



Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)
 Regular meeting hosted on January 11, 2023
 (Santa Fe Business Incubator meeting room and online)

NPRTPO Voting Members and Alternates

Name	Entity	Title	Present/Absent
Eric Ulibarri	Los Alamos County	Voting Member	Absent
Keith Wilson	Los Alamos County	Alternate	Present
Napoleon Garcia	Rio Arriba County	Voting Member	Absent
Cathy Martinez	Rio Arriba County	Alternate	Absent
Robert Griego	Santa Fe County	Voting Member	Absent
Gary Brett Clavio	Santa Fe County	Alternate	Present
Candyce O'Donnell	Taos County	Voting Member	Absent
Jason Silva	Taos County	Alternate	Joined Late
	City of Española	Voting Member	Absent
Elijah Mares	City of Española	Alternate	Absent
Patrick Nicholson	Village of Taos Ski Valley	Voting Member	Present
Anthony Martinez	Village of Taos Ski Valley	Alternate	Absent
John Avila	Village of Taos Ski Valley	Alternate	Absent
French Espinoza	Town of Taos	Voting Member	Present
Lynda Perry	Town of Taos	Alternate	Absent
Linda Calhoun	Town of Red River	Voting Member	Absent
Georgiana Rael	Town of Red River	Alternate	Present
Maggie Valdez	Village of Chama	Voting Member	Absent
Will Donohoe	Village of Chama	Alternate	Absent
Dominic Martinez	Village of Questa	Voting Member	Absent
Jason Gonzalez	Village of Questa	Alternate	Present
Paul Castillo	Jicarilla Apache Nation	Voting Member	Absent
Kathryn Valdez	Jicarilla Apache Nation	Alternate	Present
Governor Nathaniel Porter	Pueblo of Nambé	Voting Member	Absent
Lt. Governor Nat Herrera	Pueblo of Nambé	Alternate	Present
Sylvia Armijo	Picuris Pueblo	Voting Member	Absent
	Picuris Pueblo	Alternate	Absent
Lillian Garcia	Pueblo of San Ildefonso	Voting Member	Absent
Christy Ladd	Pueblo of San Ildefonso	Alternate	Absent
	Ohkay Owingeh	Voting Member	Absent
Sybil Cota	Ohkay Owingeh	Alternate	Absent
Suzette Shije (Vice Chair)	Pueblo of Santa Clara	Voting Member	Present
	Pueblo of Santa Clara	Alternate	Absent
Vernon Lujan (Chair)	Pueblo of Taos	Voting Member	Present
Reva Suazo	Pueblo of Taos	Alternate	Absent
Randy Vigil	Pueblo of Pojoaque	Voting Member	Absent
Janay Chavarria	Pueblo of Pojoaque	Alternate	Absent
Anthony Mortillaro	NCRTD	Voting Member	Absent
Bryce Gibson	NCRTD	Alternate	Present



NCNMEDD/NPRTPO Staff

Felicity Fonseca	Community Development Director
Paul Sittig	Transportation Planner
Kyla Danforth	Transportation Intern
Liz Reynolds	NMAAA Special Projects Coordinator
Carol Gamiao	NMAAA Transportation Planner

NMDOT Staff

James Mexia	District 5 Technical Support Engineer
Amanda Niño	District 5 Local Government Road Fund Coordinator
Neala Krueger	Planning Supervisor/RTPO Liaison
Ron Shutiva	Tribal Liaison

Guests

Bobbie Ferrell	Rep. Teresa Fernandez Ledger, covering transportation
Derrick Toledo	Rep. Teresa Fernandez Ledger, supporting the Pueblos
Debra Baca	Taos County Public Works
Joe Fernandez	Taos County Roads Supervisor

I. Call Meeting to Order

Chair Vernon Lujan, Taos Pueblo, called the meeting to order at 10:05 AM.

II. Pledge of Allegiance

Chair Lujan lead the pledge of allegiance.

III. Opening Prayer

Chair Lujan asked for a volunteer to lead the opening prayer, and Lt. Governor Nat Herrera, Nambé Pueblo, volunteered.

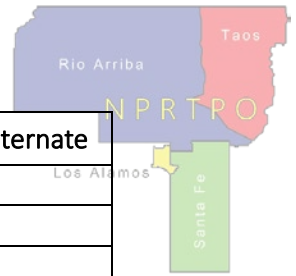
IV. Welcome and Introductions/Public Comments:

Chair Lujan welcomed everyone and asked if there were any members of the public who wished to speak. Paul Sittig, NCNMEDD, said there were no members of the public at large in attendance.

