

**Minutes of the
Oahu Metropolitan Planning Organization**

POLICY BOARD

**Tuesday, November 29, 2016 10:30 a.m.
Hawaii State Capitol, Room 423
415 Beretania Street, Honolulu, Hawaii**

Members Present:

Representative Ryan Yamane, Chair	Representative Henry Aquino
Councilmember Brandon Elefante, Vice Chair	DPP Acting Director Arthur Challcombe
Councilmember Ann Kobayashi	FHWA Asst. Division Administrator Ralph Rizzo (Non-Voting)
Senator Will Espero	OP Leo Asuncion (Non-Voting)
Acting DTS Director Mark Garrity	
DOT Deputy Director Jade Butay	
Acting HART Exec. Director Brennon Morioka	

Member(s) Absent: Councilmember Joey Manahan, and Senator Michelle Kidani, DOH Lola Irvin (Non-Voting)

Guests Present:

Joe Magaldi (CAC Chair)	Nicola Szibbo (DPP)
Ryan Tam (HART)	Marian Yasuda (DTS)
Dion Mesta (Councilmember Elefante's office)	Lori Arakaki (DPP)
Asia Yeary (EPA)	Ben Trevino (Bikeshare Hawaii)
Virginia Sosh (DTS)	Danielle Bass (Rep. Yamane's office)
Liz Fischer (FHWA)	Barbara Armentrout (Transportation Commission)
Justine Espiritu (Bikeshare Hawaii)	Danielle Schaeffner (DOH)
Rochelle Takara (FHWA)	Dinna Schwiering (Councilmember Manahan's office)
Daniel Alexander (Hawaii Bicycle League)	

OahuMPO Staff Present: Chris Clark, Randolph Sykes, Taylor Ellis, Veronica Schack, Amy Ford-Wagner, Dylan Armstrong, Joel Vincent, and Noelani Pitzler

Meeting was properly noticed in accordance with State law.

Interim Executive Director Chris Clark's Presentation can be found on the OahuMPO website at:

http://www.oahumpo.org/?wpfb_dl=1087

I. CALL TO ORDER BY CHAIR

Chair Ryan Yamane called the meeting to order at 10:36a. Chair Yamane expressed his appreciation to Members for attending and wished all a happy holidays.

II. INTRODUCTIONS

Members introduced themselves.

III. APPROVAL OF THE OCTOBER 17, 2016 POLICY BOARD MEETING MINUTES

A motion was made by Councilmember Elefante and seconded by Director Morioka to approve the minutes as circulated. All members voted in favor. There being no discussion, objections, or abstentions the minutes were approved as circulated.

IV. REPORTS

A. INTERIM EXECUTIVE DIRECTOR

Interim Executive Director Chris Clark discussed his written report which was distributed to members prior to the start of the meeting.

The Interim Executive Director's Report may be viewed at:

http://www.oahumpo.org/?wpfb_dl=1085

Interim Executive Director Clark announced that he has accepted a position with Honolulu City and County's Department of Transportation Services' Regional Planning Branch. He also expressed his gratitude for the opportunity of being Interim Executive Director over the last six months.

B. TECHNICAL ADVISORY COMMITTEE (TAC)

There was no report from the TAC. Chair Yamane noted that TAC Chair Souki who is has resigned from HART is no longer the TAC Chair.

C. CITIZEN ADVISORY COMMITTEE (CAC)

There was no report from the CAC.

V. OLD BUSINESS

There was no Old Business to address.

VI. NEW BUSINESS

A. Executive Session

The Policy Board went into Executive Session at 10:43a to discuss the Executive Director search.

The public session of the Policy Board meeting was reconvened at 10:57a. The following motions were made by the Policy Board.

A motion was made by Deputy Director Butay and seconded by Acting Director Challacombe to establish a new Permitted Interaction Group (PIG) to be comprised of DOT's and DTS' Director or Designee and the Policy Board Chair or Designee to search for a new Executive Director.

There was no further discussion, objections, or abstentions and the motion was approved unanimously.

A motion was made by Acting Director Garrity and seconded by Acting Director Challacombe to extend the benefits and salary of the current Interim Executive to the next Interim Executive Director,

if needed. There was no further discussion, objections, or abstentions and the motion was approved unanimously.

There was discussion on the salary range for the position of OahuMPO Executive Director, how the range was determined, and that the OahuMPO Executive Director salary range is similar to the MauiMPO Executive Director salary range and to MPOs across the country.

A motion was made by Acting Director Challacombe and seconded by Acting Director Garrity to extend authority to the Policy Board Chair to begin negotiations for salary and services with potential Executive Director candidates. There was no further discussion, objections, or abstentions and the motion was approved unanimously.

B. FFY 2017-2020 Transportation Alternatives Projects (TAP)

Community Planner Taylor Ellis presented background on the TAP, described the process and discussed the funding for the FFY 2017-2020 TAP. He unveiled the three projects recommended by the Transportation Alternatives Program Evaluation Committee (TAPEC).

There was discussion on the Ala Wai Flood Control project and Mr. Ellis noted that during the PE1 phase environmental issues will be addressed. There also was an inquiry on the location of the East Kapolei station access and the initial rollout of Bikeshare, which is scheduled for Summer 2017.

A motion was made by Councilmember Elefante and seconded by Acting Director Garrity to accept the FFY 2017-2020 TAP project prioritization as recommended by the TAPEC, direct staff to solicit public and Advisory Committee comments, and to program funds in the next practical TIP Revision. There was no further discussion, objections, or abstentions and the motion was approved unanimously.

C. Complete Streets Project Checklist and Process & Procedures

Interim Executive Director Clark presented the Citizen Advisory Committee (CAC) memo which had been distributed to Policy Board Members in their meeting packet, discussed the issues that arose during the Technical Advisory Committees review, clarified how questions would be included in the process and emphasized that questions for any given project would be specific to that project.

The motion was made by Director Garrity and seconded by Director Challacombe to Direct OahuMPO staff to modify the appendices to the ORTP and TIP Policies & Procedures to incorporate an updated project application form that includes questions on Complete Streets. There was no further discussion, objections, or abstentions and the motion was approved unanimously.

VII. INVITATION TO INTERESTED MEMBERS OF THE PUBLIC TO BE HEARD ON MATTERS NOT INCLUDED ON THE AGENDA

There was discussion on the question raised regarding the job description of the Executive Director position. Chair Yamane indicated that the OahuMPO is available to answer specific questions about the position and the position description.

VIII. ANNOUNCEMENTS

The Chair noted that due to the changing political environment and potential changes in Federal Highways he will forgo his report on the AMPO conference.

There will be no Policy Board meeting in December 2016. The Chair wished all a Happy Holidays.

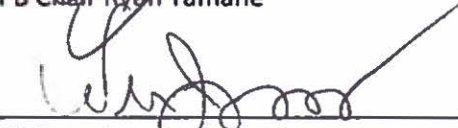
IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:21 a.m.



PB Chair Ryan Yamane

2/9/17
Date



PB Secretary Rori Schack

2/9/17
Date