



# OahuMPO Policy Board

October 29, 2019



I. Call to order by Chair

II. Introductions/Roll Call



# III. Approval of the September 24, 2019 Meeting Minutes



## IV. Reports

A. Executive Director

B. Technical Advisory Committee

C. Citizen Advisory Committee



## V. Old Business

### A. Discussion on Establishing a Process to Evaluate the OahuMPO Executive Director



## VI. New Business

### B. Certification Review Implementation Plan Update



# Certification Review Recommendations Visual Overview - April

Item #	Work Product/Area	Assistance Requested	On Track to Meet Deadline	Done
1	OWP			
2	ORTP & CMP			
3	ORTP			
4	ORTP			
5	ORTP			
6	ORTP			
7	ORTP			
8,9	ORTP & TIP			
10	TIP & CMP			
11	TIP			
12	TIP			
13	PPP			
14	PPP			
15	PPP			
16	PPP			
17,18	CMP			
19	Strategic Plan			
20	Performance Reviews			
21-22	MPO Director Training & Mentorship			
23	Training Curriculum			



# OWP: Project Selection Process *Recommendation*

## Certification Review Text:

*“Develop a project selection process to prioritize projects necessary and reasonable to support the MPO’s role and responsibilities for regional planning under 23 CFR 450.300”.*

## Additional Comments:

- Concern regarding large unexpended obligated balance and funded studies not being completed
- Project selection process appears haphazard
- Costs must be eligible, necessary and reasonable
- Studies selected for funding should move regional planning to fruition

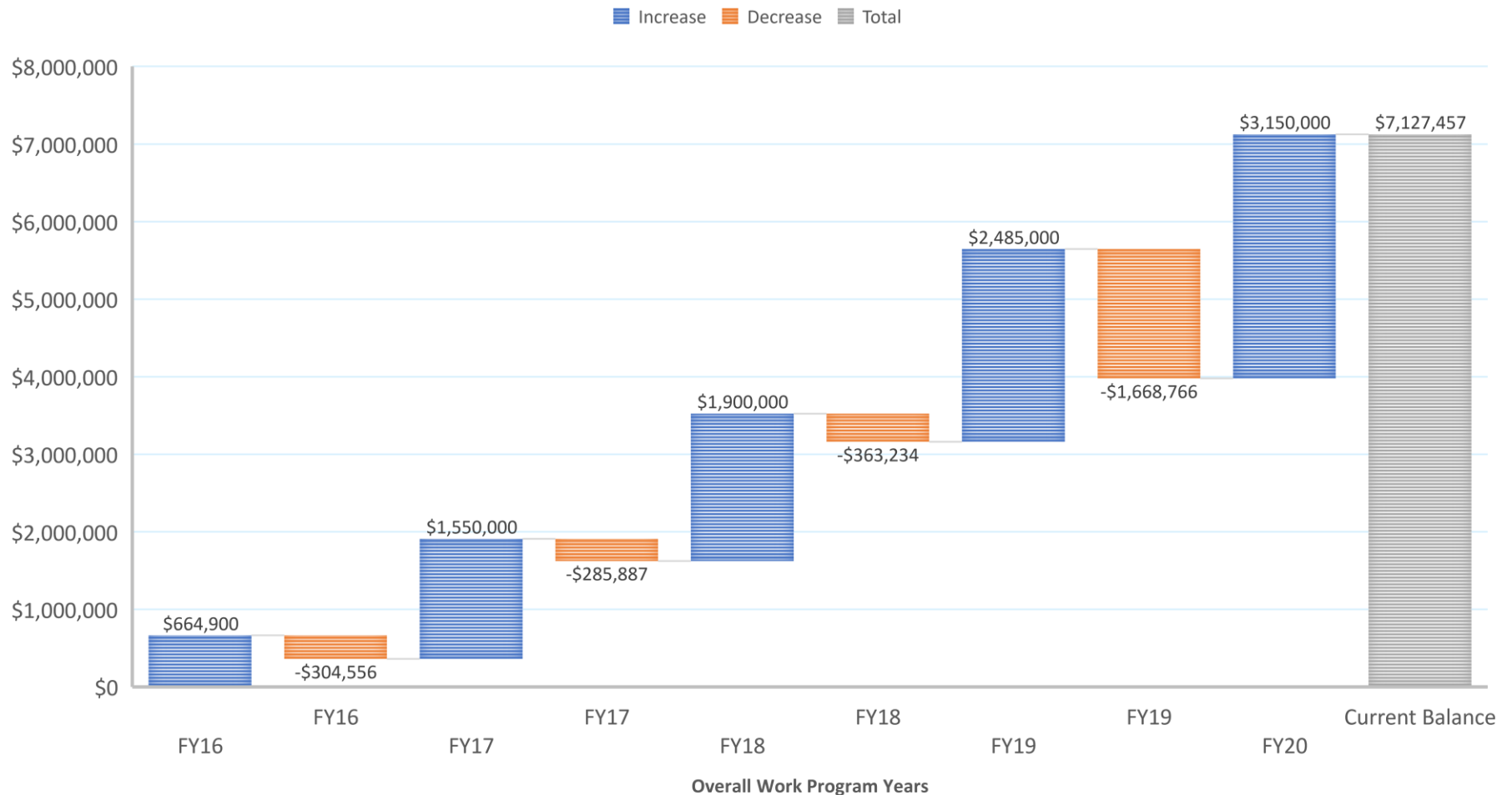




# OWP: Project Selection Process

## Recommendation

### OBLIGATIONS AND EXPENDITURES FOR SUBRECIPIENT STUDIES 2016-2019





# OWP: Project Selection Process *Recommendation*

## Plan

- OWP Processes & Procedures Update for OWP FY 2021
  - Research best practices
  - Program Area implementation plan
  - Re-evaluate project selection process



