

# SECTION 305 TECH SUB COMM

MINUTES

FEBRUARY 24 2011

3:00PM

CONFERENCE CALL

<b>FACILITATOR</b>	<i>Mario Bergeron, 305 Technical Subcommittee Chair</i>
<b>ATTENDEES</b>	<i>Mario Bergeron, Dale Engelhardt, Ken Uznanski, Rob Edgcumbe, Greg Gagarin, Dave Warner, Kevin Kesler, Anand Prabhakaran, Jeff Gordon, Brian Marquis, Stan Hunter, Steve Fretwell, Allan Paul, Curtis McDowell, Charlie Poltenson, Jack Madden, Philip Meraz, Steve Hewitt, Art Peterson, Kevin Lawson</i> <b>Industry Participants:</b> <i>Larry Salci, Richard Curtis, George Mekosh, Jack Martinson, Rick De Bella, Josh Coran, Eric Wilde, Kim Gilbert, Michael Wiedmann, Deep Satsangi,</i>
<b>ABSENTEES</b>	<i>Tammy Krause, Michael Burshtin, Mike Trosino, John Tunna, Dharm Guruswamy, Charles Bielitz, Karina Jacobsen, David Tyrell, George Weber, Tammy Nicholson, John Oimoen, Michael Treazise, Don Damron, Shayne Gill,</i>

## DISCUSSION/DECISIONS MADE

Mario Bergeron, Technical Subcommittee Chair, opened the meeting and provided an overview of the agenda.

Steve Hewitt took the roll of the "Core Team" members present, and, specifically, of the voting members present so as to ensure the presence of a quorum. The intent is to vote for approval of the revised Diesel-electric specification during this call so the presence of a quorum must be established. Industry participants were asked to email a notification of their attendance to Steve at [shewitt109@aol.com](mailto:shewitt109@aol.com).

The following voting members were present: Mario Bergeron, Amtrak; Kevin Kesler, FRA; Stan Hunter, CALTRANS; Allan Paul, North Carolina DOT; Jack Madden, New York State DOT; Art Peterson for George Weber, Illinois DOT; Phillip Meraz for Tammy Nicholson, Iowa DOT; Kevin Lawson, Louisiana DOT

The following voting members were absent and had not provided their proxy for this call: John Oimoen and Mike Treazise, Wisconsin DOT; Andrew Wood, Washington State DOT; Don Damron, Ohio DOT

With 6 of 9 states represented and Amtrak and FRA, a quorum was determined to have been established in accordance with the Technical subcommittee voting procedures.

On a motion by North Carolina DOT (Allan Paul) and a second by New York State DOT (Charlie Poltenson), the minutes of the February 8, 2011 conference call of the Technical Subcommittee were approved without objection.

Steve Hewitt reviewed the open action items – some were addressed as agenda items – some were not. On the items not covered by the agenda, the following describes the discussions/status of each item:

**Review Panels:** Steve Hewitt reported that the Review Panels had completed their work on the single level standalone car specification and the Board accepted the recommendation for approval and adopted the Single level standalone car specification at its February 15, 2011 meeting.

The Review Panel for the Diesel-electric locomotive spec had recommended that a vote for approval be deferred until the Panel's recommendations had been addressed. The Board agreed with the recommendations – the revised Diesel-electric locomotive specification will be considered for approval by the subcommittee on this call and the Review Panel for the locomotive spec will subsequently be reconvened.

**Maintaining Industry Participation List:** Ongoing – nothing new to report

**ADA and Platform Heights Requirements:** Steve Hewitt reminded Kevin Kesler, FRA, to provide a list of the comments he had received from FRA staff up to this point. Kevin agreed to send those comments to Steve at the conclusion of the call. As soon as they are received, Steve will distribute to the subcommittee members.

**Determining volume of trainset orders:** Andrew Wood was not on the call, but Steve Hewitt noted that he had not yet received the final survey of states results from Andrew. Apparently Andrew has sent them out, but Steve hasn't gotten them (email glitch). Dale Engelhardt has received them, and he will send to Steve Hewitt after this call for distribution to subcommittee members.

