

**1st Hopi Tribe/ADOT/BIA/FHWA/Coconino County & Navajo County
Partnership: Steering Committee Meeting
Dec. 7, 2007, 8:30 a.m.-1:30 p.m., ADOT Flagstaff District Training Facility**

On Dec. 7, 2007, 26 steering committee members, representing the 6 partner groups, came together at the ADOT Flagstaff District Training Facility to:

- Promote understanding, among six partner groups, of each other's processes & issues
- Develop a partnership process to benefit all partners
- Identify sub goals and strategies to support the Partnership success

For complete contact information for all members, please see attached Steering Committee roster.

MEETING HIGHLIGHTS:

Topic	Key Points
Introductions	Each member shared the following information (see chart below): <ul style="list-style-type: none"> • Name • Member Group • Personal Goal

MEMBER/PERSONAL GOAL CHART

Member Name	Partner Group	Personal Goal
John Harper	ADOT	Tangible improvements on Roadway
Rod Wigman	ADOT	Improve communication; to see how partnering works
Fred Shupla	Hopi	Ditto on above items; work closer together than in the past (not fight)
Archie Duwahoyeoma	Hopi TTT	Better understand working processes between entities
Kingston Honanie	Hopi TTT	Working/communicating/get things done
Todd Honyaoma	Hopi Vice Chair	All above items; supporting one another (pavement where vehicles travel dirt road maintained well; equipment updated)
Dave Slim	BIA- Hopi	Reassigned to Phoenix- hope to stay with committee
Bob Maxwell	BIA- Western Region	Learn about funding to improve projects on the reservation
Bill Pederson	ADOT- CCP	Build strong relationships to help overcome disagreements
Myra (Rusty) Rothman	ADOT= ROW	All above items; all partners to know who to contact to expedite projects
Eileen Colleran	ADOT- Government Relations	Plan together: cooperative planning
Chuck Howe	ADOT	Reimbursable Service Agreements

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		(Mitigation/Environmental)
Audra Merrick	ADOT	Develop sound, strong working relationships to expedite projects to benefit all partners involved (sound bite)
Manuel Sanchez	FHWA	Help meet partners' needs
Lynn Johnson	ADOT-Holbrook	agree with "sound bite" above; put names with faces and get to know each other
Nathan Banks	FHWA	Highway Safety improved & safer system for traveling public
Ed Stillings	FHWA	Mutual Trust
Barney Bigman	ADOT-TPD	Funding sources- assist with projects
Tim Dalegowski	Coconino County	Develop working relationships to help plan & fund re: road improvements to accomplish goals of the partnership
Milton Poola	Hopi Chair	Inventory- not fall short; appropriate funding (research funding and resources) to meet partnership goals & objectives
Kee Yazzie	ADOT-Holbrook	Expedite projects; eliminate delays by knowing processes
Leo Sheppard	Navajo County	Improve communication with Navajo Nation Council (TCDC); Historic Preservation Dept., etc, to expedite projects (gravel and surfacing)
	OVERALL COMMENTS:	All goals are doable & headed in the same direction

Topic	Key Points
FRAMED, SIGNED CHARTERS	<ul style="list-style-type: none"> ◆ Barney Bigman, on behalf of Don Sneed (ADOT- TPD) and the ADOT- Partnering Office, presented framed charters to each of the partner groups: ◆ John Harper took pictures of each group and the framed charters ◆ Thanks goes to ADOT for getting the remainder of the signatures and for framing and producing the charters

Topic	Key Points
ATSPT Member Packet	<ul style="list-style-type: none"> ◆ Barney Bigman, on behalf of the Arizona Tribal Strategic Partnering Team (ATSPT), distributed copies of the bound Member Packet ◆ Learn more about the ATSPT and membership by visiting the web site: aztribaltransportation.com OR Contact Barney Bigman at (602) 712-8243

