



# Hawaii Transportation Project Management Training Program



The Hawaii Transportation Project Management Training Program will enhance the knowledge and skills of government agency staff involved in federally funded multimodal safety projects.

- **Starts January 2023**
- **One all-day class each month for 10 months**
- **Maximum 30 students**
- **Includes Multi-Day Site Visit to Peer City at end of Program in October**

## Program Objectives:

- Train practitioners on federal, state, and local policies and how they influence project planning and decision making.
- Teach details of federal funding programs and environmental and schedule requirements important for delivering projects.
- Help understand emerging concepts of safety and equity that will be appropriate for practitioners in improving project delivery.
- Provide hands-on experience in relevant transportation project management issues/challenges through a series of case study exercises and site visits.
- Solidify fundamental project management knowledge and skills through lectures and discussions with experienced faculty from academia, government, and industry.
- Build communities of project managers with extensive team-based work on real projects and provide opportunities for small group discussions and interaction.

## Sample Curriculum (DRAFT – Subject to Change)

#	Date	Topic	Components
1	Jan 2023	<b>Federal Transportation Policies and Programs</b>	Federal Aid Essentials Federal Transportation Policy Safety Mode Split Climate Performance Measures
2	Feb 2023	<b>Project Development Process</b>	From Funding to Plan to Project Community Outreach Introduction to Preliminary Design NACTO/CS standards Traffic Impact Analysis
3	Mar 2023	<b>NEPA/HEPA</b>	Equity Scoping/Purpose and Need Environmental Clearance Permits
4	Apr 2023	<b>Design for Safety</b>	Safe Systems/Vision Zero Approach Accessibility for All Users and ADA Performance Measures Session to be held in cooperation with Oahu Safe Streets Conference
5	May 2023	<b>Project Construction</b>	Process, PS&E Contract Law Procurement Civil Rights Program Requirements Inspection and material testing Risk Management Case Study Change Orders, Construction Liens As built drawings
6	Jun 2023	<b>Right-of-Way</b>	Uniform ROW Act Appraisals, utility coordination, soils, stormwater/NPDES
7	Jul 2023	<b>Funding</b>	ICE, Financial Management, FTA Trams and other tools Project Planning
8	Aug 2023	<b>Individual and Group Project Assignments</b>	Equity Training from FHWA T6, EEO, and DBE Process Engagement
9	Sep 2023	<b>Operations, Maintenance, and Evaluation</b>	Construction Schedule Efforts during Construction Davis Bacon, OSHA, etc. Operations, Marketing, Maintenance Contract close out and Evaluation
10	Oct 2023	<b>Site Visit, Case Studies, Peer Exchange</b>	Multi-day travel to mainland USA Site visits to one or more Peer Cities Peer exchange meetings with Project Managers and Implementers Interviews with local officials to discuss strategies and lessons learned



**Minutes of the  
O'ahu Metropolitan Planning Organization  
CITIZEN ADVISORY COMMITTEE**

Wednesday, October 5, 2022, at 2:00 p.m.

