

**2015**

Wisconsin Department  
of Transportation

WisDOT Inter-Tribal Task  
Force

February 2014

# WISDOT TRIBAL TASK FORCE ANNUAL WORK PLAN

Fulfills the WisDOT Tribal Partnership Agreement Condition 4(A)



### VERSION HISTORY

Version #	Implemented By	Revision Date	Approved By	Approval Date	Reason
1.0	<i>Tribal Affairs</i>	<i>02-14-2014</i>	<i>ITTF</i>	<i>2-14-14</i>	<i>1<sup>st</sup> Version Adopted</i>
2.0	<i>ITTF/LCO/Tribal Affairs</i>	<i>03-2<del>3</del><sup>4</sup>-15</i>	<i>ITTF</i>	<i>3-2<del>3</del><sup>4</sup>-15</i>	<i>2015 Updates</i>

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## 1.0 | INTRODUCTION

In May of 2005, WisDOT entered into a Partnership Agreement with 11 federally recognized Tribal Governments in Wisconsin and the Wisconsin Division of the Federal Highway Administration (FHWA) to promote communication and cooperation between the agencies and tribes on transportation issues. The agreement was updated and re-signed in October of 2010 to reaffirm the partnership and include core emphasis areas of partnership, transportation safety, economic development, building capacity of tribally run businesses, Native American labor development, training and cultural resources. The agreement also established the WisDOT Inter-Tribal Task Force (ITTF).

The ITTF was established after the original 2005 Partnership Agreement was signed. The group consists of representatives designated by tribal leaders and WisDOT. The ITTF is a forum for partners to address long-standing transportation issues faced by tribal communities.

The ITTF prepares this annual work plan to satisfy the requirement outlined under 4(A) of the 2010 WisDOT FHWA Partnership Agreement. 4(A) requires the development and distribution to each partner, an annual work plan that lays out the goals under the Partnership Agreement. The annual work plan includes objectives and means to measure achievement of these goals. This work plan also serves as the ITTF annual strategic plan that addresses transportation systems as required in the ITTF by-laws [reference section] and consistent with the purpose and mission of the ITTF.

## 2.0 | ITTF PURPOSE AND MISSION

The purpose of the ITTF shall be to:

1. Review and provide advice and guidance to the Secretary of the Wisconsin Department of Transportation (WisDOT) and tribal leaders on long term and short term transportation policies and priorities that have the potential to impact tribal transportation systems and communities.
2. Evaluate the results and efficacy of transportation policies and priorities upon tribal transportation systems and communities.
3. Review and make recommendations on the programs, policies and initiatives of the agency impacting tribal transportation to Federal Highways Administration (FHWA), Bureau of Indian Affairs (BIA), WisDOT and tribal governments.

***The mission of the ITTF is to articulate and facilitate a clear direction in joint transportation systems between the individual tribal governments and FHWA, BIA, and the WisDOT.***

The objectives of the ITTF are:

1. To study and consult together on the strategies and tactics that will best advance the development of safe and effective transportation systems for tribal and state stakeholders and all citizens in Wisconsin.
2. Tribal representatives and agency staff will develop annual strategic goals and objectives that address transportation systems in relation to:
  - a. Economic development

- b. Partnerships between Tribal, Federal, State and Local/municipal governments
- c. Transportation safety
- d. Task Force structure
- e. Cultural resource

The ITTF established standing subcommittees to aid in the development of specific goals and objectives which will be carried out under each emphasis area. The subcommittees and WisDOT ITTF Coordinator also assist with the implementation of the annual work plan.

The annual work plan is divided into subcommittee categories and budget. The plan also includes outstanding issues which will need to be considered throughout the annual implementation and during future planning activities.

### 3.0 | Subcommittees

The ITTF established five workteams/subcommittees charged with addressing specific transportation issues identified in the 2014 Work Plan. Previously the subcommittees were shared resources, infrastructure/mobility, economic development and partnership/policy. The following outlines each newly established work team/subcommittee and their primary functions.