V. Roll Call:

Chair Lujan called on Paul Sittig to conduct the roll call.

Name	Entity	Voting Member or Alternate
Keith Wilson	Los Alamos County	Alternate
Brett Clavio	Santa Fe County	Alternate
Patrick Nicholson	Village of Taos Ski Valley	Voting Member
Georgiana Rael	Town of Red River	Alternate
Jason Gonzales	Village of Questa	Alternate



Name	Entity	Voting Member or Alternate
Kathryn Valdez	Jicarilla Apache Nation	Alternate
Lt. Gov. Nat Herrera	Nambé Pueblo	Alternate
Suzette Shije (Vice Chair)	Pueblo of Santa Clara	Voting Member
Vernon Lujan, Chair	Pueblo of Taos	Voting Member
Bryce Gibson	North Central RTD	Alternate

Mr. Sittig confirmed that there was a quorum for the meeting.

VI. Approval of the Agenda:

Chair Lujan asked for a motion to approve the agenda.

Patrick Nicholson, Village of Taos Ski Valley, made the motion to approve the agenda as presented. Seconded by Keith Wilson, Los Alamos County. Chair Lujan asked for a roll call vote.

Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Brett Clavio	Santa Fe County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Georgiana Rael	Town of Red River	Yes
Jason Gonzales	Village of Questa	Yes
Kathryn Valdez	Jicarilla Apache Nation	Yes
Lt. Gov. Nat Herrera	Nambé Pueblo	Yes
Suzette Shije (Vice Chair)	Pueblo of Santa Clara	Yes
Vernon Lujan, Chair	Pueblo of Taos	Yes
Bryce Gibson	North Central RTD	Yes

The motion passed unanimously with all members present.

VII. Approval of the Minutes: December 7, 2022, Regular Meeting (NCRD and online)

Chair Lujan asked members to review the December 7, 2022, meeting minutes.

Keith Wilson, County of Los Alamos, made a motion to accept the December 7 minutes as presented. Seconded by Jason Gonzales, Village of Questa.

Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Brett Clavio	Santa Fe County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Georgiana Rael	Town of Red River	Yes
Jason Gonzales	Village of Questa	Yes
Kathryn Valdez	Jicarilla Apache Nation	Yes
Lt. Gov. Nat Herrera	Nambé Pueblo	Yes



Name	Entity	Vote
Suzette Shije (Vice Chair)	Pueblo of Santa Clara	Abstain
Vernon Lujan, Chair	Pueblo of Taos	Yes
Bryce Gibson	North Central RTD	Yes

Except for Suzette Shije, Pueblo of Santa Clara, who abstained as she had not attended the meeting, the motion passed unanimously with all members present.

VIII. Federal Agency Updates

Bobbie Ferrell and Derrick Toledo from Rep. Teresa Fernandez Ledger’s office introduced themselves. Ms. Ferrell stated that she covers transportation matters in the region, and Mr. Toledo said that he supports the Pueblos.

IX. Action: Review and Approval of NPRTPO Bylaws

Paul Sittig noted that had distributed a redline and clean copy of the proposed NPRTPO bylaws updates proposed at the November 2, 2022 NPRTPO meeting, including

- Increasing the quorum from 25% to 33% of NPRTPO member entities
- Striking “land grants” as eligible RTPO members
- Consistent use of acronyms

Brett Clavio, Santa Fe County, asked if the quorum percentage was set by guidance or arbitrarily. Mr. Sittig said that there is no set guidance that he’s seen from the Office of the Attorney General or elsewhere. The 25% quorum is 5 members, and 33% would increase the number of voting members needed to 6 or 7.

Keith Wilson, Los Alamos County, asked if the number of members could change. Paul Sittig said that this number could change, though it is unlikely that the number could increase if land grants are not included as eligible entities. Mr. Wilson then suggested that under V. Duties of the Officers, in the new section C, the term “temporary leader” be replaced with “temporary chair.”

Patrick Nicholson, Village of Taos Ski Valley, made a motion to approve the bylaws with the suggested edits. Keith Wilson, Los Alamos County, seconded the motion. Chair Lujan asked if there was any more discussion. Hearing none, he asked for a roll call vote:

Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Brett Clavio	Santa Fe County	Yes
Jason Silva	Taos County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Georgiana Rael	Town of Red River	Yes
Jason Gonzales	Village of Questa	Yes



Name	Entity	Vote
Kathryn Valdez	Jicarilla Apache Nation	Yes
Lt. Gov. Nat Herrera	Nambé Pueblo	Abstain
Suzette Shije (Vice Chair)	Pueblo of Santa Clara	Yes
Vernon Lujan, Chair	Pueblo of Taos	Yes
Bryce Gibson	North Central RTD	Yes

Jason Silva, Taos County, joined the meeting during the roll call vote. Chair Lujan asked if Mr. Silva had reviewed the materials for the meeting, and Mr. Silva confirmed that he had. Chair Lujan identified the one new proposed change, and asked Mr. Silva if he felt like he could vote on the matter. Mr. Silva confirmed that he would vote, as reflected above.

