**Western TTAP Center Steering Committee Meeting**

**Summary**

**Date:** Thursday, October 17th, 2024

10:00am – 11:00am PT

**Location:** 1755 Plumb Lane St. 264

Reno, NV 89502

Virtual Meeting Info:

[Click here to join the meeting](https://us06web.zoom.us/j/83228176138?pwd=b9PTuZnzfKIIRbPVQVFM5V6LEIcq2U.1)

Meeting ID: 832 2817 6138

Passcode: 754725

OR

Call in (audio only) +1 507 473 4847

Conference ID: 754725#

**Meeting Summary**

The meeting began with an icebreaker activity where each participant introduced themselves, their organization, and shared the best thing they had crossed off their bucket list. The participants included representatives from various organizations, such as Aptech, Reno Sparks Tribal Health Center, UC Berkeley Tech Transfer, BIA, California State University Long Beach, and Trinidad Rancheria.

The agenda for the meeting included discussions on the timeline of activities to date, the work plan and biennial assessment, and next steps for the TTAP program. The timeline of activities highlighted key milestones, such as the submission of the TTAP proposal, the kickoff meeting with Federal Highway and VIA, the child passenger training in Phoenix, and presentations at conferences and meetings.

The work plan and biennial assessment were discussed, and feedback was requested from the participants. The work plan was designed to address critical items and provide a roadmap for daily activities. The assessment aimed to gather information on critical areas of tribal transportation and identify training needs. Participants were encouraged to provide feedback on the clarity of the questions and suggest additional topics to be included.

Next steps for the TTAP program included finalizing the work plan and assessment, publishing the assessment and collecting responses, developing the website, presenting at the Intertribal Transportation Association meeting, and contracting instructors. The importance of encouraging tribes to respond to the assessment was emphasized, and suggestions were made to share a brochure and program flyer to promote the TTAP program.

The meeting concluded with the announcement of the next meeting scheduled for November 21st. Participants were reminded to provide any scheduling conflicts, and contact information was shared for further communication.

Overall, the meeting provided an opportunity for participants to share updates, provide feedback on the work plan and assessment, and discuss the next steps for the TTAP program.

**Action items for Carrie Brown**

\* Finalize the work plan and seek Federal Highway approval.

\* Publish the biennial needs assessment and gather responses from tribes.

\* Schedule training sessions and contract instructors.

\* Draft contracts for UC Berkeley and CSU Long Beach.

**Action items for Nicole Slaboch**

\* Provide feedback on the assessment questions by midweek next week.

\* Share the draft brochure and program flyer with the committee members.

**Action items for Chu Wei**

\* Provide contact information for tribes in the Pacific region.

**Action items for Leslie Sanders**

\* Complete the assessment survey separately from the transportation manager at Trinidad Rancheria.

**Action items for Afsaneh Yavari**

\* None specified.

**Action items for Anthony Smokey**

\* None specified.

**Action items for Ben Olson**

\* None specified.

**Action items for Jaime Torres**

\* Attend the Intertribal Transportation Association meeting and present on behalf of Federal Highway.

**Action items for Sheila Alvarez**

\* None specified.

**Action items for Noah Rodriguez**

\* None specified.

**Action items for Tyler Reeb**

\* None specified.

**Action items for Misty Rickwalt**

\* None specified.

**Action items for Kyle Rovetto**

\* None specified.