

**MN Interagency Connected and Automated Vehicle Team
(MN I-CAV Team)
Tuesday, March 6, 2018
Meeting Minutes
3:30pm – 4:30 pm**

Meeting Summary

Agenda

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| 1. Introductions | ALL |
| 2. Review of Executive Order | Dolkar / Jay |
| a. Structure of the Executive Order and the interagency group formation | |
| b. Stakeholders list | |
| c. Identification and recruitment of Advisory Committee members | |
| d. Confirmation of I-CAV Team Members | |
| 3. Risks and Challenges with Advancing CAV | Jay / All |
| 4. Advisory Council and I-CAV Team | Jay / All |
| a. Review Purpose | |
| b. Advisory Team | |
| i. Frequency | |
| ii. Facilitation | |
| iii. Liaisons | |
| iv. Summary of Risks to I-CAV Team | |
| c. I-CAV Team | |
| i. Recommend how to engage stakeholders not part of AC | |
| ii. Recommend meeting frequency and duration | |
| iii. Determine need for subgroups | |
| iv. Staffing, support, report writing, website hosting of information | |
| v. Development of Team Charter | |

1. Introductions

Please see attached roster.

2. Review of Executive Order

2.a. Structure of the Executive Order and the interagency group formation

The Executive Order and Connected and Automated Vehicles (CAV) was signed by Governor on March 5th. The CAV Executive Order focuses on safety, economic and workforce preparation, transportation infrastructure, cyber security, accessibility and equity. Equity is a high priority for the Governor. A reception and press conference will be held on Wednesday, March 7th at 8:30 am at the State Capitol.

The Executive Order directs the establishment of an Advisory Council on CAV which will be co-chaired by Charles Zelle, MnDOT Commissioner and Christopher Clark, President of Xcel Energy. This emphasizes

public-private partnership in the effort. The Advisory Council will consist of thirteen other members appointed by the Governor.

In addition, the Advisory Council will include fourteen ex-officio members as listed in the Executive Order. The Advisory Council will provide advice and support to the Governor, MnDOT, DPS and other governmental agencies for CAV testing and deployment. MnDOT and DPS Commissioners have a key role in coordinating with other state agencies to establish program guidelines, safe testing and data protection.

MnDOT will establish an Interagency Connected and Automated Vehicle (I-CAV) Team to implement the Executive Order and provide operational support to the Advisory Council. There is strong support for CAV so this group may exist beyond the current administration. A long-term approach is being taken so it was strongly recommended that staff hours spent on the CAV study by different state agencies must be documented.

2.b. Stakeholder list

The stakeholders list was reviewed and the following additions to the list were suggested by the I-CAV team members:

- New Flyer
- Minnesota BAR Association
- DVS – not needed
- AAA
- VSI Labs
- Disabled community
- Greater MN MPOs and RDCs
- Greater MN Transit Providers
- Farmers Union
- Google Autonomous Vehicle
- Commerce
- Dept. of Health
- Dept. Of Homeland Security – Maybe in the future
- National Guard – Maybe in the future
- Ports Association

Contacts for the stakeholder list can be sent to Dolkar or Jay.

2.c. Identification and recruitment of Advisory Council members

Stakeholders could be part of the Advisory Council. Applications for the Advisory Council are public and will close on March 27th. After the application close date, the Governor's office has 10 days of review and another 5 days to finalize the list of applicants. Board Appointments at the Governor's office is responsible for review of applications and forwarding to the Governor for approval. The Advisory Council member selection will be completed by mid to end of April. Background checks and onboarding of selected applicants will be carried out by the Board.

2.d. Confirmation of I-CAV Team

The I-CAV team list was confirmed by the members. There might be a third addition to DEED representatives, and MnIT may add another staff person to the I-CAV team.

3. Risks and Challenges with Advancing CAV

The following risks and challenges were put forward by the I-CAV team members:

- Jumping to the end process rather than going through the iterative process of how CAV is going to be used, where is the market going, laws and regulations that need to be put in place
- Hard to guess what involvement MnIT might have in the future, ability to protect devices
- Safety perspective, when is the pilot being tested, public perspective and buy-in, interaction between CAV and non CAV and how is it going to be done
- Competing with other states, how do we differentiate ourselves
- Labor issues, competition or complementing to transit; might change our model for how we finance transit
- Uncertainty before we invest in transportation infrastructure, be realistic with the public

4. Advisory Council and I-CAV Team

4.b. Advisory Council

- First meeting is being planned for late May/early June.
- Draft report to legislature will have to be ready by mid-November.
- MMB was suggested as a facilitator for the Advisory Council meetings.
- Meetings are public so I-CAV team members were encouraged to attend the Advisory Council meetings.
- It was suggested that Advisory Council meetings be recorded so that everything is captured.
- First meeting of Advisory Council could be held in the 3rd floor meeting space in the State Capitol. One meeting of Advisory Council was suggested to be held in Greater MN.
- First few meetings would be educational and for normalization of the group

4.c. I-CAV Team

- Support the Advisory Council
- Develop and review team charter
- A bigger group meet right after the Advisory Council; smaller group before the Advisory Council
- Key people for the smaller group – MnDOT, DPS, and MnIT
- Provide a Skype option for meetings
- Meetings can be held at the State Capitol or MnDOT
- Five sub groups were recommended based on the five areas listed in the Executive Order 6.a.i. to v.
- Think of who from the stakeholders would fit into the sub groups
- MnDOT will host website
- MnDOT will take the lead in report writing and other agencies can review

List of Attendees

State Agency	Name	Attendance
Governor's office	Tenzin Dolkar	X
Governor's office	Madelyn Nelson	X
DOT	Sue Mulvihill	
DOT	Jay Hietpas	X
DOT	Mark Nelson	X
DOT	Ray Starr	X
DOT	Craig Gustafson	X
DOT	Praveena Pidaparthi	X
DPS	Dawn Olson	
DPS	Tom Henderson	
DPS	Mike Hanson	X
DPS	Colonel Langer	via phone
DPS	Brian Reu	
Commerce	Martin Fleischacker	
Commerce	Anne O'Connor	via phone
Commerce	Alison Groebner	
Commerce	TJ Patton	
Metropolitan Council	Nick Thompson	X
Agriculture	Whitney Place	
DEED	Blake Chaffee	
DEED	Kevin McKinnon	
Health	Alyssa Haugen	
IRRRB	Marianne Bouska	via phone
MnIT	Aaron Call	X
Revenue	Paul Cumings	via phone
Revenue	Justin Stofferahn	via phone