



**ITTF Meeting Minutes**  
Thursday, July 9, 2020 – Teleconference  
*Minutes approved on September 10, 2020*

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**Members on Teleconference:** Jeff Benton (Red Cliff), Brett Blackdeer (Ho-Chunk), Crystal Chapman-Chevalier (Menominee), Ben Connors (Bad River), Amy Coughlin (WisDOT), Aaron Gustafson (WisDOT), Todd Mulvey (Forest County Potawatomi), Cyless Peterson (WisDOT), Mike Schwendau (BOTS), Dana Shinnors (WisDOT), Sandy Stankevich (WisDOT) and Delores Staples (St. Croix).

**Others in Attendance:** Lynn Cloud (WisDOT), Stacie Cutbank (Oneida, THPO Coordinator), Agnes Fleming (ITTF Coordinator), Daniel Holt (FHA), Katie Kaliszewski (WisDOT), Collin Price (TLAC Consultant) and Jay Waldschmidt (WisDOT).

**Call to Order:** The meeting was called to order at 8:42 am by Delores Staples. Five Tribes were represented on the call.

**Approve Agenda:** Mike Schwendau made a motion to approve the agenda. Todd Mulvey seconded the motion. The motion passed unanimously.

**Review and Approve Agenda:** Ben Connors made a motion to approve the meeting minutes as presented. Mike Schwendau seconded the motion. The motion passed unanimously.

**Action Items from the May 14, 2020, meeting:**

- **ITTF Work Plan** – Sandy Stankevich and Melissa Besaw are still reviewing the Work Plan and Scope of Work. The updated Scope of Work was an agenda item and was discussed later in the meeting.
- **Gap Analysis** – Sandy Stankevich and Cyless Peterson are reviewing the Gap Analysis to determine what items should be included in the Work Plan and Scope of Work.
- **Cultural Awareness Trainings** – Agnes, Sandy Stankevich and Cyless Peterson have been meeting with Richard Monet and Jerilyn DeCoteau. Two virtual training sessions will be held this Fall, and the remaining three sessions will be held in 2021 in the hopes of holding in-person trainings.
- **Construction Safety Posters** – Agnes is working with two Sokaogon Tribal Members who are TrANS graduates and working in the construction field to participate with the safety posters.
- **Bylaws** – The Bylaws work team has met once, and Agnes will be scheduling another meeting.
- **ITTF/TLAC Shared Meeting** – As neither group is meeting in person, this item has been tabled.

**Chairwoman's Report:** Delores Staples has no report.

**State Municipal Parklet Temporary Agreement:** Jay Waldschmidt, WisDOT Environmental Process and Documentation Section, discussed the Agreement and provided background information. Joining Jay was Lynn Cloud and Katie Kaliszewski. Jay noted the Parklet program will have no impact on resources, and he is seeking comments from Tribal representatives. He also noted he will be sharing information with local municipalities. Comments are due next week.



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**Annual Work Plan/Scope of Work:** Agnes shared that the Annual Work Plan is now referred to Scope of Work. The IGA fiscal year has been changed to July 1, 2020 to June 30, 2021. ITTF is no longer holding monthly Work Team meetings. Planning teams will be formed as needed for events and activities, and disbanded when the work is completed.

Agnes reviewed the 2020-21 Scope of Work with the group, and items of note included:

- Discussions are being held on how to hold a Transit Peer Exchange and Law Enforcement Training and Peer Exchange. She noted that the Real Estate Training is being held virtually. Delores Staples suggested inviting county officials to the Law Enforcement Training and Peer Exchange.
- Agnes will be forming a work group to move forward with the WISLR item noted in the Scope of Work. Delores Staples suggested Agnes contact the St. Croix Chief of Police Frank Taylor.
- Agnes and Cyles Peterson will form a work group to move forward with developing an awards category for the development of potential Tribal services projects. Cyles shared this is for safety awareness and could include funding assistance for signs and billboards. Agnes will email ITTF members.
- Agnes shared that another item in the Scope of Work is to maintain the ITTF website. She said that all information and ownership of the ITTF website is the property of the state of Wisconsin, and that she must get approval for everything before it goes on the website. Sometimes that is easy and other times it is not so easy.

A motion was made by Todd Mulvey and seconded by Brett Blackdeer to accept the 2020-2021 Scope of Work. The motion passed unanimously.

**Standing Reports:**

**State Tribal Affairs Program Manager Report – Cyles Peterson:**

- Native American Hiring Provision (NAHP) – Cyles shared that the updates were made and finalized with input from TLAC members and the Tribes. The two major changes were (1) the increase to five days from three days for the Tribes to respond to the contractors, (2) the development of a pre-bid form and Hiring Provision report. These documents may be viewed on WisDOT's website at <https://wisconsindot.gov/Pages/global-footer/formdocs/default.aspx>. View the [DT2400 Native American Hiring Provision Pre-Bid Contact Verification](#) and [DT2405 Native American Hiring Provision Report](#). Cyles said that work continues on guidelines for contractors and WisDOT employees on how to use the hiring provision.