**Next Steps in Specification development:** This was discussed at the Executive Board meeting and the

Technical subcommittee will continue to explore future spec development candidates as a part of its work plan (approved by the Board on February 15, 2011).

**Making Minor Corrections to the Single Level Standalone Car specification and getting final adopted version posted:** This task still needs to be completed and will also reflect comments provided at the February 15, 2011 Board meeting. Greg Gagarin will follow up with the Amtrak team and provide Steve Hewitt with the final version, as soon as possible, for distribution and posting.

**Developing a timeline and schedule for completing the Diesel-electric locomotive specification revisions:** This task is complete – the schedule and timeline has been posted and distributed, and the process has moved forward in accordance with the schedule.

#### **Agenda Items:**

**Briefing on Annual Meeting:** Chairman Bergeron provided a summary of the NGEN Annual Meeting held February 15, 2011 in Washington, DC.

Summary:

- Administrator Szabo addressed the attendees and commented that the 305 Committee is progressing well, and should be recognized for its efforts. He also noted that there is more work to be done in regards to specification development and standardization.
- Rob Edgcumbe presented the product of the Standardization working group, and the standardization strategies proposed in the report were approved by the Executive Board.
- The Single level standalone car specification was approved by the Executive Board. This is another important milestone. We now have two approved PRIIA specs – bi-level and single level cars.
- There was a great deal of discussion about the issue of the copyright. The approved specs to date have Amtrak's copyright. This is being used as a placeholder to provide some protection since the 305 NGEN has not yet established itself as an entity.
- The Executive Board accepted the recommendations of the Diesel-electric locomotive Review Panel to defer approval of the spec until areas (unrelated to content) that were lacking in it, are addressed, as recommended by consultant Larry Salci and the Review panel.
- The Executive Board has scheduled a meeting of the Board for March 16, 2011 in Washington, DC. The primary purpose of the meeting will be to vote on approval of the revised Diesel-electric locomotive specification.
- The Board was briefed and updated on the status of the trainset specification
- Kevin Kesler presented the Systems Engineering working group's proposal at the Board meeting and it was very well received.

A discussion followed Mr. Bergeron's summary. The discussion centered on the Administrator's remarks in regards to standardization. Charlie Poltenson, New York, commented that Andrew Wood (not on today's call) and some industry members were under the impression that the specifications, as written, **were not eligible for federal funding. One participant on the call cited that the Administrator specifically said, "...The standardization effort that will refine the single car specification will be essential if this effort of the Committee will meet the requirements for Federal funding."**

Mr. Kesler pointed out that he did not believe that the Administrator meant that to say that the single level car spec, as written, would not be eligible for federal funding, rather that he was positive about the direction the Committee was going in, but strongly encouraged standardization to be addressed in all of the specs.

Steve Hewitt noted that part of Mr. Salci's recommendations to the Board to approve the single level standalone car specification hinged upon the Board also accepting the Standardization working group recommendations. This did occur – the Board accepted the report prior to considering the specification for approval.

Mr. Salci agreed with Mr. Hewitt's assessment and also commented that he agreed with Mr. Kesler in regards to the Administrator's remarks.

Mr. Bergeron also stated that he did not interpret the remarks as meaning that the specs could not be used. He asked Mr. Kesler to get clarification from the Administrator's office and provide it to the subcommittee through Steve Hewitt as soon as possible, but, at least, by the next Technical subcommittee call.

**Review of the Diesel-electric locomotive specification:** Dale Engelhardt and Greg Gagarin reported on the status of revising the Diesel-electric locomotive specification.

The specification, as revised, was completed, distributed and posted to the website for comments on February 17, 2011 in accordance with the approved timeline. Comments and/or change requests were to be provided to the Locomotive working group by February 23, 2011. To date, only two comments had been received and both were accepted and included in the revised specification.

