



# OahuMPO Technical Advisory Committee

October 14, 2022  
9:00 AM  
Via Microsoft Teams



# I. Call to Order by Chair



## II. Roll Call



# III. Approval of August 12, 2022 Meeting Minutes



## IV. Reports

### A. Executive Director



## V. Old Business

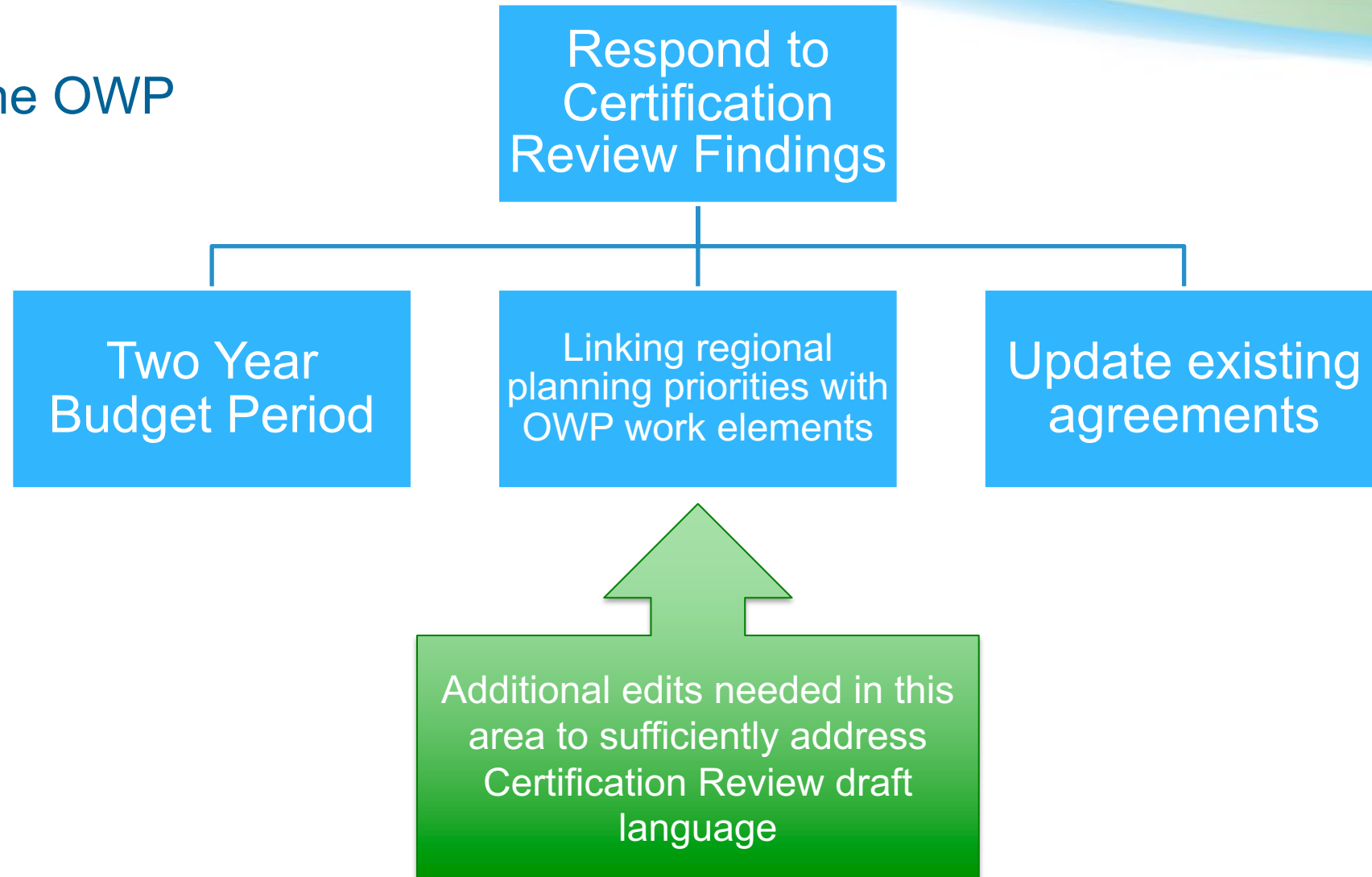


## VI. New Business

### A. OWP Processes & Procedures Update



## Purpose of the OWP P&P Update







## Round 1 Edits

- Two Year Budget Period
- Changes to Candidate Project Evaluation
- Subrecipient Match – require subrecipients to provide own match
- Addition of eligible projects section
- Removal of Third-Party In-Kind Services paragraph
- Remove step of CAC drafting own proposals

