



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 Public and Highway Safety**

Wednesday, May 23, 2018
 1:00 PM – 2:30 PM
 DelDOT Administration Building, 800 Bay Road, Dover, DE
 Bethany Conference Room

MINUTES

1. Welcome & Introductions

- a. The meeting commenced at 1:01 PM. M. Luszcz opened the meeting with a round of introductions.

Present Voting Committee Members

Barzilai Axelrod	Attorney General’s Office
Mark Luszcz	Delaware Department of Transportation (Representing Glenn Dixon)
Jana Simpler	Office of Highway Safety (OHS)
Scott Vien	Division of Motor Vehicles (DMV)
Adam Weiser	AECOM

Members Present by Proxy

Ken Grant	AAA Mid-Atlantic (Proxy for Cathy Rossi)
Patrick Wenk	Delaware State Police (Proxy for Bill Bryson)

Absent Committee Members

Bill Bryson	Delaware Police Chief’s Council
Glenn Dixon	Delaware Safety and Homeland Security (DSP)
Lee Derrickson	Delaware Motor Transport Association
Brian Pettyjohn	State Senate

Also Present

Colton Phillips	DelDOT Planning
Megan Rosica	Jacobs
James Wilson	Bike Delaware



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The committee discussed adding J. Wilson as an official member. Due to concerns of meeting quorum, the committee decided to address this at the next meeting. M. Luszczyk will reach out to members who have not attended past meetings and see their interest in continuing on the committee.

2. Approval of Previous Meeting Minutes

- a. The committee reviewed the previous meeting minutes from April 13, 2018 and had no revisions or comments. K. Grant made the motion to approve the minutes. J. Simpler seconded. The motion passed and the minutes were approved.

3. Discussion on Template for Subcommittee Report

- a. M. Luszczyk directed the committee to focus on reviewing the recommendations section of the final report. The committee began by discussing recommendations related to Delaware Code:
 - a. M. Luszczyk indicated the overall consensus from the committee is to include a recommendation that a consultant be hired to complete a comprehensive review of Delaware code focusing on safe and allowable operations of AVs in Delaware. This could include subcategories of what this review will include.
 1. B. Axelrod suggested this review include the definition of terms such as “Automated Driving Systems (ADS)”, “driver” and “platooning.”
 2. B. Axelrod also suggested defining improper use of automation and imposing restrictions on improper use of these technologies. He added that it may be necessary to define testing procedures and what a “closed track” is considered to be; also impose some sort of registration process so that government knows that AVs are operating in the State.
 3. B. Axelrod indicated his opinion that the State should be aware of AVs operating within their borders. J. Wilson suggested a new vehicle class be defined; S. Vien agreed that the state should be made aware of AV operations, but noted that creating a new vehicle class is not needed for this process – the public should know the State is paying attention but avoiding too much regulation.
 4. The committee agreed that with proper regulation and notification, the State would allow vehicles to operate without a driver. Further discussion on regulation and code will occur at the next committee meeting.
 - b. The committee moved forward to discuss training and education on CAV:



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1. A. Weiser indicated that the point of educating drivers is to show them what technology is available and what these systems are capable of. The education must be inclusive of everyone, whether DE residents are operating AVs or not, they will be affected and they will need to know what the AVs are capable of. B. Axelrod agreed and noted that there are two layers to education: bringing awareness of what is out there and that if an operator is using these technologies they are responsible.
2. There are four parts to driver education:
 - a. Driver's Education
 - b. Defensive Driving
 - c. Commercial Driving School
 - d. Delaware Driver's Manual
3. The committee discussed altering the curriculum for driver's education and updating the Delaware Driver's Manual to raise awareness of CAV and include terms and information in these areas.
- c. DelDOT infrastructure concepts related to CAV were discussed:
 1. As far as the recommendations set forth in the draft report regarding infrastructure, DelDOT is already performing these tasks (e.g. staying abreast of the latest state of the practice and discussing with OEMs and related groups; expanding and improving ITMS, etc.) so continuing to do so will stay a recommendation.
 2. M. Luszczyk suggested a recommendation to integrate CAV more in the Strategic Highway Safety Plan which will be updated in the coming years.
- d. J. Simpler suggested changing the language of the final recommendation that the Advisory Council and the various sub-committees should continue to exist and meet on a regular basis after the initial report is submitted to the Governor. J. Simpler recommended saying the committee will take recommendations from the general council and continue work on these concepts.
- e. Future discussion points were reviewed:
 1. M. Luszczyk indicated that there may be a need to train more than just the crash reconstruction teams to pull data from "black boxes" in vehicles, when it comes to data collection in CAVs, as a future discussion point from a V2I perspective – Basic Safety Messages (BSM) being transmitted.
 2. K. Grant made the committee aware of AAMVA's recent report that includes jurisdictional guidance for safe testing and deployment of AVs. He will distribute to the committee for further review.



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4. Public Comment

- a. There were no comments from the public.

5. Review of Action Items

- a. M. Luszcz will reach out to committee members who have not attended past meetings.
- b. M. Rosica to create an agenda and send out a calendar invitation for the June meeting to committee members.

6. Next Meeting

- a. The next subcommittee meeting is scheduled for Wednesday, June 6th from 9:30am to 11:00am. S. Vien made a motion to adjourn the meeting. J. Simpler seconded and the motion was approved. The meeting adjourned at 2:40 PM.