

**Hopi/ADOT/ BIA/FHWA/ Coconino & Navajo Counties/Navajo
Nation/Navajo DOT/Navajo Nation Partnership
Steering Committee Meeting**

Dec. 10, 2009; 8:30 a.m. to 3:00 p.m.

ADOT-Flagstaff District Training Room/1901 Milton Road, Flagstaff, Arizona

On Dec. 10, 2009 the Hopi Tribe Partnership steering committee met in the ADOT- Flagstaff training room from 9 a.m. - 3 p.m. for their quarterly meeting. The purpose of the meeting was to complete the following:

- ❑ Hopi TTT (Transportation Task Team) Update
- ❑ Steering Committee members' Updates/Challenges/Successes
- ❑ Annual Partnership Meeting Recommendations: Partnership Direction & Strategies
- ❑ Review PEP results from Oct. 2nd, 2009 2nd Annual Partnership Meeting
- ❑ Complete PEP for December '09
- ❑ Future meetings

There were 15 participants representing 5 partner groups including the Hopi Tribe (Transportation Task Team), ADOT, Coconino County, Navajo County and Navajo DOT. The meeting was designed by Joy Keller – Weidman, facilitated by Misty Dayzie and Michelle Fink took the meeting minutes, from ADOT.

MEETING HIGHLIGHTS

TOPIC	DETAILS
HOPI TTT UPDATE	<ul style="list-style-type: none"> ◆ <u>Phillip Quochoytewa indicated that is has been a challenging year for funding Hopi projects, but with the help of Navajo County, they were able to apply for a TIGER grant for Low Mountain Road.</u> ◆ <u>The following is an update on the Hopi TTT:</u> <ul style="list-style-type: none"> ● <u>There are currently only 2 official members. The Hopi Council needs to replace the other members, hopefully in January.</u> ● Phillip is the Vice Chair and Celistino is the other task team member. ● Fred Shupla and Davis Pecusa are now ex-officio members ● The Tribal Council just approved a new position for a Public Works Director and the hope is that Davis will move into that position. ◆ <u>The following is an update on the Tribal Council:</u> <ul style="list-style-type: none"> ● Chairman is Leroy Shaingoitwa ● Herman Honanie is the Vice chair ● Mary Felter Tribal Secretary <p>2 members weren't re-elected to the Tribal Council and they were Archie Duwahoyeoma and Davis Pecusa</p> <ul style="list-style-type: none"> ● Critical to fill the positions ASAP ◆ December is a religious month for the Hopi and therefore tribal