Deliverable	Goal	Timeline for Delivery	Resource	Responsible Party/Lead	Status
<b>SAFETY</b>					
Distribute tribal transportation safety materials through media and other venues	Support, expand and promote safety campaign	Ongoing	BOTS, FHWA, BIA and WisDOT TA	Tribes, BIA, FHWA, WisDOT	Pending resources
Cooperate with BIA on the new Tribal Transportation safety initiative and fully implement update all tribal transportation safety plans	Review RSAs, antidotal data, crash reports and provide assistance	Ongoing	WisDOT Tribal Affairs Safety Initiative funding	WisDOT, Tribes, BIA, FHWA	Allocating resources from the ITTF budget and WisDOTs FY16 resources
Create a Statewide Tribal Safety Plan	With the additions to the BIA safety funding allocation Wisconsin Tribes would like to see a collective approach to safety planning.	FY 15 Safety Program	WisDOT Tribal Safety Program	WisDOT, Tribes, BIA, FHWA	Not started
Survey Tribal Communities: Identify safety recommendations/common safety challenges	Improve communication between WisDOT and Tribes regarding tribal transportation safety issues	Ongoing	ITTF, BIA	ITTF Coordinator, BIA	Questionnaire complete ITTF will implement in 2015
Increase Tribal Law Enforcement use of Tracs10 by providing training and equipment needed	Improve crash reporting on tribal lands and access to equipment, training and utilization of crash data programs	Explore a Training program in spring of 2014  Access to funding in 2014	BOTS	State Patrol, BOTS, Tribal Law Enforcement	No Interest
Add tribal roads to the WISLR mapping system	Increase utilization of Tracs10 and transportation planning tools	Ongoing	WisDOT	WISLR- WISDOT Work Team pursuing options	Ongoing
Ensure Tribal Representatives are participating in local TSC meetings	Increase tribal participation in local programs impacting transportation safety initiatives	Annually	Tribes	Regional Liaisons, Tribal Representatives	
<b>MOU/MOA</b>					
Create clear and concise	Address deficiencies	2015	WisDOT/Policy	Tribal Liaisons,	OPA is

guidance that addresses key areas that need to be included and considered when developing state/tribal agreements (State/municipal agreements) CSS	in the current state/tribal/municipal agreement process		Procedural implementation	tribes, BIA, FHWA, regional project managers	currently working with NC region on an agreement.
Provide a list of applicable projects	Create awareness of what highway projects can bring to a tribal community	quarterly	WisDOT	Tribal Liaisons	
<b>ENHANCEMENTS</b>					
Provide a list of applicable projects	Create awareness of what highway projects can bring to a tribal community	Ongoing	WisDOT	Tribal Liaisons	See Project forecasting
<b>PROGRAM SHARING</b>					
Create partnered projects with mutual benefits to both local and tribal communities	Educate county and municipal leadership about advantages to working with tribes				
Create local projects that align with state projects (lower costs)	Ensure stakeholders are cognoscente of the 6-year plan				
<b>PROJECT FUNDING</b>					
Identify monetary sources for projects needed within tribal communities	Create projects funded by multiple sources and support efforts to secure other sources of funding				
<b>REAL ESTATE AND JURISDICTION</b>					
Provide an annual rotational training in Tribal Real Estate and Jurisdictional Topics	Enhance relationships and knowledge between FHWA, BIA, Tribes and WisDOT in areas of real estate and jurisdiction. Examine case studies and actual project outcomes/expectations	2016	ITTF	ITTF, BIA, FHWA, WisDOT, Tribes	Utilize the model program scheduled for April 15, 2015
<b>TRANSIT</b>					
Add Transit Page to ITTF	The website resource	April 30th	ITTF	ITTF	Website is

