

## Safe Routes to Schools Advisory Committee

September 24, 2024

10:00-11:00 AM

Remotely via Microsoft Teams

### Meeting Minutes (DRAFT)

#### I. Call to Order

The meeting was called to order at 10:02 AM by Chair Kathleen Rooney.

#### 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) / Bryan Kimura	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	Y
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	Y
One member representing the Hawaii state energy office		(Christopher Yunker) / Nicole Cernohorsky	Y
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	N/Y
	County of Maui	Kurt Watanabe	Y
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	Appointed by the governor, pursuant to section 26-34, for a three-year term	James Burke	Y

senior citizens and their families			
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	Y
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

12 members are present and quorum is met. Michael Moule later joined making it 13 members present.

Guests:

- Eduardo Hernandez, Hawaii Bicycling League
- Richelle Takara, Federal Highways Administration
- Wayne Kaneshiro, Federal Highways Administration
- Amy Ford-Wagner, Federal Highways Administration
- Ke‘ōpūlaulani Reelitz
- Justin Menina, Physical Activity Coordinator with Department of Health
- Leigh Ann Lopez, Oahu HEAL Coordinator with HIPHI
- Kar Ling Wong
- Laura Kaakua, HDOT Climate Mitigation, Adaptation, and Culture Manger
- Will Mariano, HDOT intern from City Government of Taguig, Philippines with YSEALI PFP Program (Governance and Society)
- Estiara Ellizar, HDOT intern from Ministry of Transportation in Indonesia with YSEALI PFP Program (Governance and Society)

**II. Approval of the minutes**

The approval of the July 30, August 15, and August 27, 2024, meeting minutes was deferred to the next meeting because minutes are not yet available for public to review on the HDOT website which is required by the Sunshine Law before the committee could vote on their approval. Chair Rooney will send out meeting minutes package so that members can review

them in advance. Tara Lucas reported the PAO office was working on the issue to bring the website into compliance with the Sunshine Law.

### **III. Presentation on County of Hawaii’s Safe Routes to School work**

Jesse Domian, the Safe Routes to School coordinator for Hawaii County, provided an overview of the program's progress and initiatives. The program covers over 4,000 square miles on the Big Island with 41 schools and over 22,000 students. Key points included the program's infancy stage, focus on collaboration and understanding barriers, and ongoing infrastructure projects in various school complexes. Domian highlighted the need to identify a clear path for efficiently and equitably distributing information to schools and complexes. Internal communication can be improved. He emphasized the program's goals of improving infrastructure, such as school zone traffic calming, and education to encourage students to walk and bike to school. County SRTS website has gone live and has a parent survey. There are various current projects under development. 1979 Bike Plan still relevant for Hilo and used for planning projects but the rest of the island is missing besides a little in Kona. Domian would like feedback from schools and parents on what is needed to make routes walkable and bikeable.

Question and Answer session:

The infrastructure projects are made possible by federal grants. Most of the infrastructure projects are not done in conjunction with the school but are within 1 or 1.5 miles from a school. There are hopes to update the 1979 Bike Plan. Looking to bring onboard a GIS staff to the division to identify bike infrastructure gaps overall in Hilo. Senator Lee highlighted a new law that was recently passed that obligates State and Counties to examine roadway design prior to resurfacing and making any known issues the priority in the project.

### **IV. Discussion and appropriate action on approach to meeting law’s mandate**

AG response summary: An Intergovernmental memorandum of Agreement (IGA) can be used to transfer SRTS special funds from HDOT to counties. Funds transferred to counties can go to community-based organizations (CBOs) through the county processes. During the SRTS plan creating process, methods of how to transfer from HDOT directly to CBOs can be explored. HDOT or this committee can procure services through procurement processes (RFP, RFQ, or open-ended contracts) but will need to provide scope and review deliverables and invoices. All money not expended this year will remain in the SRTS special fund.

Question and Answer session:

Questions about the duration and specifics about the MOAs but no answers were given. Senator Lee mentioned that the end of the year report could propose actions for Legislature to take to revise the existing law.

Three committee priorities for the year:

- 1) Process for soliciting and evaluating new project proposals
- 2) Recommendations for how to use \$10M in FY2024-2025
- 3) Legislative policy recommendations for the 2025 legislative session

Discussion on what is included in an IGA. It was unclear what is required in an IGA. Chair Rooney will talk with procurement. Laura Kaakua provided some of her experience where the

IGA provides master language that is decided upon and then references back to the committee and provides a top dollar amount.

The committee discussed the process to solicit and evaluate new project proposals. Yamato Sasaki and Jessica Thompson volunteered during the last meeting to be part of a two-person permitted interaction group (PIG) to develop this process. There was discussion as to whether a PIG was needed. The committee voted to approve the formation of the two-person PIG to work on the process for soliciting and evaluating new project proposals. Sasaki stated that she and Thompson are open to receiving input from other committee members on the process if anyone has anything in particular they would like to see.

The committee also reviewed a draft proposal for the funding dispersal of the \$10 million, including creating a comprehensive statewide plan, staffing support, and specific government projects.

The need for the public website to share project proposals and gather community input was emphasized.

The committee discussed the challenges of developing a process and recommendations within the limited timeframe before the December report deadline. Chair Rooney noted that the report needed to be drafted in October to allow for review, given the December deadline. She emphasized the importance of balancing the need for a robust process with the tight timeline..

The meeting was extended for 30 minutes.

#### **V. Open Forum**

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

#### **VI. Announcements**

Next meeting is October 15, 2024 at 10 AM.

An upcoming event on pedestrian safety, sponsored by Ulupono Initiative and the City and County of Honolulu, was announced. Chair Rooney offered to send the event details to anyone interested.

#### **VII. Adjournment**

The meeting was adjourned at 11:13 AM.