



WASHINGTON STATE
AUTONOMOUS VEHICLE
WORK GROUP

MEETING MINUTES

Meeting: Autonomous Vehicles Licensing Subcommittee

Location: Dept. of Licensing Highway Licenses Building | 1125 Washington St. SE, Olympia, WA. | Room 413

Date: August 23, 2018

Time: 9:30AM – 11:00AM

Attendees:

Name	Organization	Subcommittee Member? (Y/N)
Becky Bogard	GM	
Sheri Hall	WA Trucking Association	Yes
Bryan Imai	Auto Dealers Association	Yes
Sara O'Conner	Seattle City Attorney	No
Jo Deutsch	TechNet	Yes
Michael Transue	Association of Global Automakers	Yes
Leonard Byrne	WSPE (Engineers)	Yes
Thad DuVall	Auditors Association	Yes
Curt Augustine	Auto Alliance	Yes
Teri Fitch	WSFF	Yes
James McMahon	WA Sheriff / Police Chief	Yes
Thomas Smailus	WSPE (Engineers)	
Samuel Jefferson	Insight Strategic Partners (SP)	
Alan Werner		Yes
Drew Wilder	University of Washington law student	Yes
Rick Jensen	Auto Auctions	Yes
Chrissna Postiewart		
Zack Hudgins		



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Tricia Hasan		No
Courtney Scott	WSP (Note Taker)	
Ian Wesley	WsDOT	No
Jennifer Cook		Yes
Carl See		No
Tom McBride	Comptia	Yes
John Megon		
Brenda Wiest	Teamsters	Yes
Cari Crook	WAVS	Yes

Discussion Items:

1. Introductions:
 - a. See attendee list
2. Work Group Membership/Co-Chair Discussion:
 - a.
3. Review/Approve Subcommittee Charter:
 - a. Charter (see attachment in meeting invite)
 - i. Background (see attachment in meeting invite)
 - ii. Purpose
 1. The Subcommittee will develop and propose recommendations in the following areas of AV:
 - a. Pilot Certification
 - b. Manufacturer vehicle testing
 - c. Vehicle registration
 - d. Driver's licensing
 - e. Driver training
 - f. Commercial driver licensing
 - g. Rules of the road
 - h. Other areas of interest
 - iii. Decision making process
 1. (see attachment in meeting invite)



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- iv. Team composition and commitment
 - 1. Meet once a month for one hour or more as needed
 - 2. Designate a fill in person in case of vacation, illness, etc. Try to keep it consistent with the same person attending the meetings.
 - 3. Co-chairs
 - a. Government sector – Megan McCann
 - b. Private Sector – To be determined
 - i. Submit name and qualifications to Beau and will be voted on at the next meeting. The individual will be co-chair for possibly a year (This subcommittee is meeting through 2023)? Still being figured out.
 - ii. Jo Deutsch nominated herself
 - 4. Meeting structure will be figured out
 - 5. Keep it fluid with who is a member/people can join at a later date since this group will meeting through 2023
 - 6. Brenda W. wears multiple hats. She will reach out to Taxi Dispatch and other groups to see if interest.
- v. Team Membership
- vi. Responsibilities:
 - 1. Attend meetings in person or phone. If you can't attend send stand in
 - 2. Complete assignments prior to meeting
 - 3. Bring your expertise
 - 4. Facilitator will send out agenda one week before and meeting minutes a few weeks after
- vii. Deliverables
 - 1. Determine subcommittee members; Private member co-chair
 - 2. Agree on schedule for reviewing licensing issues and making recommendations. What is our timeline for making recommendations?
 - 3. Submit recommendations to the executive committee.
- viii. Milestones and schedule
- 4. Next Steps: What do we want to accomplish this year?
 - a. Agree to charter at next meeting
 - b. Reference Charter #2 bullet points
 - i. What do we want to address first? We have five years to address the different topics
 - 1. Driver training: How do we address training drivers? (Meg)
 - a. Driver training came up at Public Safety
 - 2. Look at what other states are doing: Overview (Jo)
 - a. Several individuals will reach out to their groups to see what is going on

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3. Recognize that certain topics might cross subcommittees. Have co-chairs get together from subcommittees to confer and see if there is any crossover topics.
 - a. There are monthly staff meetings to confer on this purpose.
4. Pilot certification. Need to consider that pilots need to have AV certification, but look at other states. Fill out self-certification form to pilot in Washington. Should the self-certification be changed? How do we know if they are qualified to have a pilot certification, much less in an AV? Look at other states. Should we have more oversight? Look at website for self-certification in Washington. (Drew Wilder)
5. Look at federal work groups study/where they are at and see how it can correlate to what we are looking at. (Brenda)
6. People looking to start testing AVs soon in Washington. Look at licensing in a different perspective than what we currently do. Licenses for passengers in shared rides, pilots, drivers, etc. (Jennifer Cook)
7. Look at what other states/federal are doing so that we are not reinventing the wheel.
8. A summary of what others are doing would be helpful. (Tom)
9. 8 states authorize driverless licensing. Need to move fast because we are moving towards testing fast and need to make sure people are licensing fast. (Jo Deutsch)
10. Look at ensuring language of licensing correlates across states for all AV licenses. Federal/state regulation when someone crosses state lines. Also look globally. (Michael)
11. Definitions of common terms? i.e. CMVs? Driver? Vehicle? (Seattle)
12. Look at commercial side and the impacts on industry of AV. (Beau)
 - a. Research verifies commercial is first (Drew)
 - b. Heard it is TNCs (Jo)
13. Requiring proof of inspection/ongoing maintenance as part of certification (Brenda)
 - a. CMVs are already inspected. Would carry over to AVs. (Sherrie)
 - b. Is there a way to identify AVs have been inspected/certified? (Beau)
14. Wouldn't recommend specially mark vehicles to indicate that they are AV, because it has been shown that drivers are distracted by indication that vehicle is AV. Drivers sometimes test how good the AV car is while they are driving their car. (Curt/Jo)
 - a. Maybe have a special plate or tags for AVs when they need to renew vehicle. In order to renew would need to do safety tests? (Cary)
15. Would state have lane just for AVs? Inside HOV lane, next to HOV lane?



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16. WSPE is here to help provide technical expertise on what can/cannot qualify for testing. (Alan)
 17. Point of subcommittee. Set up target questions.
 - a. Do we need funding?
 - b. Do we need more expertise?
 - c. Do we focus on software?
 - d. What are our timelines? i.e. time line of vehicle/driver licensing
 18. Will ask national organization to provide overview of what national is doing. (Alan)
 19. Who is liable
 20. Qualifications for licensing/disqualifications for AV
 21. Obtaining data to help figure out licensing
 22. Changes to licenses for limo drivers/taxi drivers/for-hire drivers?
 23. Implications for commercial licenses. Probably would be first to be rolled out. Licensing of commercial vehicles that are AV. Need inspection, certification of AV vehicles (already required every time for trucks) before commercial AV driver licenses are rolled out. Make sure third parties that are servicing vehicles are certified/qualified/regulated.
 24. Would you have the expertise to ensure safety of AV? Who is liable? Who regulates those who ensure safety of AV?
 - a. Who has insurance and the finances to cover liability and inspection of vehicles.
 25. Licensing for software? How often does it need to be renewed? Requirements/regulations?
5. Adjourn
- a. Next meeting in September (date being determined; maybe the week of September 24?)
 - i. List of members
 - ii. Select co-chair
 - iii. Sign charter
 - iv. Overview of testing/certification state/national
 - v. Target questions - Answer questions, prioritize questions before submitting to executive committee