

On March 4, 2009, steering committee members, representing the 9 partner groups, came together at the ADOT Flagstaff District Training Facility to cover the following meeting objectives.

- Hopi TTT (Transportation Task Team) Update
- Collaboration re: Economic Recovery Plan
- Action Items Updates
- Task Teams' Updates
- New Hopi partnership structure
- Review PEP results from Dec.'08 and complete PEP for March '09
- Future meetings

ATTENDEES

NAME/ORG	NAME/ORG	NAME/ORG
Evonne Aldana, ADOT-CCP, Partnering	Lynn Johnson, ADOT	Manuel Sanchez, FHWA
Nate Banks, FHWA	Don Mauller, ADOT	
Francine Bradley, Navajo DOT	Gene Martinez	Arnold Taylor, Sr.
Misty Dayzie, ADOT-MPD	Bill Pederson, ADOT-CCP	Jesse Thompson, Navajo County
Archie Duwahoyeoma, Hopi TTT	Davis Pecusa, Hopi TTT	Kee Yazzie, ADOT
John Harper, ADOT	Myra (Rusty) Rothman	Celestino Youvrila, Hopi Council
	Leo Sheppard, Navajo County	James Young, ADOT-CCP, Partnering
	Fred Shupla, Hopi Tribe	Facilitator: Joy Keller- Weidman, Holon Consulting

Note: See Partnership Steering Committee roster for full contact information.

MEETING HIGHLIGHTS:

Topic	Key Points
Meeting Overview	<ul style="list-style-type: none"> ◆ Meeting agenda and Objectives (see above) were reviewed.

Topic	Key Points
Meeting Guidelines	<ul style="list-style-type: none"> ➤ Stay focused on common goals/purpose ➤ Follow through on commitments ➤ Communicate early & often ➤ Help build partners' capacity ➤ Communicate with openness = trust ➤ Learn about partners' organizations ➤ Commit to attend meetings ➤ Provide Feedback honestly ➤ Provide history and context

UPDATES

Topic	Key Points
Task Team Updates	<p>Each of the following Task Teams provided an update:</p> <ul style="list-style-type: none"> ◆ Emergency Response Task Team ◆ Rt. 60 Task Team ◆ Web site Task Team <p>SEE ALL UPDATES ON ATTACHED TASK TEAM CHARTS</p>

Emergency Response Task Team Update (provided by Chuck Howe)	<p>Primary focus over the last couple meetings (December 2 and January 14) was to complete the Emergency Contact list to be used immediately. Attached is the update list as it was compiled following the December meeting.</p> <p>Primary updates at both meetings included information from Bill Tait (ADOT Emergency Manager) regarding the status of his efforts at the ADOT and statewide levels.</p> <ul style="list-style-type: none"> • Tabletop exercises within ADOT are being planned for Spring 2009. • Still developing the application and architecture for the Arizona 3D mapping program that will be used for Emergency Incidents. • Communications Group – discussions internally between ADOT and DPS are in-progress regarding the sharing of radio towers; new towers will be compliant with DPS and ADOT needs. • Mapping Group – awaiting the last couple names for representatives. Navajo DOT provided hard-copy maps for the Nation with County boundaries and all road systems. Chuck is to get together with Coconino County GIS manager to compare layers to see if Navajo DOT has everything available to generate base map.
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	<p>Lots of discussion focused around the efforts being employed regarding Bio-Terrorism and their coordination with IHS and Navajo Nation Public Health.</p> <p>Recent change in legislation by the Navajo Nation Council allows for Chapters to individually declare emergency vs. the declaration coming from the NN Department of Emergency Management – concerns regarding indiscriminant declarations.</p> <p>Discussions for work during next meeting were to conduct a very brief administrative table top exercise. This would simply be a point of gathering contact information and determining what information is lacking that would be necessary or to see if we had access to the appropriate websites in a timely manner. More discussions to occur on this topic.</p> <p>Next meeting is scheduled for March 26th in Holbrook at the ADOT training center beginning at 1 pm.</p>
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Topic	Key Points
Steering Committee Goals	<p>Reviewed Elements of the Partnership Strategic Plan; and matched the task teams that support each of the partnership goals.</p> <p><i>See attached Strategic Plan Chart; and see chart below</i></p>

