

MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Office of the Commissioner

TO: Alaska DOT&PF Leadership Team

DATE: March 19, 2024



FROM: Ryan Anderson, P.E.
Commissioner

TELEPHONE NO: 465-3900

SUBJECT: Tribal Liaison Team Leader

Adison Spafford is designated as DOT&PF's Tribal Liaison Team Leader. This role Encompass's a broad range of duties, including representing DOT&PF in matters concerning tribal relations, serving as a key point of contact for tribal issues related to transportation projects and activities, and educating and training DOT&PF staff on best practices for tribal engagement.

Strong tribal relations are critical to the success of the department and Tribal liaisons are key to fostering positive relationships, creating the structural support, and providing the technical expertise to ensuring the success of transportation projects throughout our state. As we move forward, we will be reaching out to designate additional Tribal liaisons in each division, to work as part of a larger team. Please feel free to reach out to Adison if you have any questions or require further clarification regarding the roles and responsibilities.

Roles & Responsibilities:

1. Statewide Tribal Liaison Team Leader:

- Represent the department as the primary Tribal Liaison for transportation-related matters.
- Utilize expertise to strengthen relationships among stakeholders.
- Seek solutions to resolve policy conflicts between the department and tribes.
- Build internal capacity for stronger tribal engagement.

2. Collaboration:

- Collaborate with peers to establish best practices for rural and tribal engagement.
- Ensure that the department has the necessary structures in place to actively solicit tribal engagement during planning, project development, construction, and maintenance activities.
- Collaborate with tribes receiving transportation grants to administer projects in rural communities, recognizing transportation projects as crucial economic drivers.

3. Policy Development and Regulatory Compliance:

- Develop policies and procedures that support tribal involvement and engagement in transportation planning, project development, construction, and maintenance activities.
- Ensure that project specifications comply with federal and state regulations for rural community projects.

4. Technical Expertise:

- Provide technical guidance to assist DOT&PF staff in planning and executing tribal-led transportation projects. This includes establishing Memorandums of Agreements with tribes, understanding critical project development and delivery phases, making safety recommendations, conducting planning reviews, and informing design standards.

5. Coordination and Negotiation:

- Coordinate multiple funding sources for DOT&PF transportation improvements with tribal-led projects.
- Negotiate design elements between tribal requests and engineering staff.
- Facilitate new partnering and funding opportunities with tribes.

6. Partnership Facilitation:

- Facilitate partnerships between DOT&PF staff, state agencies, and tribal entities.
- Deliver transportation enhancements and explore training and workforce development opportunities.

7. Committee Participation:

- Represent the DOT&PF on statewide committees and national bodies.
- Contribute expertise to the Tribal Technical Assistance Program.

8. Guidance and Legislation:

- Provide authoritative guidance to DOT&PF management, regional personnel, and tribal stakeholders.
- Address design, maintenance, construction policies, and legislative matters.