Meeting Summary of the
Oahu Metropolitan Planning Organization

TECHNICAL ADVISORY COMMITTEE

Thursday, June 12, 2014, 2:00 p.m.
Department of Transportation Fifth Floor Conference Room
869 Punchbowl Street, Honolulu, Hawaii

Members Present:

Brian Suzuki, Chair	DTS	Lori Arakaki	DPP
Yang-Seon Kim (alternate)	DBEDT	Kathy Sokugawa	DPP
Rodney Funakoshi	DBEDT-OP	Eileen Mark	DTS
Dean Nakagawa	DOT	Kandyce Watanabe (alternate)	FAA
Ken Tatsuguchi, Vice Chair	DOT	A. Ricardo Archilla, ex officio	UH

Members Absent: Elizabeth Fischer, ex officio (FHWA), FTA ex officio (vacant), Gareth Sakakida, ex officio (HTA)

Guests Present: Patrick Tom (DOT), Liz Scanlon (HART), Linda Starr (CAC, NB #2), Tom Smyth (CAC, NB #13), Lynne Gutierrez (CAC, NB #18), Diana Huynh (Sen. Chun Oakland)

OahuMPO Staff Present: Brian Gibson, Randolph Sykes, and Pamela Toyooka

The meeting was called to order at 2:07 p.m. by Chair Brian Suzuki. A quorum was present. Everyone introduced themselves.

I. APPROVAL OF THE MAY 8, 2014 MEETING MINUTES

Kathy Sokugawa moved and Rodney Funakoshi seconded that the May 8, 2014 meeting minutes be approved as circulated. The motion was unanimously carried.

II. CONSIDER FINAL DRAFT FYS 2015-2016 OWP

Brian Gibson noted that the draft that was sent to TAC was the Public Review Draft. He gave a presentation on the final draft FYs 2015 Overall Work Program (OWP) – including timeline, changes made, and intergovernmental review comments.

Vice Chair Ken Tatsuguchi stated that the effort is moving forward to work on and resolve some of the issues that Hawaii Department of Transportation (HDOT) has regarding the OWP Process and Procedures – including the financial component, prioritization criteria, and clarity to procedures.

Mr. Gibson noted that HDOT and Federal Highway Administration (FHWA) are implementing changes as to how OahuMPO's planning grant is administered. All work elements and financial resource needs should be programmed each year; only encumbered consultant contracts will stay in past year's grants. Each year's funding is obligated and past years' unspent funds are de-obligated. OahuMPO's financial resources will always be in the current year. If a project is obligated, but not encumbered within the year of obligation, funds will need to be re-requested in

the next year's OWP. He noted that, following approval of FYs 2015-2016 OWP, OahuMPO staff will start a major amendment to bring all unencumbered projects into FY 2015. OahuMPO loses its "reserves"; so OahuMPO will need to budget accordingly, so it does not run out of funds for necessary work. Unspent local match from previous years can be used to offset current year's match requirements.

Mr. Gibson stated, going forward, that the State would obligate the current year with new funding and unobligate the past year; any match that's leftover would be applied to the match requirements for the current year. In response to Mr. Gibson, Vice Chair Tatsuguchi stated that there are two pots of funds. The first pot is the federal funds. For past obligations, the effort is to look at the past and future and at how much is needed. De-obligation won't happen until the Policy Committee approves the OWP, because they might not want to de-obligate the funds; they will make the call. The point of the matter is to disclose to the Policy Committee, TAC, and Citizen Advisory Committee (CAC) what the entire program is – the past and the future. The Policy Committee would need to decide if they want to de-obligate and carryover funds. You don't want to de-obligate funds after each year, then re-obligate some of that balance if you're going to use it. The other side is the local match. It's not going to be removed; you would seek re-authorization. The process will not be to move all the funds; it would be a financial nightmare. The process would be to wait until the Policy Committee approves the OWP, and see if they want to move the money; not do it before their approval.

Vice Chair Tatsuguchi reminded Mr. Gibson to correct the verbiage (on page 16) regarding the justification of why the North Shore Corridor Study was not programmed in the OWP, based upon the discussion between OahuMPO and HDOT. It currently states that the reason for not including it is the lack of local matching funds; that is not a criteria. Mr. Gibson acknowledged the need to make this correction; he would make the correction and inform the Policy Committee of the correction.

Ms. Sokugawa stated that the City has two years to encumber funds for capital improvement projects. She noted that it sometimes takes a while to formulate what the scope of the work will be for a project, so the City would be supportive of a process that gives the agency two years, rather than just one year, to expend funds for a project. Mr. Gibson explained that funding would be phased. The funding for staff to procure the consultant contract would be programmed in the first year; then the funding for the consultant's work would be programmed in the second year.

Vice Chair Tatsuguchi stated that the OahuMPO books will need to be revised to jive with what is going to happen with the funding.

Lori Arakaki asked what the timeline is for the OWP amendment. Mr. Gibson responded that his intention is that, once the Policy Committee approves the OWP, he would like to get the amendment out for public review as quickly as possible, hopefully by end of this month. The public review period would be in July and August. The actions would occur in September.

Ms. Arakaki asked if Mr. Gibson had an idea of how much money is left for the land use model contract after he figures out how much is needed for the travel model consultant. She would like to figure out when the land use model consultant will be on board. Mr. Gibson responded that he would like to talk to DPP about this, including the timing and how much DPP needs, as he is preparing the amendment.

