

Minutes of the
 Oahu Metropolitan Planning Organization
TECHNICAL ADVISORY COMMITTEE
 September 10th, 2021
 Virtual Meeting hosted on Microsoft Teams

Members Present:

Name	Agency	Voting Rights	Present
Ken Tatsuguchi (Chair)	HDOT	Yes	X
Masatomo Murata	HDOT	Yes	X
Ryan Tam (Vice Chair)	HART	Yes	X
Adele Balderston	HART	Yes	X
Eileen Mark	DTS	Yes	X
Marian Yasuda	DTS	Yes	X
Noelle Cole	DPP	Yes	X
Andy Yamaguchi	DPP	Yes	X
Wayne Liou	DBEDT	Yes	X
Ruby Edwards	OP	Yes	X
Kimberly Evans	FAA	No	X
Ted Matley	FTA	No	
Kyle Oyasato	DFM	No	
Gareth Sakakida	HTA	No	
Tim Trang	DDC	No	
Amy Ford-Wagner	FHWA	No	X

Guests Present: Faith Rex (SMS Consulting), Hersh Singer (SMS Consulting), Rachel Roper (HDOT), Susan Uejo (HDOT), Rep. Linda Ichiyama, Aaron Setogawa (State OP), Mark Garrity, Kathleen Rooney (Ulupono Initiative), Chris Clark (DTS), Kelly Watts (DTS), Richelle Takara (FHWA)

OahuMPO Staff Present: Alvin Au, Roni Schack, Nicki Smith, Samantha Lara, Kiana Otsuka, Joel Vincent

The meeting was properly noticed in accordance with State law.

I. CALL TO ORDER

Chair Tatsuguchi called the meeting to order at 9:01 am.

II. ROLL CALL

Chair Tatsuguchi took roll call by reading out the list of attendees in the meeting as noted in the Teams program.

III. APPROVAL OF THE JULY 9TH MEETING MINUTES

Chair Tatsuguchi requested members review the minutes which were emailed to the members in advance of the meeting.

The TAC Chair inquired as to the status of the TIP timeline agenda item. Nicki Smith responded that this item will be on the TAC agenda in November at the earliest.

A motion was made by Ryan Tam and seconded by Marian Yasuda to approve the minutes, as presented. Voting proceeded with a roll call vote. Results of the voting are noted in the table below. There were no further discussions or objections and the minutes were approved, as presented.

Member	Roll Call Vote
Ken Tatsuguchi	Aye
Masatomo Murata	Aye
Adele Balderston	Aye
Ryan Tam	Aye
Noelle Cole	Aye
Andy Yamaguchi	Abstain
Marian Yasuda	Aye
Eileen Mark	Aye
Wayne Liou	Aye
Ruby Edwards	Abstain

IV. REPORTS

A. Executive Director

Under accomplishments and progress, Executive Director Au provided updates on a meeting of the travel demand forecasting model working group, the public and intergovernmental review of the OWP FY2022 Revision #1, the Performance-Based Planning & Programming Policies and Procedures, highway safety target setting coordination, the Public Participation Plan, and coordination of the eSTIP (electronic Statewide Transportation Improvement Plan) platform.

Director Au summarized the agenda items in the meetings of the Policy Board on July 15th, July 27th, and August 31st and the meetings of the Citizen Advisory Committee on August 19th and September 1st.

The TAC Chair asked a question about discussions regarding the safety targets. The TAC Chair requested updates for the TAC on the methodologies being used by OahuMPO staff and the working group.

The Executive Director's Report can be viewed at: https://www.oahumpo.org/?wpfb_dl=2462

V. OLD BUSINESS

There was no old business to conduct.

VI. NEW BUSINESS

A. Overall Work Program (OWP) Work Element Presentation: Work Where You Live

Faith Rex with SMS Consulting, the consultant for the Work Where You Live study, summarized the study objectives, methodology and deliverables.

