



NOTICE OF MEETING

Notice is hereby given that a meeting of the
OAHU METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD

will be held on

Monday, September 21, 2015 at 1:30 p.m.

Council Committee Meeting Room 205

Honolulu Hale, 530 South King Street, Honolulu, Hawaii

AGENDA

- I. Call to order by Chair
- II. Roll Call
- III. Approval of July 20, 2015 Policy Board Meeting Minutes
- IV. Reports
 - a. Executive Director
 - i. FY 2014 Audit
 - ii. Timeline for Completion of Oahu Regional Transportation Plan 2040
 - iii. Call for projects for the Transportation Alternatives Program
 - iv. Staffing
 - b. Technical Advisory Committee
 - c. Citizen Advisory Committee
- V. Old Business
 - a. None
- VI. New Business
 - a. Consider Approval of the Overall Work Program Process & Procedures
The Overall Work Program (OWP) is a Federal requirement intended to include a discussion of the planning priorities facing the metropolitan area, identify work proposed for the next one- or two-year period by major activity and task in sufficient detail to indicate which agency will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity or task, and a summary of the total amounts and sources of Federal and matching funds. Updating the process and procedures for the development of the OWP is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015. Doing so also addresses a FY 2014 audit finding.
 - b. Consider Approval of the Public Participation Plan Process & Procedures
The Public Participation Plan (PPP) is a Federal requirement intended to define a process for

Oahu Metropolitan Planning Organization

Ocean View Center / 707 Richards Street, Suite 200 / Honolulu, Hawaii 96813-4623

Telephone (808) 587-2015 • (808) 768-4178 / Fax (808) 587-2018 / e-mail: OahuMPO@OahuMPO.org / website: www.OahuMPO.org

providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. Documenting the process and procedures for the development of the PPP is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

c. Consider Approval of the Congestion Management Process & Procedures

The Congestion Management Process (CMP) is a Federal requirement intended to address congestion management through a process for safe and effective integrated management and operation of the multimodal transportation system. The process should result in system performance measures and strategies that can be reflected in the Oahu Regional Transportation Plan and the Transportation Improvement Program. Documenting the process and procedures for the development of the CMP is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

d. Consider Approval of the Transportation Improvement Program Process & Procedures

The Transportation Improvement Program (TIP) is designed to include capital and non-capital surface transportation projects (or phases of projects) within the boundaries of the metropolitan planning area proposed for Federal funding, including all regionally significant projects funded with non-Federal funds. Documenting the process and procedures for the development of the TIP is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

e. Consider Approval of the List of Planning Data Process & Procedures

The List of Planning Data is intended to provide OahuMPO with the resources necessary to implement performance-based planning and programming, which is required by Federal regulation. Developing and documenting a list of available planning data is also a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

f. Consider Approval of the Oahu Regional Transportation Plan Process & Procedures

The Oahu Regional Transportation Plan (ORTP) is a Federal requirement intended to address no less than a 20-year planning horizon, include both long-range and short-range strategies and actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand. Documenting the process and procedures for the development of the ORTP is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

g. Consider Approval of the Title VI & Environmental Justice Process & Procedures

Conformance with Title VI of the Civil Rights Act of 1964 and Executive Order 12898 on Environmental Justice is a condition of receiving Federal funds. Documenting the process and procedures for the analysis of OahuMPO's conformance with Title VI and Environmental Justice requirements is a Tier 2 Federal corrective action that must be completed by Sept. 25, 2015.

h. Consider Approval of the Administrative Supplemental Agreement

OahuMPO is attached to the Hawaii Department of Transportation for administrative purposes only. The development of an administrative agreement outlining the roles, responsibilities, and required administrative procedures of each party was a Tier 1 Federal corrective action. The original deadline for completion was extended to Sept. 25, 2015.

- VII. Invitation to interested members of the public to be heard on matters not included on the agenda
- VIII. Announcements
- IX. Adjournment

PUBLIC TESTIMONY will be accepted on any Policy Board agenda item. Testimony will be accepted as follows:

Oral Testimony

Oral testimony is limited to three (3) minutes per person, per agenda item.

- Written documentation of oral testimony is requested (submit 1 original to OahuMPO staff).
- Any person wishing to speak on an agenda item may register by:
 - Calling 587-2015 at least two (2) hours prior to the start of the meeting (calls to testify at meetings starting before 10:00 a.m. must reach the OahuMPO office prior to the close of the preceding business day); or
 - Signing up in person at the meeting prior to the start of the meeting.
- **Note:** Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.

Written Testimony

- One (1) original and fifteen (15) copies of each written testimony is required.
- Written testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, written testimony must reach the OahuMPO office by the prior Friday morning).
- Written testimony sent to OahuMPO via e-mail (OahuMPOTestimony@oahumpo.org) or fax (587-2018) will be accepted under the following conditions:
 - E-mailed and faxed testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, e-mailed and faxed testimony must reach the OahuMPO office by the prior Friday morning). To confirm receipt of your testimony, you may call the OahuMPO office at 587-2015.
 - E-mailed and faxed testimony should be limited to the equivalent of 4 single-sided 8-1/2" x 11" pages, including attachments and other supplemental information.
 - If testimony exceeds this requirement, OahuMPO will only copy and distribute the allowable number of pages.
- OahuMPO staff will not be responsible for copying and/or distributing written testimony received after the deadline or brought to the meeting. Written testimony received after the deadline will not be copied or distributed to the Policy Board members prior to the start of or during the meeting; late submittals will be sent to the Policy Board members at a later date.
- Any written testimony brought to the meeting by a testifier may be distributed to the Policy Board members by said testifier. The original of the written testimony should be given to OahuMPO staff for OahuMPO's records.
- **Note:** Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.
- **Note:** Any personal information (such as home addresses, home phone numbers, cell phone numbers) included on the written testimony will become public information.

To request language interpretation, an auxiliary aid or service (i.e., sign language interpreter, accessible parking, or materials in alternative format), contact OahuMPO at 587-2015 (voice only) six (6) days prior to the meeting date. TTY users may use TRS to contact our office.

<< OahuMPO is a government agency responsible for coordinating transportation planning on Oahu >>