## Round 2 Edits – Being Done Now

- Add Phase 1 of OWP development process: Engage the PB in the development of the regional planning priorities
- Simplify Candidate Project Prioritization Process:
  - Current draft prioritizes too many things
  - Proposed work elements should correspond with regional planning priorities identified by the Policy Board in phase 1 of OWP development
  - Remove the full list of ORTP goals (may still be considered in the development of planning priorities)
  - Remove prior Tier 3 that prioritizes planning for programs/project identified in the ORTP



## Round 2 Edits Continued

- Simplify Candidate Project Prioritization:
  - Three tiers that guide the Policy Board’s process of identifying regional planning priorities, which will change with each OWP cycle:
    1. Work elements that fulfill federal requirements
    2. Work elements that contribute to required processes, required products, or implementation of the Strategic Plan.
    3. Work elements that support planning needs identified OahuMPO’s planning process or work products

## Two-Year Schedule

- The OWP FY2024-2025 budget period:  
**July 1, 2023 – June 30, 2025**
- Budget periods of OWPs do not overlap
- One OWP open at a time



## Changes to Progress Reporting

- OWP will be primarily forward-looking, and progress updates will be included when work proposed in a future cycle builds on work recently completed. These updates are necessary for providing context and background.
- The Annual Report will be the primary vehicle for OWP progress reporting, while the OWP Quarterly Report provides a financial progress update.

## OWP Proposal Evaluation

- Per the comment submitted by the HDOT for Round 1 of edits, the OahuMPO Executive Director and staff will evaluate proposals using the regional planning priorities identified by the Policy Board.



## Next Steps

- Draft with round 2 edits to be distributed the week of October 24<sup>th</sup> in advance of November 4<sup>th</sup> meeting (meeting moved one week earlier due to Veterans Day)
- Draft language can be edited in real time during the November meeting and that updated version distributed to the Policy Board for their approval at the November meeting.



## B. OWP FY2024-2025 Candidate Project Evaluation



## Transit Rider Survey – Interim Opening 2

The Transit Rider Survey Project - Interim Opening 2 (Project) will conduct surveys of approximately 10% of all public transit users after the second Interim Opening of the Honolulu Rail Transit Project.

### Proposed Tasks:

1. Survey Methodology
2. Sampling Plan
3. Main Interview Survey
4. Data Processing and Analysis
5. Travel Demand Model Calibration

### Proposed Funding

SFY	Estimated Cost
2024	\$1,068,571
2025	\$648,343
Total	\$1,716,914



## Comprehensive Data Management and Sharing Platform

### Proposed Tasks:

- Review the Data Sharing Supplemental Agreement, update as needed, and revise existing policies and procedures as needed to meet regional long-term goals.
- Establish a regional data sharing platform to manage the collection, storage, sharing, and distribution of data to support the local, metropolitan, and state decision-making process.

### Proposed Funding:

- Estimated cost: \$200,000 (\$160k federal)
- Need local match of \$40,000



## Educational framework for youth engagement in Oahu's transportation planning – Phase II

This study is meant as a continuation of the pilot work approved in the OWP FY2023 to develop an educational framework for engaging K-12 students in transportation planning on Oahu from their classrooms.

### Proposed Tasks:

1. Project Kick Off
2. Teacher Training
3. Revise Instructional Resources
4. Student Engagement
5. Teacher Support
6. Evaluation of Learning and Engagement
7. Final Report and Engagement Guide

### Proposed Funding

SFY	Estimated Cost
2024	\$142,559
2025	\$142,559
Total	\$285,118





## Next Steps

- OahuMPO Executive Director and Staff will review submitted proposals and make a recommendation regarding funding and inclusion in the upcoming OWP
- Recommendations will be presented to the TAC at the December meeting.



