



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
 (Executive Order 14)
 Subcommittee on Transportation Network Infrastructure**

Thursday, March 1, 2018
 10:00 AM – 12:00 PM
 DelDOT Administration Building, 800 Bay Road, Dover, DE
 Farmington/Felton Conference Room

MINUTES

1. Introductions

- a. The meeting commenced at 10:03 AM. R. McCleary introduced himself and opened the meeting with a round of introductions.

Present Voting Committee Members

Gene Donaldson	Delaware Department of Transportation (DelDOT)
Mark Luszcz	Delaware Department of Transportation (DelDOT)
Reed Macmillan	Dover/Kent County MPO
Rob McCleary	Delaware Department of Transportation (DelDOT)
Ed Osienski	State Representative

Absent Voting Committee Members

Ruth Briggs King	State Representative
Brian Pettyjohn	State Senate
Scott Vien	Division of Motor Vehicles (DMV)

Also Present

Barry Benton	GPI
Erin Coombs	Jacobs
Lauren DeVore	Delaware Department of Natural Resources and Environmental Control (DNREC)
Beth McGee	DelDOT
Megan Rosica	Jacobs
Adam Weiser	AECOM

2. Review and Motion to Approve 2/1/18 Meeting Minutes



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- a. The committee reviewed the previous meeting minutes and had no revisions or comments. E. Osienski made a motion to approve the minutes. Motion was seconded by G. Donaldson. Motion passed and the minutes were approved.

3. Discuss Old Business – Subcommittee Charter

- a. M. Luszcz suggested adding a technology aspect to the charter's scope. It was indicated that there will be significant overlap between subcommittees regarding CAV policy development moving forward.
- b. M. Luszcz noted that the final report will likely list issues related to Transportation Network Infrastructure and CAV, and suggest recommendations moving forward.
- c. E. Osienski indicated the need to differentiate needs for infrastructure and needs for securing infrastructure (more in the realm of the subcommittee on Technology, Security, and Privacy).

4. New Business

a. Discuss Results of Contact with Stakeholders

- i. R. McCleary reached out to Verizon and Mobilitie, as well as Crown Castle, a company that erects infrastructure for small cell/5G development. All parties are interested in participating.
- ii. R. McCleary reached out to Defense Advanced Research Project Agency (DARPA) and they responded that they do not have any active research going on currently; they put R. McCleary in touch with the US Army who have yet to respond (they have done demonstrations of army truck platooning)
 1. G. Donaldson mentioned Intelligent Automation Inc. (IAI) which has done artificial intelligence work in military applications.
- iii. E. Osienski mentioned reaching out to vendors that sell monitors and infrastructure devices that collect traffic flow data.
- iv. A. Weiser reached out to 3M who will potentially present at the April meeting; he will also reach out to Royal Truck & Equipment.
- v. G. Donaldson indicated another potential stakeholder is Turner-Fairbank Highway Research Center.
- vi. M. Luszcz reminded the committee that Toyota is presenting at the next general council meeting.

b. Review Draft Questionnaire

- i. The committee reviewed the draft questionnaire to be sent out to stakeholders. B. Benton suggested adding a question about data collection and what kind of data should be collected.



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- ii. E. Osienski made a motion to approve the draft and move forward with sending this out to stakeholders. M. Luszcz seconded. The questionnaire was approved and R. McCleary with assistance from Jacobs will distribute to stakeholders.

c. Review Draft Outline of Recommendations

- i. R. McCleary distributed a draft outline of recommendations to get the committee's thoughts on content.
- ii. A suggestion was made to organize the report between standing infrastructure and telecommunications.
- iii. R. McCleary will email the draft outline to the committee members who will review the draft and provide responses no later than March 20th.

5. Action Items

- a. Jacobs to locate points of contact for listed stakeholders and distribute the questionnaire.
- b. R. McCleary to distribute Draft Charter to committee members and gain feedback by March 20th.
- c. R. McCleary to distribute the Draft Outline of the Subcommittee Report to committee members and gain feedback by March 20th.

6. Public Comment

- a. None

7. Next Meeting

- a. Next meeting will be held on April 5, 2018 at 10AM G. Donaldson made motion to close meeting, E. Osienski seconded. Meeting adjourned at 10:56 AM.