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	<p>meetings may be postponed.</p> <ul style="list-style-type: none"> ◆ The following is an update on Hopi projects: <ul style="list-style-type: none"> -HRIC 11 project – spring completion anticipated. - Low Mountain Rd project will take 6-8 months to complete and is approximately 13 miles long. Funding is hoped for through a \$22M TIGER grant proposal. This is a pilot project that Navajo & Hopi are doing together. -Turquoise Trail will begin in the spring; the project is to pave 3 miles including a new bridge -Bridge replacement project on Hopi with Navajo -ARRA funds are being used for Leupp Road improvements -A Letter from Percy Deal requests a meeting on Dec 17 or 18 in regard to a culvert replacement at Arabi Wash; working with Navajo County -There is a plan for bridge construction project to provide easy access to Chinle & Pinon -Continuing work on the road inventory and identifying additional roads for more IRR Program funding; Working with Navajo DOT on overlapping roads. Fred Shupla is working with a consultant on IRR inventory and following is an update: <ul style="list-style-type: none"> ● Identifying Navajo vs. Hopi roads ● Contract to do an additional 2000 miles ● Money is only available for 440 miles ● BIA funding request is in to increase funds for this work ◆ Hopi Long Range Transportation Plan needs to be finished; LRTP is a multimodal plan. Misty suggested that the PARA Program would have been ideal for this plan but with Hopi’s limited staff resources, this plan is BIA funded ◆ Hopi Tribal Council approved reorganization ◆ Through BIA contracts, funds were received for a trailer to move heavy equipment ◆ Airport Strip – grant has been received, the study is complete and permanent land assignment was granted <u>for both the old airstrip and the newly realigned airstrip.</u> <ul style="list-style-type: none"> -Fred provided an additional update: the strip started in the 60’s; no compaction, rough area and there are no lights. -The new airstrip is in the same area, but angled differently -Archeology and soil compaction studies are finished. -Hopi share is \$13, 000 and FAA share is \$250,000 -Received support from MPD Aeronautics Division. -The lights are no longer working, found some old ones in New
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	<p>Mexico but need to install them. There are wiring issues. Only day light landings are currently allowed until the lighting issue is resolved.</p> <p>◆ Drought conditions are hurting everyone. It results in blowing dust and water issues.</p> <p>NEED:</p> <ol style="list-style-type: none"> 1. Identify new resources for gravel and sand for maintenance 2. Asking the Partnership for assistance with resources and equipment
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TOPIC	DETAILS
<p>STEERING COMMITTEE MEMBERS' UPDATES/ PARTNER GROUP'S KEY CHALLENGES/SUCCESS</p>	<p><u>Nina Swidler, ADOT Historic Preservationist Specialist</u> - Nina proposed a new task team to streamline Environmental processes to include NEPA, to address programmatic agreements and historic preservation</p> <p><u>Action Items:</u></p> <ul style="list-style-type: none"> -Set up meeting with Leigh Kewanwisema, Hopi Director of CPO -Phillip will provide an overview the streamlining initiative to the Tribal Council, which meets the 2nd Monday of each month -Nina will assist Phillip with information materials for his overview -Chuck Howe will draft an invitation for a formal presentation to the Hopi Tribe <p>The newly established Task Team will be specific to Hopi Tribe. FYI ~ Clay Honyuptewa – Acting Director (Arnold Taylors position)</p> <p><u>ADOT update – Lynn Johnson – Holbrook District</u></p> <p>West side of 264 is a rough road so a project to mill and fill has been completed.</p> <p>SR 87 at Polacca has an undersized concrete box culvert that has caused some flooding issue. The project assessment indicates the need for a bridge at this location but there is currently no funding available.</p> <p>SR 264 MP 374.2 (Oraibi Wash) has a drainage problem caused by a debris that washes into the 6” corrugated pipe during flooding. A project is scheduled for FY 2011 to replace the pipe with a concrete box culvert.</p> <p>The Keams Canyon turning lanes project has completed 30% design plans. Construction of turn lanes will start in 1 year</p>

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There is a chip seal project for SR264 scheduled in the summer of 2010

Action Items:

- Fred requested deer crossing signs on SR 264. Lynn agreed to provide signs but he needs Fred to get accident reports to him.
- Snow Plowing on the entire length of SR264 will be performed by the Holbrook District Office this year

Coconino County - Tim Dalegowski

Tim commented that the offer is still on the table to do traffic counts for the Tribe. If the Tribe would like to take up the offer, he asks that he be provided at a minimum, a 2 weeks notice.

ADOT Flagstaff District Planning Engineer - Audra Merrick

There is a lighting Project to install signals at the junction of SR160 and SR 264.

Jesse Thompson - Navajo County

Hopi and BIA 264 H 60 -monthly efforts needed to stabilize road - because it washes out each year

Jesse provided information that equipment is available to the Hopi Tribe. All Fred needs to do is fill out the Task Order Request form and send it Attn: Jesse.

Working with BIA on equipment issues

Chuck Howe - ADOT Environmental

Chuck provided an update on the Emergency Response Task Team (ETT) and that the team is currently working cell phone and radio coverage areas.

The next meeting will be in mid January 2010.

Eileen Colleran - Government Relations

SR 264 Bridge issue at Wepo Wash. There is an issue with silt build up under the bridge. The channel itself has been filling with silt which is caused by overtopping of the earthen dam as well as overgrazing upstream of the dam. We are going to look for both short term and long term solutions.

Another issue that has been brought up is the lack of bus pullouts and/or shoulders for school children to walk/bike or wait for the bus. One potential solution is apply for a Safe Routes to School grant

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through ADOT to create a multiuse walk/bike path between the school and village, town, or chapter. Brian Fellows is the contact for this program. Tribes need to apply for this program.

Action Item:

Eileen will convene a group of stakeholders to meet and discuss this issue.

-The following Team Members will be included in the meeting:

Lynn Johnson -ADOT

Army Corp of Engineers - Phillip will send the name of the individual he has been working with on this issue to Eileen

Clay (Need a last name) for Hopi

Geraldine Jones for Navajo DOT

Eileen Colleran - ADOT

Navajo County- Jesse will provide the name of a County individual to Eileen

Misty Dayzie - ADOT

Eileen also provided an update to an action item from the Annual Partnership meeting. Geographic Information Systems Overlay maps were requested to identify resources (water, maintenance yards, gravel pits, etc.) In addition, Eileen requested data fields from ADOT MPD GIS section but in order to release that information, a release form between the requesting entity and ADOT must be signed.