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Topic	Select Key Highlights
<p>HOPI PRESENTATION (developed by Hopi Transportation Task Team and presented by Fred Shupla)</p>	<p>Key Challenges:</p> <ul style="list-style-type: none"> ◆ local roads not maintained by ADOT or BIA ◆ If operate with federal funding, must go through clearances; work with Cultural Preservation Committee ◆ Key block: do not have required clearances (some not paved roads, and there are no easements or cultural studies done, so BIA cannot help ◆ Many miles of Paved roads needed ◆ Winslow - 2nd Mesa; 50 miles} 100-130 miles; etc. ◆ There are 3560 miles of unmaintained dirt roads & tracks mapped on reservation <p>FUTURE:</p> <ul style="list-style-type: none"> ◆ Next Year: Hopi Tribe will have new director of Public Works, who will be primary contact for this steering committee (this position will report to the chief officer and receive guidance from Hopi TTT) and will start absorbing day to day responsibilities, which currently fall to the Vice Chair. ◆ One key objective of Hopi Strategic Plan is joint strategy meetings <p>UNDERSTAND PROCESS:</p> <ul style="list-style-type: none"> ◆ Land Assignment Process: very lengthy: 1st: Clan members & village leaders; then tribal council <p>DISCUSSION RE: Traffic Counters:</p> <ul style="list-style-type: none"> ◆ Higher priority unpaved roads - traffic counts ◆ High traffic volume without traffic counts ◆ Current inventory done by consultants-counters (BIA) ◆ Main management trying to get traffic program out (2 counters per agency) ◆ Thru NACOG (via Tim Coconino county) - 12 counters that can be used ; supply only the counter - need software and other equipment ◆ Next Year: Hopi Tribe will have new director of Public Works & Public Safety, who will be primary contact for this steering committee (this position will report to the chief officer and receive guidance from Hopi TTT ◆ One key objective of Hopi Strategic Plan is joint strategy meetings <p>Land Assignment Process: very lengthy</p> <ul style="list-style-type: none"> ◆ 1st: Clan members & village leaders; then tribal council
	<p>NOTE: Contact Fred Shupla (shupla@hopi.nsn.us) for copies of Hopi Power Point presentation</p>

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Topic	Description	Key Points
<p>KEY PARTNERSHIP GOALS & sub goals</p>	<p>Large group participants worked in small groups to identify key sub goals for each goal.</p> <p>These sub goals define what each goal means to this partnership.</p> <p>These goals and sub goals will be included in the PEP (Partnering Evaluation Program) rating forms that the steering committee members will complete each quarter.</p> <p>The ratings indicate how well the committee is progressing towards its goals. The results help the steering committee stay on track; make any needed changes; and recognize the successes.</p> <p>Add "Commitment" as a 5th goal.</p> <p>(Joy will customize the PEP rating form with these goals and sub goals)</p>	<p>Consultation sub goals:</p> <ul style="list-style-type: none"> • Develop mutual goals • Identify jurisdictional issues • Identify resources & limitations • Identify available funding <p>Communication sub goals</p> <ul style="list-style-type: none"> • Share information with timely feedback & responsiveness • Communicate with honesty and respect • Clarify roles & responsibilities • Identify & address cultural & communication barriers <p>Coordination sub goals</p> <ul style="list-style-type: none"> • Meeting attendance and commitment • Coordinate schedule of workload (projects) • Improve transportation for Hopi • Improve working relationships with other entities <p>Collaboration sub goals</p> <ul style="list-style-type: none"> • Are we sharing the following resources: Personnel Equipment Materials Funding Services • Develop Common goals • Build relationships <p>Commitment sub goals</p> <ul style="list-style-type: none"> • Have ownership re: achieving common goals • Do what you say do are going to do (be reliable) • Attend meetings • Active participation

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TOPIC	DESCRIPTION	DETAILS
QUESTION FOR STEERING COMMITTEE	Help - How can we introduce the need to help dirt roads traveled by buses (students), re: Route 60?	<ul style="list-style-type: none"> ◆ Resubmit discretionary package ◆ Complete pavement of 13 mile stretch ◆ Todd's question - not sure amount of funding appropriated ◆ Plan in place to fund even without appropriations ◆ If cannot move ahead with project with funds appropriated- must return funds ◆ View as supplement only ◆ Eileen's response - tips - current federal appropriations program ◆ Remember to ask for more than construction - use generic language ◆ ADOT website - find out what is the federal highway classification (work through NACOG to classify) ◆ Language change? (deal with congressman) ◆ Understand funding source and rules

NOTE: Contact Don Sneed (dsneed@azdot.gov) re: ADOT TPD Funding; Reimbursement Process re: Small Area Studies (next year ADOT will fund 100%, rather than usual 80%).

Description	DETAILS
Emergency Response Task Team (Chuck Howe - Lead)	<p><u>Membership:</u></p> <ul style="list-style-type: none"> ◆ Todd identify Hopi member to join (incident commander) ◆ Chuck check in with Don re: Resources Fact Book
Web Site Task Team: Bill leads	<ul style="list-style-type: none"> ◆ Agenda item next meeting (identify items to include)
Resource Task Team	<ul style="list-style-type: none"> ◆ Add Clay Hamilton
Process Task Team	<ul style="list-style-type: none"> ◆ Keep Clay Hamilton ◆ Remove Robert Charley
Small area transportation studies	<ul style="list-style-type: none"> ◆ Rt. 60 (funding to deal with unpaved 13 miles of heavily traveled dirt road (buses/students))