<b>Website</b>	directory and transit page will give tribes one stop access to transit information and programming				scheduled to be complete by April 30.
<b>Provide training and information on transit programming available</b>	Host an annual Transit Peer Exchange	2015	FTA, BIA and WisDOT	ITTF, Tribal Transit Programs, WisDOT	Provided at the WTTC
<b>CULTURAL RESOURCES</b> Maintain the IGA with THPO program to ensure tribal cultural and environmental concerns are addressed	Enter into year 2 with LDF THPO to facilitate the next years goals and objectives.	Ongoing	WisDOT	All THPOs, LDF, WisDOT	Pending SOW/Budget
<b>SIGNAGE</b> Create Signage Program utilizing MinDOT model to clarify tribal issues surrounding signage on tribal lands. Create brochure, website reference and communication systems.	Work with tribes, WisDOT signage staff and liaisons to create a comprehensive tribal signage program which includes educational materials and policy clarification.	2015	ITTF, WisDOT	ITTF, WisDOT	No progress

#### 4.0 | Subcommittees/Work teams Implementation Plans

The action plans created by each subcommittee/work team were designed to gather guidance and advisement from the ITTF on how to implement the partnership agreement and emphasis areas and measurable achievements. Specifically, the subcommittees/work teams identified the deliverables, goals, resources and timeframes necessary to achieve each goal and objective set forth in the agreement. Each subcommittee met throughout the year and aided in the implementation of each plan. In addition the work teams updated the goals and objectives outlined in the WisDOT Tribal Task Force Annual Work Plan.

#### 4.1 | Safety and Signage Subcommittee/Work Team, Real Estate and Jurisdiction Subcommittee/Work Team, Transit Subcommittee/Work Team and Cultural Resources

The Safety and Signage Subcommittee/Work Team is a standing committee of the ITTF with a primary focus on safety, enforcement, communication, program sharing and project development. The subcommittee was charged with addressing all issues relating to the tribes and the infrastructure of intermodal transportation and highway project development in tribal communities. The following are the subcommittee recommendations.



Real Estate and Jurisdiction Subcommittee/Work Team primary focus is real estate, ROW and jurisdictional challenges. The work team was charged with enhancing relationships between BIA, FHWA, WisDOT and tribes through networking, training and policy changes.

Transit Subcommittee/Work Team is charged with assessing statewide tribal needs in Transit, explore funding opportunities, enhance partnerships and create peer to peer opportunities.

Cultural Resource goals and objectives are established through the THPO program.

#### 4.2 | Labor and Business Subcommittee/Work Team

The Labor and Business subcommittee/work team is a standing committee of the ITTF with a primary focus on providing Disadvantaged Business Enterprises (DBE's) with appropriate support and information, assisting in the development and evaluation of the Native Hiring preference and supporting capacity building for tribes, tribal enterprises and businesses owned by tribal members.

This sub-committee/work team has an established goal of increasing the support, awareness, utilization and capacity of emerging, newly certified and existing Native American Disadvantaged Business Enterprises (NADBE's) for participation in the construction industry. Specifically this group works to identify, support and monitor NADBE's through the certification process and the number of contracts earned.

The following are the subcommittee recommendations:

Deliverable	Goal	Timeline for Delivery	Resources	Responsible Party/Lead	Status
<b>I-TTF BUSINESS AND ECONOMIC DEVELOPMENT SERVICES</b>					
<b>I-TTF DBE Outreach &amp; Awareness</b>	Increase traffic to the I-TTF website and make information readily available – update site to contain pertinent DBE information for the construction business community	<b>Ongoing – Update monthly</b>	I-TTF Estimated Budget:	<b>ITTF Coordinator with current training, networking, and business development information provided by WisDOT, BIA, I-TTF, et. al</b>	Ongoing
<b>I-TTF Trainings for Members</b> <i>&gt;Understanding Trans-AC/CAC - &gt;Navigating the WisDOT HCCI Website/DBE</i>	Conduct at least 5 training sessions <b>designed to build awareness of WisDOT/BIA/Tribal business</b>	<b>See Training Schedule</b>	I-TTF WisDOT AICCW Estimated Budget:	I-TTF, ITTF Coordinator AICCW WisDOT Others:	Ongoing