Except for Lt. Governor Nat Herrera, Nambé Pueblo, abstaining, the motion passed unanimously with all members present.

X. Presentation: NCNMEDD Senior & Disabled Adult Transportation Pilot Program

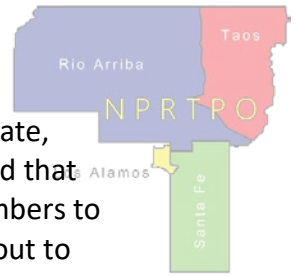
Paul Sittig, NCNMEDD, presented Liz Reynolds and Carol Gamiao, his colleagues at NCNMEDD, who would speak on this matter. Liz Reynolds, Special Projects Coordinator at the Non-Metro Area Agency on Aging, introduced herself and the project, noting that NCNMEDD has been working with the National Aging and Transportation Disability Center (NADTC) on a pilot project. Carol Gamiao presented on the pilot project to provide door-to-door transportation for seniors and adults with disabilities.

Ms. Gamiao provided an overview of the pilot program in Taos and Rio Arriba counties, highlighting the needs for this service, the opportunity from NADTC funding, and the mission to connect volunteer drivers with seniors and disabled adults who need trips to non-emergency medical appointments. Ms. Gamiao noted that NCNMEDD is coordinating with transportation providers in these counties to identify the service gaps. The program will include background checks and training to ensure the volunteer drivers are good fits for the program.

NCNMEDD is also developing a website to document public and private transportation options in the pilot counties, as well as technology training to help seniors and disabled adults utilize the website and other opportunities to reduce social isolation.

Ms. Gamiao noted that the planning process for these efforts includes outreach to Tribes in Taos and Rio Arriba counties, and that she has been discussing the project with Ron Shutiva, NMDOT Tribal Liaison.

Brett Clavio, Santa Fe County, asked whether Ms. Gamiao had been in consultation with NCRTD on their paratransit service. She confirmed that they had, and Bryce Gibson has identified service gaps that NCNMEDD could support. Liz Reynolds noted that Mr. Gibson is a member of the steering committee for the project, along with representatives from agencies and organizations that support disabled adults. Ms.



Reynolds clarified that NMAAA works with senior service providers across the state, though not in Tribal areas, as they have other programs. Ms. Reynolds also noted that NCNMEDD recently hired a volunteer coordinator, and she invited NPRTPO members to join the steering committee if they were interested and available, and to reach out to Carol Gamiao at carolyng@ncnmedd.com or call her at 505-356-9402 to join.

Paul Sittig read a question from the chat from Felicity Fonseca, Community Development Director at NCNMEDD, who asked what kinds of transport would be provided. Liz Reynolds clarified that it would be local, regional, or even longer-distance non-emergency medical transportation as the preliminary goal of the pilot program.

Jason Gonzales, Village of Questa, asked if the program would be similar to Safe Ride. Liz Reynolds said it would be a different program, run through NCNMEDD NMAAA.

Jason Silva, Taos County, asked if it would be similar to senior companions or foster grandparents programs in that it would provide a stipend for volunteers, or is it strictly volunteer. Carol Gamiao said it would be volunteer with reimbursement for mileage, and may include additional incentives, but would not include a stipend. Liz Reynolds noted that the program is starting with a limited budget. Additionally, volunteers would be utilizing their own vehicles, and would have background checks, drug tests, and training on safe driving and how to appropriately talk to people. She noted that the New Mexico Aging and Long Term Services Department is interested in partnering with NMAAA on this, and may provide additional funds or driver incentives.

Chair Lujan asked if the volunteer drivers would have to provide proper insurance. Liz Reynolds confirmed they would, and stated that most insurance plans cover this, and noted that NMAAA is looking into possibly providing or offering supplemental insurance where necessary.

Mr. Sittig noted that while the volunteer driver program is new in New Mexico, NMAAA is learning from similar programs in other states, where volunteer driver programs are working to increase mobility options for seniors and disabled adults in rural areas.