via Microsoft Teams

**Attendance**

Organization	Present?	Represented by	Absent?
AARP	X	Elizabeth Chinn	
American Planning Association		Jared Chang	X
American Society of Civil Engineers		Tony Gaston	X
Citizens for a Fair ADA ride	X	Donald Sakamoto	
Committee for Balanced Transportation		Joe Magaldi	X
Gentry Homes, Ltd.		Deb Luning	X
Hawai'i Association of the Blind		Anthony Akamaine	X
Hawai'i Bicycling League	X	Travis Counsell	
Hawai'i Teamsters / Allied Workers, Local 996		Wayne Kaululaau	X
Institute of Transportation Engineers		Robert Nehmad	X
Ka'a'awa Community Association	X	Andrea Anixt	
Land Use Research Foundation of Hawai'i		David Arakawa	X
League of Women Voters		Marcia Linville	X
North Shore Chamber of Commerce		Roxana Jimenez	X
Palehua Townhouses	X	Michael Golojuch	
Waikiki Residents' Association	X	Daisy Murai	
NB#01 Hawai'i Kai	X	Roberta Mayor	
NB#02 Kuliouou-Kalani Iki		Linda Starr	X
NB#03 Wai'alae-Kahala		Les Fukuda	X
NB#05 Diamond Head-Kapahulu	X	Bert Narita	
NB#07 Mānoa	X	Tom Hopkins	
NB#08 McCully-Mo'ili'ili	X	Matthew Prellberg	
NB#09 Waikiki		Kathryn Henski	X
NB#10 Makiki-Lower Punchbowl-Tantalus	X	Fred Nakahara	
NB#11 Ala Moana-Kaka'ako	X	Lynn Mariano	
NB#12 Nu'uano-Punchbowl		Zack Stoddard	X
NB#13 Downtown/Chinatown	X	Ernest Carvalho	
NB#14 Liliha-Pu'unui- 'Ālewa -Kamehameha Hts	X	Cora Yamamoto	
NB#15 Kalihi- Pālama	X	Kendrick Farm	
NB#18 Āliamanu – Salt Lake		Chace Shigemasa	X
NB#21 Pearl City		Larry Veray	X
NB#22 Waipahu		Matthew Weyer	X
NB#23 'Ewa		John Rogers	X



NB#24 Wai‘anae Coast	X	Jo Jordan	
NB#25 Mililani-Waipio-Melemanu	X	Elise Carmody	
NB#26 Wahiawā-Whitmore Village		Joe Francher	X
NB #27 North Shore		Robert Leinau	X
NB#29 Kahalu‘u	X	Ken LeVasseur	
NB#34 Makakilo-Kapolei Honokai Hale	X	Frank Genadio	
NB#35 Mililani Mauka-Launani Valley	X	Dean Hazama	
NB#36 Nānākuli-Ma‘ili	X	Germaine Meyers	
<b>OahuMPO staff:</b> Mark Garrity Dallas Ige Samantha Lara Veronica Schack Lily Zheng	<b>Guests:</b> Christopher Clark (DTS) Roger Morton (DTS) Lori Kahikina (HART) Rachel Roper-Noonan (HDOT) Ed Sniffen (HDOT)		

**1. CALL TO ORDER**

Chair Jordan called the meeting to order at 2:06 PM.

**2. ROLL CALL**

OahuMPO Transportation Planner Samantha Lara took roll call by reading out the list of attendees in the meeting as noted in the Teams program.

**3. APPROVAL OF THE SEPTEMBER 7, 2022 MINUTES**

A motion was made by Donald Sakamoto and seconded by Mike Golojuch to open the September 7, 2022 meeting minutes for discussion. Ken LeVasseur of NB#29 requested that a correction be made to his name, indicating that the “V” is his last name should be capitalized. A motion was made by Donald Sakamoto and seconded by Ernest Carvalho to accept the September 7, 2022 meeting minutes with the correction. There were no objections or abstentions, and the minutes were approved by acclamation.

**4. REPORTS OF POLICY BOARD AND TECHNICAL ADVISORY COMMITTEE MEETINGS**

Executive Director Mark Garrity advised the CAC that OahuMPO was successfully recertified as a Transportation Management Area (TMA) by the US Department of Transportation for another four years on September 23<sup>rd</sup>. He provided an update on the Oahu Regional Transportation Plan (ORTP), stating that the consultant for the Travel Demand Forecasting Model (TDFM) has been updating the existing model and that PBR-Hawaii/Nelson Nygaard and Urban Logic have been given notices to begin work. Director Garrity shared that initial coordination meetings have been held and that a project kickoff meeting is planned for later this year. Director Garrity stated that the OahuMPO is currently participating in the next generation national Household Travel Survey with the Federal Highway Administration through November, with the intent of understanding how people travel on Oahu. The results of the survey will help officials and planners determine how to make transportation investments. Director Garrity shared that the OahuMPO FY2022 audit is ongoing and is scheduled to last until September 28<sup>th</sup> with the results in early to mid-October. He also provided personnel updates, noted the training taken by OahuMPO planners over the past month, and summarized business transacted at the Technical Advisory Committee (TAC) and Policy Board (PB) September meetings. Finally, Director Garrity reported that