## C. OahuMPO 2023-2027 Strategic Plan



# OahuMPO Strategic Plan

## 2023-2027

### The OahuMPO Strategic Plan:

Provides vision, mission, goals, objectives, major work products, proposed staffing, funding strategy, strategic initiatives and action items for the OahuMPO over the next five years

Oahu Metropolitan Planning Organization

Strategic Plan

Calendar Years 2023-2027



EXTERNAL REVIEW DRAFT

October 1, 2022

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, United States Department of Transportation. The views and opinions of the agency expressed herein do not necessarily state or reflect those of the United States Department of Transportation.



# OahuMPO Strategic Plan

## 2023-2027

### Key Features of Plan:

- Provides direction for the organization, allows for operational stability, a gradual increase in staff size, and adequate training to allow personnel and policy board members to confidently fulfill their duties
- Describes the key federally required work products to be produced or maintained over the next five years
- Includes 9 strategic initiatives and about 35 individual action items designed to improve internal processes and procedures, provides for new work products and planning opportunities, and supports regional long-term goals
- Positions Oahu to take advantage of opportunities to use more federal funds, presented by the federal 2021 Bipartisan Infrastructure Bill (BIL), the 2022 Inflation Reduction Act (IRA), and other relevant federal legislation



# OahuMPO Strategic Plan

## 2023-2027

### VISION (DRAFT)

*The OahuMPO provides a forum for shared leadership and decision-making, to plan and develop a sustainable, efficient, safe, and equitable transportation system that will serve our communities' needs for generations to come*

### MISSION (DRAFT)

*The OahuMPO is a highly skilled, competent, and federally compliant transportation planning organization focused on improving mobility for the residents and visitors of Oahu*



# OahuMPO Strategic Plan

## 2023-2027

### OAHUMPO GOALS

1. Meet or exceed all federal, state, and local requirements, demonstrated by successful audits and federal certification reviews
2. Establish and track performance measures that lead to long-term improvement in safety, efficiency, resilience, accessibility, operation, and maintenance of Oahu's multimodal transportation system
3. Support training and development of Policy Board members and MPO staff, attract and retain highly qualified employees, pursue opportunities for peer review/exchanges, mentorships, workshops, seminars, and conferences, and gradually grow the number of staff to ensure required competencies are available in-house
4. Update and improve internal processes and procedures so seamless, cooperative, and ongoing coordination occurs with participating agencies, so essential work products are of high quality and on time, and so there is quality oversight of subrecipient awards
5. Effectively and efficiently utilize all available federal and local funding for regional planning, programs, studies, training, and workforce development, and seek out and leverage additional federal funds to better accomplish the vision, mission, and goals set forth in the Plan



# OahuMPO Strategic Plan

## 2023-2027

#	Topic	Strategic Initiative
1	<b>Training and Staff Development</b>	Pursue, develop, and implement training and workforce development opportunities to build up professional and technical skillsets, and expand staff capacity, capability, and expertise to meet federal requirements and responsibilities
2	<b>Funding</b>	Ensure there is adequate funding to complete all required work products and provide opportunities to gradually expand the role and purview of the organization to better serve our partners and the community
3	<b>Overall Work Program (OWP)</b>	Update the Overall Work Program processes and procedures, including period of performance, for consistency with federal requirements and to meet regional goals
4	<b>Performance Based Planning and Programming</b>	Implement a robust Performance Management system to establish, measure, track, and report on transportation-related data, and use it to guide project decision-making to achieve long-term regional goals
5	<b>Data Collection and Management</b>	Update the Data Collection and Management program to become an Oahu-centric platform for shared data, with a greater focus on local sources of data and multimodal and active transportation travel behavior
6	<b>Public Engagement</b>	Update the Public Engagement program to better serve the diverse population of Oahu and reflect latest available tools, regional vision, and goals
7	<b>Oahu Regional Transportation Plan (ORTP)</b>	Develop the next Oahu Regional Transportation Plan (ORTP 2050) using updated tools, apply scenario planning to test alternatives, and take advantage of peer review opportunities
8	<b>Congestion Management Process (CMP)</b>	Update the Congestion Management Process using the latest tools, vision, and goals, and to apply techniques and programs that will lead to reduction of Single Occupant Vehicle (SOV) travel without the addition of general-purpose lanes
9	<b>Transportation Improvement Program (TIP)</b>	Update the Transportation Improvement Program (TIP) by utilizing new tools and developing new work processes to ensure accuracy and transparency, reducing the number of revisions, improving turnaround time, and for consistency with updated State TIP procedures, to result in more meaningful and impactful investments identified in the ORTP