<p><i>Orientation -</i>                  &gt;US 41 NADBE/Native American Labor Utilization Reports -                  &gt;NADBE Support Services -                  &gt;TLAC/TrANS/Hiring Provision -                  LDF Pilot/Economic development session</p>	<b>development resources and opportunities</b>				
	Develop an overall awareness program covering education, project opportunities and funding/financing. This would include website formats, graphics and directory of resources.	Annual within one tribal community	ITTF WisDOT AICCW	ITTF WisDOT	Using LDF session April 16, 15 as a model
<p>Economic Development Summit/                  Economic Development track at TTC                   Summit – ‘Doing Business with WI Indian Country: Vertical, Horizontal, Professional Services, Supplies’ - October</p>	Annual Delivery of WisDOT/BIA Project status and plans; pathway to awareness of lettings/RFPs, best practices to capacity building to be R/W/A to quote, win, perform transportation projects, and prime/DBE networking	Conference – December or January (Follow-up with conference attendees – March & October)  Summit – - October 15	I-TTF Estimated Budget:	I-TTF ITTF Coordinator WisDOT	Ongoing
<b>I-TTF BUSINESS AND ECONOMIC DEVELOPMENT SERVICES</b>					
<p>NADBE Directory</p>	Create a directory of ready, willing and able NADBE’s that is available and searchable on-line	Create and post on-line by June 1  Update quarterly (every 3 months): - Sept 1 - Dec 1 - March 1	I-TTF WisDOT AICCW TerraNova Mapping Estimated Budget:	AICCW I-TTF	Ongoing
<p>Documentation of NADBE Utilization Reports</p>	Statewide report of NADBE/ NAWDBE	Monthly	WisDOT	WisDOT/ Tribal Affairs	Ongoing

	utilization on WisDOT projects – to establish benchmarks of NADBE/Labor utilization, and track for impacts of support services				
<b>NADBE – DIRECT SUPPORT SERVICES</b>					
<b>EIP's for NADBE's</b>	Complete 20 EIP's	Complete 10 by June 30	WisDOT W.O. ITTF Estimated Budget:	AICCW	Ongoing
	Include survey of training topics and use to inform priority trainings	Complete 10 by December 30			
<b>Coordinate 1-2-1 mentoring with seasoned DBE's</b>	Engage four (4) candidate firms per year	"Curriculum" for 1-2-1 mentoring agreement will be determined from EIP/Assessments	WisDOT W.O. Budget:	AICCW/AICTA	Ongoing
<b>WisDOT Statewide Project Business Development Notifications</b>	Send out project opportunities/lettings to native business list serves with bid-matching services by 'certified' work types	Monthly	WisDOT I-TTF AICCW	I-TTF	Ongoing
<b>NADBE – DIRECT SUPPORT SERVICES</b>					
<b>BIA/Roads Project Announcements</b>	Make available BIA/Tribal roads projects to NADBE's	Annually or bi-annually?  When is the prime let/bidding season?	BIA	Emerson Coy ITTF Coordinator Tribes BIA	Ongoing
<b>WisDOT Mega Project Business Development Notifications</b>	Broadly distribute project opportunities, mega project stakeholder committee and subcommittee opportunities, assess opportunities	Monthly Quarterly Annually	WisDOT: Project Teams & DBE Support Services	WisDOT	Ongoing

