



STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
 800 BAY ROAD
 P.O. BOX 778
 DOVER, DELAWARE 19903

JENNIFER COHAN
 SECRETARY

**Advisory Council on Connected and Autonomous Vehicles Meeting
 (Executive Order 14)**

Thursday, February 15, 2018
 11:00am – 12:30pm
 DelDOT Administration Building, 800 Bay Road, Dover, DE
 Farmington/Felton Conference Room

MINUTES

1. Welcome and Introductions

- a. The meeting commenced at 11:01 AM. Secretary J. Cohan introduced herself and proceeded to direct the Advisory Council members and attendees to introduce themselves.

Present Voting Council Members

Barzilai Axelrod	Attorney General’s Office
Patty Cannon	Division of Small Business, Development and Tourism (DOS)
Jennifer Cohan	Delaware Department of Transportation (DelDOT)
Lee Derrickson	Delaware Motor Transport Association (DMTA)
Renee Gibson	Alliance of Automobile Manufacturers
Jerome Lewis	University of Delaware (UD) Institute of Public Administration
Leslie Ledogar	Insurance Commissioner’s Office
Reed Macmillan	Dover/Kent Metropolitan Planning Organization
Ed Osienski	House of Representatives
William Pfaff	Sussex County
Cathy Rossi	AAA Mid-Atlantic
John Sission	WILMAPCO
Elayne Starkey	Delaware Department of Technology and Information (DTI)
Scott Vien	Division of Motor Vehicles (DMV)

Members Present by Proxy

Jenn Parrish	State Senate (Proxy for Senator Hansen)
Keri Rapa	State Senate (Proxy for Senator Pettyjohn)



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Also Present

Bruce Demeter	DTC
CR Marshall	DeIDOT
Dan Corey	AECOM
Debbie Pfeil	KCI Technologies
Don Weber	DeIDOT
Erin Coombs	Jacobs
Frank DeSanis	OPC
Gene Donaldson	DeIDOT
Jaime Vargas	Wallace Montgomery
Jason Walsh	Price Auto Group
Jen Duval	Jacobs
Jim Garrity	Diamond Tech
Jim Lorden	AAA Mid-Atlantic
Ken Grant	AAA Mid-Atlantic
Li Wen Lin	DeIDOT—Technology and Innovation
Lisa Goodman	Hamilton Goodman Partners, LLC – Uber
Mark Luszc	DeIDOT
Matt Buckley	WRA
Megan Rosica	Jacobs
Pat Kennedy	FHWA
Peter Bourne	KCI Technologies
Rob McCleary	DeIDOT
Scott Clapper	DMV
Shante Hastings	DeIDOT
Steven Chillas	Delaware OMB – Contracting
Tarik Zerrad	Alliance of Automobile Manufacturers

Absent Voting Council Members

Ruth Briggs King	House of Representatives
Glenn Dixon	Delaware Department of Safety and Homeland Security (DSP)
Shari Shapiro	Uber

2. Approval of the Previous Meeting Minutes

- a. B. Axelrod made a motion to accept the minutes from the previous meeting held on January 18, 2018. Motion was seconded by B. Pfaff. Motion passed and minutes were approved.



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3. Updates on Subcommittees

- a. Secretary Cohan updated the council that the subcommittee drafts will be due in July for the final report to be completed by September. Templates for reports will be sent out to subcommittee chairs. Attendees were reminded that a website has been created for the Advisory Council and that information regarding meetings and materials is available on the site. The website can be accessed using the following link:
<https://www.deldot.gov/Programs/autonomous-vehicles/>
- b. Promoting Economic Development
 - i. P. Cannon reported that they had their second meeting on February 15. The committee has shifted focus from “economic development” to “promoting economic development” with more emphasis on how to create a market for attracting businesses to Delaware.
 - ii. Discussion was focused around the following topics:
 1. Promoting policies to make Delaware an attractive place for both CAV and robotics technologies.
 2. Creating marketing tools with a clear, defined message about CAV in Delaware.
 - iii. P. Cannon shared that she had been in contact with Amazon about Delaware’s HQ2 proposal, and Delaware was stated as a strong contender. That should be leveraged in attracting future opportunities.
 - iv. E. Osienski plans to invite DelDOT Communications and the State Representative’s Communication team to future meetings to discuss how messaging can be released to the public. There was general discussion amongst the council regarding public outreach and the importance of developing a campaign that does not overwhelm the public.
- c. Technology, Security, and Privacy
 - i. E. Starkey provided committee update. Third meeting hosted February 15. Charter has been finalized and is expected to be submitted next week.
 - ii. Subcommittee has split into three groups, each investigating the top challenges and opportunities of technology, security, and privacy.
 - iii. Added two new members, Aleine Cohen from DOJ, and Jim Garrity of Diamond Technologies, a private sector technology firm. Committee membership is now complete.
- d. Transportation Network Infrastructure
 - i. R. McCleary provided subcommittee update. First meeting was held on February 1. Subcommittee discussed purpose and scope and plans to engage with other subcommittees.