The overlay maps were added to Emergency Task Teams to do list since they have already identified maps from several entities.

Francine Bradley - Navajo DOT

1. Hopi Airstrip

Francine asked Phillip and Fred if David is covered by workman's comp insurance because he is helping with the installation of lights for the airstrip. She is happy support David in his willingness to help but was concerned as his employer.

2. Web site has new Navajo maps available

Maps agreement – do not sell them to others, need some kind of control or signed form

Geraldine Jones – environmental specialist can assist Eileen's team

3. Percy Deal got an agreement for clearance on a Hopi bridge

Francine will send to Hopi Dept of Police for clearance

Important to send the scoping process papers to the correct person

Will send the Mining Plan to other committees and teams

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ANNUAL PARTNERSHIP MEETING RECOMMENDATIONS: PARTNERSHIP DIRECTION Changes are in red	As amended by the team: <ul style="list-style-type: none"> ◆ Focus on collaboration and involvement of clearances, studies and plans, pursuing grants/funding. ◆ More cooperation and involvement from all partners. ◆ Members to complete all projects assigned. ◆ A clearer understanding of roles and resource restrictions. ◆ To come to an understanding of issues on partner's projects and offer guidance and possible solutions. ◆ Solve issues at the Partnering level before escalation to executive or political level.

PARTNERSHIP NEXT STEPS

GOAL	RECOMMENDED STEPS	RESPONSIBLE PARTNERS (Lead?)	By WHEN
Improve coordination & commitment	Establish list of one point of contact <ul style="list-style-type: none"> • Identify the contact • What agency? • What is their responsibility? Maintain contact list	All	Next steering committee meeting in March 2010
	Use of Arizona Tribal Transportation web site Include and use all Partners' web pages	All Misty Dayzie	Ongoing
Define Partnership Opportunities	Identify available funding resources <ul style="list-style-type: none"> • Subject to availability of funds • Prioritize projects • Grant opportunities • Planning activities Funding for federal grants	All	Ongoing
Share resources (Personnel – need to clarify for environmental issues; Equipment; Materials;	Maps of the Hopi area – especially to identify resources such as roads, yards and water Next steps: <ul style="list-style-type: none"> • Davis pursuing some maps with NDOT • Check with each agency as to what is already available • Eileen will check with ADOT 	Eileen Colleran and Misty Dayzie produced a Hopi map from an ADOT perspective that identifies maintenance yards, the reservation boundary, public	By next steering committee meeting in March 2010

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Funding & services)	<p style="text-align: center;">GIS</p> <p>Identify resources & limitations constraints</p> <ul style="list-style-type: none"> • Randal Pair will discuss with ETT, Chuck will follow up <p>Water – opportunities and constraints</p>	<p>transit service, fuel islands, equipment shops, district borders, county borders and the state highway system & MP.</p> <p>Chuck Howe to follow up with ETT.</p>	
Collaboration process	Coordinate Transit services between neighborhood systems	Recommend Lee Bigwater, Navajo Transit and Judy from Hopi Transit	Discuss at the next steering committee meeting
Coordination	<p>Snow removal – identify resources</p> <ul style="list-style-type: none"> • ADOT, BIA and Tribal coordination • Routes: SR 264/N6?H2/M6/ Villages • Consider MOA & MOU <p>Bus pullouts</p> <p>1. Coordination between Hopi Transit & Navajo Transit & local schools</p>	<p>MOU exists with Navajo County to plow NDOT. BIA needs to be here.</p> <p><u>Action Item:</u> Francine will review the NDOT MOUs for language and what is covered.</p> <p>Route 2 – Leupp Rd</p> <p>Develop a map with the specific roads in question</p> <p>Set up a meeting with Lynn Johnson Francis Perkins NDOT, BIA, Hopi, Navajo County</p> <p>Recommend a NE Arizona Tribal Transit study and fund it through the</p>	<p>January 4</p> <p>Mid January</p> <p>March agenda</p>

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	2. Coordinate Transit services between neighborhood systems	PARA Program. User agreement Invite Transit reps from Hopi and Navajo for PARA grant leads. Hopi SC to write a letters of support.	
Airport – identify any Tribal lobbyist to get involved for changing State Legislation	1. Access Road implementation 2. Determine IMS involvement 3. Address land issues – village land 4. Assessment process completion 5. Water – opportunities and constraints	Consider establishing a Temporary Task Team. Tribal airport funding from the State Aviation funds has been reintroduced to Legislation this year; to support it, contact your Legislature. FAA recognition is necessary to utilize State Aviation funds	Aviation plan is completed and as a result, issues such as establishing permanent land base has been completed.