OahuMPO and the Department of Transportation Services (DTS) submitted a joint grant application under the federal Safe Streets and Roads for All program on September 15<sup>th</sup>.

Andrea Anixt of Ka‘a‘awa Community Association asked if it would be possible to apply for additional funds, stating that Ka‘aawa needs major construction. Director Garrity stated that the federal funds from the grant application will be used to build the capacity of the OahuMPO staff and the staff of the partner agencies. In doing so, OahuMPO and the partner agencies can work together more efficiently to bring more federal funds into Hawaii and maximize funding for transportation projects.

Vice Chair Ken Farm asked about the process of choosing projects for funding. Director Garrity stated that projects go through the Transportation Improvement Program (TIP), the Long-range Transportation Plan, and then to the Policy Board (PB) for approval. Director Garrity stated that the OahuMPO is working with partner agencies to maximize the amount of federal funding that can come in and to prepare a pipeline of projects for implementation.

Lynn Mariano of NB#11 asked if there is a chart that illustrates all approved projects within Neighborhood Board boundaries to help with city infrastructure grants. Director Garrity responded that the Transportation Improvement Project (TIP) includes a map of all federally funded TIP approved projects within specific geographic locations and can be found on the OahuMPO website. Director Garrity also added that grants are typically island-wide and not specific to location.

Donald Sakamoto of Citizens for a Fair ADA ride commented that locating bus stops in areas without sidewalks poses a safety hazard for those with disabilities. Mr. Sakamoto requested that the funds be used to address this problem in the future.

The Executive Director’s Report may be viewed at: [https://www.oahumpo.org/?wpfb\\_dl=2728](https://www.oahumpo.org/?wpfb_dl=2728)

## **5. UNFINISHED BUSINESS**

None

## **6. NEW BUSINESS**

### **A. REPORTS FROM HAWAII DEPARTMENT OF TRANSPORTATION (HDOT), DEPARTMENT OF TRANSPORTATION (DTS), AND HONOLULU AUTHORITY FOR RAPID TRANSPORTATION (HART)**

Chris Clark introduced himself as an employee of the City and County of Honolulu DTS and started his presentation by describing the organizational structure of DTS, including its operation of TheBus services and the rail, its employees, its annual funding, and their involvement in the planning of the Complete the Streets program as well as select roads and traffic infrastructure. Mr. Clark explained the relationship between transportation and the economy by sharing transportation statistics from the Bureau of Labor Statistics. Mr. Clark also provided an overview of some initiatives at DTS, including their plans to integrate a multimodal system and transit-oriented development upon the completion of the rail transit project. Mr. Clark concluded his presentation in consideration of time but suggested that members view the entirety of the slides at their own convenience. Members were sent the slides prior to the meeting.

Lori Kahikina from HART provided an overview of the agency’s background, responsibilities, and funding. Ms. Kahikina explained the 2022 Recovery Plan, including why it was necessary, when it was approved, and what it entails. Ms. Kahikina provided an overview of the rail project, including a visualization of its route, the forecast of project funding, its progress, and the of the design of the various stations and trains. Ms. Kahikina concluded the presentation by providing the CAC with information on how to register for various monthly business and community meetings and ways to get connected with HART via their website at HonoluluTransit.org.

At 2:52 PM, CAC Chair Jordan proposed a 30-minute extension to the meeting to provide adequate time to cover the remaining agenda items. A motion was made by Vice Chair Farm and seconded by Michael Golojuch to extend the CAC meeting by 30-minutes. There were no objections or abstentions, and the motion was passed unanimously.