Vice Chair Tatsuguchi moved and Ms. Sokugawa seconded that TAC recommend approval of the draft FYs 2015-2016 OWP to the Policy Committee. The motion was unanimously approved.

III. CONSIDER ESTABLISHING REGULAR MEETING DATES

Chair Suzuki stated that the establishment of regular TAC meeting dates was brought up at the last meeting and at the Certification Review. During discussion, it was agreed that meetings would be held once a month, on the second Friday of each month.

Vice Chair Tatsuguchi added that, based on the Certification Review, having more working groups is recommended.

Ms. Sokugawa moved and Vice Chair Tatsuguchi seconded that TAC hold regular monthly meetings on the second Friday of each month. The motion was unanimously approved.

Chair Suzuki stated that these monthly meetings would start in July. If it is a holiday, then the meeting date would have to be adjusted.

Ms. Sokugawa noted that, in the past, the meetings were held at a City facility when the Chair was from the City. Pamela Toyooka stated that the meetings have been held at State locations because the available City conference rooms were not large enough. Ms. Sokugawa stated that she would look into finding an appropriate sized room.

Following discussing, it was agreed that the meetings would be held at 9:00 a.m.

IV. CONSIDER FORMATION OF BYLAWS SUBCOMMITTEE

Chair Suzuki stated that, at the Certification Review, it was suggested that TAC should have bylaws. Chair Suzuki stated that he would like to form a Bylaws Subcommittee. Ms. Sokugawa requested that the OahuMPO staff come up with a draft that the TAC could work from. Mr. Gibson agreed to work on the draft document.

V. ADDING PRINCIPAL ARTERIALS TO THE NATIONAL HIGHWAY SYSTEM ON OAHU

Vice Chair Tatsuguchi stated that Moving Ahead for Progress in the 21st Century Act (MAP-21) requires that all principal arterials be on the National Highway System (NHS). During the Federal-Aid System update, HDOT will be submitting to FHWA the principal arterials that have been added to the NHS – an addition of 1.47 miles.

Vice Chair Tatsuguchi mentioned a spreadsheet of the changes that was sent to OahuMPO. Mr. Gibson stated that he would send it to the TAC members.

VI. MOVING ON PERFORMANCE-BASED PLANNING

Mr. Gibson gave a presentation on performance-based planning, stating that MAP-21 requires all MPOs to move to performance-based planning.

Chair Suzuki stated that his concern, as mentioned to the Certification Review committee, is that, by establishing some of these performance-based measures, some of them can be intensively data driven. He did not think DTS has the capability or capacity to collect the data needed to establish a baseline and to show that a percentage of improvement in congestion performance measure has been met.

Mr. Gibson stated that, at minimum, it seems like there will be four national performance measures. Hopefully, that is based upon the data managing programs where the states use already-collected data and base the performance measure on that. In terms of the other performance measures, there are funds to bring a consultant on board to help us in this process. Part of that will be to look at what data is out there, pull it together, and use it to do various performance measures.

Dean Nakagawa stated that it is basically utilizing existing resources and funds that we have; it's basically an unfunded federal mandate that we have to do this. Mr. Gibson agreed.

Mr. Funakoshi asked if there were rewards or penalties for doing or not doing this. Mr. Gibson responded that the only outcome that he is aware of is, in four years, it must be reported to the Secretary of the U.S. Department of Transportation. They want to evaluate the success or lack thereof of this program. He felt that this is sort of a trial; the feds want to put it out there for four years to see how it works, then evaluate if it's doing or not doing what they want it to do.

Vice Chair Tatsuguchi talked about the National Highway Performance Program (that takes care of the pavement/bridges program). He doesn't think they have to meet thresholds; but they have to show that they are trying. If they don't meet the timeline, their federal match may go down from 80% to 65%. For non-federalize projects that must be federalized, it may make it harder to federalize those projects within a year's time, as there may not be immediate access to the funds.

Mr. Nakagawa stated that it's setting targets to strive for, not necessarily meeting those targets. Mr. Gibson agreed.

Mr. Nakagawa stated that, so far, this is not a statutory mandate. It's part of what is anticipated for MAP-21. Mr. Gibson stated that it's law. Mr. Nakagawa stated that MAP-21 expires at the end of September 2014. Randolph Sykes stated that the rulemaking for MAP-21 is currently going on. Mr. Nakagawa stated that it's contingent upon the agencies to look at the rulemaking and comment on the big issues. Mr. Gibson agreed. Vice Chair Tatsuguchi stated that the deadline to comment on rulemaking is September 2.

VII. UPDATE ON ORTP 2040 DEVELOPMENT

Randolph Sykes stated that, at the last meeting, there was a question of funding. The funding is now being worked out. Sykes gave an update on the Oahu Regional Transportation Plan (ORTP) 2040 development.

VIII. REPORT FROM THE OWP PROCESS AND PROCEDURES WORKING GROUP

Chair Suzuki stated that the working group may hold another meeting. He encouraged the TAC members to review the draft revised OWP Process and Procedures document and send their comments to Mr. Gibson. Mr. Gibson stated that the project prioritization process is being discussed. The working group is talking about more robust prioritization instead of large bins.

IX. OTHER BUSINESS (Announcements Only)

Ms. Sokugawa asked about the Certification Review that occurred the week before. Mr. Gibson responded that the preliminary report should be out by the end of July.

There being no other business, the meeting was adjourned at 3:30 p.m.