



NOTICE OF MEETING

Notice is hereby given that a meeting of the
OAHU METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD

will be held on

Friday, June 24, 2016 at 1:00 p.m.
Hawaii State Capitol, Room 423
415 South Beretania Street, Honolulu, Hawaii

AGENDA

- I. Call to order by Chair
- II. Introductions/Roll Call
- III. Approval of May 27, 2016 Policy Board Meeting Minutes
- IV. Reports
 - a. Interim Executive Director
 - b. Technical Advisory Committee
 - c. Citizen Advisory Committee
- V. Old Business
 - a. None
- VI. New Business
 - a. **Emergency Evacuation Plan Phase 1 Presentation**

In FY 2012, the OahuMPO Policy Board approved funding for the Department of Emergency Management (DEM) to complete an Emergency Evacuation Plan. Phase 1 of that plan was recently completed and DEM Director Mel Kaku will present the results of the plan.

Requested Action: Recommend acceptance of the Emergency Evacuation Plan Phase 1.
 - b. **Citizen Advisory Committee Bylaws Recommendations**

In light of the recently approved bylaws for the Policy Board and the Technical Advisory Committee, the Citizen Advisory Committee (CAC) Bylaws Subcommittee met to discuss and make recommendations about updates to the CAC Bylaws. On May 18th, the CAC considered and recommended Policy Board approval of the Subcommittee's proposed changes. OahuMPO Community Planner Amy Ford-Wagner will present a summary of the recommendations.

Requested Action: Approve changes to the CAC Bylaws.
 - c. **Executive Director Compensation and Terms**

On May 27th, the Policy Board voted unanimously to appoint Senior Planner Chris Clark as Interim Executive Director. The OahuMPO Comprehensive Agreement Section D.3 states that the "Executive Director shall be appointed by the Policy Board." Policy Board members will discuss

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and consider action on the compensation, length of term, and authority to extend the appointment of the Interim Executive Director.

On May 27th a Permitted Interaction Group was also formed to search for and evaluate candidates to fill the Executive Director position more permanently. Policy Board members will discuss an appropriate and competitive salary range to include in the recruitment advertisement.

State Law (HRS §92-4) provides that an executive meeting closed to the public may be held, upon an affirmative vote of two-thirds of the members present, to “consider evaluation of an employee, where consideration of matters affecting privacy will be involved.”

Requested Action: Approve compensation and length of appointment for the Interim Executive Director. Confirm salary range for Executive Director advertisement.

d. Annual Orientation Refresher

The Policy Board’s Bylaws state: “At least once per calendar year during a regularly scheduled meeting of the TAC, the Executive Director shall provide ‘refresher’ orientation to members of the roles and responsibilities of the OahuMPO under Federal, State, and local laws, the programs, processes and procedures, and work products and programs that are the responsibility of OahuMPO.” This presentation is an opportunity for members to discuss the MPO’s purpose and role in the overall process.

Requested Action: None.

VII. Invitation to interested members of the public to be heard on matters not included on the agenda

VIII. Announcements

- a. It is anticipated that the next Policy Board meeting will be held on Friday, July 29th at 1:00 pm in the Hawaii State Capitol Room #423.

IX. Adjournment

PUBLIC TESTIMONY will be accepted on any Policy Board agenda item. Testimony will be accepted as follows:

Oral Testimony

Oral testimony is limited to three (3) minutes per person, per agenda item.

- Written documentation of oral testimony is requested (submit 1 original to OahuMPO staff).
- Any person wishing to speak on an agenda item may register by:
 - Calling 587-2015 at least two (2) hours prior to the start of the meeting (calls to testify at meetings starting before 10:00 a.m. must reach the OahuMPO office prior to the close of the preceding business day); or
 - Signing up in person at the meeting prior to the start of the meeting.
- Note: Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.

Written Testimony

- One (1) original and fifteen (15) copies of each written testimony is required.

- Written testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, written testimony must reach the OahuMPO office by the prior Friday morning).
- Written testimony sent to OahuMPO via e-mail (oahumpo@oahumpo.org) or fax (587-2018) will be accepted under the following conditions:
 - E-mailed and faxed testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, e-mailed and faxed testimony must reach the OahuMPO office by the prior Friday morning). To confirm receipt of your testimony, you may call the OahuMPO office at 587-2015.
 - E-mailed and faxed testimony should be limited to the equivalent of 4 single-sided 8-1/2" x 11" pages, including attachments and other supplemental information.
 - If testimony exceeds this requirement, OahuMPO will only copy and distribute the allowable number of pages.
- OahuMPO staff will not be responsible for copying and/or distributing written testimony received after the deadline or brought to the meeting. Written testimony received after the deadline will not be copied or distributed to the Policy Board members prior to the start of or during the meeting; late submittals will be sent to the Policy Board members at a later date.
- Any written testimony brought to the meeting by a testifier may be distributed to the Policy Board members by said testifier. The original of the written testimony should be given to OahuMPO staff for OahuMPO's records.
- Note: Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.
- Note: Any personal information (such as home addresses, home phone numbers, cell phone numbers) included on the written testimony will become public information.

To request language interpretation, an auxiliary aid or service (i.e., sign language interpreter, accessible parking, or materials in alternative format), contact OahuMPO at 587-2015 (voice only) three (3) days prior to the meeting date. TTY users may use TRS to contact our office.

<< OahuMPO is a government agency responsible for coordinating transportation planning on Oahu >>