Activity 1 Update

June 14, 2019

Topics

- Objective
- Work plan
- Progress
- Procedures

Objective

Washington State
CAT Policy Framework

Work Plan

April

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

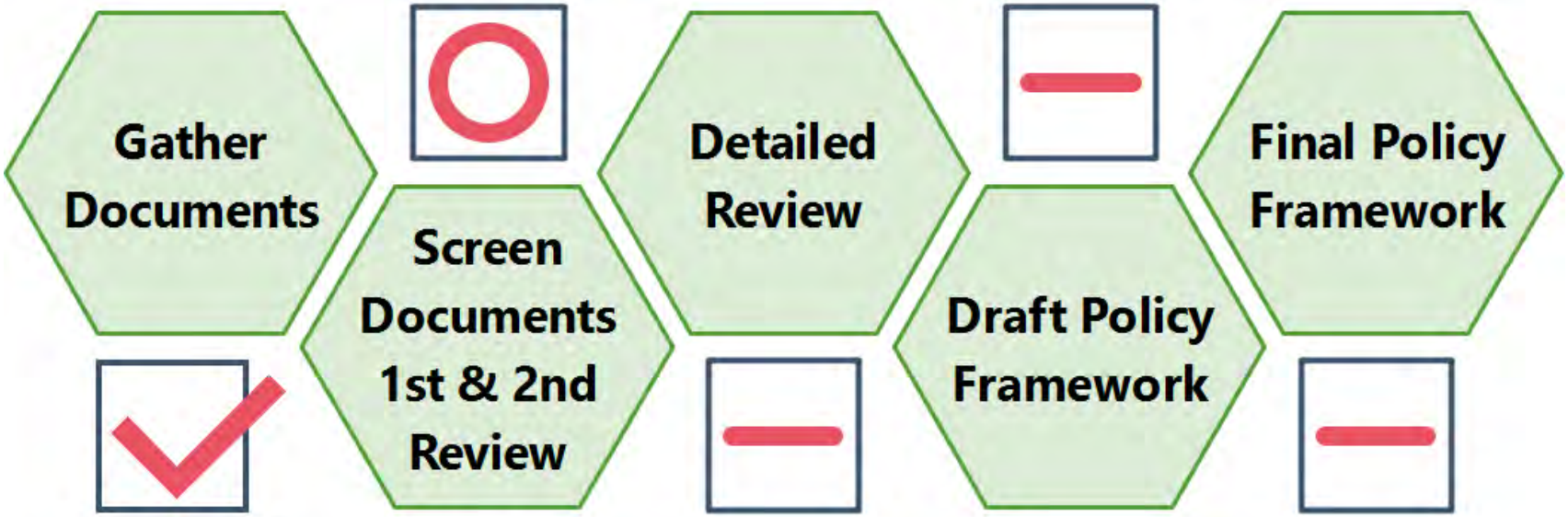
August

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Tasks


Gather Documents
Screen Documents 1st & 2nd Review
Detailed Review
Draft Policy Framework
Final Policy Framework

Progress... by the numbers

15

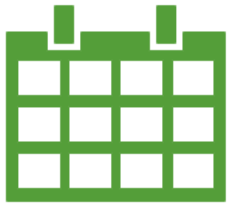
Volunteers
(8 Active)

39

Documents
(9 Reviewed)

1917

Pages
(342 Reviewed)



4

Months
(1 Down)

Procedures

Organization

My Drive > CAT Infra & Sys Activity 1

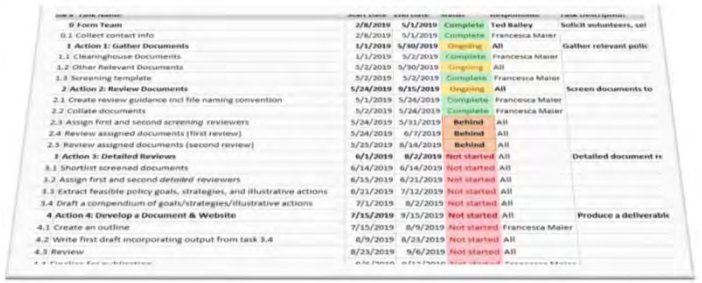
Name

- Examples
- Screening Reviews
- Documents
- Task Management.xlsx
- Review Template.docx

