

Date / Time / Location	July 17, 2024 / 1400-1620 / Hybrid Teams & In-person Meeting / PennDOT Keystone Building, 8th Floor Board Room (8N1) or join by Teams invite
Attendance (bold were present)	<p>HAV Advisory Committee: Emily Yates, Dr. Raj Rajkumar, Liz Fishback, Catherine Johnsmeyer, Kelly Yemen AICP, Ted Leonard, Lauren Connelley, James Martini, Shannen Logue, David Vrona, Wendell W. Young IV, Dr. Rory Cooper, Gerardo Interiano (Matt Blackburn), Lt. Lauren Spallone, Paul Opiyo, Regi Sam, Rep. Kerry Benninghoff (Josiah Shelly), Sen Marty Flynn (Justin Gensmore), Mark Dombrowski, Mark Compton (Mike Pack), Sen Wayne Langerholc (Nolan Ritchie), Rep. Ed Neilson (Kyle Wagonseller), Sec. Mike Carroll (Larry Shifflet)</p> <p>Guests: Xianbiao Hu</p> <p>PennDOT Transformational Technologies/SDIO/Policy: Derrick Herrmann P.E., Kevin Tobias, Mark Kopko, Ngani Ndimbie</p>

Agenda:	Action Items:
<p>1. Welcome, Roll Call, and Introductions Previous meeting minutes and updates since last meeting. Review the minutes here.</p> <ol style="list-style-type: none"> a. Larry Shifflet (LS), proxy for Secretary Carroll, kicked-off the meeting with welcoming the HAV Advisory Committee (HAVAC) to the second meeting of 2024 and provide a brief overview of the agenda for the meeting. b. Derrick Herrmann (DH) completed roll call and introduced new members of the Committee: Lt. Lauren Spallone, Liz Fishback, and Lauren Connelley. c. DH reviewed meeting minutes from the previous meeting, no comments from the committee members. 	<p>➤</p>
<p>2. Annual report and special reports - XB Hu, Penn State Penn State is assisting the Department and the Advisory Committee with working on the special reports:</p> <ol style="list-style-type: none"> 1. Improvements to mobility and accessibility 2. Economic benefits and implications on workforce 3. Suggested changes to legislation <ol style="list-style-type: none"> a. Penn State team was introduced to the Committee and discussion surrounded current and future work planned with the special reports, as well as focus groups formation. b. Xianbiao Hu (XB) lead the discussion from the Penn State team. c. XB discussed the status of the project, completed and upcoming tasks, including the next step of forming focus groups to inform the high-level topics. The project is planned to be substantially complete by 11/8/2024 with the draft final report being submitted. d. Matt Blackburn (MB) asked to clarify who makes up the focus groups. 	<p>➤ Update the list of the focus group members based on feedback.</p> <p>➤ Send out resource for sharing the project effort.</p> <p>➤ Ensure the project team is working to invite participants that are not working in the AV industry, but would represent persons with physical or intellectual disabilities, vulnerable road users, environmental justice and disadvantaged communities, and others.</p>

Agenda:	Action Items:
<ul style="list-style-type: none"> e. Dr. Rory Cooper (RC) asked for more representations from individuals with disabilities that aren't necessarily involved in the AV industry f. DH noted that XB will share the focus group spreadsheet after the meeting g. Kelly Yemen (KY) was very interested in getting more bike/ped integration h. KY and RR both asked about the possibility of creating a flyer so they can share with stakeholders – XB and DH will work on this to send back out. i. Ngani Ndimbie (NN) asked in chat: Can you discuss how you'll be exploring environmental justice community / vulnerable road user / disadvantaged community impacts within the project? j. XB / DH will reach back out to Committee members to further help to identify focus group participants given each of these comments. Action items reflect necessary next steps. 	
<p>3. Guidelines for Driverless and Remote Driver Operations</p> <ul style="list-style-type: none"> a. DH led the discussion on updates made to the Driverless guidelines and announced the Department's intention to publish the guidelines for public comment on August 10th. The required public comment period is 10-days. DH asked if there are general comments or questions on the guidelines. b. Nolan Ritchie (NR) asked if we are publishing with placeholders. DH responded that the Department is intending on publishing with certain placeholders, such as HazMat, Interstate Agreements, and any policy level items that are not yet developed. c. NR asked if we are publishing with guidance and not regs. DH responded that the Department is publishing guidance and feels this is appropriate given that the industry is constantly changing, guidelines will be a faster process to get something in-place and allows for more flexibility to work through items such as those still held as a placeholder. d. DH walked through specific updates to the guidelines to point Committee members attention to. e. Liz Fishback (LF) commented on the new letter requirement from ADS developer for an applicant that is not a developer. LF requested we define applicant and developer and suggested looking at an attestation rather than the letter. f. NR stressed the importance of incident response coordination – Kevin Tobias (KT) provided background on how PennDOT is working on this and will continue to coordinate with PSP. 	<ul style="list-style-type: none"> ➤ Update guidelines considering feedback received. ➤ Send updated guidelines back to the HAVAC members prior to publishing for public comment. ➤ Publish the guidelines for public comment on August 10th.

Agenda:	Action Items:
<p>4. Data Reporting Discussion</p> <ul style="list-style-type: none"> a. DH introduced the draft Compliance and Safety Reporting document to the Committee that was sent out ahead of the meeting. DH discussed PennDOT's intentions and how it fit in to Act 130. b. General committee feedback indicated that the data reporting as drafted was asking for too much and that several of the metrics should be revisited or completely removed. It was also discussed that metrics without a statutory reference should be removed. c. Metrics that did not have any concern and will remain include miles driven, jobs created, and weight of goods transported. d. DH stated that PennDOT will take feedback provided during the meeting back and revisit the entire data reporting document – the intent is to send this back out to the Committee for further feedback through email. 	<ul style="list-style-type: none"> ➤ The PennDOT team will consider all feedback received and work on a new draft of the data reporting. ➤ The new data reporting draft will be shared back to the HAVAC members for further feedback.
<p>5. Visual Identifier</p> <ul style="list-style-type: none"> a. Lt. Lauren Spallone (LLS) provided an update on PSP's review of the Visual Identifier. LLS suggested that the policy number could be removed from the identifier. b. LLS indicated that the identifier must not be placed on the window such that it would violate Title 75 § 4524 and that it would be best to update the graphic guide to show this on the door. c. The Committee discussed whether a phone number should stay on the identifier, and it was ultimately decided to keep the phone number. 	<ul style="list-style-type: none"> ➤ The visual identifier will be updated based on this discussion, final comments from PSP will be incorporated, and the updated identifier will be sent back to the HAVAC members.
<p>6. Open Discussion</p> <ul style="list-style-type: none"> a. LS asked if any members have any news or topics for discussion they wish to discuss. With none being heard, the floor was opened to comments or topic from non-advisory committee member attendees. b. No items were raised for discussion. 	<ul style="list-style-type: none"> ➤
<p>7. Review of Action Items</p> <ul style="list-style-type: none"> a. DH indicated action items from the meeting will be covered in the meeting minutes with the meeting running long. 	<ul style="list-style-type: none"> ➤
<p>8. Closing Remarks</p>	<ul style="list-style-type: none"> ➤
<p>9. Adjournment</p> <ul style="list-style-type: none"> a. With no further action LS adjourned the meeting at 4:20 PM. 	<ul style="list-style-type: none"> ➤