Comments received: 1. It was noted that "we had eliminated the Mechanical Committee of Standard Coupler Manufacturer's reference from the coupler description". 2. An editorial oversight was pointed out – noting that the bi-level car clearance diagram was not referenced in previous versions of the specification. Both changes have been made to the revised spec.

The working group (Steve Fretwell and Dave Warner) worked very closely with Mr. Salci to ensure that all of his recommendations were addressed. This included the addition of chapters on oversight, as recommended, as well as standardizing the format to conform with the other specs.

Mr. Warner reported that "we now have a locomotive specification that is in the same format as the other specs – chapter for chapter – a standardized format." He complimented Camren Cordell for excellent work in doing all of the formatting in such a short period of time.

Mr. Salci reported that "I am satisfied – I gave the working group a detailed list of items to be addressed and we discussed those items at length on the phone. I have reviewed the response column and it looks good."

**Vote on acceptance of updated Diesel–electric locomotive specification:** Kevin Kesler, FRA, made a motion to approve the Diesel-electric locomotive specification as revised. The motion was seconded by Art Peterson, for Illinois DOT. After a poll of the subcommittee voting members was taken by Steve Hewitt with all present voting in favor; Chairman Bergeron determined that consensus had been achieved and the Diesel-electric locomotive specification was approved by the subcommittee.

Mr. Bergeron thanked all involved and noted that he was very pleased with the work and effort that had gone into developing and revising this specification. He commented that he feels it should be successfully approved by the Executive Board on March 16, 2011.

Larry Salci will contact Bill Bronte and arrange a meeting of the Review Panel for next week. After the panel approves Mr. Salci's report and recommendations, it, along with the revised spec, will be sent to the Executive Board 7-10 days prior to the March 16, 2011 Board meeting.

Mr. Bergeron asked Mr. Hewitt to send a transmittal email to Mr. Bronte and all Review Panel members notifying them that the Subcommittee had approved the revised specification and providing them with a reminder of the timeline and schedule for getting the report and recommendations to the Board for March 16, 2011 approval.

On another note, Mr. Bergeron asked if the approved single level standalone car specification had been finalized as approved by the Board. Mr. Gagarin reported that it had not yet been finalized, but would be very soon. As soon as the final version is complete it will be sent to Steve Hewitt for distribution and posting to the website.

**Status update on the Trainset Specification:** Dale Engelhardt summarized the revised trainset schedule and timeline and noted the key milestones. The schedule was distributed and posted by Steve Hewitt for review and comment from subcommittee members. No comments have been received. The intent is to complete the spec work and prepare for final review at an in person meeting of the subcommittee on or around June 20, 2011. (Location yet to be determined)

Each Team Leader was asked if the timeline and schedule, as presented was ok. All team leaders reported that the schedule was fine as revised. (Tammy Krause was not present, but Greg Gagarin reported that she was ok with it – Andrew Wood was not present, but he had previously noted that he was fine with the original schedule and would have no problem completing the work of the Interiors team on time in accordance with the original timeline)

Jeff Gordon, Mechanical team leader, emphasized the importance of all teams being more coordinated this time, as opposed to working in a vacuum; and he felt there would be no problem meeting the revised timelines and schedule. Brian Marquis, VTI Team leader, and Anand Prabhakaran, Structural Team leader, both agreed that the timeline and schedule was fine.