<b>Business Loans</b>	Provide Access to Native CDFIs/Loan Funds/TA	Ongoing	NiCaP, FACC, Tribal RLFs	I-TTF	Ongoing
<b>NADBE Training</b>	Offer trainings that will increase the competitive quoting by NADBE's as well as for tribal enterprises	(See Training Schedule)	WisDOT & DBE Support Services Consultants, AICCW	I-TTF, ITTF Coordinator, WisDOT, Others	Planning
<b>Construction Safety - Access to Financing Workshop – Trans-AC/CAC - DBE Certification Workshops – Estimating/Quoting Workshops – DBE Orientation Workshops – Navigating the WisDOT HCCI Website- Deliverable</b>					
<b>NADBE – DIRECT SUPPORT SERVICES</b>					
<b>Networking with Primes Explore partnering with tribal 'Doing Business' programs and other WisDOT training events to include Speed Networking events</b>	Speed networking and effective communication , build awareness and working relationships of NADBE's and primes	Conference – November 3 & 4, 2015	I-TTF WisDOT AICCW Tribes	I-TTF	Ongoing
<b>Facilitate Mentor-Protégé agreements with interested primes and NADBE firms</b>					
<b>TRIBAL LABOR</b>					
<b>Documentation of labor utilization statewide, mega/major and by region</b>	Increase awareness and provide accurate reporting of Native American labor participation	Labor Reports are provided quarterly with one Annual Summary	WisDOT	WisDOT ITTF	Ongoing update ITTF website
<b>Tribal Labor Advisory Committee (TLAC)</b>	Keep the task force aware of TLAC updates and implementation efforts.	Bi-monthly meeting updates	TLAC	WisDOT – Tribal Affairs TLAC	Ongoing
<b>Increase TRANS Program and the effectiveness of their delivery</b>	Monitor progress and effectiveness of program's delivery in	TLAC IGA	TLAC	TLAC Coordinator/WisDOT, TLAC	Ongoing

<b>Native American Hiring Provision/TERO</b>	tribal communities	Monitor progress and implementation of the revised provision	Provide Annual Report on Progress	WisDOT	WisDOT, ITTF	Ongoing

### 4.3 | Shared Resources Subcommittee/Work Team

The Shared Resources Sub-Committee/Work Team is a standing committee of the ITTF with a primary focus of identifying and facilitating special events, training opportunities, annual conference planning and information sharing.

This sub-committee has an established goal of providing comprehensive training programs specific to tribal communities and their individual concerns and to promote ITTF involvement in programming and promote achievements within reservation communities from previous years. Specifically this group works to identify and coordinate opportunities for tribal members to receive training within reservation communities. Targeted training opportunities must be accessible to a wide range of participants and broad enough to impact services in and around reservations.

The following are the subcommittee recommendations:

Deliverable	Goal	Timeline for Delivery	Resource	Responsible Party/Lead	Status
<b>TRAINING</b> Deliver FDM Training, Tribal Monitoring Training, Local Program Training, BIA Funding Ideas, Cultural Sensitivity Training, PSA Training, Trans Programs, Safety Presentation, Economic Development Training, Technology Training and other applicable training programs.	Develop a training calendar and increase tribal participation in all training programs, enhance information distribution on training programs available, increase participation of other applicable stakeholders in training programs. Increase the knowledge of all those who work within tribal communities. Educate all	Ongoing	WisDOT, ITTF, THPO IGA, FHWA, BIA, TLAC	Tribal governments, tribal communities, tribal agencies, federal officials, WisDOT staff, State and local officials, schools/colleges, businesses and unions.	Pending resources