Roster Tab

name	email	phone	Role
ted Bailey	baileyte@wsdot.wa.gov	O: 360-705-7286 | C: 360-870-1574	Oversight
Janiela Bremmer	BremmeD@wsdot.wa.gov	O: 360-705-7953 | C: 360-791-8589	Oversight
rancesca Maier	ches@consultfaircape.com	4432088386	Lead

Schedule Tab



0 Form Team	**2/8/2019**	**5/1/2019**	Complete	Ted Bailey	Solicit volunteers, sel
0.1 Collect contact info	2/8/2019	5/1/2019	Complete	Francesca Maier	
1 Action 1: Gather Documents	**1/1/2019**	**5/30/2019**	Ongoing	All	Gather relevant polic
1.1 Clearinghouse Documents	1/1/2019	5/2/2019	Complete	Francesca Maier	
1.2 Other Relevant Documents	5/2/2019	5/30/2019	Ongoing	All	
1.3 Screening template	5/2/2019	5/2/2019	Complete	Francesca Maier	
2 Action 2: Review Documents	**5/24/2019**	**9/15/2019**	Ongoing	All	Screen documents to
2.1 Create review guidance incl file naming convention	5/1/2019	5/24/2019	Complete	Francesca Maier	
2.2 Collate documents	5/2/2019	5/24/2019	Complete	Francesca Maier	
2.3 Assign first and second screening reviewers	5/24/2019	5/31/2019	Behind	All	
2.4 Review assigned documents (first review)	5/24/2019	6/7/2019	Behind	All	
2.5 Review assigned documents (second review)	5/25/2019	6/14/2019	Behind	All	
3 Action 3: Detailed Reviews	**6/1/2019**	**8/2/2019**	Not started	All	Detailed document re
3.1 Shortlist screened documents	6/14/2019	6/14/2019	Not started	All	
3.2 Assign first and second detailed reviewers	6/15/2019	6/21/2019	Not started	All	
3.3 Extract feasible policy goals, strategies, and illustrative actions	6/21/2019	7/12/2019	Not started	All	
3.4 Draft a compendium of goals/strategies/illustrative actions	7/1/2019	8/2/2019	Not started	All	
4 Action 4: Develop a Document & Website	**7/15/2019**	9/15/2019	Not started	All	Produce a deliverable
4.1 Create an outline	7/15/2019	8/9/2019	Not started	Francesca Maier	
4.2 Write first draft incorporating output from task 3.4	8/9/2019	8/23/2019	Not started	All	
4.3 Review	8/23/2019	9/6/2019	Not started	All	

Document Index Tab

Document Index

Screening File Name	Agency / Organization	Document	First Reviewer	First Review Status	Second Reviewer	Notes	Summary of Content
n/a	Washington State DOT (WSDOT)	Cooperative Automated Transportation (CAT) Policy Framework	**Everyone to review Template not required**	N/A	N/A	16 pages, mostly text	To achieve this vision, this policy framework sets shared expectations to guide and monitor technology implementation. The framework is intended to spur innovation and investment while improving safety, mobility, and transportation
Ind-AASH-01	AASHTO	Policy Resolutions (2013-2018)	Dan McReynolds			9 pages, text only	Establishes AASHTO policies on certain aspects of CAT technology & policy
LocAuth-Chi-01	City of Chicago	Roadmap for the Future of Transportation and Mobility in Chicago	Marc Daily	Complete	Loreana Marciante	48 pages, text and images	Recommendations from a task force that lays out policy changes, action items, and studies that the City of Chicago should conduct to plan for the future mobility of the city.

