

Meeting Minutes

Meeting Title: NTTAP Steering Committee Meeting – Q2 Progress & Q3 Planning

Date: June 11, 2026

Time: 1:30–3:00 PM MT

Location: Microsoft Teams

Facilitators: Ron Hall, Bryon Fuchs

FHWA AOR: Jaime Torres-Gonzalez

Welcome, Introductions, and FHWA Remarks

- Ron Hall welcomed participants and opened the meeting.
 - Attendees joined and introductions were conducted.
 - Jaime Torres-Gonzalez (FHWA) provided brief remarks and participated throughout the discussion.
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Membership and Meeting Administration

- Participants and representation were informally acknowledged.
 - Ron noted that a meeting summary/report will be distributed following the session.
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NTTAP Overview and Q2 Performance Summary

- General updates were discussed throughout the meeting; focus remained on ongoing program activities and coordination with partners.
 - Engagement with tribal partners and stakeholders continues to guide planning decisions and priorities.
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Budget, Procurement, and Carryover Planning

- FHWA clarified that:
 - All costs related to food, beverages, or similar amenities require prior approval.
 - Each request is evaluated independently, and approval is not automatic across activities.
 - Requests must align with the terms of the agreement and authorization process.
 - NTTAP confirmed that future requests will be clearly included in the work plan and budget documentation.
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National Tribal Road Maintenance Symposium

- Event logistics and planning were discussed in detail, including:
 - Potential use of alternative venues (e.g., casino setting)
 - Option to incorporate food trucks and outdoor event elements
 - Alternative approach using a traditional hotel conference setting
 - Emphasis was placed on balancing:
 - Participant experience
 - Cost allowability and compliance
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Technology Deployment Initiative

- No specific updates discussed during this portion of the transcript.

Needs Assessment and Training Priorities

- Discussion focused on ensuring that event format and offerings meet tribal needs.
- Recommendation made to gather direct input from tribes to guide decisions.

Q3 Work Plan and Outreach Calendar

- Planning for upcoming events continues, with emphasis on:
 - Aligning logistics with participant preferences
 - Ensuring compliance with federal requirements
- Further refinement will occur after gathering additional stakeholder input.

Risks, Coordination Needs, Action Items, and Next Meeting

- Key risk identified:
 - Non-compliance with FHWA approval requirements for event-related costs
- Coordination needs:
 - Ongoing communication with FHWA regarding approvals and allowable expenses

Action Items

Action Item	Owner	Timeline	Notes
Develop and distribute surveys to tribes on event preferences and feasibility	Ron Hall / NTTAP Team	Upcoming	Will guide event format decisions
Incorporate potential event costs into work plan and budget	NTTAP Team	Ongoing	Ensure alignment with agreement
Submit approval requests for food/beverage or similar expenses	NTTAP Team	Prior to event	Required by FHWA
Review and respond to submitted requests	FHWA	Ongoing	Case-by-case approvals
Distribute meeting summary/report	Ron Hall	Following meeting	Confirmed at close

Adjournment

- Ron Hall thanked participants for their time and input.
- Meeting concluded after approximately 1.5 hours.
- Participants were encouraged to provide additional feedback as planning continues.

Overall Meeting Summary

The meeting focused on refining event logistics, particularly for the Road Maintenance Symposium, while ensuring compliance with FHWA requirements. Key takeaways include the need for advance approval of all hospitality-related costs, and the decision to gather tribal input via a survey before finalizing plans. The group is aligned with balancing flexibility in event design with federal compliance, and coordination between NTTAP and FHWA remains strong moving forward.