

SECTION 305 TECH SUB COMM

MINUTES

JULY 15, 2010

3:00PM

CONFERENCE CALL

FACILITATOR	<i>Mario Bergeron, 305 Technical Subcommittee Chair</i>
ATTENDEES	Core Team members: Mario Bergeron, Dale Engelhardt, Rob Edgcumbe, Ken Uznanski, Tammy Krause, Greg Gagarin, Eloy Martinez, Jeff Gordon, Brian Marquis, Jack Madden, Charlie Poltenson, Stan Hunter, Steve Fretwell, Andrew Wood, Art Peterson, Treazise, Leonard Evans, John Tunna, Leo Penne, Steve Hewitt; Industry members: AlBeiber, Frances Nelson, Chuck Wochele, Tak Ishigami, Mas Wantanabe, Terry Soesbee, Glenn Gough, Jim Breznay, Scott Braverman, George Ritter, George Mekosh, Gregory Gerardi, Chris heald, Kim Gilbert, Jim Wallace, Larry Kelterborn, Randy Wade
ABSENTEES	<i>Kevin Kesler, Dharm Guruswamy, Charles Bielitz, Michael Coltman, Gil Wilson, Bob Haslam, Allan Paul, Curtis McDowell Gerorge Weber, Tammy Nicholson, Kevin Lawson, John Oimoen, Don Damron, Shayne Gill</i>

DECISIONS MADE

On a motion made by Charlie Poltenson and seconded by Art Peterson, the minutes of the last conference call meeting were approved without exception.

Chairman Bergeron reviewed the objectives/goals of this meeting, and leading into the Chicago meeting. He described the importance of seeing where we are at – and looking at the next steps and process - that has been previously identified – in order to keep things moving; and ensure that we accomplish our goal of delivering bi-level specifications by the end of July. He also emphasized the importance of understanding what follows the July 29-30 meeting and that he would go over the schedule and timeline established by the Executive Board at its May 26 meeting.

Following Steve Hewitt’s review of the Action Items list, Chairman Bergeron asked for an update on the specifications development.

The update was provided by Greg Gagarin and dale Engelhardt.

Nearly all of the chapters have been completed and most of those have been posted on line on AASHTO’s website. A handful of chapters have yet to be completed: parts of 5 and 7 and all of chapters 8 and 12. An overall review still needs to be done between chapters to tie up loose ends. All such “housekeeping” activities should be completed by COB on Tuesday July 20, 2010. This will give a slight cushion to meet the posting deadline - July 22nd.

In total, there were 479 changes submitted and about 390 of those have been accepted. 43 of the proposed changes have not been accepted and others are under review. The process that is being followed is: any proposed change that has not been accepted and would have a major impact on the spec – Amtrak’s team calls the subgroup leader whose team submitted the change, and discusses the issue thoroughly with that team leader. On issues where the unacceptable change is minor in nature, the Amtrak team sends an email to the Team leader with the change description and the reasons why it was not accepted.

Dale advised that many of the changes that have not been accepted are related to semantics rather than substance. Less than 10 are of real substance associated design principles – all leaders will be contacted to discuss the pertinent issues so that all major issues, to the extent possible, are resolved prior to the July 29-30 meeting.

It was agreed that Greg Gagarin will formally contact the Mechanical Team leader (Jeff Gordon) and the Interiors Team leader (Andrew Wood), as that has not occurred yet, and go over any issues that need to be discussed/negotiated. These contacts will be made over the next few days.

It was also agreed that the deadline for comments (once the complete Master document has been posted) is July 26th – COB. Team leaders will provide their team’s comments to all core team members in writing by COB on July 26th. These requested changes to the Master document must be prioritized in this fashion: 1. Must Reconcile; 2. Of a secondary nature.

Proposed process to follow at the meeting in Chicago:

A technical subcommittee review board will be established. It will be composed of Tammy Krause and Greg Gagarin (Amtraks' team) and whatever Team leader is associated with specific requests for change to the master document. The process was discussed on this call and agreed to - in principle - and will be contained and described in the July 29-30 meeting agenda.

July 29-30 meeting:

It was agreed that the agenda for the meeting along with a format for tracking/record keeping of actions taken, changes submitted, and, in general the process that has been followed will be finalized by COB July 23rd. The agenda and proposed "tracking" format will be developed by Dale Engelhardt and will include: a process for tracking changes; summary of proposed changes; and whether they were accepted or not (and why). Once this format has been developed - it will be sent along with the agenda to Steve Hewitt for distribution. It will also be sent to Kevin Kesler prior to distributing it to the subcommittee, so that Kevin has a chance to review and comment. Once approved, the format will be posted on the AASHTO website for the permanent record. It was also agreed that an additional agenda item would be included: an item to determine the future conference call schedule of the subcommittee after the July 29-30 meeting has concluded.

Requirements document:

Stan Hunter will submit a final draft of the proposed requirements document to Bill Bronte by COB July 16th and subsequently - once Bill agrees, it will be distributed by Steve Hewitt to all Executive Board members in preparation for a webinar meeting of the Board scheduled for July 21.

