

Minutes of the
Oahu Metropolitan Planning Organization

POLICY BOARD
Tuesday, October 25, 2022
via Zoom

DRAFT2

Members Present:

Councilmember Radiant Cordero, Chair	Councilmember Brandon Elefante
HART Director/Joey Manahan	Councilmember Augie Tulba
HDOT Deputy Director Ed Sniffen	Senator Sharon Moriwaki
DTS Director Roger Morton	DOH Heidi Hansen-Smith
Senator Chris Lee	

Member(s) Absent: Representative Ryan Yamane, Richelle Takara (FHWA), Mary Alice Evans (OP), Dawn Takeuchi Apuna (DPP), and Representative Henry Aquino, Vice Chair

Known Guests Present:

Kaleo Chang (CM Cordero's Office)	Jo Jordan (CAC Chair)
Marcia Tagavilla (CM Tulba's Office)	Larie Manutai (CM Tulba Staff)
Chelsea Dau	Danelle Miyahara (HART)
Chris Clark (DTS)	Ken Tatsuguchi (HDOT)
Katie Rooney (Ulupono Initiative)	S. Laiu (HNL OCS)
Jackson Truesdale	Todd Boulanger (Biki)
Kiana Otsuka (Hawaii State Energy Office)	Greg Alexander Garcia (KHON)
Janel Denny	PAN
	GK

OahuMPO Staff Present: Mark Garrity, Roni Schack, Nicki Smith, Samantha Lara, Joel Vincent, Dallas Ige

I. CALL TO ORDER

Chair Cordero called the meeting to order at 1:01 p.m. She reminded members to keep their cameras on as a quorum of members must be visible for the duration of the meeting as required by Sunshine Law.

II. ROLL CALL

Roll call was taken of Policy Board members present and quorum was established. Chair and staff monitored cameras to ensure at least six members had their cameras on at all times during the meeting.

III. APPROVAL OF THE SEPTEMBER 27, 2022 MEETING MINUTES

The Policy Board members reviewed the meeting minutes of the September 27, 2022 Policy Board meeting which were sent to them in advance of the meeting.

A motion was made by Ed Sniffen and seconded by Senator Sharon Moriwaki to approve the September 27, 2022 meeting minutes. There were no discussions, objections, or abstentions and the minutes were accepted as presented.

IV. REPORTS

A. EXECUTIVE DIRECTOR'S REPORT

Executive Director Mark Garrity provided updates to the Policy Board on the Oahu Regional Transportation Plan (ORTP), the FY2022 Audit, the National Household Travel Survey (NHTS), and advised the Policy Board of the training OahuMPO planners are currently taking in October 2022. He also briefly described the business transacted at the Citizen Advisory Committee (CAC) and Technical Advisory Committees (TAC).

The complete Executive Director's Report may be viewed at:
https://www.oahumpo.org/?wpfb_dl=2746

B. TECHNICAL ADVISORY COMMITTEE (TAC)

There was no report from the TAC.

C. CITIZEN ADVISORY COMMITTEE (CAC)

CAC Chair Jo Jordan thanked HDOT, DTS, and HART for their presentations at the CAC's October meeting. She noted the CAC took no action on the membership agenda item but noted one member resigned. She clarified that the CAC meeting is on November 2, 2022 at 2p.

V. OLD BUSINESS

There was no Old Business.

VI. NEW BUSINESS

A. ANNUAL MANDATORY ORIENTATION REFRESHER

Executive Director Mark Garrity presented the history of MPOs; the responsibilities of the organization, of its committees, and of the Policy Board. He described the three primary federally required products the OahuMPO produces – the Oahu Regional Transportation Plan (ORTP), the Transportation Improvement Program (TIP), and the Overall Work Program (OWP); discussed the transportation planning process; the federal certification review; and the 2021 Infrastructure Investment and Jobs Act (IIJA).

B. STRATEGIC PLAN

Executive Director Mark Garrity presented the updated draft of the OahuMPO's 5-year Strategic Plan which includes the vision, mission, goals, objectives, major work products, proposed staffing, funding strategy, strategic initiatives and action items for the OahuMPO for 2023-2027. He discussed key features within the Strategic Plan, provided examples of strategic initiatives and action items, proposed a funding strategy, and explained the next steps.