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<p>New Task Team: Route 60: Finding funding to deal with unpaved 13 miles of heavily traveled dirt road (buses/students)</p> <p>See steps below:</p>	<p>Partner Group Members: ADOT Government relations ◆ Eileen Colleran FHWA ◆ Nate Banks/Ed Stillings Navajo County ◆ Jesse Thompson Board of Supervisors ◆ Percy Deal BIA ◆ Bob Maxwell Hopi TTT ◆ Phillip Quochoytewa Sr. and Mary Navanick Lead - Fred Shupla (Hopi)</p>
<p>1st step: Mail application form to Fred</p>	<p> ◆ Barney</p>
<p>2nd step: Research Small area transportation study</p>	<p> ◆ Fred</p>
<p>3rd step: Request SATS : Determine classification of road</p>	<p> ◆ Fred (Ed Stillings- key contact and guide through process)</p>
<p>4th step: Contact members and schedule 1st Task team meeting</p>	<p> ◆ Fred</p>
<p>5th Step: New Task team members meet</p>	<p> ◆ Fred and the list of members identified above</p>

Topic	DETAILS
<p>ADOT ORGANIZATIONAL INFORMATION</p>	<p> ◆ Barney Bigman, ADOT-TPD, tribal liaison, reviewed briefly the ADOT organizational information (see attached ADOT sheet)</p> <p> ◆ ADOT will provide more organizational information, as requested by the other partner members, at future steering committee meetings</p>

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Topic	STEERING COMMITTEE DATE & FOCUS	STEERING COMMITTEE FOCUS
NEXT STEERING COMMITTEE MEETING DATE & FOCUS	<u>DATE & LOCATION:</u> ♦ 2 nd Steering Committee meeting: March 7, 2008, at the ADOT Flagstaff District Training Facility: 1901 Milton Road; from 8:30-2:00 p.m.	<u>FOCUS FOR MEETING:</u> ♦ Strategic Planning (key strategies for each goal) ♦ FHWA PowerPoint presentation ♦ Task Team updates, including new ones: Route 60 and Web Site Task Teams ♦ Action Items status ♦ Issue Resolution agreements ♦ Complete 1 st PEP rating form ♦ Future meeting dates

ACTION /ITEMS: NEXT STEPS

STEPS	By Whom	When
➤ Develop and present process for Hopi re: Land Assignment, etc.	Fred	March 08 Steering committee meeting
➤ Invite NACOG to participate on Steering committee - Chris Fetzer; Archie - Todd will invite	Joy - send info	January -(in prep for next Steering committee meeting
➤ Search ADOT web: for info - TPD: Studies	Members	as needed
➤ Submit request for federal appropriation	Phillip Q.	By February
➤ Contact Samson and NDOT and TCDC to invite rep to join this partnership	Todd H.	January - March Steering committee
➤ Send Joy contact info - e-mail +		
➤ Send new members info and invite	Joy	January
➤ Each partner group present program details	Partner group leads	As determined by Meeting Agenda
➤ Contact keeper of counters - re: what counters needed and when they're needed 1 st - Todd contact BIA (Maintenance - Dave) 2 nd - Dave will find out contact 3 rd - Phillip makes request directly to Tim 4 th - Tim responds 5 th - Implementation	Tim Todd Dave Phillip Tim ➤	As needed by January by March 08 by March meeting Spring 08
➤ Present resolution to realign re: N8031	Todd update	ASAP
➤ Meet with other tribal teams= gain consensus and approval	Leo	
➤ Contact Mary Navanick re: N8031	committee members	As needed
➤ Contact Clay Hamilton to join Resource Task Team	Stan	before next meeting

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➤ Contact Tom Platero re: membership on resources Task Team	Leo	By end of year
➤ Gain Hopi input for Training Task Team ➤ Identify Hopi lead person re: training needs ➤ Add Phillip - Archie - Kingston - Mary	Ed	Invite/update task team members
Next meeting preparation ➤ FHWA partner group - present (use Partner Group Information Sheet) ➤ Add - Include listing of projects re: Hopi ➤ Funding availability (applicable programs, completed and ongoing studies) ➤ Program: 5 year construction plan - how project gets into plan - funded (includes consultation) ➤ Partnership Agreements	FHWA	Before March 08 meeting
Customize the PEP rating form with partnership goals and sub goals	Joy	Before March 08 meeting
Attend 2 nd Steering Committee meeting: March 7, 2008, from 8:30- 2:00 p.m. at ADOT Flagstaff District Training Facility: 1901 Milton Road	Steering Committee Members	March 7, 2008, from 8:30- 2:00 p.m.
Plan to attend the 3 rd steering committee meeting- place on schedule: June 20, 2008 at ADOT Flagstaff District Training Facility: 1901 Milton Road	Steering Committee Members	June 20, 2008 from 8:30- 2:00 p.m.

