



To: Policy Board Members

From: Mark Garrity, Executive Director

Date: February 27, 2024

## **Executive Director's Report**

### ***2022 Transportation Management Area (TMA) Certification Review – Status of Corrective Actions***

In summer 2022, a TMA certification review of OahuMPO was performed by officials from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). A report was issued in early 2023 that identified 11 Corrective Actions to be addressed prior to the next review scheduled for 2026. The review areas included our Overall Work Program, the Oahu Regional Transportation Plan, Travel Demand Forecasting, and the Congestion Management Process. Of the 11 Corrective Actions, four have been completed and the other seven are underway and will be completed prior to the deadline. We meet periodically with FHWA/FTA representatives to discuss the status. A spreadsheet summarizing the Corrective Actions and their status is attached to the bottom of this report.

### ***OahuMPO 2023-2027 Strategic Plan - Update on Action Items***

In December 2022, the Policy Board endorsed a Five-year Strategic Plan for the OahuMPO for the years 2023-2027. The Plan provides the overall vision, mission, goals, objectives, major work products, timelines and milestones, proposed staffing, strategic initiatives, action items, and funding strategy that guides the OahuMPO. It covers nine Strategy Topics, including Training and Staff Development, Funding, Overall Work Program, Performance Based Planning and Programming, Data Collection and Management, Public Engagement, the Oahu Regional Transportation Plan (ORTP), Congestion Management Process (CMP), and the Transportation Improvement Program (TIP). The Plan includes nine major initiatives and 40 individual action items. To date, we have completed 14 of the action items, while 20 are underway, and six have not yet been started. A spreadsheet providing more details on the Initiatives, the Action Items, and their status is attached to the bottom of this report.

### ***Citizens Advisory Committee (CAC)***

The CAC met on February 7. They received project updates from and were provided an opportunity to ask questions to City and County of Honolulu Department of Transportation Services (DTS) Chief Planner, Chris Clark.

They also received a presentation including comments and agency responses regarding Transportation Improvement Program (TIP) FFYs 2022-2025 Revision 17. They voted to recommend the Policy Board approve TIP Revision 17.

Their next meeting is scheduled for Wednesday, March 6 at 2:30 p.m.

#### *Technical Advisory Committee (TAC)*

The TAC met on Friday, February 9. They received a presentation on Transportation Improvement Program (TIP) FFYs 2022-2025 Revision 17 and voted to recommend the Policy Board approve TIP Revision 17.

They also received a presentation on the proposed update to the Transportation Improvement Program Policies and Procedures and voted to recommend the Policy Board approve the proposed update.

Their next meeting is scheduled for Friday, March 8 at 9:00 AM.

## OahuMPO 2022 TMA Certification Review - Corrective Actions

#	Review Area	Corrective Actions	Status
1	Unified Planning Work Program / 23 CFR 450.309	The OahuMPO should consider whether the OWP will include one or two budget periods, as allowed by Federal regulations. This flexibility to program up to two years of regional planning activities may support greater flexibility for project selection processes and may extend the OWPs period of performance. Therefore, the OahuMPO must coordinate with HDOT's Statewide Transportation Planning office and Highways-Staff Services Branch to establish a Period of Performance for the OWP that appropriately reflects the Budget Period,1 the time needed for MPO closeout activities, and the time needed for HDOT closeout activities.	Done
2	Unified Planning Work Program / 23 CFR 450.309	The OWP shall: a. Only describe tasks and work to be performed during the OWP budget period; b. Only request reimbursement for expenditures that occur in the same year(s) as the OWP budget period; c. Close out the OWP by the end of the performance period; and d. Issue an accomplishments report within 90 days of the last budget year end of the performance period.	Done
3	Unified Planning Work Program / 23 CFR 450.309	The OahuMPO must update its OWP Policies and Procedures to clearly identify the roles and responsibilities of the TAC, CAC, and Policy Board in the development of the OWP. The process must engage the Policy Board earlier in the development of the OWP to support Policy Board input on regional priorities to ensure that any funded studies reflect the MPO's regional transportation goals and policies; that OahuMPO staff work is directed appropriately; and that only work for planning tasks that are "ready to go" are identified during the period of performance of the OWP. This process should be reflected in the MPOs agreements, Policies and Procedures documents, and Public Participation Plan, as applicable. OahuMPO should document the process for programming and obligating FHWA and FTA planning funding, including roles and responsibilities for staff at the MPO and HDOT.	Done
4	Unified Planning Work Program / 23 CFR 450.309	The OahuMPO must document a transition plan to close out existing, non-compliant planning projects.	Underway
5	Metropolitan Transportation Plan / 23 U.S.C. 134(c),(h)&(i) / 23 CFR 450.324	The 2026 ORTP must clarify and document how the CMP and other required performance-based plans, processes, and programs were considered and implemented through the long-range plan development.	Underway
6	Metropolitan Transportation Plan / 23 U.S.C. 134(c),(h)&(i) / 23 CFR 450.324	The OahuMPO, HDOT, and local planning partners must develop a financial plan with realistic assumptions about the availability of anticipated and proposed funding resources. The financial plan must also demonstrate how the projects included in the plan are fiscally constrained.	Underway
7	Metropolitan Transportation Plan / 23 U.S.C. 134(c),(h)&(i) / 23 CFR 450.324	As the TIP is revised or modified, the ORTP must be amended to ensure consistency between the two documents is maintained, to reflect new projects, removed projects, and changes that impact the ORTP's fiscal constraint.	Done
8	Metropolitan Transportation Plan / 23 U.S.C. 134(c),(h)&(i) / 23 CFR 450.324	During the next update to the OahuMPO TIP, the OahuMPO must clarify and document how the CMP and other required performance-based plans, processes, and programs were considered and implemented.	For Discussion
9	Travel Demand Forecasting / 23 CFR 450.324(f)(1)	The OahuMPO TDFM must use the most recent available current and verifiable estimates for population, employment, travel, and land use data. In addition, the MPO must coordinate data among partner agencies to adequately estimate current and future travel demand.	Underway
10	Travel Demand Forecasting / 23 CFR 450.324(f)(1)	The OahuMPO must integrate travel demand forecasting into the development of the ORTP decisionmaking processes	Underway
11	Congestion Management Process / Management and Operations / 23 U.S.C. 134(k)(3) / 23 CFR 450.322	The OahuMPO's CMP must analyze and identify the underlying causes of recurring and non-recurring congestion, identify and evaluate alternative strategies, provide information supporting the implementation of actions, and evaluate the effectiveness of implemented actions.	For Discussion