TASK TEAMS	PARTNERSHIP GOALS
<p><u>CURRENT:</u> Web Site Task Team</p>	Goals #2 & #3
Route 60 Task Team	Goals #2 & #3
Emergency Response Task Team	Goal #4
<p><u>NEW:</u> Get “Er” Done (see details below)</p>	Goals #1, 2,3 & 4
<p><u>FUTURE. TRAINING:</u> HTTT addressing inventory with Navajo NOTE: Arnold (Hopi) and Herb Begay (Hopi BIA) join and participate on Resources Task Team</p>	

Hopi Tribe/ADOT/BIA/FHWA/Coconino, Navajo & Apache Counties/Navajo Nation/NDOT Partnership.
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Topic	Key Points
NEW TASK TEAM	<p>GET ‘ER DONE: (TIME SENSITIVE) Funding Task Team (new projects– research, apply, submit)</p> <p>SEQUENCE OF FOCUS:</p> <ol style="list-style-type: none"> 1. Assessment 2. PARA– corridor 3. Enhancement (sidewalks, road safety) 4. Stimulus Package/Economic Recovery Fund: for shovel ready projects (use funds this year) <p>MEMBERS:</p> <ul style="list-style-type: none"> ◆ Davis Pecusa: <i>lead</i> ◆ Don Sneed/Misty Dayzie ◆ Nate Banks ◆ Kee Yazzie ◆ Lynn Johnson ◆ John Dolby ◆ Leo Sheppard ◆ Wendell Honanie/Herb Begay (BIA) <p>FACILITATOR: Evonne Aldana, ADOT, CCP, Partnering Office</p>

TOPIC:

THE RESTRUCTURING THE PARTNERSHIP MEETINGS WAS REVIEWED.

See attached Partnership Structure Chart.

TOPIC: UPCOMING FORUM

Key Points
<p style="text-align: center;">MAY 28 , 2009</p> <p style="text-align: center;">TRIBAL TRANSPORTATION FORUM AT ADOT- HRDC, PHOENIX FROM 8:30- 4:00 (with registration and refreshments from 7:30–8:30 a.m.)</p> <p style="text-align: center;">1st half: Long Range Planning for Tribes 2nd half: Economic Stimulus Package Update State & Federal– IRR</p> <p>NOTE: ITCA meeting with Tribal contacts is scheduled for May 29th</p>

Key Points re. PROJECTS

- ◆ Do we know?
- ◆ Support?
- ◆ Funding?
- ◆ Priorities?
- ◆ Plan
- ◆ ROW's (preliminary)
- ◆ Design (scope / specs)
- ◆ Construction
- ◆ Some Hopi projects ready to roll (shovel ready)
- ◆ Some projects in planning phase

Key Points re. Stimulus –Economic Recovery Projects (based on Development people in Phoenix)

- ◆ Need environmental clearances
- ◆ Still discussing which rural projects selected
- ◆ At yesterday's Board meeting, bulk of 70 projects- does not include enhancement projects
- ◆ Shovel ready
 - 50% (State)- must be approved within 120 days- as of yesterday
 - Others must be approved/obligated by Feb. 2010
- ◆ IRR Funds available to Tribes Feb. 17, 2010
- ◆ Tribal enhancement money- takes time for agreement

Discussion Topics' Key Points:

- ◆ Consolidate Task Teams to deal with ROW (all related issues)
- ◆ Better coordination with ITCA
- ◆ PARA : Planning Assistance for Rural Areas (100% ADOT funded for Hopi): Don and Misty (ADOT-MPD) will provide assistance with the application
- ◆ FUTURE: Apply for Enhancement Funds (June-July)- stimulus funds available
- ◆ Nate will find out roads- shovel ready
- ◆ Normal State enhancement projects – ADOT DE's apply
- ◆ Hopi Contacts: Davis Pecusa and Fred Shupla

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CURRENT ACTION ITEMS:

What	By Whom	By When
Contact Joy with September Annual Meeting date	Davis	Mid March
Contact Ed Stillings for training opportunities	Jesse & Davis	March
Plan way to support Task Teams and share best practices	James, Evonne & Joy	March–April
Communicate with Davis, send to Meranda and copy Davis	Partnership members	As needed
Join Resources Task Team	Arnold Taylor	Mid March
Send Recovery information to Davis	Nate	Mid March
Contact Stan re: Hopi BIA- Herb Begay	Joy	Mid March
Set up Tuesday 3/17 (Davis lead) for Task Team	Evonne	Invite on Monday
Send written Task Team Update- beforehand; before Steering Committee meeting	Chuck	2 weeks before steering committee meeting, June 2 nd
Further identify membership e.g. BIA on task team	Chuck	Before next task team meeting
Reinforce Rangers to participate on Emergency Response Team, EMS, Bio Terrorism	Arnold	March
Present HERT to Emergency Response Task Team	Chuck	When possible
Review information on web site & send updates to Misty Dayzie (mdayzie@azdot.gov)	Task Team leads	By early April
Elevate the question of overnight stay and travel for the Hopi Partnership Annual meeting in Sept '09 to ADOT leaders; and report back to core steering committee members	Bill Don Misty	By the end of March/Early April

Topic	STEERING COMMITTEE DATE & LOCATION	STEERING COMMITTEE FOCUS
NEXT STEERING COMMITTEE MEETING DATE & FOCUS	June 18, 2009, 8:30 a.m. – 3 p.m. ADOT Flagstaff District Training Facility 1901 Milton Road Flagstaff, AZ <i>Video conferencing available in Flagstaff & Phoenix</i>	FOCUS FOR MEETING: ◆ Structure of Partnership meetings and Task Teams to make best use of time and resources; and provide focus on most relevant partnership issues

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FUTURE MEETINGS:

MEETING LOCATION: ADOT-Flagstaff District Training Room
 1901 Milton Road, Flagstaff, Arizona

Date	Time	Focus
Thursday, June 18, 2009	9:00-3.00 p.m. <i>(8.30 a.m. order lunch & network)</i>	<input type="checkbox"/> Partners' & Task Teams' Updates <input type="checkbox"/> Apply knowledge of Partners' organization and processes <input type="checkbox"/> Address key partnership challenges <input type="checkbox"/> Evaluate progress toward goals <input type="checkbox"/> Plan for 2 nd Annual Partnership Meeting
Sept. 22, 29th or 30th, 2009	TBD**	ANNUAL PARTNERSHIP MEETING
Thursday Dec. 10, 2009	9:00-3.00 <i>(8.30 a.m. order lunch & network)</i>	<input type="checkbox"/> Partners' & Task Teams' Updates <input type="checkbox"/> Apply knowledge of Partners' organization and processes <input type="checkbox"/> Address key partnership challenges <input type="checkbox"/> Evaluate progress toward goals <input type="checkbox"/> Plan based on feedback from the 2 nd Annual Partnership Meeting

UPDATE OF DEC. 09 MEETING ACTION /ITEMS

STEPS	By Whom	When	Status
<ul style="list-style-type: none"> Ask Mary Navanick for Villages' (CSA) contact information CSA for Emergency Response Team 	Chuck	Before Jan. 14 th	?
<ul style="list-style-type: none"> Send Emergency Response List to Bill to include on Web 	Chuck	When list completed	?
<ul style="list-style-type: none"> Send updated Task Team chart to Joy (electronically) 	All Task Team leads/presenters: Chuck, Rusty, Stan, David, Bill, Fred, Ed	By Dec. 15 th	Partially complete
<ul style="list-style-type: none"> Contact David Warren for maps NDOT has of gravel pits 	Stan	By end of December	completed
<ul style="list-style-type: none"> Contact Lynn Johnson re: tested Joint sites 	Stan	By end of December	completed

