

Minutes of the
Oahu Metropolitan Planning Organization

POLICY BOARD

Tuesday, July 15, 2021
via Microsoft Teams

Members Present:

Senator Sharon Moriwaki, Chair	HDOT Deputy Director Edwin Sniffen
Councilmember Brandon Elefante, Vice Chair	DTS Director Roger Morton
Senator Chris Lee	FHWA Division Administrator Ralph Rizzo
Councilmember Augie Tulba	DPP Director Dawn Apuna
Councilmember Radiant Cordero	OP Planning Program Administrator Rodney Funakoshi
DOH Primary Prevention Branch Manager Heidi Hansen-Smith	HART Govt Relations & Public Involvement Director Joey Manahan

Member(s) Absent: Representative Ryan Yamane, Representative Henry Aquino

Known Guests Present:

Dion Mesta (Clmbr Elefante's office)	Ryan Tam (HART)
Mark Garrity	
Robert Sato (Clmbr Cordero's office)	Chris Clark (DTS)
Marcia Tagavilla (Clmbr Tulba's Office)	Andy Yamaguchi (DPP)
Marian Yasuda (DTS)	Yoko Tomita (DTS)
Chase Shigemasa (CAC Chair)	Ken Farm (CAC Vice Chair)
Amy Ford-Wagner (FHWA)	Richelle Takara (FHWA)
Micah Munekata (Ulupono)	Laurie Manutai
Doug Chun (OCS)	

OahuMPO Staff Present: Alvin Au, Roni Schack, Zakari Mumuni, Kiana Otsuka, Tori Trevino, Nicki Smith, Nicole Cernohorsky, and Samantha Lara.

I. CALL TO ORDER

Chair Moriwaki called the meeting to order at 11:02 a.m.

II. ROLL CALL

Roll call was taken of Policy Board members present and quorum was established.

III. APPROVAL OF MEETING MINUTES

There were no meeting minutes for review.

IV. Reports

A. Executive Director's Report

There was no report given.

B. Technical Advisory Committee (TAC)

There was no report given.

C. Citizen Advisory Committee (CAC)

There was no report given.

V. Old Business

There was no old business.

VI. New Business

A. Looking Toward the Future for OahuMPO

Chair Moriwaki advised the members that OahuMPO's Randolph Sykes was unable to attend this meeting, so Chair Moriwaki postponed this agenda item to the July 27, 2021 Policy Board meeting.

B. Discussion on the Public Input Process for the FFYs 2022-2025 Transportation Improvement Program (TIP)

Chair Moriwaki explained that this topic and its discussion will focus on the TIP process, at what points in the process the community can provide input, and address concerns raised at the June 29, 2021 meeting.

OahuMPO's Transportation Impact Analyst Nicole Cernohorsky commented that FFY 2021 was an unusual year because the Oahu Regional Transportation Plan (ORTP) update and the TIP update coincided. She noted this occurrence happens approximately once every 15 years. In addition, this is the first year there is an overlap between the current year TIP and the new TIP.

Ms. Cernohorsky presented an overview of the progression of the TIP development process; noted the addition of a step in the current process that adds a Policy Board meeting which will give the Policy Board the opportunity for in-depth discussion on comments received regarding the TIP; and discussed the CAC's, TAC's, and Policy Board's roles in this process.

Councilmember Tulba and HART Government Relations & Public Involvement Director Joey Manahan joined the meeting.

Councilmember Cordero and Senator Lee expressed appreciation for the presentation and the revision to the TIP timeline that adds an extra Policy Board meeting which will

provide the opportunity for review and discussion of the comments received pertaining to the TIP before the meeting in which the Policy Board votes on the TIP document.

Councilmember Cordero asked if the CAC and TAC can provide statements to the Policy Board on recommendations the CAC and TAC take at their meetings. OahuMPO's Planning Program Manager Nicki Smith remarked that at the July TAC meeting, the TAC had discussed and decided to include annotations to their recommendations which would be included in a slide in the PowerPoint presented to the Policy Board. It was suggested and decided that a slide of the CAC's annotations would also be included in the PowerPoint presentation to the Policy Board.

TAC Chair Ken Tatsuguchi, commented that the TAC had felt their discussions and concerns had not been adequately presented to the Policy Board in the past and noted that at their next meeting the TAC will be discussing the new TIP's schedule to ensure the TAC's comments are relayed on a timely basis to the Policy Board for consideration.

