

Washington State AV Subcommittee Discussion Template

Subcommittee	Infrastructure and Systems Subcommittee
Date of Meeting	October 2, 2018

This form is to be used for all subcommittee discussions that do not have specific recommendations.

Instructions:

- 1) Please write an explanation of the discussion, including noteworthy topics of discussion, a summary of the discussion, and the outcome of the discussion
- 2) Please write the next steps and plans for the subcommittee

1) Noteworthy topics of discussion, summary of discussion, and outcome of discussion	Subcommittee Chair, WSDOT Secretary Roger Millar, kicked off the first Infrastructure and Systems Subcommittee meeting on October 2, 2018. The initial meeting and discussion focused on the role of the subcommittee, describing the concept of Cooperative Automated Transportation (CAT), and the importance of establishing a CAT policy framework for Washington State in order to steer CAT technologies towards the most favorable, sustainable outcomes.
	Key discussion on the role of the I&S Subcommittee included the following: <ul style="list-style-type: none"> - The group is intended to be a discussion forum – a place where information is shared and discussed with all participants - The goal of the group is to make recommendations, not to reach consensus. Voting on recommendations will not take place - The group will serve as a forum to record and capture all ideas so that decision makers are aware of them and take them into consideration - Membership is not intended to be limited, and will include a wide range of interested parties
	The group conducted an open discussion on the membership, and input was solicited on missing stakeholders that the group felt should be included in the discussion. A number of additional groups or individuals were identified and will be invited.
	A presentation on CAT – including national activities, regulation at the Federal level, CAT in action today in Washington State, and the state’s CAT framework was conducted.

	<p>The results of a focus-area survey, conducted in advance of the meeting, were presented. The survey explored the current level of the group’s understanding of CAT technologies, preferences for next steps with regards to policy and program-level activity, and priorities for near-term pilots and deployments. The survey allowed voting on initial concepts, as well as submission of other ideas. It was decided that the priorities expressed in the survey will help to guide the subcommittee’s 2019 Action Plan.</p>
	<p>A group discussion followed the survey results, allowing participants to suggest additional ideas, ask questions, and emphasize priorities. More than 40 additional comments were captured to help guide the subcommittee’s future actions. The subcommittee members suggested to focus on two or three feasible and actionable ideas for 2019 and to resist the temptation of taking on too much initially.</p>
	<p>Secretary Millar closed the meeting with acknowledgement of next steps:</p> <ol style="list-style-type: none"> 1. Prepare a subcommittee progress report for the WA State AV WG Executive committee to be presented at the committee meeting on October 24th 2. Prepare a draft Infrastructure and Systems Subcommittee 2019 Action Plan for subcommittee member input prior to the next meeting on December 14th <ol style="list-style-type: none"> a. Secretary Millar indicated that the work plan is intended to be very specific, and, as suggested, focusing on three key areas which are achievable and represent needs identified through the subcommittee survey and discussion.
<p>Next steps and plans for subcommittee</p>	<p>The subcommittee will next meet on December 14, 2018, to discuss a proposed 2019 action plan.</p>
	<p>The robust meeting discussion and the survey provided significant input towards drafting a realistic and actionable work plan for 2019. Evaluating the input from the meeting and the survey results. Staff will develop an initial draft work plan for review by working members of the subcommittee during the month of November. The goal is to provide a vetted work plan at the December 14th meeting.</p>