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<ul style="list-style-type: none"> Contact Tom Platero to gain support from Dept. of Natural Resources and contact Stan with response 	Riley	By end of December	completed
<ul style="list-style-type: none"> Send Stan Permitting Process information 	James	By end of December	Check with James
<ul style="list-style-type: none"> Schedule meeting with Hopi members : Arnold Taylor, Herb Begay, Clay Hamilton + Natural Resources Office plus Stan and NDOT member to look at their processes (include look at Pits. Quality, Quantity, Permit process, water availability rights) 	Arnold (<i>might be a Resources Task Team</i>)	Beginning of January '09	Rescheduled to end of March
<ul style="list-style-type: none"> Raise training needs with Hopi Task Team and help Ermalinda get list to Ed 	Fred	Next HTTT meeting	To be done. Part of HTTT conversation
<ul style="list-style-type: none"> Send IAP 2 contact/link to Ed 	John	End of December	Completed
<ul style="list-style-type: none"> Contact: Annie Paris – LTAP; Rose Galbedon – ADOT; Training Coordinator – Holbrook, as members for training 	Ed	End of December	?
<ul style="list-style-type: none"> Contact Ron Hall re: Materials Training & let Stan know 	Riley	Early January '09	completed
<ul style="list-style-type: none"> Send Joy update Task Team charts electronically 	Chuck, Rusty, Stan, David, Ed	By December 15 th	completed
<ul style="list-style-type: none"> Send photos of animals for presentation to Lynn 	Steering members	As Available	completed
<ul style="list-style-type: none"> Print up and send Public Education brochures to David 	Bill	Early January 09	Looking at Budget
<ul style="list-style-type: none"> If interested in rest areas contact ADOT DE, must be able to maintain non-interstate/pay for ROW, utilities 	Those interested	As needed	As needed
<ul style="list-style-type: none"> William Becenti – Ranger contact as member on animals, ROW, Task Team 	David	Early January 09	na

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<ul style="list-style-type: none"> Add Vickie Begay (Hopi input) to Route 60 Task Team 	Fred	Before December Task Team begins	completed
<ul style="list-style-type: none"> Send scope of work for Navajo 8084 Rte. To Fred 	Vickie	End of December	?
<ul style="list-style-type: none"> Send Guidelines for request for Congress to Joy – she will distribute 	Eileen	By January 09	?
<ul style="list-style-type: none"> Send contact to David S. for Emergency Response Guide Book additional copies 	Chuck	Today– Dec. 10 th	completed
<ul style="list-style-type: none"> Explore structure options for Partnership(s) with Fred & HTTT; have teleconference. Confirm March meeting. 	James, Evonne & Joy	Discuss early January	completed
<ul style="list-style-type: none"> Send calendar of Task Teams meetings & updates to Bill 	Task Team leaders	As available	As available
Plan to attend Partnership Steering Committee meeting– on March 4 th , 2009 at ADOT Flagstaff District Training Facility. 1901 Milton Road., from 9– 3 p.m. 8.30–9 a.m. Networking & refreshments	Steering Committee Members	9:00– 3:00 p.m. March 4 th , 2009 meeting 8:30– networking & refreshments	completed

PARTICIPANTS’ FEEDBACK OF MEETING EFFECTIVENESS:

Ratings based on low of 0.5 and high of 4.0

(included below are number of responses for each rating, overall rating and comments)

1. How valuable was this partnership meeting for you? OVERALL RATING– 3.4

This meeting was not valuable 0.5 1.0 1.5	This meeting was somewhat valuable 2.0 2.5 (3)	This meeting was valuable 3.0 (6) 3.5 (6)	This meeting was very valuable 4.0 (6)
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2. What about this partnership meeting was most valuable to you?

