

## Safe Routes to Schools Advisory Committee

August 27, 2024

### Meeting Minutes

#### I. Call to Order

The meeting was called to order at 10:04 AM by Chair Kathleen Rooney.

#### II. Roll Call

Chair Rooney conducted a roll call.

Member requirement	Appointment detail(s)	Name	Present?
One member to be appointed by the speaker of the house of representatives	House of Representatives appointee, chair for 2024-2025	Kathleen Rooney	Y
One member to be appointed by the president of the senate	Senate appointee	Pending	X
The department of transportation's safe routes to school program coordinator		Tara Lucas	Y
The deputy director of the department of transportation's highways division		Robin Shishido	Y
One member representing the physical activity and nutrition section of the department of health's chronic disease prevention and health promotion division		Heidi Hansen-Smith	X
The superintendent of education		Audrey Hidano, official designee	N
The co-chair of the Hawaii climate change mitigation and adaptation commission	Chairperson, Department of Land and Natural Resources	Russell Tsuji, official designee	N
The co-chair of the Hawaii climate change mitigation and adaptation commission	Director, Office of Planning and Sustainable Development	Leah Laramee, official designee	N
One member representing the Hawaii state energy office		Christopher Yunker	N
One member representing the Hawaii state council on developmental disabilities		Sierra Whiteside	N
One member representing each county agency with jurisdiction over transportation	City and County of Honolulu	Yamato Sasaki	Y
	County of Hawaii	Jesse Domian	Y
	County of Kauai	Michael Moule	Y
	County of Maui	Kurt Watanabe	N
One member representing an organization with a focus on bicycling	Appointed by the governor, pursuant to section 26-34, for a three-year term	Thomas Noyes	Y
One member representing an organization with a focus on senior citizens and their families	Appointed by the governor, pursuant to section 26-34, for a three-year term	James Burke	Y

One member representing an organization that understands the ways families with young children navigate through the State	Appointed by the governor, pursuant to section 26-34, for a three-year term	Pending	X
One member representing an organization with a focus on public health and mobility	Appointed by the governor, pursuant to section 26-34, for a three-year term	Jessica Thompson	X
One member representing an organization with a focus on transportation equity and mobility	Appointed by the governor, pursuant to section 26-34, for a three-year term	Jeanne Torres	N
The chair of representatives standing committee with primary jurisdiction over transportation	Senate, serving as non-voting, ex-officio member	Senator Chris Lee	Y
The chair of the senate standing committee with primary jurisdiction over transportation	House of Representatives, serving as non-voting, ex-officio member	Representative Chris Todd	N

### III. New Business

#### a. Presentation on County of Kauai’s Safe Routes to School Work

Michael Moule provided a verbal presentation on the various Safe Routes to School projects being undertaken by the County of Kauai.

#### b. Presentation and Discussion on Approach to Meeting Law's Mandate

The Chair led a discussion on the approach to meeting the law's mandate for the advisory committee. This included clarifying the process for designating temporary or permanent member designees and their voting rights.

The group discussed the need for volunteers to assist with meeting minutes support, including reviewing AI-generated summaries and managing roll call. Justin Menina volunteered to help with the current meeting's minutes. The group agreed that the minutes from the first meeting should be shared and approved at the next meeting, as a best practice for committee accountability.

The Chair then proposed that the committee form a 2-person Permitted Interaction Group (PIG) to develop a process for soliciting and prioritizing Safe Routes to School projects. The Chair explained that the PIG would be responsible for creating a clear and transparent process for the advisory committee to identify, evaluate, and recommend projects for funding. The Chair asked for volunteers to serve on the PIG. Jessica Thompson and Yamato Sasaki both expressed interest in taking on this task. The Chair noted that the PIG could potentially expand to include additional members if needed, but the initial group would be limited to two members to comply

with the state's Sunshine Law. The group discussed the importance of the PIG's work in establishing a fair and inclusive process for project selection. There was general agreement that the PIG should aim to solicit input from the broader community, including school representatives, parents, and other stakeholders, to ensure the process reflects the needs and priorities of the island's residents. The Chair stated that the proposal to form the 2-person PIG, with Jess and Yamato as the initial members, would be brought forward for a formal vote at the next advisory committee meeting.

#### **IV. Open Forum**

No members of the public requested to be heard on matters not included on the agenda.

#### **V. Announcements**

Tommy announced the induction of Kealahe Makalai into the Rails to Trails Conservancy Hall of Fame, with an event scheduled for October 19.

#### **VI. Adjournment**

The meeting was adjourned at 11:01 AM.