## OahuMPO Strategic Plan 2023-2027 - Initiatives and Action Items

Topic	Category	#	Description	Status
Training and Staff Development	Initiative	1	<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</b>	
	Action Item	1.1	Create an OahuMPO staff professional development, training, and mentoring program, to build up and expand expertise	Completed
	Action Item	1.2	Take advantage of federally funded peer exchange and peer review opportunities for required products such as ORTP and CMP, Policy Board member training, etc.	Underway
	Action Item	1.3	Establish expertise in federal environmental compliance and programmatic agreements, to support partner implementation of multi-modal infrastructure projects	Underway
	Action Item	1.4	Implement a long-term staffing plan that gradually increases the number of full-time staff positions over time.	Underway
	Action Item	1.5	Establish and carry out formal performance reviews and appraisals for OahuMPO personnel, to monitor and recognize technical capacity and administrative improvements, training and education needs and successes	Completed
	Action Item	1.6	Develop project management training program tailored toward government employee project managers of federally funded, active-transportation-related projects	Completed
	Action Item	1.7	Plan and organize a training seminar/workshop/conference to support implementation of the Oahu Vision Zero Action Plan and other programs focused on multimodal transportation safety and applying principles of Vision Zero and the Safe Systems Approach	Completed
	Action Item	1.8	Work with UH Manoa to develop research and training programs related to transportation planning, federal transportation policy, federal programs, requirements, etc., while preparing students for internship and employment opportunities at OahuMPO, FHWA, FTA, HDOT, DTS, etc. Use UH faculty and staff to assist with grant applications to bring in additional federal money to the region. Coordinate with related UH programs such as Civil Engineering, Geography, Emergency Management, etc.	Not yet started
Funding	Initiative	2	<b>Ensure there is adequate funding for the MPO to complete all required work products and seek opportunities to gradually expand the organization to better serve our partners and the community</b>	
	Action Item	2.1	Pursue federal grants and other opportunities to fund projects and programs (using 100% federal funds wherever possible), or look for other ways to bring extra federal funds into the region, in partnership with the City or State.	Underway
	Action Item	2.2	Review annually and update as needed the Supplemental Finance Agreement to ensure sufficient local match funding for planned MPO staff and initiatives	Underway
Overall Work Program	Initiative	3	<b>Update the Overall Work Program processes and procedures, including period of performance, for consistency with federal requirements and to meet regional goals</b>	
	Action Item	3.1	Update the OWP to a two-year budget cycle, with an update at the start of the second year, to comply with federal requirements	Completed
	Action Item	3.2	Increase the five basic OWP development phases into six. The additional phase would become the first, requiring staff to identify what resources are needed to support the required work elements and the regional transportation planning process that responds to the metropolitan planning regulations set forth in 23 CFR 450 Subpart C.	Completed
	Action Item	3.3	Clarify that the call for candidate projects and planning studies should be a supplemental process based on whatever funds remain not required by the new first phase of the process discussed above.	Completed
	Action Item	3.4	Broaden the call for candidate projects and planning studies to encourage potential local sources of funding from non-members. These new local sources could be used to match the unobligated FHWA PL fund balance or federal funds not identified in the OahuMPO OWP Process and Procedures report.	Completed
	Action Item	3.5	Develop a selection process to prioritize projects necessary and reasonable to support the MPO's role and responsibilities for regional planning under 23 CFR 450.300	Completed