TOPIC	DETAILS
PARTNERSHIP DIRECTION: IDENTIFY KEY STRATEGIES	<ul style="list-style-type: none"> ◆ Mission Statement approved ◆ Mission elements approved ◆ Values approved ◆ Direction –let’s finish what we started.

STRATEGIC WORK PLAN

GOALS	SUBGOALS	STRATEGIES
Consultation	Develop mutual goals	ID the issues and develop goals Through community meetings Input from all partners
	Identify jurisdictional issues	List all jurisdictional issues Work through the list
	Identify resources and limitations	Partners provide information on resources and limitations
	Identify available funding	Contact Eileen Colleran Locate ARRA funds NTC Proceeding CD Corresponds to Subgoals
Communication	Share info with timely feedback &	Be prepared to present

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	responsiveness	Prepare materials (handouts)
	Communicate with honesty and respect	Be polite, be aware of others Positions
	Clarify roles & responsibilities	Overview of organizations & individual roles and responsibilities On going as issues develop One on one communication Education
	Identify & address cultural & communication barriers	Site visits Alternative meetings sites
Coordination	Meeting attendance and commitment	Email meeting reminders Maintain partnership contact list Have teleconference available One on one communication Teamwork
	Coordinate schedules of workload (projects)	Annual Partnership review of 5 year programs
	Improve transportation for Hopi	Multi-entity transit study Chuck Howe
	Improve working relationships with other entities	Roles and responsibilities Opportunities and restrictions identified.
Collaboration	Develop common goals	Attend and participate in tall partnership meetings
	Build relationships	Carry open and honest discussion to find common goals
	Share the following resources: Personnel Equipment Materials Funding Services	Identify resources and limitations thru task team and report findings at annual meeting Coordinate Snow Plow meetings May need political support I.e. ARS 28-6993
Commitment	Have ownership re: achieving common goals	Must have vested interest in outcome Be willing to put in effort
	Do what you say you are going to do	Show up at meetings

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	(be reliable)	Do what you say you will do Just do it
	Attend meetings	Communicate ideas Get to know each other
	Improve working relationships with other entities	Exchange lunch partners – go with someone you don't know

TOPIC	DETAILS
WEB SITE REVIEW	<ul style="list-style-type: none"> ◆ Misty reviewed the Arizona Tribal Transportation web site with the team opening the Hopi link and clicking on several attachments. ◆ http://www.aztribaltransportation.com/ ◆ http://www.aztribaltransportation.com/HTP/index.asp ◆ Reviewed the calendar, links to the meeting notes and PowerPoint presentations. ◆ The new Tribal Planning & Programming Guidebook link is http://www.aztribaltransportation.com/PDF/Transportation Planning Programming Gdbk Tribal Govts.pdf

TOPIC	DETAILS
OCT. 2, 2009 PEP RESULTS AND IDENTIFY AREAS FOR RECOGNITION AND ACTION	<ul style="list-style-type: none"> ◆ Comments from the October 2 Annual meeting were reviewed and discussed. ◆ Nothing out of the usual, except for recommendations to use a different meeting room next time for the Annual Meeting

TOPIC	DETAILS
FUTURE MEETING DATE/ AGENDA ITEMS	<ul style="list-style-type: none"> ◆ March 25, 2010 (tentative) from 9:00 a.m. -3:00 p.m. at the Flagstaff District Office ◆ Roles and Responsibilities of Partners – what can they do, authorizations, limitations, BIA vs. Navajo rules. Crossing over boundaries to assist, but not cause new legal issues <ol style="list-style-type: none"> 1. Revisit escalation process – who to contact and when 2. Invite the Transit teams – Hopi and Navajo to next meeting 3. NE Arizona Tribal Transit Study – suggested by Chuck Howe