Topic	Key Points
CLOSING COMMENTS	<p><u>Partners' closing comments included:</u></p> <ul style="list-style-type: none"> ◆ Good timing for partnership: Strong growth in Arizona and economic development ◆ To help ADOT Statewide system of planning, we need to know what other partners need ◆ Pay attention to State trend for future ◆ This will help with input to funding package ◆ Future re: reauthorization (Sept '09), ADOT is trying to get stakeholders together to talk about reauthorization & what they want congressional delegates to act on ◆ Need input to planning transportation corridors (growth pattern - business development, schools and infrastructure) ◆ Great to agree on certain priorities ◆ There is tribal interest in representation on State Board ◆ Let's bring everyone on board re: funding ◆ Thank you- much has been accomplished today ◆ Great attendance & participation

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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= 3.7

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 (1)	3.5 (12)	4.0 (9)

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

- Yes- I have learned a lot and can see where this partnership can go.
- Discussion on communication/relationship issue, particularly with the Hopi Tribe.
- Establishing face-to-face communication
- The Hopi Tribe presentation
- The exchange of information from meeting participants- i.e. Coconino County- traffic counter availability for NACOG members/establishment of route 60 task team
- Openness of partners; good 1st steering committee meeting; good turn out
- The planning and communication amongst each other
- It was good that everyone had input on different issues
- Majority of the partners made time to be in attendance in the meeting regardless of the weather conditions.
- Seeing the working relationships start to gel
- Different funding resources that was provided by Barney.
- Finding out different funding sources; or where you can tap into them
- Getting to know and meeting the partners & seeing what is important to them
- Starting to narrow in on issues.
- Well organized- excellent.
- Developing trust and getting to know each other better.
- Understanding & knowing partners' goals & concerns; and issues- transportation related
- Interaction/networking - getting to know each other face to face

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

- If all entities involved would have been in attendance.
- I think it is on course. I need to be more awake. TCDC members and other delegates need to attend and learn.
- New things that come up. Set a team or an action plan; and move on.
- Allowing more time for the meeting so we can cover all the agenda items w/o rushing through them. I suggest adding another hour.
- Simplify the lunch
- Communicating & working with other entities to work closely with each other.
- Maybe we need to go to a full day meeting to have more presentations and/or questions & answers.
- Work on improving lunch.
- The partnership is working well at this time; perhaps at some point in the future a change may be needed.
- More time to these meetings.
- Maybe doing more power point presentations.

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- Trying to limit smaller topics which come up during major discussions
- Stick to subjects we have control of (transportation issues)
- A central clearing house for data sharing.
- Keep the schedule more not time wise but getting off the subject.

4. How do you rate the effectiveness of the Facilitator? OVERALL RATING= 3.6

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 (8)	4.0 (11)

- Joy does a very good job.
- Joy- you do a superb job.
- Great Job.
- No control is great!
- Great job Joy. Thank you.
- Good & effective.
- Didn't have a chance - group was so involved/interested- everyone wanted to get their subject brought up

5. How do you rate this partnership's potential for partnering? OVERALL RATING= 3.8

This partnership has no potential for partnering			This partnership has some potential for partnering		This partnership has good potential for partnering		This partnership has very good potential for partnering
0.5	1.0	1.5	2.0	2.5	3.0	3.5 (8)	4.0 (14)

- ◆ I think we have good people who are willing to make this work.
- ◆ The willingness of all who attend working towards this partnership will make a difference to make it work.
- ◆ I think this team will be effective.
- ◆ Keep up the good work.
- ◆ I think we have great potential
- ◆ Hopi is very committed as evidenced by the turnout.
- ◆ A lot of potential if everyone stays committed

6. What other comments do you wish to offer?

- We all need to be very much committed and fulfill our responsibilities. Everyone has a very important part to play in this partnership.
- Education and having knowledge of the elective responsibility is very low among Native American, especially Navajo in particular. Also lack of issues, i.e. Funding requirements, regulations, etc.
- Glad to see Eileen Colleran and Bill Pederson at the meeting- good input from them.
- The commitment to attend each meeting.
- Being new to this organization, I see this to be a good start; I see this as an effective organization.
- Thank you for all you've done for Hopi!
- Facilitator to provide lunches at all meetings.
- Maybe inviting a congressman to one of our meetings
- This was an extremely productive meeting
- Great start. Need to keep up the progress.

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Attachments:

Hopi/ADOT/BIA/FHWA/Coconino County/Navajo County Partnership Steering Committee Roster

Partner Group Information sheet

ADOT Organizational Information Sheet (based on Partner Group information sheet)