaluation Program) Rating Form	<p>Team reviewed ratings over past year. Team members completed and submitted PEP ratings for December 2009</p> <p>Joy will input PEP ratings for this quarter. Team members prefer this approach and will visit the decision if needed.</p>

ATSPT NEXT STEPS

<u>ACTIVITY</u>	<u>BY WHOM</u>	<u>BY WHEN</u>
Contact Esther Corbett and ask if she or someone else would come to present tribal needs/gaps (about 1 hour) at the March 29 th ATSPT quarterly meeting; and let the team know	Misty	By end of Jan. 2010
Contact BIA Agency Engineers in Phoenix who may be interested in attending and presenting overview of Tribal needs at the next ATSPT meeting scheduled for March 29, 2010 from 8:30-Noon at ADOT_HRDC; and let team know	Nina	By end of Jan. 2010
Meet with Dan – ADOT Graphics- show him final logo choices and request that he email to Nate (ASAP)	Joy	Today- Dec. 1 st
Replace Erialinda Gene with Lucy Schrader as newest member of ATSPT, Civil Rights Title 6 Manager	Joy	Before sending updated roster with Dec. 1 st meeting notes
Work with own group to develop banner for Jan. 19 th Tribal Leaders meeting at the Capitol	Nate	In time for Jan. 19 th meeting
Research AASHTO site to identify any national and/or regional meetings where ATSPT may have a booth and do outreach and report back to ATSPT	Nina	By March 29 th quarterly meeting
Research AZ universities which may be interested in sending some students to participate in ATSPT; and let ATSPT members know of results	Keith	By March 29 th quarterly meeting
Plan for Jan 19 th Tribal Leaders Legislature Day: see detailed	Rusty +	By Dec. 4 th

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next steps plan above	planning team
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Agenda items- next quarterly ATSPT meeting: March 25, , 2010	<ul style="list-style-type: none"> ◆ BIA Agency Engineers present (local tribes’ needs) ◆ ITCA present (local tribes’ needs and gaps (Esther Corbett?)) ◆ Review compiled assessment information from Jan. 19th Tribal leaders’ conference and Identify ways to proceed ◆ Plan Outreach (based on needs assessment and gaps) ◆ Recruitment : updates and potential recruits ◆ Review Dec. 2009 PEP results ◆ Next quarterly meeting date and agenda items
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FUTURE ATSPT FORUM & QUARTERLY MEETINGS:

EVENT	DATE	TIME	PLACE
ATSPT QUARTERLY MEETING	03/29, 2010	8:30-Noon	ADOT-HRDC, Ocotillo Room

PARTICIPANT’S FEEDBACK OF MEETING EFFECTIVENESS:

What is your overall rating of the effectiveness of this meeting? AVERAGE RATING=3.5

Meeting Format Needs Improvement 0.5 1.0 1.5	Did Not Meet My Expectations 2.0 2.5	Met My Expectations 3.0 (2) 3.5(2)	Exceeded My Expectations 4.0(1)
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What about this meeting was most valuable to you?

- ◆ Update on group
- ◆ Networking, sharing ideas
- ◆ Information sharing & brainstorming
- ◆ The interaction by team members
- ◆ Discussions- brainstorming-debates
- ◆ Learn from each other-many experts/entities sitting at one table

What would have improved the effectiveness of this meeting?

- ◆ Members from more agencies.
- ◆ Would be valuable to have a greater diversity of participation, esp. BIA & counties & ITCA
- ◆ Better attendance by the tribes
- ◆ More involvement from counties, tribes, ADOT, BIA , ITCA

How do you rate the effectiveness of the Facilitator? AVERAGE RATING= 3.9

Facilitation Needs Improvement 0.5 1.0 1.5	Did Not Meet My Expectations 2.0 2.5	Met My Expectations 3.0 3.5(2)	Exceeded My Expectations 4.0(3)
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Comments:

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- ◆ Kept the conversations active & promoted participation
- ◆ Very good!
- ◆ Very organized and tried to keep group on task
- ◆ Difficult job with this group

How do you rate the team’s potential effectiveness? AVERAGE RATING= 3.7

Partnership Team Needs Improvement			Did Not Meet My Expectations		Met My Expectations		Exceeded My Expectations
0.5	1.0	1.5	2.0	2.5	3.0 (1)	3.5 (2)	4.0(2)

Comments:

- ◆ With more people participating, potential increases

Other Comments?

- ◆ Good meeting.
- ◆ Group needs to develop compelling reason they need to join; raise stature of group to ADOT Director’s office (possibly change name to ADOT Director’s Tribal Strategic Transportation Team.

Attachments:

- Updated ATSPT Roster
- Updated Action Items
- Updated Strategic Plan