Chair Cordero welcomed Joey Manahan back to the Policy Board meeting.

Senator Lee asked if not raising local dues in FY2024 as was discussed previously would mean leaving federal funds unused. Executive Director noted that he worked with the OahuMPO staff, and it was concluded that there are sufficient local funds for the proposed FY2024 activities. He noted there are other opportunities for federal grants, and if those are pursued successfully, local match may be required above the normal annual dues amount.

Chair Cordero remarked that the Policy Board looks forward to hearing the final Strategic Plan later this year.

C. OAHUMPO PROJECT MANAGEMENT TRAINING PROGRAM

Executive Director Mark Garrity described the program objectives, its purpose, topics in the draft curriculum currently in development, and who are the targeted participants. He noted the training would occur once a month over a 10-month period and culminate in a site visit to a municipality or municipalities that have effectively used federal funds for small projects such as this training program and to meet with stakeholders and peers.

Roger Morton expressed the excitement the Department of Transportation Services (DTS) feels about this training program.

Joey Manahan noted he is HART Executive Director Lori Kahikina's Alternate on the Policy Board and inquired if she would be able to go on the trip if she did not take the training. Executive Director Garrity explained that the goal of the training program is to build capacity for people to carry out projects using federal funds and the trip is the culmination of the training that will take place during the 10-month course. He added that the ideal situation would be for the individual who attended the ten sessions to go on the trip.

To Senator Moriwaki question about the funding for the trip, Executive Garrity indicated that it is also 100% federally funded.

Chair Cordero asked if all the sessions will be in-person. Executive Garrity assured that plans are to hold the sessions in-person because breakout groups, hands-on activities, preforming small sample projects are all planned in the curriculum. He noted that some speaker presentations, however, may be virtual.

Chair Cordero questioned whether former Policy Board members could participate in this training program. Director Garrity replied the students targeted for this training program are expected to be City or State project managers who implement projects, such as mid-level staff who may feel intimidated to use federal funds since the training's goal is to build those individuals' confidence in procuring and using federal funds for transportation projects.

Senator Moriwaki commented that she likes the program because training, camaraderie, and collaboration is important. She added that she likes the hands-on, meeting in-person format, adding it is important for our administrators who do the work, to be able to bring in more federal funds on a sustainable and long-term basis.

Heidi Hansen-Smith remarked that she had had a question on whether staff from other agencies could participate in this training but added that it sounds like the target participants are those who would be managing federally funded transportation projects.

Executive Director Garrity offered acknowledgement that Heidi Hansen-Smith and the Department of Health have been great partners to the City and the OahuMPO in the past. He noted that potentially there may be federal funds that will be used in support of a conference associated with this training that is specifically focused on safe systems and a Vision Zero culture of which Department of Health has been a great supporter. He also acknowledged that members of Ed Sniffen's staff in HDOT Highway has been participating in the planning sessions for this training, has effectively been using federal funds, and could be potential trainers in this program and added that DTS also has experienced staff who could act as trainers in this program.

Ed Sniffen thanked Executive Director Garrity for taking the lead on this and remarked it is important to maximize the use of federal funds.

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

There were no comments.

VIII. ANNOUNCEMENTS

Chair Cordero expressed her gratitude to two Policy Board members who may be leaving the Policy Board due to the upcoming elections, OahuMPO Vice Chair Representative Henry Aquino who will be moving to the Senate and Councilmember Brandon Elefante who served as her mentor and her Vice Chair on the City Council Transportation Committee.

Director Morton announced that the last Ala Wai Boulevard Complete Streets Project Community meeting will be held on October 26, 2022 at 6:00 pm. He noted that more than a hundred people have signed up to attend.

For those Policy Board seats that may become vacant by the end of this year, Roni Schack advised the Chair that a request would be sent to the appointing authorities at that time. For the House representative on the Policy Board the House Speaker is the appointing authority. For the City Council, the Chair of the City Council is the appointing authority.

IX. ADJOURNMENT

Chair Cordero thanked everyone who attended and adjourned the meeting at 2:04 p.m.

The PowerPoint for this meeting may be viewed at: https://www.oahumpo.org/?wpfb_dl=2745