Todd Mulvey requested that a list of future construction projects with the Native American Hiring Provision be placed on the ITTF and TLAC website so that people seeking future employment opportunities, including TRANS graduates, could get a head start on finding jobs. Discussion included listing the upcoming projects like they are shown in the Tribal Liaison reports. Todd said this could be a listing or a PDF document.



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Collin suggested Cyless get clarification from WisDOT if the list is already available or can be compiled. Amy noted that the charts are public information and can be posted on a website. Cyless will work on this and update the group.

- Cultural Awareness Training – Cyless shared that WisDOT staff are unable to travel, and that the first two Trainings will be held virtually. She is hoping the remaining three trainings will be held in person in the spring of 2021.

ITTF Coordinator Report – Agnes Fleming:

- Agnes noted the Real Estate Training and Cultural Awareness Training were already discussed.
- A Transit Peer Exchange work team needs to be formed for planning the fall Transit Peer Exchange.
- The Bylaws work team met for the first time, and Agnes is planning to schedule another session. A revised draft of the Bylaws will be sent to the group prior to the next ITTF meeting.

Tribal Labor Advisory Committee (TLAC) – Collin Price:

- Collin shared the TLAC meeting scheduled for today was postponed, and the group is looking at meeting in two weeks. The group has switched to a digital meeting format. Ron Quade will send a meeting notice. Ron is also the Sokaogon Tribal Secretary, and his duties sometimes conflict with meetings times.
- TLAC launched a Facebook campaign that targeted Tribal communities. The results included 22 people interested in highway construction jobs, and the information was passed on to Kim Kircher.
- The policy work on the workforce certificate is on hold and Collin is hopeful they can continue to get input and continue work on this.
- The Cultural Awareness curriculum is 99% complete, and Collin plans to roll it out on an hour-long virtual meeting. He shared with the group that they will receive a calendar invite for the meeting. He noted that the project has been both challenging and rewarding and appreciates the stakeholders participation.

Tribal Historic Preservation Officers (THPO) - Stacie Cutbank:

- Stacie will be making a budget modification to allow for the changes in spending.
- The new Scope of Work will include wetlands, environmental projects and identifying new partnerships. Stacie noted that the group is exploring avenues for including Tribal Leadership.



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- The group is working on the Dual Language Signage project. Stacie talked to Dave O'Donahue, who shared a contact from the Minnesota DOT. She noted that Dave shared that this falls within the purview of WisDOT.
- Stacie is planning for upcoming trainings and received estimates for GIS and Tribal Monitoring training.

**WisDOT Tribal Liaison Reports:** Agnes emailed the Liaison reports, and NE had no new updates from the last meeting.

**Tribal Reports:**

Reports were given by Forest County Potawatomi, Ho-Chunk and St. Croix. Agnes provided some updates on behalf of LCO. Cyless asked Tribes to share if they're open and back to work.

**FHA:** Daniel Holt shared that the deadline for the Build program has passed, and the projects that were submitted are being reviewed.

**Other Items:**

- Brett Blackdeer reminded everyone that the GTP Safety Grant applications are due August 20, 2020.
- Brett will email Agnes with the date of the next TTP meeting.
- Agnes asked the group to email her suggestions of anyone the group would like to have present at upcoming ITTF meetings.
- Todd Mulvey shared that there has been no Statewide Innovation Committee meetings, but he had a good phone call with David Esse. He also hasn't heard anything about upcoming meetings for the Pedestrian and Bike Safety BOTS Committee. Mike Schwendau will talk to Tanya and follow up with Todd.

**Adjourn:** A motion to adjourn was made by Mike Schwendau and seconded by Todd Mulvey. The motion passed unanimously. The meeting adjourned at 11:12 am.

**Action Items:**

- Agnes will schedule a Transit Peer Exchange work group meeting.
- Agnes will schedule a Law Enforcement Training and Peer Exchange work group meeting.
- Agnes will schedule a WISLR work group meeting, and contact Chief Frank Taylor in St. Croix.
- Agnes and Cyless will form a work group to develop an awards category for the development of potential Tribal services projects that will increase safety awareness and provide funding for projects such as signage and billboards.



Wisconsin Department of Transportation  
**Inter-Tribal Task Force**

[www.WisDotTribalTaskforce.org](http://www.WisDotTribalTaskforce.org)



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- Cyless will work on developing a list of upcoming WisDOT construction projects with the Native American Hiring Provision that can be shared on the TLAC and ITTF websites.
- Agnes will schedule a Bylaws work group meeting and forward the revised Bylaws to the ITTF Members prior to the next meeting.
- Ron Quade will send the TLAC meeting notice to ITTF Members.
- Collin Price will send an invite for the Cultural Awareness Curriculum rollout to ITTF.
- Brett Blackdeer will email Agnes the date of the next TTP meeting.
- ITTF Members will email Agnes suggestions for presenters at future ITTF meetings.

**Upcoming ITTF Meetings:**

- September 10, 2020

Respectfully submitted by  
Kim Swisher, ITTF Assistant