



Thursday, May 9, 2019
9:00 am – Danbury Casino & Hotel

MEETING AGENDA

WisDOT ITTF PURPOSE STATEMENT

- *Review and provide consultation to the Secretary of the Wisconsin Department of Transportation (WisDOT) and tribal leaders on short and long-term transportation policies and priorities that have the potential to impact tribal transportation systems and communities.*
- *Evaluate the results and effectiveness of transportation policies and priorities upon tribal transportation systems and communities.*
- *Review and make recommendations to agency administration and elected tribal leaders.*

Teleconference Line: 1 (646) 749-3112

Access Code: 718-619-197

Join Meeting: <https://global.gotomeeting.com/join/718613197>

8:30 to 9:00 am – Breakfast

9:00 am

1. Call to Order

2. Invocation

3. Approve the agenda

4. Review Meeting Minutes

Review/Approve WisDOT ITTF Minutes from March 14, 2019 in Forest County Potawatomi Community

5. Review Action Items

- * **Rebecca Burkel will schedule a signing date for the revised Partnership Agreement. Ryan is assisting. RESPONSE: Continue working to identify date for signing ceremony. A tentative date of June 10, 2019 is currently being considered.**
- **Ryan will continue to provide training for SharePoint. RESPONSE: Ryan will respond when requested**
- **Kim will update the ITTF website adding Work Team Meeting Notes and approved ITTF agenda and meeting minutes RESPONSE: Website is updated**
- **Agnes has received material and numbers from the Cultural Awareness training and will begin compiling information RESPONSE: Compilation is still being conducted**
- **Cyless will forward TLAC's RFP to Agnes RESPONSE:**
- **Agnes will forward TLAC's RFPs to ITTF Members RESPONSE:**
- **Brad will send Ryan & Cyless information on upcoming MSHA trainings RESPONSE:**
- **Cyless will schedule OSHA Training RESPONSE:**
- **Cyless will look into scheduling MSHA training RESPONSE:**
- **Agnes will send ITTF Members info on Safety Summit RESPONSE: Safety & Signage work team is discussing date for the Safety Summit and identifying a facilitator**
- **Ryan will send ITTF Members the Statewide Safety Plan with signature page RESPONSE:**



• ITTF

Members will request council attention and permission to release the Statewide Safety Plan (Ryan volunteered to assist in presenting if requested.)

- Stacey will begin to schedule site visits. Will put together an email and work with Ryan & Agnes to coordinate **RESPONSE:** Will need to identify another ITTF representative for review
- Agnes will send out work team rosters for ITTF Members to confirm or move to another work team **RESPONSE:** Included in ITTF meeting packet
- Agnes will follow up with Ryan Murphy on GAP Analysis timeline **RESPONSE:**
- Agnes will send out GAP Analysis timeline to ITTF Members **RESPONSE:**
- Brad will send Agnes Clean Diesel Equipment grant information **RESPONSE:**
- Agnes will share Clean Diesel Equipment grant information with ITTF Members **RESPONSE:** Brad Bowman sent an email to all the ITTF
- David will send Agnes information regarding the current THPO vacancy
- Agnes will share Oneida's THPO vacancy information with the ITTF Members **RESPONSE:** Sent notice to ITTF
- Ryan will send ITTF Members an updated report for local project programs **RESPONSE:** WisDOT Regional Liaison reports are included in meeting packets
- Ryan will pursue options for emergency snow removal **RESPONSE:** Referred to Regional WisDOT Tribal Liaisons
- Agnes will send ITTF Members information regarding the Federal Highway Administration vacancy **RESPONSE:** Have not received new appointee yet. Will keep the ITTF informed

6. Standing Reports

- **Chairwoman's Report**
 - Election of Chairperson
- **Statewide-Liaison Report –Ryan Greendeer, WisDOT**
 - Native American Hiring Provision
 - Update on Statewide Safety Plan
 - Update on Partnership Agreement
- **ITTF Coordinator Report – Agnes Fleming**
 - Update Work Team Rosters – meeting notes
 - Update on current year Scope of Work
 - o Update on Transit Peer Exchange held on April 25, 2019
 - o Update on Tribal Real Estate Training held on April 17, 2019
 - o GAP Analysis
 - o Stem Curriculum - Update
 - o Tribal Certification Webinars – Update
 - o 2019 WTTC Update
 - o 2019- 20 Budget and Scope of Work Update
- **Tribal Labor Advisory Committee (TLAC) Cyless Peterson**
 - * 2019-20 Annual Work Plan – Draft
 - * Statewide TrANS Provider meeting
 - * Developing Urban Indian and Women in the Trades Outreach
 - * Baseline Assessment
 - * Cultural Curriculum Update