# OahuMPO Strategic Plan

## 2023-2027

### EXAMPLE OF STRATEGIC INITIATIVES AND ACTION ITEMS:

Topic	Category	#	Description	OahuMPO Point of Contact	Timeframe
<b>Data Collection and Management</b>	Initiative	5	Update the Data Collection and Management program to become an Oahu-centric platform for shared data, with a greater focus on local sources of data and multimodal and active transportation travel behavior.		
	Action Item	5.1	<i>Establish a data sharing platform to manage the collection, storage, sharing, and distribution of data to support the local, metropolitan, and state decision-making process.</i>	Dallas	Year 1-3
	Action Item	5.2	<i>Review the Data Sharing Supplemental Agreement, update as needed, and revise existing policies and procedures as needed to meet regional long-term goals.</i>	Dallas	Year 2
	Action Item	5.3	<i>Establish and support ongoing data collection efforts focused on active transportation modes and trip-chaining, especially among traditionally underrepresented population groups.</i>	Dallas	Year 1-5





# OahuMPO Strategic Plan

## 2023-2027

### PROPOSED FUNDING STRATEGY:

- IIJA/BIL increased available annual federal formula planning funds (FHWA PL and FTA 5305(d)) by about 15% compared with FAST Act
- In order to take advantage of increased federal planning funds, additional local matching funds must be available (80% Federal / 20% Local)
- Strategic Plan proposes to increase membership dues by approximately 7% per year for three years, from FY2025 to FY2027, which will increase the amount of available matching funds. No increase in dues proposed for FY2024.
- Funding to be used to hire additional technical staff, reduce reliance on consultants, increase expertise and organizational capacity



# OahuMPO Strategic Plan

## 2023-2027

### NEXT STEPS:

- Distribute Draft Strategic Plan to TAC and PB (October)
- Link to draft document:  
[https://oahumpo1.sharepoint.com/:w:/s/OahuMPOStaffOneDrive/EfqZQBCDqExDtCUoTa0v5noBqp-zt6Dbo6u\\_oV22Xj-QaA?e=YJMYFa](https://oahumpo1.sharepoint.com/:w:/s/OahuMPOStaffOneDrive/EfqZQBCDqExDtCUoTa0v5noBqp-zt6Dbo6u_oV22Xj-QaA?e=YJMYFa)
- Finalize Strategic Plan based on comments received and for consistency with TMA certification corrective actions (November)
- Policy Board votes to endorse Strategic Plan (November or December)
- Executive Director implements, tracks, and provides regular progress reports to the Policy Board



# D. OahuMPO Project Management Training Program



# Hawaii Transportation Project Management Training Program

## Purpose:

- Enhance the knowledge and skills of government agency staff who are involved in federally funded small-scale transportation projects
- Target audience is public agency professionals who are practitioners, project managers, and other personnel supporting project development
- Goal is to increase skills and knowledge that will help these professionals manage the challenges of using federal funds, comply with federal regulations, and complete projects on-time and on-budget
- Will use proven practices refined specifically for small scale project managers using federal funds, with experience in local government and private consulting
- Participants will be able to directly apply their learning of project management principles, practices, and techniques to their day-to-day jobs
- Oahu is primary focus (funded by OahuMPO)



# Hawaii Transportation Project Management Training Program

## Overview:

- Maximum 30 participants
- Will meet one day each month for 10 months
- Starts January 2023
- Draft curriculum under development:
  - Federal transportation policies and programs
  - Project development overview
  - Funding and procurement
  - Project planning and scheduling
  - Federal compliance
  - Project construction
  - Operations, maintenance, evaluation
  - Site visits, case studies, peer exchanges
- Department Directors, Division Chiefs, and other supervisors nominate candidates for program
- Personal commitment required – participants must attend and complete assignments



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



## VIII. Announcements



November Meeting Date: Friday, November 4





# IX. Adjournment