



## **Delaware State Transportation Innovation Council (STIC) Charter**

The Delaware Department of Transportation (DelDOT), Local Public Agencies, and others own the transportation system and make key decisions on how to deliver projects, as well as what techniques and technologies to use in its operation and safety. A State Transportation Innovation Council (STIC) can bring together stakeholders that represent all those market forces and work together to lead innovation in their state transportation program.

### **Purpose**

This Charter establishes the State Transportation Innovation Council (STIC) in Delaware and defines its mission, scope and responsibility, membership, and administration.

### **Vision**

The State Transportation Innovation Council (STIC) will foster a collaborative culture for rapid implementation of ready to deploy and beneficial innovations to efficiently deliver the public a modern, high quality transportation system.

### **Mission**

Facilitate the rapid implementation of technology, tactics, and techniques among transportation program delivery professionals at all levels of state government and throughout the private and non-profit sector to ensure smart, efficient investment in Delaware's highway infrastructure.

### **Scope and Responsibility**

The State Transportation Innovation Council (STIC) shall provide multi-stakeholder leadership to perpetuate the rapid deployment of innovation in Delaware. The objectives and duties of the STIC shall be to identify and recommend ways to ensure that the State responds to key issues and challenges that impact the highway program. The STIC will act as a catalyst for rapid deployment of those nationally and State identified technologies, techniques and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in Delaware.

- The STIC shall provide a means of ensuring regular contact between the State DOT, Local Public Agencies, and highway sector stakeholders.

- The STIC shall advise the Delaware Department of Transportation Secretary and FHWA Division Administrator the status of implementing Every Day Counts initiatives and related matters.
- The STIC shall provide leadership to promote and support rapid deployment of selected technologies, tactics and techniques.
- The STIC shall provide a forum for discussing and proposing solutions to transportation-related problems.
- The STIC shall act as a liaison among the stakeholders represented by the membership, and may provide a forum for those stakeholders on current and emerging issues in the transportation sector.
- The STIC will develop a process to select technologies, tactics and techniques on which to focus implementation efforts.
- The STIC shall identify and mobilize champions within the state who are committed to the deployment of chosen technologies, tactics, and techniques.
- The STIC will monitor performance metrics to ensure priority initiatives move into standard practice.
- The STIC will share information with all state stakeholders through meetings, workshops and conferences.

### **Membership**

The STIC's membership shall reflect the diversity of the transportation industry in the state by representing a balanced cross-section, including entities from various geographic locations and agencies of varying size. At a minimum, membership should represent the following:

- Federal Highway Administration (FHWA)
- Delaware Department of Transportation (DelDOT)
- Wilmington Area Planning Council (WILMAPCO)
- Dover/Kent County MPO
- Delaware Technology Transfer/Local Technology Assistance Program Director (LTAP)
- American Council of Engineering Companies of Delaware (ACEC)
- Delaware Contractors Association (DCA)

In addition, subject matter experts (SMEs) and other advisory members may be invited to attend STIC meetings with the concurrence of the Delaware Department of Transportation Secretary and FHWA Division Administrator.

The STIC shall be co-chaired by the Delaware Department of Transportation Secretary and the FHWA Division Administrator. All member organizations that are not State and Federal agencies will delegate a representative.

### **Meetings**

The STIC shall meet regularly at a time and place set by the EDC Coordinator. In addition, the STIC may be convened in an emergency session to address time-critical topics as deemed necessary by the Co-Chairs. It is currently expected that the STIC shall meet quarterly.

Members are expected to attend all meetings. If necessary, a member may be represented by a designated alternate. Attendance may be in person or any two-way, interactive communications means, such as conference call or video conference.

Items presented for STIC review shall be circulated electronically for members' review to expedite decisions.

### **Time Frames:**

The STIC will be an on-going team and will only be disbanded upon agreement of the two STIC co-chairs.

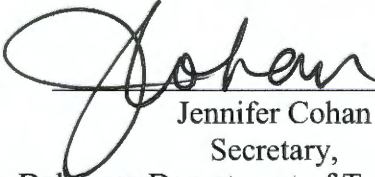
## **Delaware State Transportation Innovation Council (STIC) Charter**

### **Endorsement**

**MARY F  
RIDGEWAY** Digitally signed by  
MARY F RIDGEWAY  
Date: 2018.07.23  
15:03:15 -04'00'

---

Mary Ridgeway  
Delaware Division Administrator,  
Federal Highway Administration

  
Jennifer Cohan  
Secretary,  
Delaware Department of Transportation