Ms. Cernohorsky reported that OahuMPO will be working on the TIP policies and procedures update in collaboration with partner agencies, noting that OahuMPO's TIP timeline is part of that process and must fit within the constraints of the State's TIP (STIP) timeline. She added that this update would affect the FFYs 2025-2028 TIP development process which will begin in FFY 2024.

Chair Moriwaki asked if it would be helpful to members to hear the CAC and TAC comments before the Policy Board's vote-taking meeting.

Vice Chair Elefante thanked OahuMPO staff for the revision that adds a Policy Board meeting which would allow Policy Board discussion of comments prior to the meeting when the Policy Board votes on the document. He noted that the CAC and TAC Chairs or their representative have a report section on every Policy Board agenda which is an opportunity for them to provide updates and to report to the Policy Board on their committee's comments and concerns which the Policy Board can then consider in their decision making.

OahuMPO's Office Manager Roni Schack explained that during the Public and Intergovernmental Review (IGR) period the CAC and TAC members receive the document, can take the document to the communities they represent to solicit input, and are encouraged to submit comments. OahuMPO's Planning Program Manager Nicki Smith added that comments on specific projects are submitted to the implementing agency for their response and noted these individuals often are also members of the TAC.

DTS Director Roger Morton suggested implementing training focused on the responsibilities and regulations that govern these projects be provided to the CAC and the TAC members prior to the Call for Projects.

In response to Chair Moriwaki's question if training can be provided as suggested by Director Morton, Ms. Cernohorsky referred the question to Executive Director Au and Ms. Schack. Chair Moriwaki asked Ms. Schack to comment.

Ms. Schack agreed that training can be provided, but in regard to the TAC, their role is to provide technical input to the Policy Board. Because of this, the TAC is comprised of individuals already versed in the transportation regulations that impact projects. She added that the TAC and Policy Board memberships include representatives from the Federal Highways Administration (FHWA) who act as a resource and has been providing information and support on the metropolitan planning process for many years regarding FHWA and Federal Transit Administration (FTA) regulations.

Director Morton clarified that he was responding to the public comments and does expect the TAC to know the regulations but that training for the CAC would be helpful.

To Chair Moriwaki's question if the TAC can provide training to the CAC, Ms. Schack remarked that training is the responsibility of OahuMPO and the TAC should not be expected to train the public or the CAC. She noted information on the CAC's role and their responsibility for the task at hand is included in the presentations provided to the CAC by OahuMPO planners. In addition, the CAC was given a training session earlier this year that detailed their responsibility and demonstrated when, where, and how the CAC can have input in the metropolitan planning process. In addition, during the Call for Projects, the Community Planner has historically provided background to the CAC on what their task is and has worked with them behind the scenes on projects the CAC wished to submit.

Chair Moriwaki asked Director Morton if the response answered his concern.

Director Morton responded that education was his primary concern, if training is being done, he withdraws his comment, but hopes that there is clear guidance on the federal rules and funding at the beginning of the process for Call for Projects.

TAC Chair Ken Tatsuguchi reaffirmed that the TAC's role is to bring their knowledge and experience and, in addition, the mission of their agencies to the table. He noted that there are TAC members, including himself, who are familiar with the regulations but concurred that it is OahuMPO's responsibility regarding the dissemination of the regulations and the metropolitan planning process and added that if there are any questions or concerns, OahuMPO staff does reach out to FHWA or FTA for interpretation and guidance.

Councilmember Cordero thanked Director Morton for his suggestion and agreed the TAC annotations are a good addition and that training for the CAC would be helpful. She

commented that a collaborative effort from the CAC to the TAC and to the Policy Board is important.

CAC Chair Shigemasa apologized for his late arrival and commented that the CAC's role is important and believes CAC members take their responsibility seriously. He requested more support from the Policy Board in order for the CAC to have a greater impact but noted many CAC members feel they are not able to fulfill their role. He remarked that the CAC receives documents at the CAC meeting right before the Policy Board's next meeting which is not enough time for the CAC members to take the documents back to their communities.

Chair Moriwaki thanked CAC Chair Shigemasa for his contributions and efforts on the CAC and said the Policy Board is looking at timetables for the next TIP process at this meeting.