# ORTP: Consultation with land management agencies

*Corrective Action from 2014 Review*

## Certification Review Text:

*“OahuMPO must maintain a documented process for consultation with land management agencies”.*

## Additional Comments from FHWA/FTA:

- Complete GIS mapping analysis
- Discuss impacts and propose mitigations
- Document analysis in technical appendix to ORTP and/or
- Include relevant and important findings documented in a “Impacts” chapter to the ORTP

## The Plan:

- Develop list of land management agencies for consultation, locate GIS resources
- Begin mapping analysis in Summer 2020 after completing the ORTP 2045 project list.



# ORTP & TIP: Disposition of public comments

*Corrective Action from 2014 Review*

## Certification Review Text:

*During the next update to the TIP and ORTP, OahuMPO must fully document public comments and the disposition of the comments received and identify, either within the public participation plan or within the final document(s), how the documented comments and responses are made available to the public.*

## Additional Comments from FHWA/FTA:

- Comments and MPO's response need to be clearly part of the final document
- May be an appendix or on a website linked from the final document
- The public needs to be able to easily find comments



# ORTP & TIP: Disposition of public comments

## Corrective Action from 2014 Review

### The Plan (ORTP):

- Review best practices
- Will document and include comments in ORTP 2045

### Due Date:

- Next update of the ORTP (April 2021)

- ✓ Task completed for the TIP 2019-2022

## APPENDIX B

### INTERGOVERNMENTAL REVIEW & PUBLIC COMMENT FOR THE DRAFT FFYs 2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) REVISION #06

The intergovernmental review and public comment period for the Draft FFYs 2019-2022 Transportation Improvement Program Revision #06 began on June 17, 2019 and concluded on July 5, 2019. The Draft FFYs 2019-2022 TIP Revision #06 document was mailed and emailed to one hundred agencies and organizations for their review.

### AGENCY COMMENTS

Bus Stop ADA Access and Site Improvements (OC14)	
SUMMARY OF COMMENT	RESPONSE
<p><b>Department of Planning and Permitting (DPP):</b> DPP supports the addition of Project oc14, Bus Stop ADA Access and Site Improvements. This is in line with DPP's objective, stated in the Oahu General Plan and the regional Development Plan/Sustainable Communities Plans, of a multimodal transportation system that served traveler of all abilities, including the elderly and people with disabilities.</p>	<p><b>Department of Transportation Services (DTS):</b> No response necessary</p>

### PUBLIC COMMENTS

#### THE FOLLOWING AGENCIES RESPONDED WITH NO COMMENT

◊ Department of Emergency Management  
◊ Spectrum Oceanic LLC

◊ Transportation & Safety Committee Hawaii Kai Neighborhood Board



# ORTP & TIP: Title VI/Environmental Justice Analysis *Recommendation*

## Certification Review Text:

*“During the next update to the ORTP and the TIP, OahuMPO should undertake a more robust analysis of the benefits, and impacts, of the transportation system projects and services on minority and low-income populations”.*

## Additional Comments:

- Review findings from consultant review of OahuMPO’s Title VI methodology
- Training for staff on Environmental Justice
- FHWA recommends that OahuMPO reviews the work being done on equity by MAG in Phoenix, AZ or MTC in the California Bay Area



# ORTP & TIP: Title VI/Environmental Justice Analysis Recommendation

## The Plan:

- Review best practices
- Research and consider purchasing data & tools
- Staff training on EJ
- Implement lessons learned in May 2020 amendment of TIP
- Summer 2020: ORTP Analysis

## Due Date:

- Next update of the ORTP (April 2021)
- ✓ Task completed for TIP 2019-2022

## APPENDIX C

### Title VI and Environmental Justice Analysis FOR THE DRAFT FFYs 2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) REVISION #6

To evaluate the equity in spending of the FFYs 2019-2022 As of TIP Revision #6, OahuMPO analyzed planned investment in T6/EJ population areas. The analysis entailed determining the percent investment and average per capita investment by Census block group based on the list of projects included in the TIP.

