

# Updated Administration or Protocols

- Members are responsible for having their designees attend
- Meeting cancellations information
- Majority rules
- County SRTS representatives, as scheduled.
  - 10/15 - City and County of Honolulu
  - 10/29 – County of Maui
  - November – Hawaii Department of Education
  - December - National Center for Safe Routes to Schools
  - January - Safe Routes Partnership

# AG response summary

- Key Findings
  - HDOT may transfer funds from the SRTS program special fund to the counties to be used for county-level SRTS projects and programs through an intergovernmental memorandum of agreement.
  - Funds transferred to counties may also go to community-based organizations (CBOs) but through the county processes;
  - No existing mechanism to provide funds to CBOs direct from HDOT independent of a procurement; this will need to be addressed/explored during the plan process given timing constraints.
  - HDOT or committee can procure plan services through procurement processes (RFP, RFQ or open-ended contracts), but Committee will need to provide the scope and review deliverables and invoices. If an RFP or RFQ is issued, Committee will also need to provide the evaluation criteria, as well as be represented on the evaluation committee.
  - Money remains in SRTS special fund if not expended this year.
- Remaining Questions (AG or otherwise)
  - Can IG MOAs also apply to MPOs?
  - Can IG MOAs be used for staffing support at counties, other state agencies, and MPOs?
  - How to provide funding to CBOs in future years?

# Key Committee Priorities for 2024

- Create and launch a process to solicit and evaluate new project proposals
- Develop recommendations for encumbering the \$10M in FY2024–2025
- Provide any legislative policy recommendations for the 2025 legislative session

# Proposal for Project Proposal Process

(b) Two or more members of a board, but less than the number of members which would constitute a quorum for the board, may be assigned to:

- (1) Investigate a matter relating to the official business of their board; provided that:
  - (A) The scope of the investigation and the scope of each member's authority are defined at a meeting of the board;
  - (B) All resulting findings and recommendations are presented to the board at a meeting of the board; and
  - (C) Deliberation and decision-making on the matter investigated, if any, occurs only at a duly noticed meeting of the board held subsequent to the meeting at which the findings and recommendations of the investigation were presented to the board; or
- (2) Present, discuss, or negotiate any position which the board has adopted at a meeting of the board; provided that the assignment is made and the scope of each member's authority is defined at a meeting of the board prior to the presentation, discussion or negotiation.

<https://oip.hawaii.gov/laws-rules-opinions/sunshine-law/#9225>

# Proposal for Project Proposal Process

“Review project proposals and select priority projects within 1 mile of any school or place of learning to be funded through the SRTS program or otherwise be prioritized and implemented by the department (HRS pursuant)”

“Implementation of county programs shall take into consideration the need to: fill a permanent SRTS coordinator position, maximize the participation of school officials and stakeholder groups, work with county stakeholders and train volunteer facilitators for school-based workshops and community-based workshops; training potential grant requestors and stakeholder groups in federal and state requirements necessary for procurement, contracts, design and construction; and allocate 10-30% of SRTS funds for non-infrastructure activities.”

Other considerations?

## Action requested

- Approve 2-person permitted interaction group to develop a process to solicit and evaluate new project proposals

# Proposal for Funding Dispersal

- A comprehensive statewide SRTS Plan
- Staffing support – 6 positions total for a network of SRTS program leads.
  - State Department of Education — 1 FT staff for 5 years
  - Counties — 1 FT staff for each county for 5 years (4 total)
  - State Department of Transportation — 1 FT staff for 5 years
- Specific government programs, plans, projects – remainder of funds
  - County and state
  - Through IGA process
- Non-governmental organizations, projects, programs, plans, etc. – need to be explored through the SRTS plan process.

# A comprehensive Statewide SRTS plan

## Law mandate:

- Goals, strategies, and performance metrics that ensure accountability for improving safety, active transportation mode share, community investment in supportive programming, and infrastructure quality (HRS pursuant)
- Methods to ensure stability and consistency of SRTS program special fund, which shall provide for infrastructure projects and continuity of existing programmatic (non-infrastructure) work
- Recommendations to streamline and facilitate efforts by communities to apply for and implement projects (HRS pursuant)
- Identification of, and recommendations for, additional funding, planning, and programming that are inclusive and equitable (HRS pursuant)
- *Add in 5 year committee support and technical assistance*
- *Address CBO issues*
- *Up to \$1M with 5-year support*



# Staffing Support

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# SRTS Projects and Program

- Existing SRTS project list across all counties and at State.
- Through IG MOA process
- Distribution expanded past counties to DOT, counties, and DOE.
- Evaluation TBD.