Deputy Director of the HDOT Ed Sniffen provided a tutorial on how to navigate the HDOT Highways website. Director Sniffen suggested signing up for alerts upon entering the website to receive regular email updates. Director Sniffen provided an overview of the sliders on the website’s homepage, which highlights upcoming lane closures and current construction projects. He explained that the Highway Programs Status Map provides statistics on bridge conditions, traffic volume, fatal crash data, and contributing factors. Mr. Sniffen gave a run-through of various tabs on the menu bar, emphasizing the Raised Crosswalk Maps under the “Others” tab. Mr. Sniffen showed members how to view the various raised crosswalks on the island and how to request the installation of new raised crosswalks. Mr. Sniffen highlighted the Community Presentations page, which contains an archive of community presentations over the past two years. Finally, Mr. Sniffen introduced the “Annual Reports” tab, which contains the 2022 Act 100 Reports and outlines the goals and priorities of HDOT. Mr. Sniffen encouraged the members to review the website and contact the Public Affairs Office if they would like to request more information. He stated that the Public Affairs Office can be reached by phone at 808-587-2160 or by email at [dotpao@hawaii.gov](mailto:dotpao@hawaii.gov).

Donald Sakamoto of Citizens for a Fair ADA ride expressed concern regarding the accessibility of the data on the HDOT website, stating that blind individuals are unable to view the information. Director Sniffen assured that individuals who are visually impaired can call the office to receive the information verbally. Mr. Sakamoto also expressed safety concerns regarding two crosswalks in Kaneohe and asked for the installation of raised crosswalks. Director Sniffen stated that raised crosswalks are a high priority and that HDOT plans to install 73 raised crosswalks this year, and approximately 70 more in the following year. Mr. Sniffen stated that these crosswalks will be placed in high volume areas and that they will review Mr. Sakamoto’s request.

Mr. Sakamoto asked Ms. Kahikina of HART to elaborate on the Environmental Impact Statement (EIS) and eminent domain along Dillingham. Ms. Kahikina explained that HART has produced a map which indicates all properties along Dillingham corridor that are expected to be affected by the project. Ms. Kahikina stated that the letter will be delivered to the affected businesses soon. Regarding the EIS, Ms. Kahikina stated that HART is doing the reevaluation with Federal Transit Authority (FTA) and that they are still in the preliminary stages.

Vice Chair Farm brought attention to the \$65 billion investment in broadband access made by the Commerce Department’s National Telecommunications and Information Administration

(NTIA). Vice Chair Farm asked Ms. Kahikina of HART if they'd considered using these funds to extend the rail project to its intended route. Mr. Farm also asked Mr. Clark of DTS if they would consider using the funds to improve broadband access, as parking meters and other transportation infrastructure require broadband. Mr. Clark from DTS thanked Vice Chair Farm for bringing this funding to their attention and responded that they are interested in expanding the use of fiber optic, as several signals in the North Shore and the West side of the island are not connected by fiber. Mr. Clark agreed that it would be a great opportunity for DTS to use this asset to install additional broadband capacity and monetize that resource. Ms. Kahikina of HART thanked Vice Chair Farm for the suggestion.

Frank Genadio of NB#34 stated that the 2012 Full Funding Grant Agreement (FFGA) indicated a funding of \$1.55 billion for rail project a 20-mile route. Mr. Genadio asked if this commitment will be reduced on the revised FFGA as a result of the shortened route. Ms. Kahikina responded that HART will still receive the full \$1.55 billion