XI. Presentation: RTPO 101 (NPRTPO Staff)

Paul Sittig presented an overview of transportation planning, “the confluence different agencies and disciplines to develop plans, policies, legislative activities, performance measures, funding, and projects.” Mr. Sittig noted that while there is no federal requirement for regional transportation planning organizations to exist, there is a requirement that “each State shall carry out a continuing, cooperative, and comprehensive statewide transportation planning process that provides for consideration and implementation of projects, strategies, and services” in both metropolitan and non-metropolitan areas, and to this end, the State of New Mexico supports RTPOs in this function. Mr. Sittig listed the ten federally recognized factors to address in transportation planning for motorized and non-motorized users:

1. Support the **economic vitality**;



2. Increase the **safety** of the transportation system;
3. Increase the **security** of the transportation system;
4. Increase **accessibility and mobility** of people and freight;
5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life**, and promote **consistency between transportation improvements** and State and local **planned growth and economic development patterns**;
6. Enhance the **integration and connectivity of the transportation system**, across and between modes throughout the State, for people and freight;
7. Promote **efficient system management and operation**;
8. Emphasize the **preservation of the existing transportation system**;
9. Improve the **resiliency and reliability** of the transportation system and **reduce or mitigate stormwater impacts of surface transportation**; and
10. Enhance **travel and tourism**.

Mr. Sittig identified New Mexico statewide transportation plans, including the long-range *New Mexico 2045 Plan*, the near-term *Statewide Transportation Improvement Plan (STIP)* that is fiscally constrained for the next four years of projects, with quarterly amendments. He also noted the *Transportation Asset Management Plan (TAMP)* (2019), *Strategic Highway Safety Plan (SHSP)* (2021) that NMDOT will be updating in 2023, and the *Planning Work Program (PWP)*, the two-year action plan for the NMDOT Planning Division, and this includes the RTPO and MPO two-year plans and budgets.

Mr. Sittig noted some modal plans, including the *Statewide Transit Asset Management Plan (2019-2022)*, the *Pedestrian Safety Action Plan*, *New Mexico Bicycle Plan*, and the *Airport System Plan*. He suggested that aligning your projects with NMDOT's plans and priorities can increase the potential that your project gets funding.

Mr. Sittig presented the history of North Central New Mexico Economic Development District (NCNMEDD), which was initially funded and supported by the US Economic Development Administration (EDA) in 1967, created through a joint powers agreement signed by the eight member counties, including the four in the Northern Pueblos RTPO.

New Mexico Commission Policy 68 defines RTPOs as "an organization that identifies local transportation needs, conducts planning, assists local governments, and supports the statewide transportation planning process in non-metropolitan regions of the State." Furthermore, this policy defined the role of Regional Transportation Improvement Program Recommendations (RTIPR) as project lists "to be considered for inclusion in the Statewide Transportation Improvement Program (STIP)."

At the regional level, there are similar long-range and near-term plans to the state's: the *Regional Transportation Plan (RTP)* that is developed roughly every five years with a 20+ year planning horizon, and the RTIPR that lists projects eligible for state and federal funding, which are prioritized by the RTPO Board and consistent with the NP RTP. The third regional plan the *Northern Pueblos Regional Work Plan* that lays out two years of activities and is included in the NMDOT *Planning Work Program*.



Mr. Sittig stated that the Northern Pueblos RTPO board is a public hearing body, consisting of voting members of the counties of Taos, Rio Arriba, Los Alamos, and non-metro Santa Fe, as well as the Tribes and local public agencies within this four-county region. Mr. Sittig stood for questions, and hearing none, moved to the next item.

XII. Discussion: TAP, RTP, CRP, and TPF Rating and Ranking

Paul Sittig presented the Northern Pueblos RTIPR Criteria:

- Planning (0 to 5 points each)
 - Secured other funding sources (*TPF: no federal funding except Tribal Transportation Program [TTP]*), matching funds
 - Support from existing planning documents and/or federal or state agencies/STIP/RTIPR or State List
- Project Description/Type/Scope (0 to 5 points each)
 - Location of project, development clearly outlined (0-5 points)
 - Level of coordination with RTPO, NMDOT, and district engineers in project development and compliance
- Justification (0 to 5 points each)
 - Economic impact (improve access to jobs and tourism), need for project clearly outlined
 - Improves quality of life/promotes safety/ environmental sustainability
- Request Readiness (0 to 10 points)
 - Right of way acquisition and clearances, shovel readiness, planning documents, environmental clearances, project timeline
- 2022 TPF Additions
 - NMDOT Priority Bridge (0 points if no, 1 point if yes)
 - Part of a Phased Project (not for points, just a yes or no flag)
- NPRTPO Participation
 - Participation in NPRTPO meetings (added in 2022, consistent with the Northern Pueblos bylaws)

Mr. Sittig also noted that the RTPO rating and ranking process is the first prioritization effort for some state-lead project prioritization and is not fiscally constrained as the RTPO does not have funding authority, while other NMDOT reviews will be. He also noted that these NMDOT reviews have their own rating and ranking criteria that don't need to be replicated at the RTPO level.