<b>Performance Based Planning and Programming</b>	<b>Initiative</b>	<b>4</b>	<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</b>	
	Action Item	4.1	Adopt policies to help guide objective decision making and project selection related to the Transportation Improvement Program (TIP) and Oahu Regional Transportation Plan (ORTP). Update the current project rating criteria and ranking process to reflect the vision and goals established with the ORTP 2050.	Underway
	Action Item	4.2	Review the current performance measures and targets, and recommend new targets or measures that will help meet region-wide long term goals.	Underway
	Action Item	4.3	Update the travel demand forecasting model, including methodology and procedures as required for effective multimodal transportation planning, land use planning, congestion management, and other analyses consistent with community goals	Completed
<b>Data Collection and Management</b>	<b>Initiative</b>	<b>5</b>	<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</b>	
	Action Item	5.1	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.	Not yet started
	Action Item	5.2	Review the Data Sharing Supplemental Agreement, update as needed, and revise existing policies and procedures as needed to meet regional long-term goals.	Not yet started
	Action Item	5.3	Establish and support ongoing Oahu-centric data collection efforts focused on active transportation modes and trip-chaining, especially among traditionally underrepresented population groups.	Underway
	Action Item	5.4	Develop a Regional ITS Plan to identify opportunities for technology to support regional transportation policies, such as transit signal priority and updated traffic signal timing to improve pedestrian safety. Update the ITS Architecture and use it to support regional data collection and management, and incorporation of active transportation data (including transit).	Not yet started
<b>Public Engagement</b>	<b>Initiative</b>	<b>6</b>	<b>Update the Public Engagement program to better serve the diverse population of Oahu and reflect latest available tools, regional vision, and goals</b>	
	Action Item	6.1	Review and reconsider the role and responsibility of the Citizen Advisory Committee (CAC) within the larger Public Engagement Program. Update the CAC bylaws and other agreements as needed.	Underway
	Action Item	6.2	Develop a new website for the OahuMPO that provides up-to-date information (e.g., dashboard) about regional performance measures, initiatives, etc., in a compelling and interesting manner.	Completed
	Action Item	6.3	Develop and implement tools and programs to engage youth and emphasize outreach to traditionally underrepresented populations	Underway
	Action Item	6.4	Use additional tools such as social media to engage hard-to-reach populations	Completed
<b>Oahu Regional Transportation Plan (ORTP)</b>	<b>Initiative</b>	<b>7</b>	<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</b>	
	Action Item	7.1	Review ORTP Policies and Procedures and update as needed for consistency with federal law and regional goals	Completed
	Action Item	7.2	In the ORTP 2050, clarify and document how the updated or new CMP was implemented through the long-range plan development.	Underway
	Action Item	7.3	In the ORTP 2050, develop a financial plan with realistic assumptions and demonstrate how the projects included in the plan are fiscally constrained.	Underway
	Action Item	7.4	Update the ORTP Cost Estimation Process by researching how member agencies estimate project costs to improve fiscal constraint of the ORTP and consider cost estimate update procedures as projects move from the ORTP to the TIP.	Not yet started
	Action Item	7.5	Conduct Scenario Planning exercises as part of the development of the ORTP 2050, and look for opportunities to participate in peer exchanges and reviews with other MPOs that are using scenario planning.	Underway
	Action Item	7.6	Adopt policies to help guide objective decision making and project selection related to the Transportation Improvement Program (TIP) and Oahu Regional Transportation Plan (ORTP). Update the current project rating criteria and ranking process to reflect the vision and goals established with the ORTP 2050.	Underway
	Action Item	7.7	Consult with, and document meetings held with State and local agencies responsible for land management, natural resources, environmental protection, conservation and historic preservation concerning the development of the transportation plan.	Underway

	Action Item	7.8	Ensure the ORTP 2050 includes a documented disposition of public comments received, and documentation of analysis completed for EJ and Title VI.	Underway
<b>Congestion Management Process (CMP)</b>	Initiative	8	<b>Update the Congestion Management Process (CMP) 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</b>	
	Action Item	8.1	Update the CMP to consider safety location issues, audits, countermeasure solutions and conceptual projects (highway, bicycle, pedestrian, and transit safety), as well as strategies and project improvements related to travel demand reduction, alternative modes, operational, and Intelligent Transportation Systems (ITS). Leverage local funding for federal and state safety funds, including safety, operational and ITS funds.	Not yet started
	Action Item	8.2	Address any corrective actions from the 2022 TMA Certification Review	Underway
<b>Transportation Improvement Program (TIP)</b>	Initiative	9	<b>Update the Transportation Improvement Program (TIP) to 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</b>	
	Action Item	9.1	Update the TIP policies and procedures to clarify the amendment process and ensure consistency with federal requirements and the State TIP	Completed
	Action Item	9.2	Ensure the TIP includes a documented disposition of public comments received, demonstrates and documents implementation of the approved CMP, and includes documentation of the analysis completed for Title VI/EJ.	Underway
	Action Item	9.3	Adopt policies to help guide objective decision making and project selection related to the Transportation Improvement Program (TIP) and Oahu Regional Transportation Plan (ORTP). Update the current project rating criteria and ranking process to reflect the vision and goals established with the ORTP 2050.	Underway
	Action Item	9.4	Update Oahu TIP to conform with new State E-STIP process	Underway