Ms. Rex then presented the telework survey results for the City and County of Honolulu and Oahu-based State of Hawaii employees. The results included responses on telework experience during the COVID-19 pandemic, preference for telework in the future, and a visual representation of how employees travel modes shift from pre-pandemic to preferred in the future. Ms. Rex noted the miles and hours saved by teleworking by both groups and shared a list of telework best practices.

Andy Yamaguchi asked about frequency of telework during the pandemic and prior, and whether the survey collected commute origin information. Ms. Rex responded that this information will be available in the final report.

Wayne Liou questioned whether the hours and miles saved from teleworking were from actual responses or were projected. Ms. Rex responded that the data was expanded to reflect the population of City & County of Honolulu employees and Oahu-based State of Hawaii employees.

The TAC Chair asked if the pre-pandemic commute modes included bike/ped and Ms. Rex confirmed that it did. The TAC Chair also asked if the pandemic impacted survey responses, and Ms. Rex responded that it impacted the number of people teleworking over the past year. For the information displayed in Slide 13, survey respondents were asked about their pre-pandemic commute mode.

Kathleen Rooney with Ulupono Initiative asked if this study considered that telework can increase other types of trips. Ms. Rex responded that the survey did ask about other kinds of trips taken by the respondent pre-pandemic.

Susan Uejo asked about the inconsistency of the commute mode colors used for the State and the City in the charts on Slide 14. Ms. Rex responded that the colors were set by the

program used to generate the charts. The TAC Chair clarified with Ms. Rex that the final report will be made available to the TAC following review by the State and the City.

The TAC discussed and determined that the annotation for the Policy Board will be:

The TAC supports this effort and requests that the colors in slide 14 be adjusted for consistency. The TAC raised questions about the following:

- Frequency of telework during the pandemic
- Commute origin/telework location information
- The calculation of hours and miles saved from teleworking
- The impact of the pandemic on survey responses (increased telework frequency by necessity)
- Pre-pandemic commute modes: included bike/ped?
- Study consideration that telework can increase other kinds of trips

It is the TAC's understanding that these details will be provided in the final report currently under review by the State and the City.

A motion was made by Marian Yasuda and seconded by Andy Yamaguchi to recommend the Policy Board accept this report as evidence that the work was carried out. Voting proceeded with a roll call vote. Results of the voting are noted in the table below. There were no further discussions or objections and the motion passed.

Member	Roll Call Vote
Ken Tatsuguchi	Aye
Masatomo Murata	Aye
Adele Balderston	Aye
Ryan Tam	Aye
Noelle Cole	Aye
Andy Yamaguchi	Aye
Marian Yasuda	Aye
Eileen Mark	Aye
Wayne Liou	Aye
Ruby Edwards	Aye

B. Performance Based Planning and Programming (PBPP) Implementation Policies and Procedures

Nicki Smith, Planning Program Manager introduced the PBPP Policies and Procedures with a summary of how transportation performance measures were established by various FHWA and FTA Final Planning Rules that updated the Code of Federal Regulations. Ms. Smith noted that 23 CFR 450.314 requires joint agreement between MPOs, States, and providers of public transportation on procedures for performance-based planning and programming.

Ms. Smith noted that this final draft was developed in collaboration with DTS and the HDOT with all parties given an opportunity to provide feedback. Early in the process of developing this document, OahuMPO, DTS, and the HDOT determined that this document would be jointly agreed to through Policy Board action.

Ms. Smith described the main sections of the document, including a summary of all performance measures, the procedures for (1) the development and sharing of data, (2) the selection and reporting of targets, (3) the reporting of progress toward targets, and the target setting and progress reporting schedule for each performance measure.

The TAC Chair asked for more information on the lack of signatures in the document. Ms. Smith provided clarification on the decision to have the HDOT, DTS and OahuMPO jointly agree to the document through Policy Board action.