- Continued to build relationships.
- Reevaluate task team structure; new task team formed to work on funding.
- Listening and obtaining helpful information to do my work.
- Contribution by all stakeholders in discussing issues/concerns impacting the community members
- Stimulus project information and update
- Misty did a great job with updating the web site

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- Interaction between partnership members
- Updates. Based on updates, are we really moving at an effective rate?
- Great to see partnership streamlined– much more productive
- I was very valuable knowing we need all this information to get roads done on Hopi and Navajo
- There is a need to partner to get projects completed. Information is given out that is useful.
- Hearing discussions
- Presentation from each task team lead re. their activities and projects.
- Working toward common goals.
- It was great to meet tribal members and establish groundwork for future relations.
- Establishment of new task teams
- Face to face meetings are the most effective way to get things done.
- Identifying the needs of the partnership; strengths and weaknesses
- Needs of Hopi Tribe were brought out; Identified and “next steps” set up for most of them.

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

- It was okay, but Hopi Task Team members need to be more prepared when coming to the meetings and also commit to attending the meetings.
- Distribution of materials relating to new information relative to the economic stimulus package
- Need more input from the attendees
- Follow through by those who have action items
- Hopi needs to be more involved. ADOT offered more comments. This was a Hopi partnership meeting; they need to be part of the task teams.
- If task team leads were present to provide updates.
- By 2 p.m. everybody starts checking out mentally. Everything slows down; maybe do some activity where the participants move around.
- By attending meeting with all task teams attending.
- Need more leadership from Hopi
- No comments. just about right.
- BIA attendance
- Nothing
- Would like to see more success.
- Nothing; great mix of people present.

4. How do you rate the effectiveness of the Facilitator? OVERALL RATING- 3.8

Was not effective			Was somewhat effective		Was effective			Was very effective	
0.5	1.0	1.5	2.0	2.5 (1)	3.0 (3)	3.5 (8)	3.75 (1)	4.0 (8)	

- She was/is effective; keeps the focus and moves the agenda along.
- Joy did a great job of trying to include everyone and placed value of everyone’s comments.

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- Keeping everyone focused on the issue is important.
- Excellent facilitator.
- You are doing a very good job. However some attendees slept throughout the meeting, including me.
- Facilitator was good; kept the meeting on task and moving.
- Did a good job of informing teams and updating
- Excellent
- Great job Joy.

5. How do you rate this partnership’s potential for partnering? OVERALL RATING= 3.5

This partnership has no potential for partnering 0.5 1.0 1.5	This partnership has some potential for partnering 2.0 (2) 2.5	This partnership has good potential for partnering 3.0 (2) 3.5 (11)	This partnership has very good potential for partnering 4.0 (6)
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- ◆ Need partnership so team can get the job done
- ◆ Potential is good; needs more dedication and commitment
- ◆ Hopi needs to be more vocal and ready to participate.
- ◆ Great to see Hopi represented.

6. What other comments do you wish to offer?

- Since this was my first meeting, it was very informative.
- Partnering!
- It seems as if Hopi Tribe is more interested in individual projects and not improving processes.
- In my county work, I work on projects according to how the chapters put their efforts in the project. It is really up to them. This way I do not waste my time.
- It seems like we are continually rehashing issues with no one willing to actually do the work to resolve or move forward
- Clarified some issues.
- Overall the meeting was good; information was shared and there is a better understanding.
- A valuable meeting.
- I think this was a very interesting meeting.

Attachments.

- Hopi Partnership core steering committee roster
- Hopi Partnership Task Teams Chart
- Emergency Response Task Team Documents
- Partnership Strategic Plan Elements
- Changes to the Partnership Meetings

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