



Minutes of the
Oahu Metropolitan Planning Organization

TECHNICAL ADVISORY COMMITTEE

April 13, 2018 9:00 a.m.

Honolulu Authority for Rapid Transportation (HART) Board Room #150
1099 Alakea Street, Honolulu, Hawaii

Members Present:

DTS Marian Yasuda, Chair	HART Ryan Tam
HDOT Robert Miyasaki, Vice Chair	DBEDT Leonid Bak
DPP Lori Arakaki	DTS Eileen Mark
OP Lorene Maki	FAA Kimberly Evans (non-voting)
HDOT Ken Tatsuguchi	Caterine Picardo Diaz (DPP)

Members Absent: Whitney Birch (HART), Ted Matley (non-voting) (FTA), Kyle Oyasato (non-voting) (DFM), Gareth Sakakida (non-voting) (HTA), and Tim Trang (non-voting) (DDC)

Guests Present: FHWA Administrator Ralph Rizzo, Lisa Leonardo, Rod Low

OahuMPO Staff Present: Alvin Au, Roni Schack, Joel Vincent, Kiana Otsuka, Amy Ford-Wagner, and Lena Phomsouvanh

The meeting was properly noticed in accordance with State law.

I. CALL TO ORDER

It was determined that there was quorum and Chair Marian Yasuda called the meeting to order at 9:03 a.m.

II. ROLL CALL

Technical Advisory Committee (TAC) members and members of the audience introduced themselves.

III. APPROVAL OF MARCH 09, 2018 MEETING MINUTES

Chair Yasuda called for members to review the minutes which were included in the meeting packets mailed to TAC members in advance of the meeting. There was discussion on making the following corrections: add Dina Wong as a guest, change wording in the second paragraph under Executive Director's Report which states "a request from Robert Miyasaki that he be included as a participant" be changed to "a suggestion from Robert Miyasaki that STP be involved"; and change 'transit station' in paragraph three under VI.B. to 'transit center'. It was recommended that effort be made to document who the individuals are who make and second motions, if possible, and for persons to identify themselves before speaking.

Cate Picardo abstained because she was not present at the March 9, 2018 meeting. There being no further edits or discussion, Chair Yasuda announced the minutes were approved as corrected.

IV. REPORTS

A. EXECUTIVE DIRECTOR

Executive Director Alvin Au discussed his written Executive Director's report which was distributed to members prior to the start of the meeting. He noted that the Policy Board approved the TAC's revision to their TAC Bylaws; noted that OahuMPO staff did a Central Oahu Transportation Study presentation to the Mililani Mauka Neighborhood Board #35 on March 20, 2018; provided an update on OahuMPO job vacancies; and presented a recap of the Policy Board's and Citizen Advisory Committee's March meetings.

In response to a question about the Single Audit, Executive Director Au indicated that the Single Audit for the year ended June 30, 2017 was completed. . There was discussion on posting the Single Audit on the OahuMPO's website, on sharing the audit report with the TAC, and on sharing the completed corrective action plan with the TAC.

The Executive Director's Report may be viewed at: http://www.oahumpo.org/?wpfb_dl=1298
The FY2017 Single Audit Report can be viewed at: http://www.oahumpo.org/?wpfb_dl=1302

V. OLD BUSINESS

There was no Old Business.

VI. NEW BUSINESS

A. FY2019 OVERALL WORK PROGRAM (OWP)

Executive Director Alvin Au noted that one of the new nine projects was deleted from the current version of the FY2019 OWP. The new project submitted by HART was reviewed by Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) and revisions were made by HART based on FTA's and FHWA's comments. FHWA Administrator Ralph Rizzo noted that the most recent version of the proposed HART project needed further revision and that he and HART staff will be discussing this further.

It was noted that several projects in the current version of the FY2019 OWP are no longer requesting funding or funding amounts have been revised. There was discussion that the FY2019 OWP doesn't adequately show multi-year funding for projects; is missing past year's project funding in the 200 series work elements; is not clear on past year's accounting of funds in the 300 series work elements, what remains of past years' agency dues paid or how these funds are being applied; and that agency dues provide the 20% match of federal funds for OahuMPO work elements.

It was noted that the OWP is a budget document and that four or five years ago there had been a discussion regarding expenditures and a letter was sent to OahuMPO recommending that OahuMPO complete and provide the expenditure worksheet, developed by Ken Tatsuguchi of the State of Hawaii's Department of Transportation

(HDOT), to the TAC as a supplemental document during their review of the OWP. It was noted that although the expenditure worksheet would not be able to show the entire year due to timing issues, it would show activity from the first half of the fiscal year, provide TAC information on what work was completed, and what balances remain. Mr. Tatsuguchi agreed to send the sample report to OahuMPO's accountant. This worksheet includes information on ongoing projects, hours expended, and federal and matching funds by FHWA/FTA.

There was discussion on the tasks and the number of hours that should be included in work element 301.05-19: Single Audit.

Chair Yasuda asked if any of the TAC members had submitted written comments to OahuMPO on the internal draft sent to members in March. She noted that the Department of Transportation Services (DTS) did compile comments which are currently in the approval process at DTS. Most were minor edits except for requests for additional funding for the Ala Wai Canal Bridge Project Alternatives Analysis, to the Oahu Mass Transit Feasibility Study, and to extend the period of performance for the Ewa Impact Fees Study. A draft list of those comments was provided to OahuMPO that morning.

There was a discussion of the Citizen Advisory Committee (CAC) Candidate projects in Appendix A. As part of a future draft, it was recommended that OahuMPO should clearly apply its prioritization process to all proposed candidate projects, including those received from agencies and those received from the CAC. In addition, OahuMPO should clearly explain how CAC Candidate projects are considered during the OWP process to ensure that the process is clear and transparent, so the CAC and the general public understand how their input has affected the OWP development.

There was discussion to remove task #12 from the 301.17 Transportation Improvement Program since there is no current activity for e-STIP, to add a totals row for the various columns in table C-2, on the requested FY2019 amount in comparison to the OahuMPO Staff Funds Remaining, and that the TAC Chair and Vice Chair will meet with OahuMPO on the further development of the FY2019 OWP.

A motion was made by Ken Tatsuguchi and seconded by Caterine Picardo Diaz to suggest to the Policy Board the release of the draft version of the FY2019 OWP for Public and Intergovernmental Review with the caveat that the TAC supports the proposed and ongoing work elements included in this draft and requests that the OahuMPO revise the accounting worksheets and the administrative work elements to address the issues raised by the TAC at this meeting. There were two abstentions. There was no further discussion and the motion was passed.

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

There were no comments and the meeting moved on to Announcements.

VIII. ANNOUNCEMENTS

FHWA Administrator Ralph Rizzo announced that the STIP Amendment #15 was signed off by FTA that morning.

Kim Evans of Federal Aviation Administration (FAA) announced that the annual Airport Western Pacific Region will hold their annual conference in Torrance, California on June 12-14, 2018. The conference is free and will include a session on multi-modal transportation. She will forward the registration and information to OahuMPO to distribute to TAC members.

IX. ADJOURNMENT

Chair Yasuda adjourned the meeting at 10:22 a.m.