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- ii. Identified key stakeholders and is creating a questionnaire to be sent out to stakeholders to gauge current CAV initiatives, interest, and input.
- iii. The subcommittee intends to meet the first Thursday of the month.
- e. Impacts on Public and Highway Safety
 - i. M. Luszczyk provided the subcommittee report on behalf of G. Dixon. The committee met for the second time on February 2.
 - ii. Focused on levels of autonomy and will be creating recommendations based on levels of vehicle automation.
 - iii. Discussed existing Delaware Code and potential amendments to code.
 - iv. Subcommittee has expressed concerns about driver safety during the transition period of a mixed fleet on roadways.
 - v. There was general discussion amongst the council about OEMs moving beyond the testing phase.

4. Presentation by AAA Mid-Atlantic

- a. K. Grant presented “Connected and Autonomous Vehicle Insights from CES” PowerPoint
 - i. Additional videos from the 2018 Consumer Electronics Show (CES) can be found online at www.aaa.com/ces
 - ii. The presentation focused on the January 2018 CES held in Las Vegas, NV
 - iii. The key takeaways from the event were that CAVs are anticipated to be on the street sooner than expected and public acceptance is increased with more information.
 - 1. AAA did a survey finding 63% of people are afraid to ride in autonomous vehicles, down from 77% at the 2017 CES.
 - iv. Information Sharing and Analysis Center
 - 1. AUTO-ISAC created in 2015 to share information with auto manufacturers.
 - a. 99% of vehicles on the road today are manufactured by members of AUTO-ISAC
 - v. Video of people on board a level 4, self-driving vehicle with operator.
 - 1. Vehicle was traveling 20 mph.
 - 2. Shuttle is receiving ratings of 4.8 out of 5
 - 3. Crash that occurred on day of launch was not caused by automated shuttle but by a delivery driver making illegal turn. Shuttle stopped as it was supposed to do but the delivery driver continued moving hitting the shuttle.
 - 4. Running on a V2I system, dependent on traffic signals and LiDAR.



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- vi. There was also an autonomous taxi run by another company and CAVs run by Lyft at 2018 CES. This contributed to decreased fear amongst the public.

5. Launch of Autonomous Shuttle

- a. J. Cohan stated that the best way to attract and test is to do. She has met with the President of University of Delaware and will be launching two autonomous shuttles at the Science, Technology and Advanced Research (STAR) Campus. Decision to use two shuttles was so that they can interact with each other as well as infrastructure. This also serves as a public relations opportunity.
- b. J. Lewis discussed that this opportunity allows for collaboration between DelDOT, UD Institute of Public Administration and the Mechanical Engineering Department, and WILMAPCO.
- c. J. Sisson stated that putting the shuttles in a controlled environment allows the public to safely experience and accept the technology.
- d. Questions
 - i. P. Cannon asked about the timeline of the launch.
 - 1. J. Cohan—working on the MOU now with UD. Will release RFP and plan to have the council as engaged as possible. Shuttle launch will remain a running agenda item.
 - ii. E. Osienski asked about the size of the intended shuttle loop.
 - 1. J. Sission—has not yet been defined but plans to start small and expand with the intent to expand beyond campus.
- e. J. Lewis stated that UD is looking at other shuttle demonstrations around the country to learn from their experiences.

6. Insurance Commissioner Update

- a. L. Ledogar provided an update about the Insurance Commissioner's roundtable meeting. The discussion was a broad ranging discussion about how to insure the risks of CAV technology. She will be creating a summary to share with the Secretary and will outline the next steps. It was decided that the insurance implications associated with CAV will be included as a separate chapter in the final council report.
- b. J. Cohan requested that Insurance Commissioner progress be included on the subcommittee report outs during future meetings.

7. Possible Legislation

- a. J. Cohan discussed the map and activities summary of other states CAV legislation. There was general discussion amongst the council to keep legislation as a running agenda item.
- b. Alliance of Automobile Manufacturers—has model language available for legislation and can provide to the council. The Alliance is also able to put the council in touch with members of AUTO-ISAC for more information.



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8. Public Comment

- a. M. Topal from the Office of Highway Safety requested that the committee develop a series of talking points for public interfacing on CAV.
 - i. J. Cohan requested that CR Marshall (DelDOT) look into creating a one-page document for committee on talking points.

9. Adjourn

- a. S. Vien made the motion to adjourn the meeting and was seconded by P. Cannon. The motion passed and meeting adjourned at 12:10 PM.

Action Item Summary

- 1. CR Marshall to develop talking points one-pager.
- 2. Add Insurance Commissioner to subcommittee updates and legislation for future agenda items.

Approved