- **Tribal Historic Preservation Officers (THPO) Cassandra Graikowski**
THPO Listening Session – April 23 & 24 - THPO Update

7. Tribal Reports

Bad River	Ben Connors
Forest County Potawatomi	Todd Mulvey
Ho-Chunk	Brett Blackdeer
Lac Courte Oreilles	Jason Weaver
Lac du Flambeau	George Thompson
Menominee	Crystal Chapman-Chevalier
Oneida	David Jordan
Red Cliff	Jeff Benton
Sokaogon Chippewa	Chris McGeshick
St. Croix	Delores Staples
Stockbridge-Munsee	Stacey Schreiber

8. Tribal Liaison Reports

Ryan Greendeer	WisDOT – SW
	WisDOT – SE
Nicole Flamang	WisDOT – NW
Sandy Stankevich	WisDOT – NC
Matt Halada	WisDOT – NE
Jennifer Robertson	BOTS

9. Bureau of Indian Affairs – Dave O’Donahue

10. Federal Highway Administration – Daniel Holt

11. Adjournment

12. Materials List

- 3-14-19 ITTF Meeting Minutes
- Work Team Rosters
- WTTC Report & 2019 WTTC Save the Date
- Preliminary report for Transit Peer Exchange & Tribal Real Estate Training
- Tribal Liaisons Reports



ITTF Meeting Minutes

Thursday, March 14, 2019

9:00 am – Potawatomi Carter Casino Hotel, Wabeno, WI

WisDOT ITTF PURPOSE STATEMENT

- *Review and provide consultation to the Secretary of the Wisconsin Department of Transportation (WisDOT) and Tribal leaders on short and long-term transportation policies and priorities that have the potential to impact Tribal transportation systems and communities.*
- *Evaluate the results and effectiveness of transportation policies and priorities upon Tribal transportation systems and communities.*
- *Review and make recommendations to agency administration and elected Tribal leaders.*

Members in Attendance: Stacey Schreiber (Chair), Delores Staples (Vice Chair), Ward Staples, Brad Bowman, Alan Johnson (LCO Proxi), Todd, Mulvey, Ward Staples, Todd Mulvey, Ryan Greendeer, Nicole Flamang

Members on Teleconference: Matthew Halada, Nathan Gordon, David Jordan, Emerson Coy

Others on Teleconference: Dave O'Donahue and Cyles Peterson

Others in Attendance: Promise Bakken, Gary Mejchar, ~~Kim Swisher~~, Les Slater, Agnes Fleming, Renita Warrington, Kimberly Latender

The meeting was called to order at 9:11am by Delores Staples – Vice Chair.

Emerson did the Invocation.

Approve the Agenda: A motion was made by D.J. and seconded by B.B. to approve the agenda as presented. Motion passes unanimously

Review / Approve Meeting Minutes: A motion was made by E.C. and seconded by T.M. to approve the meeting minutes as presented. Motion passes unanimously.

Review Action Items: Ryan Greendeer provided

- Ryan is working with involved parties to set a date for the Partnership Agreement.
- Ryan will continue to provide SharePoint training as requested.
- Kim S. will continue to update the ITTF website with agendas, approved meeting minutes, and e-webinars.
- Agnes sent attendance reports to Tribal Leaders.
- Agnes is working on Cultural Awareness training evaluations
- Cyles will forward TLAC RFP to ITTF Members
- Agnes to forward TLAC RFP to Tribal Leaders

Statewide Tribal Liaison Report: Ryan stated that there are several projects over the next six years that will include the Native American Hiring provision. Detailed regional reports will be provided at the next TLAC meeting on April 18, 2019.



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TLAC overview: OSHA Training is looking to be scheduled in May and potentially use Ho-Chunk to provide. Also looking into possibly scheduling MSHA training. B.B. stated that there are a few trainings coming up on April 9/10 & March 27 and will send info to Ryan with a Cyles cc'd.

Discussion on the Tribes potentially developing a NAHP "best practices" tool kit. Ryan volunteered to serve as a technical advisor. Delores asked if we have a lot of Native American businesses registered with the Native American Chamber or if AICCW could send out a notice to businesses when projects come in. Ryan suggested developing a small workgroup to develop a draft of best practice toolkit and a method of sending notices out.

Due to weather conditions, Chairwoman; Stacey Schreiber arrives at 9:21 a.m. and joins discussion.