The TAC Chair decided on the following annotation: Approval by the Policy Board is putting the OahuMPO, the HDOT, and DTS in agreement with these procedures.

A motion was made by Masatomo Murata and seconded by Marian Yasuda to recommend Policy Board approval of the PBPP Implementation Policies and Procedures final draft, as distributed. Voting proceeded with a roll call vote. Results of the voting are noted in the table below. There were no further discussions or objections and the motion passed.

Member	Roll Call Vote
Ken Tatsuguchi	Aye
Masatomo Murata	Aye
Adele Balderston	Aye
Ryan Tam	Aye
Noelle Cole	Aye
Andy Yamaguchi	Aye
Marian Yasuda	Aye
Eileen Mark	Aye
Wayne Liou	Aye
Ruby Edwards	Aye

C. Overall Work Program (OWP) FY2022 Revision #1

Nicki Smith provided a brief introduction of the Overall Work Program as being composed of the OahuMPO operations budget and regionally significant planning studies by dues-paying participating agencies and other eligible government agencies.

Ms. Smith noted that Revision #1 is an amendment because it proposes the deletion of a work element. OWP amendments must go out for public and intergovernmental review and receive Policy Board approval.

Revision #1 proposed changes include the deletion of three programmed (approved but not yet funded) work elements. These changes were requested by DTS and have no impact on funding. Revision #1 also proposes the following changes to studies with obligated funds: the cancellation of the Mass Transit Joint Feasibility Study and the reduction of funds for the Transportation Demand Management Plan. The changes to obligated studies make \$354,000 in funds available.

Ms. Smith noted that the amendments in the original OWP together with those proposed in Revision #1 make \$778,000 in funds available. OahuMPO plans to obligate these funds to three studies that are ready to proceed. An additional \$96,144 is needed for these obligations. The table shown on page 9 of Revision #1 draft shows that sufficient funds are available to support the obligation of the three studies ready to proceed.

Ms. Smith stated that Revision #1 was out for public and intergovernmental review from July 27 – August 25, 2021. OahuMPO received four “no comment” responses, and one from the HDOT stating that the revision should demonstrate fiscal constraint and show where the funds that have become available are going. OahuMPO received a late comment from the Waikiki Transportation Management Association regarding the proposed cancellation of the Waikiki Loading Zone Management Study.

Marian Yasuda shared that she was just notified that DTS would like to withdraw the request to cancel the Waikiki Loading Zone Management Study. Ms. Yasuda asked for confirmation that DLNR is providing their own local match and Ms. Smith confirmed that they are. Ms. Smith also stated that DTS’s decision to keep the Waikiki Loading Zone Management Study in the OWP does not impact any funding changes in Revision #1.

Ms. Smith confirmed that the revision will be edited per this change from DTS for the final draft presented to the Policy Board for approval.

The TAC developed the following annotation for the Policy Board:

Note that the match for the studies to be obligated is not coming from member dues. It will be provided by the sub-recipients. DTS has decided to keep the Waikiki Loading Zone Management Study in the OWP.

A motion was made by Marian Yasuda and seconded by Ken Tatsuguchi to recommend Policy Board approval of Revision #1 to the OWP FY2022, as amended. Voting proceeded with a roll call vote. Results of the voting are noted in the table below. There were no further discussions or objections and the motion passed.

Member	Roll Call Vote
Ken Tatsuguchi	Aye
Masatomo Murata	Aye
Adele Balderston	Aye
Ryan Tam	Aye
Noelle Cole	Aye

Andy Yamaguchi	Aye
Marian Yasuda	Aye
Eileen Mark	Aye
Wayne Liou	Aye
Ruby Edwards	Aye

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

None.

VIII. ANNOUNCEMENTS

None.

IX. ADJOURNMENT

Chair Tatsuguchi adjourned the meeting at 10:21 am.

The meeting's presentation may be viewed at: https://www.oahumpo.org/?wpfb_dl=2463