Jason Silva, Taos County, asked if it would be possible to add a criteria to recognize matching funds. Mr. Sittig noted that the first Planning criteria speaks to that. Mr. Silva recognized that criteria, and withdrew his request to add a criteria, noting that Taos County has a major project that has received funding previously and he is working to phase it out to get it built. On that note, Mr. Sittig noted that phasing is included in the rating and ranking criteria as suggested by NMDOT as part of the TPF guidance in 2022.



He said that members supported this criterion being a flag rather worth points, as to not penalize smaller projects.

Mr. Sittig noted there is another chance to review and discuss the criteria at the February meeting, ahead of the March 1st meeting where TAP, RTP-Motorized Only and CRP applicants will present, followed by members rating and ranking applications, ahead of the March 10, 2023 deadline for RTPO staff to submit the final applications and rankings. He also provided an overview of the anticipated Transportation Project Fund (TPF) application schedule.

XII. CY 2023 Meeting Dates, Topics

Chair Lujan said the conflicts he knew to the standing first Wednesday of the month NPRTPO meeting dates are May 3rd and November 1st in 2023, and he opened it up for discussion. Vice Chair Shije concurred with the November conflict and asked that the meeting be moved back a week and noted that July 5 might be a problem if people have travel plans. Lt. Governor Herrera, Nambé Pueblo, confirmed that October 4th is their feast day.

Mr. Sittig said he would present a revised calendar at the next meeting and would continue to update the agenda with additional trainings. Brett Clavio, Santa Fe County asked for a project management training for state and federal projects. Mr. Sittig asked James Mexia, NMDOT, if he or other District staff could provide that training. Mr. Mexia asked for clarification in what kind of training was desired. Mr. Clavio noted that Santa Fe County has new staff who could benefit from training on how to manage TAP or TPF projects. Mr. Mexia said he could work on that. Neala Krueger, NMDOT, noted that there is the Tribal/Local Public Agency (T/LPA) Handbook that goes through project progress for federal projects, and there is a video recording of a T/LPA Handbook presentation that was given a few years ago. Mr. Clavio asked if there would be additional trainings on this, and Ms. Krueger said that might have been for the kick-off of the new handbook. Mr. Sittig noted that those videos are linked on the RTPO NM “resources” webpage (<https://www.rtpnm.org/resources>), and said he’d reach out to NMDOT to see if they could offer such trainings again.

XIV. NMDOT Updates

District 5 – Amanda Niño reminded members of the May 31st deadline for LGRF applications.

Planning – Neala Krueger said she had no updates.

Tribal Liaison – Ron Shutiva said he was in a meeting with Indian Affairs, where the legislative priorities were being discussed. He noted that he would share any news or announcements when such items are finalized. Otherwise, business as usual and he’s available to field questions, issues, or concerns, and he wished everyone a happy new year.



LTAP – Ron Shutiva noted that there were no updates beyond new trainings that were announced via email, which members should have.

XV. NPRTPO Planner/Program Manager Updates and Announcements

Mr. Sittig said he and Kyla Danforth, NCNMEDD Transportation Intern, were finalizing their updates to the RTP and would distribute the draft document to members for review and discussion at the next meeting. He also noted that he was reviewing TAP, RTP-Motorized, and CRP applications, and was looking for a formal notice for TPF from NMDOT before setting dates. Mr. Sittig noted that members could start scoping or identifying potential TPF applications, as he anticipates that the structure will be similar to the prior year.

XVI. Member Input on Training and Presentations for NPRTPO

Chair Lujan asked the members if they had any additional training or presentation requests. Hearing none, he moved onto the next topic.

XVI. New Business

A. Upcoming meeting locations and topics

February 1, 2023 – NCRTD; NP Regional Transportation Plan Review

Bryce Gibson, NCRTD, stated he would work with Mr. Sittig to work on details for an in-person meeting

March 1, 2023 – Red River; NMDOT Env Intro; LTAP Grant Writing training

B. Other items from NPRTPO members or the public

No additional items were raised.

XVII. Adjourn

Chair Lujan asked for a motion to adjourn the meeting. Patrick Nicholson, Village of Taos Ski Valley, made the motion, and Lt. Governor Herrera, Nambé Pueblo, seconded it. The meeting was adjourned at 11:36 AM.