File Naming Convention

Source Agency

Hyperlink to Document

First Reviewer

First Review Status

Second Reviewer

Info about document length

Info about content

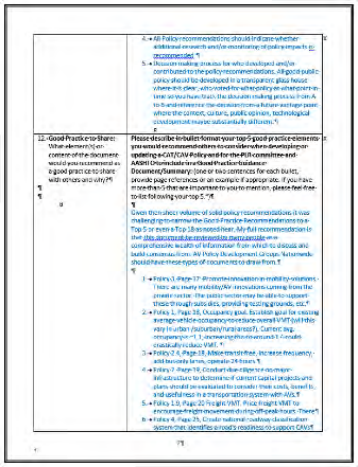
Self-assign documents, notify next in chain when done.

Reviews

My Drive > CAT Infra & Sys Activity 1

Name

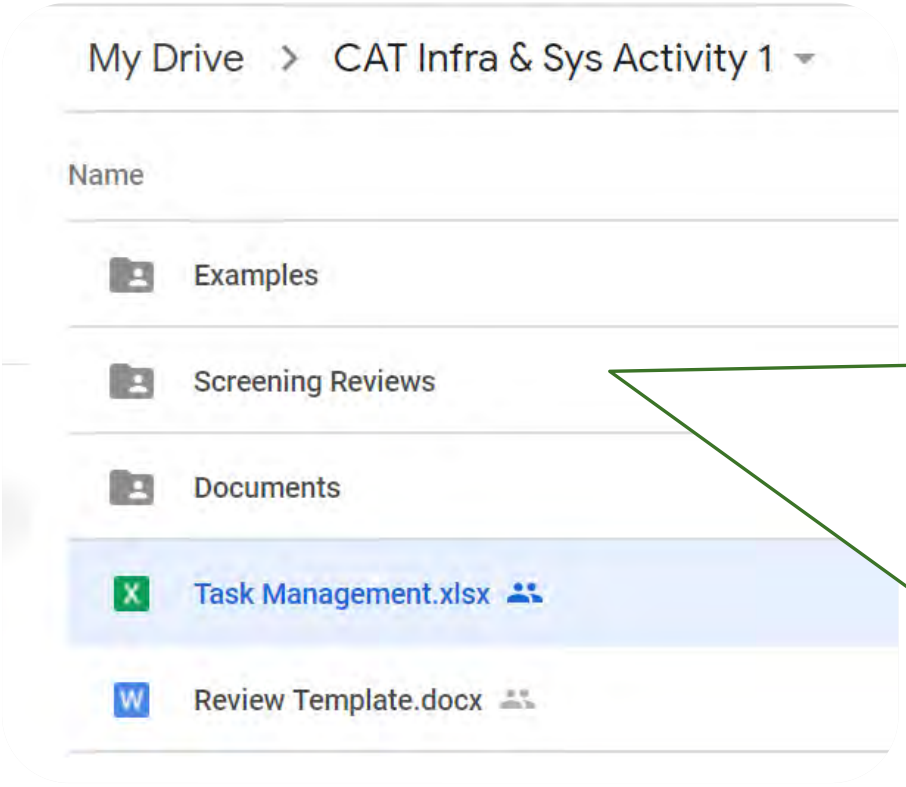
- Examples
- Screening Reviews
- Documents
- Task Management.xlsx
- Review Template.docx



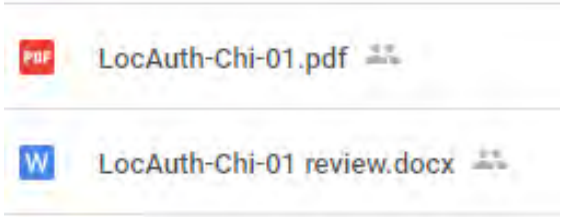
Items in yellow considered for omitting/skipping for this review

11. **Noteworthy-Food for Thought**: What element of the document did you particularly like; was noteworthy; you were surprised by; gave you pause; interested you to learn more about, or to replicate; etc.?	**Please describe in bullet format your top 5 elements (one sentence for each bullet):** This section is important as it may provide us with critical insights that could be reflected in the "Good Practice Guidance Document" product. Please provide page number(s) for the referenced section(s)/text.
12. **Good Practice to Share:** What element(s) or content of the document would you recommend as a good practice to share with others and why?	**Please describe in bullet format your top 5 good practice elements you would recommend others to consider when developing or updating a CAT/CAV Policy and for the PLR committee and AASHTO to include in a Good Practice Guidance Document/Summary:** (one or two sentences for each bullet, provide page references or an example if appropriate. If you have more than 5 that are important to you to mention, please feel free to list following your top 5.")