Ken LeVasseur of NB#29 stated that between a third and a half of roads in Kahalu'u are owned by deceased individuals or their dissolved trusts. Mr. LeVasseur's concern is that permits cannot be granted for roads that are owned by those who are deceased. Referring to Hawaii Revised Statutes 264-2.1, the ownership of such roads should be surrendered to the county in which the road is situated. OahuMPO Transportation Planner Samantha Lara shared the Hawaii Revised Statutes 264-2.1 in the chat box of the Teams meeting. Despite the statute, Mr. LeVasseur stated that probate defaults the ownership to the state. Mr. LeVasseur encouraged the collaboration of Mr. Clark of DTS and Mr. Sniffen of HDOT to resolve this issue. Mr. Sniffen stated that they are currently working with the city and other counties to resolve this issue. Mr. Sniffen stated that he will connect with Mr. LeVasseur to discuss the specific roads in his community.

Elise Carmody of NB#25 stated that the community of Mililani would like to install a sidewalk on Kamehameha Highway, between Lanikuhana Avenue and Meheula Parkway. Director Sniffen responded that he has worked with Senator Michelle Kidani on this issue, and that it is already in the budget for 2023.

Michael Golojuch of Palehua Townhouses asked when the signal lights on Roosevelt Avenue and Fort Barrette Road will be energized. Deputy Sniffen confirmed that the lights were turned on at the end of September.

## **B. CITIZEN ADVISORY COMMITTEE (CAC) MEMBERSHIP UPDATE**

OahuMPO Transportation Planner Samantha Lara advised the CAC that members who missed the July, August, and September CAC meetings were mailed both a digital and a hard copy letter signed by Director Garrity and a separate form to be completed and returned, which asked members to indicate whether they wished to remain on the CAC. These members included: Committee for Balanced Transportation, Hawaii Association of the Blind, Land Use Research Foundation of Hawaii, Pacific Resource Partnership, NB#2, NB#3, NB#8, NB#11, NB#18, and NB#35. Ms. Lara updated the CAC that Pacific Resource Partnership formally resigned through written consent and that responses were received from several other members who indicated that they'd like to remain on the CAC. Ms. Lara opened the floor to allow the members who are present to explain their absences.

Mr. Sakamoto spoke for Anthony Akamine from Hawai'i Association of the Blind, as he was not present at the October CAC meeting. Mr. Sakamoto reported that Mr. Akamine has not been receiving invitations to attend the CAC meetings. Ms. Lara responded that she would investigate this issue. Dean Hazama of NB#35 explained that he missed the notification for one meeting and that he was out of state for another meeting but would like to remain on the CAC. Matt Prellberg for NB #8 explained that he missed a CAC meeting because he was out of state. Mr. Prellberg also explained that he is required to take paid time off in order to attend the CAC meetings, which poses an inconvenience, but he would like to remain a member of the CAC. While Lynn Mariano of NB#11 attended the October CAC meeting, he was unable to stay the duration of the meeting to explain the reasons for his previous absences.

Matt Prellberg reviewed the Bylaws and clarified that motions should be made to declare the seats vacant, but motions cannot be made to retain a member. No motion was made to declare the seats vacant and members in question remain on the CAC. A motion will be entertained at the next CAC meeting.

**7. INVITATION TO INTERESTED MEMBER OF THE PUBLIC TO BE HEARD ON MATTERS NOT INCLUDED IN THE AGENDA**

None

**8. ANNOUNCEMENTS & TENTATIVE DATE OF THE NEXT MEETING**

Chair Jordan announced that the next CAC meeting is scheduled for November 2, 2022 at 2:00 PM. Chair Jordan brought attention to the final Oahu Pedestrian Plan dated July 2022 and encouraged members to follow the plan.

**9. ADJOURNMENT**

The meeting was adjourned by Chair Jordan at 3:40 PM.

The PowerPoint for this meeting may be viewed at:

[https://www.odhumpo.org/?wpfb\\_dl=2731](https://www.odhumpo.org/?wpfb_dl=2731)

***No October 2022 Technical Advisory Committee  
Draft Minutes Available at this time.***

***Mahalo***