<p><b>WTTC</b>  Set WTTC date early and distribute conference agenda early, provide on website, email distribution and social media.  Establish WTTC planning committee earlier in the year and convene regular planning calls.  Develop well rounded current topics and book proper speakers for the conference early and provide ITTF updates during the WTTC. Utilize previous conference surveys to aid in the identification of topics and enhancements to the WTTC.  Evaluate the success of the WTTC by monitoring:  Attendance  Agendas  Comment forms  Tribal Representation  Accessibility  How Successful we were learning from last years' conference  Questions and concerns that come out of the conference  <b>ITTF INFORMATION SHARING</b>  Provide ITTF agendas, minutes and meeting information and materials in a timely manner, set</p>	<p>stakeholders in the unique practices, policies and programs that exist within tribal communities.</p>						
	<p>Make all WTTC information available early and utilize various forms of distribution.</p>	<p>Establish 3 dates- Feb  Final Dates March</p>	<p>ITTF</p>	<p>ITTF Coordinator</p>	<p>ongoing</p>		
			<p>ITTF</p>	<p>ITTF Coordinator, WisDOT</p>			
	<p>Increase participation in the WTTC, enhance the overall delivery of the WTTC and showcase what the ITTF has done throughout the year.</p>	<p>2014 Conference</p>	<p>ITTF, WisDOT, FHWA, BIA</p>	<p>ITTF WTTC planning committee, WisDOT, FHWA, BIA and Tribes</p>			
	<p>Fully evaluate the value of the WTTC and share with all stakeholders.</p>	<p>Ongoing</p>	<p>ITTF</p>	<p>WisDOT, ITTF</p>	<p>Ongoing</p>		
	<p>Increase participation in ITTF activities and meetings and</p>	<p>Ongoing</p>	<p>ITTF</p>	<p>ITTF Coordinator</p>	<p>Ongoing</p>		

meeting dates in advance, and follow up on all action items in between business meetings	showcase work performed under the ITTF. Ensure oversight on follow up items between business meetings.					
Provide regular reports to ITTF membership on meeting attendance, annual reports, and weekly/monthly updates.	Foster greater awareness of existing resources and transportation trends and issues on a local, statewide and national level.	Ongoing	ITTF	ITTF Coordinator, Tribal Liaisons	Ongoing	

### 5.0 | Partnership and Policy

The Partnership and Policy was a standing Sub-Committee. In 2014 ITTF eliminated the activities outlined by the this standing committee since most of the work had been completed in 2014. The goals remain as a reference in the plan and will continue to be important efforts to be sustained by the ITTF work.

Deliverable	Goal	Timeline for Delivery	Resource	Responsible Party/Lead	Status
<b>ITTF GOVERNANCE</b>					
Finalize ITTF By-Laws	Ensure that ITTF has clear and concise operating procedures that are agreeable to all stakeholders	Ongoing	ITTF	ITTF Membership	Pending adoption/ Adopted interim Bylaws.
Improve inclusion of local governments and other state and federal agencies (HOW?)	Improve overall government relations				
IGAs					
Create communication model and plan to enhance ITTF participation	Ensure each tribes is represented on ITTF/THPO/TLAC	2015	ITTF	ITTF Coordinator	
Create a working model of IGAs	Identify best practices and successful examples of interagency agreements			WisDOT, DOA, BIA, Tribal Governments	
Finalize IGA's for TLAC and ITTF	Deliver tribal programs offered	Ongoing by	WisDOT	ITTF, WisDOT, TLAC and other	Ongoing

<b>ANNUAL REGIONAL OUTREACH MEETINGS</b>  Regional Liaisons and Statewide tribal affairs will meet with all tribal communities every other year and establish a uniform agenda for each session. Agendas: Primary topics Regional project and program opportunities Audience Training opportunities <b>PARTNERSHIP AGREEMENT</b> Provide an annual report of PA accomplishments and evaluate agreement annually.	through WisDOT by tribal governments or tribal colleges	March 31, 2014		stakeholders	
	Host regular meetings between WisDOT regional leadership, Liaisons and project managers	June-July of 2014	WisDOT, ITTF	Regional and Statewide liaisons, tribal governments	ongoing
	Review the WisDOT FHWA Tribal Partnership Annually and report to Tribal Leadership regularly	Ongoing	ITTF	ITTF Coordinator, Tribal Liaisons, Tribal Governments, GLITC	Ongoing

## 6.0 | Timeline

[To Be Completed following ITTF priority assignments]

## 7.0 | Budget

WisDOT Tribal Affairs has allocated \$250,000 for the administration, coordination and implementation of the ITTF and work plan. [Insert SOW and Budget]

## 8.0 | Outstanding Issues

[To be discussed at ITTF meeting]