1st Reviews



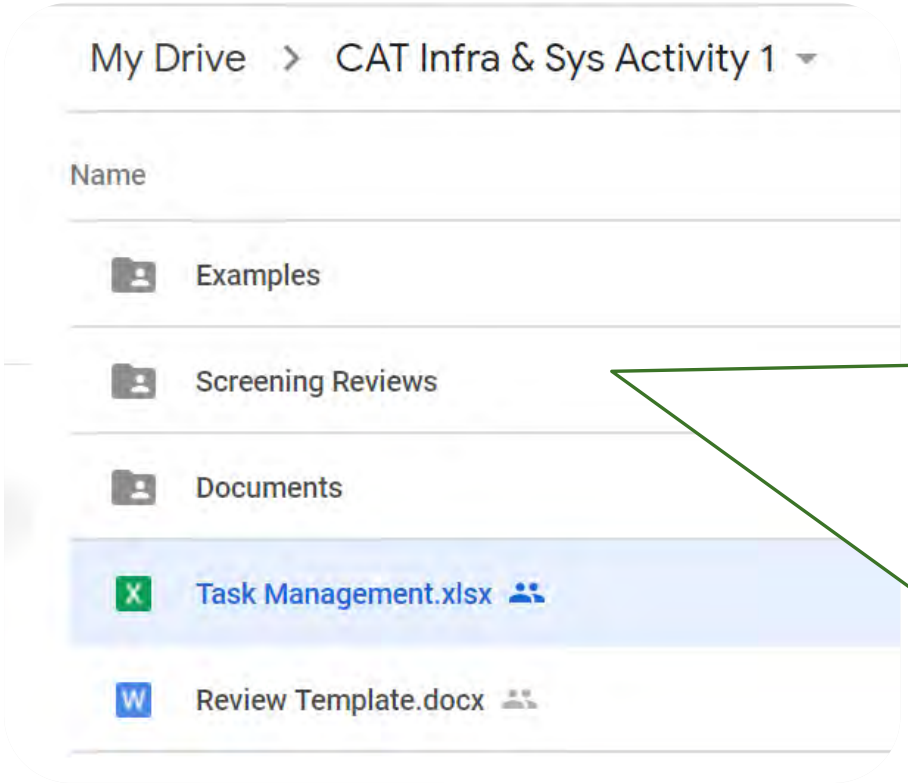
Marked-up PDF



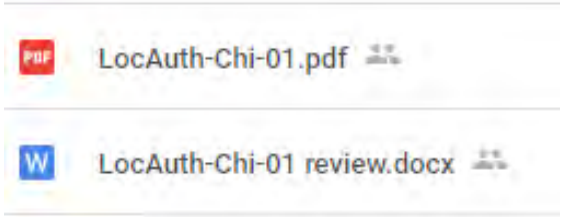
Completed Template

Please use file naming convention from the Document Index to aid the second reviewer!

2nd Reviews



Marked-up PDF



Completed Template

Please work within the original Screening Template from the 1st Review!

WSDOT Draft CAT Policy Framework

Washington State Department of Transportation

Cooperative Automated Transportation (CAT) Draft Policy Framework

DRAFT

Working Document

November 26, 2018

For questions or suggestions, please contact WSDOT's CAT Working Group Members or WSDOT's CAT Program

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360-705-7286

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360-705-7953

Page 1 of 16

WSDOT Draft CAT Policy Framework- 11-26-18.

- Review this document!
- Be ready to discuss at July call (7/3)

Next Steps

- Assign ALL documents for review
- Complete 1st & 2nd Screening Reviews
- Shortlist Documents for Detailed Review
- Extract Policy Goals/Strategies & Illustrative Actions
- Create an Outline for a WA State CAT Policy Framework