Ms. Schack responded that the CAC is always included in the public and IGR period of all OahuMPO's products and this occurs about two months before the documents go before the Policy Board. She suggested the CAC take the document provided to them during the IGR period back to their communities at that time and solicit feedback from the constituents they represent. She added that this past year the Community Planner made a much stronger push for community involvement by holding community meetings around the island, for example, many of these meetings were held in the evenings in an attempt to reach members of the community who work during the day thus giving a wider audience the opportunity to participate.

Chair Moriwaki stated that this discussion is on improving the process for the next TIP and the Policy Board will have an additional meeting added to the timeline to review and discuss the comments received for the next TIP.

HDOT Deputy Director Ed Sniffen commented he liked the timeline process change and suggested the timeline indicate when the CAC is allowed to solicit comments from their communities. He suggested that before the Call for Projects there be upfront data sets such as the Congestion Management Plan (CMP), preservation data, or multi-modal issues provided to serve as a guide to those submitting projects. He indicated that the Policy Board's duty is to determine the criteria on how projects are selected rather than to do project selection and added that the timeline does not show this. He also suggested the timeline be expanded to include the TIP Amendment process.

Community Planner Samantha Lara of OahuMPO commented that the CAC does receive the presentations noted earlier in the discussion. She reported that during the ORTP process, OahuMPO staff has gone out to the Neighborhood Board meetings as part of the public outreach effort and noted that more comments and survey results were usually received from a community where a Neighborhood Board's CAC representative had announced the OahuMPO's public outreach. In instances when a CAC member had

not made the announcement, OahuMPO staff would make the announcement encouraging the public's participation. She requested the CAC Chair encourage the CAC members to act as conduits to pass the OahuMPO information to their communities.

Chair Moriwaki observed that training at the front end, working on criteria and procedures, having preservation and congestion data provided to the Board and the entities submitting project proposals so it is clear where these projects fit in the overall picture, and the addition of the TIP Amendments process to the timeline are all good suggestions.

OahuMPO's Transportation Planner Kiana Otsuka commented that in June 2020 the evaluation and scoring criteria for projects were brought before the Policy Board to give the Policy Board the opportunity to comment and suggest changes to that criteria. She noted that evaluated and scored projects were presented to the Policy Board in November 2020 and January 2021. Ms. Otsuka added that OahuMPO hopes to jump start the next ORTP process sooner and announced that the Performance Improvement Plan (PIP) for the ORTP 2050 will be presented at the Policy Board's regular July meeting. She reported that OahuMPO has involved the different implementing agencies and engaged other significant groups, such as the UH Sea Grant Program, in the process in an effort to be more collaborative.

Chair Moriwaki asked if there is anyone with testimony on the TIP which the Policy Board will be making a decision upon at the next meeting.

Micah Munekata of Ulupono confirmed that Ulupono did submit written testimony that highlights some of their potential recommendations.

CAC Chair Shigemasa reported that the CAC does see a need for pedestrian and bike safety projects but also sees a need for all of the other projects. He added that he doesn't believe one project is more important than another. He also reported that there was some opposition but the CAC did recommend Policy Board approval of the TIP.

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

CAC Vice Chair Ken Farm requested that adequate notice be given when the Policy Board meeting time is changed from the normal Policy Board meeting time. He expressed his confirmation of the CAC Chair's comments that there had been some opposition but in general the CAC recommended Policy Board approval of the TIP. Mr. Farm added that he had contacted Chair Moriwaki's office regarding the non-emergency transport federal funding which he had commented upon at the June Policy Board meeting and would like to work with Chair Moriwaki's office on this issue.

Chair Moriwaki responded that the July 15, 2021 meeting is in addition to the regular July Policy Board meeting but will verify the time indicated on the July 15, 2021 meeting agenda.

OahuMPO's Secretary Tori Trevino confirmed that the regular July Policy Board meeting will still be held on July 27, 2021 at 1:00p, that the July 15, 2021 meeting is an additional meeting, that the agenda for the July 15, 2021 meeting was posted in accordance with Sunshine Law and is correct on all the posting websites. It was added that the agenda for the July 15, 2021 meeting was also sent out to the CAC and TAC Chairs and Vice Chairs.

VIII. Announcements

There were no announcements.

IX. Adjournment

A motion was made by Councilmember Elefante and seconded by Councilmember Cordero to adjourn the meeting. There were no further discussion or objections, and Chair Moriwaki adjourned the meeting at 12:01 p.m.

The PowerPoint for this meeting may be viewed at:

https://www.oahumpo.org/?wpfb_dl=2392