Schedule:		
Process	Start Date	Finish Date
Technical subcommittee conference call	2-24-2011	2-24-2011
Subcommittee Teams work on trainset specification	2-24-2011	4-30-2011 completed draft by teams
Amtrak compiles requirements	5-1-2011	5-31-2011 integrated draft completed
Draft spec posted on AASHTO website	6-1-2011	6-1-2011
Review draft specification	6-2-2011	6-9-2011
Comments forwarded to Amtrak	6-3-2011	6-16-2011
Technical subcommittee Meeting Final review/approval	6-20-2011	6-20-2011
Steve Hewitt was asked to begin discussions with AASHTO staff in regards to a proposed meeting location and venue on or around June 20, 2011. Steve will report back on progress made on the next Technical subcommittee call.		
<b>Implementation of Standardization working group:</b> How do we proceed? Rob Edgcumbe reported that the Board had approved the Standardization working group's recommendations for proceeding with the development of standardization. There will be some prep work to do to begin implementation. A work program will be developed. Rob will report back on the status of the work program development on the next Technical subcommittee conference call.		
<b>Systems Engineering Working Group:</b> Kevin Kesler reported that the Executive Board had approved the systems engineering concept presented to it on February 15, 2011. Since then the group met once (February 23, 2011) and its next meeting is scheduled for March 9, 2011 at 3:00pm. At that time they will discuss plans to complete the effort.		
The first deliverable is to be a configuration management/change control process. The intent is to present the draft proposal of this process to the Technical subcommittee on its next call. Stan Hunter has the lead on this effort and will provide a draft to Steve Hewitt for subcommittee distribution by COB March 7, 2011. The subcommittee will consider its approval on March 10, 2011. If approved, it will be distributed to the Executive Board for its consideration at the March 16, 2011 meeting.		
<b>Future Technical subcommittee Call schedule:</b> It was agreed that the subcommittee will resume its bi-weekly conference call schedule beginning March 10, 2011. From that point on, the calls will be held every other Thursday at 3:00pm Eastern.		
<b>Next Conference Call:</b> March 10, 2011 at 3:00pm Eastern		

Action Items Update (New)
Kevin Kesler to get FRA clarification in regards to the Administrator's remarks concerning standardization. Kevin to provide Steve Hewitt with the clarification prior to the March 10, 2011 subcommittee call.
Steve Hewitt to transmit the revised Diesel-electric locomotive specification to Bill Bronte and the Review Panel on behalf of the subcommittee. Steve will also remind the panel of the schedule and timeline for final Board approval.
Dave Warner will provide the revised locomotive spec to Steve Hewitt in a clean version and will also provide a summary document that will show the panel members what changes were recommended and how they were addressed.
Greg Gagarin/Tammy Krause to provide Steve Hewitt and AASHTO with a final version of the Single level standalone car specification for distribution and website posting.
Steve Hewitt will work with AASHTO to on making arrangements for a trainset final review/approval meeting of the subcommittee on or around June 20, 2011, and report on the status on the next call.
Rob Edgcumbe will report on the status of the development of a work program for implementing standardization on the next call of the subcommittee
Stan Hunter to provide a draft configuration management/change control process proposal to Steve Hewitt for distribution to subcommittee members by COB on March 7, 2011. The subcommittee will consider it for approval on the March 10, 2011 conference call.


**ATTACHMENTS**



**PRIIA Section 305 Tech Sub Committee Meeting**

**February 24, 2011**

The agenda for the meeting is below:

- |   |                      |
|---|----------------------|
| 1. Roll Call  | Steve Hewitt         |
| 2. Review meeting agenda                              | Mario Bergeron       |
| 3. Approve Minutes<br>Review Action Items             | Steve Hewitt         |
| 4. Briefing on the Annual Meeting                     | Mario Bergeron       |
| 5. Review the update of Diesel specification          | Dale Engelhardt      |
| 6. Q & A on Diesel specification update               | Dale Engelhardt      |
| 7. Vote on acceptance of updated Diesel specification | Mario Bergeron       |
| 8. Status update on Trainset specification            | Dale / Team Leaders: |
| a) Mechanical   | Jeff Gordon          |
| b) Structural   | Anand Prabhakaran    |
| c) Electrical   | Tammy Krause         |
| d) Interiors  | Andrew Wood          |
| e) VTI  | Brian Marquis        |

9. Implementation of standardization working group

M Bergeron / R Edgcumbe

10. Review this meeting:

Steve Hewitt

a) Decisions

b) New Action Items

***Technical Sub Committee Conference Call Meeting:  
Tuesday February 24<sup>th</sup> 3:00 EST: 1-866-209-1307 / passcode 6486648#***

Go to meeting invitation link: <https://www1.gotomeeting.com/join/608558625>

***Please call in a few minutes early so all is in attendance for Roll Call.  
Thank you***