

Minutes of the  
Oahu Metropolitan Planning Organization  
**TECHNICAL ADVISORY COMMITTEE**  
May 12, 2023  
Virtual Meeting hosted on Microsoft Teams

**Members Present:**

<b>Name</b>	<b>Agency</b>	<b>Voting Rights</b>	<b>Present</b>
Wai Yi Ng (Chair)	HART	Yes	x
Masatomo Murata (Vice Chair)	HDOT	Yes	x
Ken Tatsuguchi	HDOT	Yes	x
Dennis Lovello	HART	Yes	x
Yoko Tomita	DTS	Yes	x
Eileen Mark	DTS	Yes	x
Dina Wong	DPP	Yes	x
Andy Yamaguchi	DPP	Yes	x
Joseph Roos	DBEDT	Yes	x
Aaron Setogawa	OPSD	Yes	x
Kimberly Evans	FAA	No	x
Amy Changchien	FTA	No	x
Richard Yoneda	DFM	No	
Gareth Sakakida	HTA	No	x
Tim Trang	DDC	No	
Amy Ford-Wagner	FHWA	No	x

**Guests Present:** Kiana Otsuka (HSEO), Max Kalhammer (DTS), Greg Tsugawa (DTS), Chris Clark (DTS), Todd Boulanger (Biki), Julia Wean (Steer), Nathalie McCarvel (Steer), Mark Northrup (DTS)

**OahuMPO Staff Present:** Nicole Smith, Joel Vincent, Mark Garrity, Dallas Ige, Chelsea Dau, Ken Schmidt

The meeting was properly noticed in accordance with State law.

**I. CALL TO ORDER**

Chair Ng called the meeting to order at 9:00 am.

**II. ROLL CALL**

OahuMPO staff took roll call by reading out the list of attendees in the meeting as noted in the Teams program. Members confirmed their attendance verbally and indicated whether anyone else was present with them.

### **III. APPROVAL OF THE APRIL 14TH MEETING MINUTES**

Chair Ng requested members review the minutes which were emailed in advance of the meeting. Chair Ng asked if any members had edits to the minutes and none responded. Andy Yamaguchi made a motion and Ken Tatsuguchi seconded to approve the minutes. The minutes were approved as distributed.

### **IV. REPORTS**

#### **A. Executive Director**

Director Garrity shared updates on the OahuMPO's "Multimodal Marathon", the Oahu Regional Transportation Plan 2050, the Project Management Training Program, and Personnel and Training.

Director Garrity reported on the business conducted in the April 25, 2023 meeting of the Policy Board and the May 3, 2023 meeting of the CAC. Director Garrity shared that the next Policy Board meeting is scheduled for Tuesday, May 30 at 1:00 p.m and that the next CAC meeting is scheduled for Wednesday, June 7 at 2:30 p.m.

The Executive Director's Report can be viewed at:

[https://www.oahumpo.org/?wpfb\\_dl=2765](https://www.oahumpo.org/?wpfb_dl=2765)

### **V. OLD BUSINESS**

#### **A. Oahu Regional Transportation Plan Policies and Procedures**

Director Garrity noted that this agenda item was carried forward from the April meeting because there were some questions that came up in discussion. Mr. Garrity noted the reasons for the update to the ORTP Procedures and that two types of revisions are being proposed. Minor changes will be made through Administrative Modifications and major changes will be made through Amendments. Mr. Garrity reviewed the kinds of changes to design concept, scope and cost that can be made by each type of revision and the requirement for review by the Policy Board and the public. Mr. Garrity described the steps required to complete an Amendment, which will follow the same steps as revisions to the TIP.

Amy Ford-Wagner with FHWA and Amy Changchien with FTA commented that the flexing of funds between federal agencies is an accounting function behind the scenes and not a major change that requires revision to either the

TIP or the ORTP. Based on the discussion, Director Garrity recommended that references to flexing funds between federal agencies be deleted from the proposed procedures.

Ken Tatsuguchi of HDOT expressed concern about how OahuMPO and HDOT would ensure transparency in the TIP and STIP when funds are flexed between federal agencies. Amy Changchien recommended using a data subcategory on the TIP to achieve this. Dallas Ige commented that OahuMPO's TIP already includes a note about the flexing of funds in the description field and indicates where the funds are being flexed to but does not show where the funds are being flexed from. Mr. Ige stated OahuMPO staff will coordinate with agency partners to implement appropriate changes that respond to concerns about transparency.

Ken Tatsuguchi made a motion and Andy Yamaguchi seconded to recommend Policy Board adopt the new procedures for out-of-cycle revisions to the ORTP with an annotation that funding transfers between federal agencies would not be cause for an ORTP amendment, but that additional text regarding the disclosure of transfers would be added to the TIP project descriptions. There were no abstentions or objections and the motion passed.

## **VI. NEW BUSINESS**

### **A. Overall Work Program Work Element Presentation: Transportation Demand Management Plan**

Julia Wean with Steer Group provided an overview of transportation demand management as a strategy and why it is being pursued in Honolulu. She shared that the TDM Program in Honolulu will be branded HNL Connect.

Ms. Wean provided an overview of the TDM Development Process. She noted that the plan lays out a five-year work program for a fully-fledged TDM program for the City which already has funding identified and can implement quickly. Ms. Wean read the HNL Connect Vision Statement and shared that the program's Strategic Priorities are environment, equity, land use and development. She described how the HNL Connect program will be operated by DTS staff, including the reporting of outcomes and collaboration with external agencies to maximize the reach of the program.

HNL Connect managed strategies include an annual travel challenge, targeted marketing campaigns, vanpool subsidy provision, and restricted parking zone program.

HNL Connect partnered strategies include developer TDM reporting and the City employee TDM/Parking program. Support strategies are related efforts planned or underway through key partners which the HNL program will support. They include parking pricing, citywide multimodal efforts, TDM education and carpool matching.

Ms. Wean reviewed the near-term priorities for the program and shared that progress will be tracked through the publication of an Annual Report by the City. The first report will be due in February 2025.

Todd Boulanger with Biki inquired on the requirement for developer TDM reporting and whether planners are really focused on peak hours or are more concerned with all hours. Greg Tsugawa with DTS replied that the text on the slide is taken directly from the City's Transportation Impact Assessment Guide. The issue of peak hour trips could be revisited in the future as part of a formal review process.

Andy Yamaguchi asked what role the project will have in the TDM program. Ms. Wean responded that the rail project is not part of the plan itself, but there are plans to promote rail through the HNL Connect program.

Ken Tatsuguchi asked how HNL Connect will measure reduction in congestion and emissions. Ms. Wean responded that the plan identifies a variety of key performance indicators for each strategy that will be reported on annually in the Annual Report.

Aaron Setogawa made a motion and Masatomo Murata seconded to recommend that the Policy Board approve the report as evidence that the work was carried out and direct OahuMPO staff and agency partners to incorporate the TDM Plan into the transportation planning process, as applicable. There were no objections or abstentions and the motion passed unanimously.

**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 Ng adjourned the meeting at 10:01 am.

The meeting's presentation may be viewed at: [https://www.oahumpo.org/?wpfb\\_dl=2780](https://www.oahumpo.org/?wpfb_dl=2780)