TOPIC	DETAILS
CLOSING COMMENTS	<ul style="list-style-type: none"> ◆ Phillip said thanks all the partners for their support ◆ Everyone do their homework regarding roles and responsibilities, so we can discuss and make some progress ◆ Important to show up to the meeting so we can solve issues

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ACTION ITEMS

Topic	Action	Responsible Person(s)	By When
Roles & Responsibilities	Eileen will get the org chart/ framework for ADOT	Eileen	March 25
Topic	Action	Responsible Person(s)	By When
	Define and clarify the Roles and Responsibilities of each Partner	All	March 25
Topic	Action	Responsible Person(s)	By When
	Each to complete the Partnering Success/ Opportunity Story template and email to Joy	All	Feb 27
Topic	Action	Responsible Person(s)	By When
	Define escalation process – what can the teams decide before bringing to steering committee and before going to Agency heads?		
Topic	Action	Responsible Person(s)	By When
	Photo Log release form to use the maps on the website	Misty	As needed
Topic	Action	Responsible Person(s)	By When
	Francine will review the NDOT Snow Removal MOUs for language and what is covered.	Francine	Feb. 1
Topic	Action	Responsible Person(s)	By When
Request for 4 deer crossing signs	Fred to get accident reports to Lynn for data trail for the deer signs	Fred Lynn	ASAP

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Topic	Action	Responsible Person(s)	By When
	Attend March 25 meeting	All	

PARTICIPANT FEEDBACK:

How valuable was this Partnership Steering Committee meeting for you?

AVERAGE RATING= 3.46

This meeting was not valuable 0.5 1.0 1.5	This meeting was somewhat valuable 2.0 2.5	Was effective 3.0 (5) 3.5 (4)	Was very effective 4.0 (4)

What about this Partnership Steering Committee meeting was most valuable to you?

1. Hearing and listening to all the suggestions and ideas from the committee
2. Meeting everyone, discussing the snow plowing issue and MOUs
3. This feels like the beginning of a good partnership
4. Meeting to identify snow plow duties and discussion about a study for multiagency pull outs.
5. What each entity can do for snow removal.
6. Interaction with the partners
7. The Hopi Partners always have great input.
8. The discussions between the partners.

What would have improved the effectiveness of this Partnership Planning Committee meeting?

1. Other committee members from BIA, Hopi and Navajo Transit.
2. Define the roles and responsibilities of Partners
3. To assign research out to be brought back to the Partnership steering committee. Attendance by all partners.
4. Hopi Involvement
5. Better attendance
6. More attendance from Hopi
7. Attendance of all partners

How do you rate the effectiveness of the Facilitators/Presenters? AVERAGE RATING= 3.30

Was not effective 0.5 1.0 1.5	Was somewhat effective 2.0 2.5	Was effective 3.0 (2) 3.5 (6)	Was very effective 4.0 (5)

1. Facilitator did a great job – good listener and feedback on ideas/suggestions
2. Misty did a good job facilitating and Michelle on the notes
3. Misty is a good facilitator
4. Misty did a good job
5. Very good

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6. Comfortable with her
7. Good job Misty, you did a good job on keeping us on track.

How do you rate this Partnership Steering Committee’s potential for successfully reaching its goals? AVERAGE RATING= 3.61

This steering committee has no potential for success 0.5 1.0 1.5	This steering committee has some potential for success 2.0 2.5	This steering committee has good potential for success 3.0 (3) 3.5 (4)	This steering committee has very good potential for success 4.0 (6)
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1. Good potential but need commitment by all to attend the meetings
2. Hopi is attending and participating, regardless of what’s happening with the council.
3. Good potential

Other comments you wish to offer:

1. We missed meeting project advancement when all partners do not attend.
2. Everyone keep up the good work.
3. I was glad to see the Hopi participation especially with the weather and the Hopi Tribe reorganization
4. Attendance by all groups is crucial for the partnership to be a success.
5. BIA and FHWA were needed to make decisions. Weather was an issue for some to get here.
6. Have some assignments to help develop an understanding of each partners roles
7. Hopi Partnership is in motion and meetings will only get better.
8. The meetings are set for quarterly, but could the December meeting move to mid November when the weather isn’t a factor and the holiday rush isn’t on? This affects attendance rates.

Attachments:

Steering Committee Roster

Hopi Tribal Land / Service Location Map - **Eileen**

Partnering Success/ Opportunity Story template

Photo Log release form available by request only – please contact Misty (mdayzie@azdot.gov)