Statewide Safety Plan: Ryan asked if this was presented to the tribes for permission to release. Stacey stated that she did share the information with her Tribe, however, did not receive a response back and asked for recommendations on moving forward to gain acknowledgement/permission to release. Group discussed developing a "signature" page. Ryan will send an email with a signature page and stated that even an email from ITTF reps with a "go ahead" will suffice. Ryan asks ITTF reps to request council response and to let Ryan know if assistance is needed in presenting the Statewide Safety Plan to their council.

Chairwoman's Report: Introduction of Les Slater Junior – Fleet Mechanic. She extended an invitation for him to attend this meeting with the intent of him gaining helpful and useful information that relates to the current restrictions and struggles he is encountering. Group welcomed Les.

Transit Peer Exchange coming up next month. Worked with Agnes and details have been solidified. Scheduled for 8:30am – 5pm, April 25, 2019 in Red Cliff/Bad River.

Site visits to Tribal Leaders was discussed. Will put together an email for it and work with Ryan/Agnes to coordinate.

Survey for assessing ITTF in meeting Tribal needs is out to Tribal Leaders. Waiting on responses.

Election of Chairperson – Open for nominations: T.M. nominated Stacey Schreiber. Motion was seconded by D.S. Motion passes unanimously.

Election of Vice Chairperson – Open for nominations: T.M. nominated Delores Staples. Motion was seconded by D.J. Motion passes unanimously.

ITTF Coordinator Report:

- Update on Work Team Rosters: Agnes will be sending out work team rosters. She stated that there might be some switching of ITTF reps on each team as a few have requested to switch to another work team. Agnes stated that was fine, however, she expressed that each work team needs to have at least one ITTF rep.



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- Update on Current Year Scope of Work:
 - Transit Peer Exchange scheduled for April 25, 2019, information is in today's meeting packet. Agnes stressed to make hotel reservations as early as possible as that site is busy and strictly adheres to the room block reservation deadline. Brad announced that Menominee has the opportunity to take over the Shawano County Transit.
 - Tribal Real Estate: Scheduled for April 17th in Menominee and will be facilitated by Samantha Skenandore. Agenda and information is in today's packet.
 - Gap Analysis: Has to be done by the end of April. A draft is expected to be sent to ITTF & WisDOT soon. Ryan Murphy has sent out a survey to Tribal Leaders and has to set dates to follow up to gather survey answers. Then he will compile the information and start drafting analysis. Agnes stated she will follow up with Ryan Murphy to get timeline and send timeline to group.
 - Stem Curriculum: Agnes proposes to carry over into the next IGA SOW budget.
 - Tribal Certification Webinars: 5 webinars on NADBE are done. Working on 3 webinars on the process of becoming Tribal NADBE. Gary joined via teleconference and stated that he is working on scheduling project stages and is slated to be completed by early April. Gary then gave information on Labor & Business work team's upcoming scope of work. Team is planning on including the development of a twelve-month Marketing & Communications Implementation plan. The RFP for this project is currently being developed and will need a review before posting. Advertising for this RFP is scheduled for April. Gary left teleconference.
 - Law Enforcement Peer Exchange: Agnes moved it into next IGA SOW budget.
 - 2018-19 Budget Update; A budget modification is currently under review due to projected expenses being inaccurate. Agnes stated that the budget modification indicates a proposal to include the expenses of the PSA, Stem Curriculum, Tribal Certification Webinars and Tribal Real Estate training as a carry-over into the next IGA term.

10:28am – Meeting Break.

10:51am – Meeting resumed.

Review of the Transit, Safety & Signage, Business & Labor, and Real Estate work team meeting minutes. D.S. motioned to approve meeting minutes, seconded by D.J. Motion passes unanimously.

- Agnes/Kim posts the four work team meeting notes to ITTF website.

Item #6: ITTF Coordinator Report

- Annual Work Plan – Draft: Carry over from 18/19 into 19/20 work plan will include Law Enforcement Peer Exchange and Stem Curriculum.
 - Safety: An overview on the safety work team SOW was provided and included: reciprocal agreements & tribal license plate policy, commercial vehicle enforcement training, Tribal Transportation Safety Summit and a new series of safety posters. D.S. suggested to push the reporting of accidents. Agnes suggested a message that included the concept of "Slow down" in construction zones. They are family members too." The group discussed personalizing the posters so that travelers can identify with their own people. The idea to include tribal kids was also expressed. Other ideas for the posters included: School Bus, Motorcycles, and ATV Safety.