#### TITLE VI / ENVIRONMENTAL JUSTICE EQUITY ANALYSIS FFYs 2019-2022 TIP as of Revision 6

Analysis Date: June 30, 2019

Population in T6/EJ BG (1)	289,321
Population in non-T6/EJ BG (0)	663,886
<b>T6/EJ BG</b>	<b>105</b> BG selected based on race (minority)
	<b>60</b> BG selected based on low income
<b>Less:</b>	<b>(30)</b> BG counted as both minority & low income (double-counted)
	<b>135</b> T6/EJ block groups
<b>Less:</b>	<b>(29)</b> T6/EJ BG located on military bases
	<b>106</b> BG designated as T6/EJ

	<b>Number</b>	<b>Percent</b>
Number of T6/EJ BG	135	23%
Number of non-T6/EJ BG	454	77%
	589	

	<b>Analysis Results</b>		<b>Final Results</b>
Sum of Costs in T6/EJ BG	\$704,579	x 1000 =	\$704,579,000
Sum of Costs in non-T6/EJ BG	\$1,455,073	x 1000 =	\$1,455,073,000
<b>Total Costs</b>	<b>\$2,159,652</b>	<b>x 1000 =</b>	<b>\$2,159,652,000</b>

	<b>T6/EJ Block Groups</b>	<b>Non-T6/EJ Block Groups</b>	<b>% Difference (EJ/Non-EJ)</b>	<b>Total Difference (Non-EJ - EJ)</b>
Average Investment by Block Group	5.2 M	3.2 M		
Total Cost of Projects	704.6 M	1455.1 M		
% Project Investment	32.6%	67.4%		
Total Population	289,321	663,886		
Average Per Capita Investment	\$2,435	\$2,192	11%	\$243



# Performance Reviews & Appraisals

## *Recommendation from 2014 Review*

### Certification Review Text:

*“Establish formal performance reviews and appraisals for the MPO Director and MPO staff to monitor and recognize technical capacity and administrative improvements, needs and successes”.*

### Additional Comments:

- FHWA will not necessarily check on this in a future certification but may inquire on staff/director technical capacity.

### The Plan

- The Policy Board is developing a process for evaluating the Executive Director.
- ✓ Formal Performance Review Process in place for OahuMPO staff





## Certification Review Text:

*“Prepare 5-year Strategic Plan - outlining upcoming product deadlines; training interests and needs; technical capacity and professional service needs; administrative procedures, processes and deadlines; and new product and planning opportunities and timelines”*

## The Plan:

- Strategic Plan development underway by Randolph Sykes
- Operational in focus
  - Ensure sufficient, properly trained staff and reduce turnover
  - Identify necessary improvements to processes and procedures
  - Identify changes to and processes for approval of the foundational agreements as required due to the consolidation of HART into DTS



# Congestion Management Process Update *Corrective Action*

Description	Plan & Status	Working Groups	Due Date
<ul style="list-style-type: none"><li>• Clarify &amp; document implementation of the CMP in the ORTP and TIP</li></ul>	<ul style="list-style-type: none"><li>• Consultant contract with Jacobs for CMP Update</li><li>• WSP to develop modeling that demonstrates implementation and evaluation of the CMP.</li><li>• Completion date: Spring 2020</li></ul>	<ul style="list-style-type: none"><li>• CMP working group: FHWA, DTS, HART, HDOT, DPP, OP</li></ul>	<ul style="list-style-type: none"><li>• The next update to the ORTP: April 2021</li></ul>



# Revenue Forecasting *Corrective Action*

Description	Plan & Status	Working Groups	Due Date
<ul style="list-style-type: none"><li>• Develop a financial plan with realistic assumptions</li><li>• Demonstrate that projects are fiscally constrained</li></ul>	<ul style="list-style-type: none"><li>• Development of revenue forecast underway by Jacobs</li><li>• Completion date: Spring 2020</li></ul>	<ul style="list-style-type: none"><li>• Revenue forecasting working group: FHWA, DTS, HART, HDOT, DBEDT</li></ul>	<ul style="list-style-type: none"><li>• The next ORTP (April 2021)</li></ul>



# Project Costing *Recommendation from 2014 Review*

Description	Plan & Status	Working Groups	Due Date
<ul style="list-style-type: none"><li>• Improve cost estimation for ORTP</li><li>• Establish cost estimate update procedures as projects move from ORTP to TIP</li></ul>	<ul style="list-style-type: none"><li>• Development of project costing guidelines and methodology underway by Jacobs.</li><li>• Completion Date: Fall 2020</li></ul>	<ul style="list-style-type: none"><li>• Project costing working group: FHWA, DTS, HART, HDOT, DDC</li></ul>	<ul style="list-style-type: none"><li>• The next ORTP</li><li>• The next TIP update</li></ul>



# Public Participation

## *Recommendation from 2014 Review*

Description	Plan & Status	Working Groups	Due Date
<ul style="list-style-type: none"><li>• Manage CAC expectations in the decision-making process through PPP and bylaws.</li></ul>	<ul style="list-style-type: none"><li>• Addressed in the PPP update</li><li>• Update to the bylaws to follow (the most recent update does not address expectations)</li></ul>	<ul style="list-style-type: none"><li>• PPP working group: FHWA, DTS, HDOT, DPP, HART</li></ul>	<ul style="list-style-type: none"><li>• No due date given</li></ul>



- VII. Invitation to interested members of the public to be heard on matters not included on the agenda
  
- VIII. Announcements  
Next meeting is scheduled for October 29, 2019 at 1:00 p.m.
  
- IX. Adjournment