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- Real Estate: training in spring of 2020 information will be sent out.
- Transit Peer Exchange in spring of 2020. Information will be updated on ITTF website.
- Labor & Business: Started the planning process for WTTC. New project – A communications & marketing plan will be added (previously mentioned by Gary). The RFP for this project is currently being developed. Advertising RFP in April and contracting in May.
- GAP Analysis: needs to be reviewed once completed to determine holes and new duties.
- WTTC planning: Agnes stated that the planning committee has begun meeting on the establishing the agenda for the 2019 WTTC on October 29th & 30th, 2019. The committee is seeking ideas on topics for sessions included in the 4 tracks. A few ideas were then discussed that included: How to work with State Contracts for salt & sand shortages, TTAP (suggested online courses), and winter maintenance. Agnes stated that she would be meeting with the Radisson to determine lay out of the rooms for the sessions and events. Delores & Stacey volunteered to accompany Agnes during the floor plan walk-through.

B.B. motioned to approve the Annual Work Plan, seconded by D.S. motion passes unanimously.

- 2018 WTTC Report: Went over agenda and report details. Followed with a brief ITTF website tour.

Lunch Break at 12:02pm. Meeting resumed at 12:40pm

Tribal Labor Advisory Committee (TLAC): Cyless shared that the 2019-20 annual work plan draft will be finalized for review soon. An upcoming Statewide TrANS Provider meeting is scheduled for April 12, 2019. Doing more outreach to educate stakeholders on TLAC opportunities and collaborate with other TrANS providers to develop Urban Indian and Women in the Trades initiatives. Cyless stated that the baseline assessment is in the final stages and will be available for approval at the next TLAC meeting. The cultural curriculum RFP has been awarded to B Team Strategy, who will provide first trainings. Trainings are scheduled to be developed by June.

Tribal Historic Preservation Offices (THPO): Cassandra not present. Ryan provided the following information on behalf of THPO: IGA SOW has fallen behind and there are concerns about SOW being completed before the end of current IGA. A renewal of the IGA is currently in OGC for review. No other tribes have expressed an interest in taking over project and it has not been sent out or advertised as being open to other Tribes.

Tribal Reports:

- Bad River – Representative not present.
- Forest County Potawatomi – Todd provided an update. They are currently removing a lot of snow and have plans to use brine to break up built-up ice soon. Todd also stated that they are experiencing a shortage of sand.
- Ho-Chunk – Representative not present.



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- Lac Courte Oreilles – Alan stated that snow removal was a big focus now and they have a few BIA projects to finish up this spring.
- Lac du Flambeau – Representative not present.
- Menominee – Brad stated that they are currently working on a Keshena project and a clean diesel equipment grant. He will send grant information to Agnes so she can share with the group. A grant writer idea was then discussed within the group. The idea of a grant writer being available to assist some of the smaller tribes through the grant approval process was then discussed. Ryan suggested adding it to the ITTF SOW and hire a consultant to service this area. Stacey suggested reaching out to the other tribes to see if they would be willing to share their grant documents and post them to the ITTF website.
- Oneida – David provided an update that their THPO employee left and took another job. Will send information to Agnes so she can share with the group.
- Redcliff – Nathan stated that they are currently doing road maintenance nonstop due to the heavy snowfalls.
- Sokaogon Chippewa – Representative not present.
- St. Croix – Delores stated that they are also working on snow removal. They are also looking at coordinating a pedestrian bike path meeting to discuss some of the safety hazards.
- Stockbridge-Munsee – Stacey stated that they are currently working on snow removal and is currently experiencing a shortage of salt/sand as well.

Tribal Liaison Reports:

Nicole Flamang provided an update on the HWY 2 & HISIP projects and plans to consult with THPO in LCO concerning a bridge project in the future.

Ryan Greendeer provided an update for the SW, SE, NC & NE regions. Highlights included local project programs in Ho-Chunk and Oneida. He received a call from Lac du Flambeau concerning an issue with not having a place to remove and relocate snow. Ryan will be pursuing options for emergency snow removal efforts.

Bureau of Indian Affairs: Representative not present.

Federal Highway Administration: Representative not present. Agnes shared with the group that the current representative took another position and will no longer be participating in ITTF. She will share updated contact information via email with the group once she receives it.

Ryan provided additional information regarding the Tribal Transportation Conference. ITTF & WisDOT are trying to promote earlier, in an effort towards increasing attendance.

Ryan will send out an email for volunteers for the planning committee for the Tribal Safety Summit.

Adjournment: D.S. motioned to adjourn at 1:50 p.m. D.J. seconded the motion. Motion passes unanimously



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ACTION ITEMS:

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- Agnes has received material and numbers from the Cultural Awareness training and will begin compiling information
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