It was agreed that the requirements document for the single level specs would be developed provided earlier in the process - in advance of concluding the spec development.

Strawman for Single level specs and for locomotive spec:

It was agreed that on the next conference call of the technical subcommittee, the strawman for the single level specs will be determined. It will be developed from among strawmen developed by Illinois, Wisconsin and Amtrak (Illinois is currently posted on the website). It was also agreed that the locomotive spec strawman would be decided upon on the next tech subcommittee conference call. The draft strawman of the locomotive specs is currently posted on AASHTO's website.

It was decided that the subgroups formed during the bi-level spec process would continue as structured, with the exception of the Cars subgroup which will be dissolved. Members of the Cars subgroup are asked to notify Dale Engelhardt and Ken Uznanski (CC Steve Hewitt) of which of the other subgroups they would like to be assigned to.

It was requested that all technical subcommittee members provide Dale Engelhardt with their thoughts/input on the overall process used for developing the bi-level specs; and to provide him with a summary of what worked, what didn't, what can be done better - lessons learned. Dale will then summarize those comments and develop a revised process, reflecting suggested changes, for approval on the next conference call of the subcommittee.

Action Items Update (New and Current)

Greg Gagarin and Tammy Krause to contact Mechanical and Interiors Team Leaders by end of this week to discuss their submissions and any issues that have been identified by the Amtrak team.

The final "Master Document" will be posted on the website by COB July 22nd. Tammy to send to Steve Hewitt for posting.

July 22-26th all team leaders review Master Document" and provide written comments regarding issues they have with the document. All such comments are to be sent to all core team members of the subcommittee by COB July 26th

Decide on straw man for single level cars (Amtrak, Wisconsin, Illinois or combination) by the next conference call of the subcommittee.

Decide on the strawman for the locomotive specs on the next conference call of the subcommittee (a draft strawman is posted on the website now - for review and comment to Steve Fretwell)

Dale will provide an answer to the question of whether or not CEM would apply to the locomotive spec. The answer is to be provided by COB, July 16.

The agenda for the July 29-30 meeting will be finalized and sent to Steve Hewitt for distribution by COB July 23rd
A format for record keeping/tracking changes submitted for the bi-level specs including a summary of proposed changes, whether or not they were accepted (and why – if not accepted) will be developed by Dale Engelhardt and sent to Steve Hewitt to be distributed along with the agenda by COB July 23rd.
A requirements document for the single level specification will be developed and distributed in advance – no date set yet.
Subcommittee members to provide input to Dale on the process used to develop the Bi-level spec. Dale will summarize those comments and develop a process reflecting the comments by the next conference call.
By July 16, (COB) Stan Hunter will provide Bill Bronte with a Final draft of the Bi-Level requirements document for distribution to the Executive Board (through Steve Hewitt) – for its consideration and approval on July 21st at a webinar meeting of the Board.
With the dissolution of the Cars subgroup, former team members are asked notify Dale Engelhardt and Ken Uznanski of which of the other subgroups they would like to be assigned to. (CC to Steve Hewitt)
The date of the next conference call of the subcommittee has not yet been determined. A new conference call schedule will be established at the meeting in Chicago on July 29-30 – this will be an agenda item for that meeting.

ATTACHEMENTS



PRIIA Section 305 Tech Sub Committee Meeting

July 15, 2010

The agenda for the meeting is below:

- | | |
|---|---------------------------------|
| 1. Review meeting | Chair |
| 2. Roll Call | AASHTO/Steve Hewitt |
| 3. Approve Minutes
Review Action Items | Steve Hewitt |
| 4. Discuss Arrangements & Objectives for July 29 & 30 Meeting
As well as to approve agenda | Dale Engelhardt |
| 5. Status report; Update on Specifications | Dale Engelhardt
Greg Gagarin |

6. Steps to be followed between July 15th call & Meeting of July 30th Dale Engelhardt
7. What are the next steps that will be following the approval of Specifications and how the Executive Committee will move forward with it. Mario Bergeron
8. Discuss approach for Development for specifications for Single Level and Diesel Locomotive Fleet
• Subgroups
• Car integration team Dale Engelhardt
9. Review this meeting: AASHTO/Steve Hewitt
a. Decisions
b. New Action Items

***Technical Sub Committee Conference Call Meeting:
Thursday 3PM 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***

July 29-30 Technical Subcommittee Attendance List: – as of July 16 (86 total)

Core Team and Review Board Members Planning to Attend:

1. Mario Bergeron, Amtrak – Chair – Technical Subcommittee – bergerm@amtrak.com
2. Dale Engelhardt, Amtrak - Vice Chair tech subcommittee – engelhD@amtrak.com
3. Tammy Krause, Amtrak – Subgroup Leader – Electrical – Krauset@amtrak.com
4. Greg Gagarin, Amtrak – gagariq@amtrak.com
5. Ron Sorozan, GIO, Operations Amtrak – Ronald.sorozano@amtrak.com
6. Ken Uznanski, Amtrak – Subgroup Leader – Cars – Kenneth.Uznanski@amtrak.com
7. Rob Edgcumbe, Amtrak - rob@robedgcumbe.com
8. Dick Hoffman, Amtrak – hoffmar@amtrak.com
9. Leo Penne, AASHTO – lpenne@aaashto.org
10. Andrea Ryan, Aryan@aaashto.org
11. Shayne Gill, AASHTO – sgill@aaashto.org
12. Steve Hewitt, AASHTO consultant/Manager, S 305 NGENC Support Services – shewitt109@aol.com
13. David Ewing, AASHTO consultant – ewing9@verizon.net
14. Kevin Kesler, FRA – Kevin.kesler@dot.gov
15. Eloy Martinez, FRA – Subgroup Team Leader – Structural – eloy.martinez@dot.gov
16. Dharm Guruswamy, FRA - dharm.guruswamy@dot.gov
17. Brian Marquis, Volpe Center – (for John Tunna – VTI subgroup) – brian.marquis@dot.gov
18. Kristine Severson, Volpe Center – Kristine.severson@dot.gov
19. Andrew Wood, WSDOT – Subgroup Team Leader – Interiors – woodA@wsdot.wa.gov
20. Scott Witt, WSDOT – Review Board Member – Executive Board Member – witts@wsdot.wa.gov
21. Bill Bronte, CALTRANS – Review Board Member – Chair S305 Executive Board – Bill_bronte@dot.ca.gov
22. Steve Fretwell, CALTRANS – Subgroup Team Leader – Locomotive – steve_fretwell@dot.ca.gov
23. Stan Hunter, CALTRANS – stan_hunter@dot.ca.gov
24. Bob Haslam, BART – rhaslam@bart.gov
25. Jack Madden, New York DOT - jmadden@dot.state.ny.us
26. Curtis McDowell, North Carolina DOT – cmcdowell@mc-tech.net
27. Kevin Lawson, Louisiana DOT (pending travel approval) – Kevin.lawson@la.gov
28. John Oimoen, Wisconsin DOT – john.oimoen@dot.wi.gov

29. George Weber, Illinois DOT – George.weber@illinois.gov

Industry Participants planning to attend:

30. Rich Stegner, Motive Power - rstegner@wabtec.com

31. Len Baran, General Electric Transportation – len.baran@ge.com

32. Chuck Wochele, Alstom – chuck.wochele@transport.alstom.com

33. Dave Ward, Alstom – dave.ward@transport.alstom.com

34. Joe Quigley, Alstom – joe.quigley@transport.alstom.com

35. Phil Hoeffner, Alstom – phil.hoeffner@transport.alstom.com

36. Larry Kelterborn, Interfleet – kelterborn.l@interfleetinc.com

37. Richard Curtis, Curtis Engineering – curtisenr@aol.com

38. David Scott, David Scott Consulting – David@davidscottconsulting.com

39. Jim Coston, Capital Corridor, LLC – jc@ccrail.com

40. Scott Braverman, Capital Corridor, LLC – sb@ccrail.com

41. James Michel, HNTB – jmichel@hntb.com

42. S. Ohta, Kawasaki – ohta_sh@khi.co.jp

43. Ken Takeda, Kawasaki – takeda@kawasakirailcar.com

44. Tak Ishigami, Kawasaki – ishibami@kawasakirailcar.com

45. Neil Glennie, Kawasaki – glennie@kawasakirailcar.com

46. Mas Wantanabe, Kawasaki – wasanabe@kawasakirailcar.com

47. George Mekosh, Bombardier – George.mekosh@us.transport.bombardier.com

48. Jack Martinson, Bombardier – jack.martinson@us.transport.bombardier.com

49. Dave Diaz, LTK Engineering Services – ddiaz@ltk.com

50. Anand Prubhakaran, Sharma and Associates – anand@sharma-associates.com

51. Glenn Gough, Siemens – glenn.gough@siemens.com

52. Paul Winkler, Siemens – paul.a.winkler@siemens.com

53. Armin Kick, Siemens – armin.kick@siemens.com

54. Michael Latour, Siemens – Michael.latour@siemens.com

55. Francois Lavoie, Siemens – francois.lavoie@siemens.com

56. Ronald Mayville, SG&H – ramayville@sgh.com

57. Robert Highfill, Jacobs – Robert.highfill@jacobs.com

58. Kevin Simms, Voith Turbo, Inc – Kevin.simms@voith.com
59. Joshua Coran, Talgo, Inc. – jcoran@talgo-inc.com
60. Paul Racine, Julien – Paul.racine@julien.ca
61. Gene Germaine, Kustom Seating Unlimited, Inc – ggermaine@kustomseating.com
62. Jim Breznay, American Railcar Industries, Inc – jbreznay@americanrailcar.com
63. Matt Lawlor, Columbus Casting – mlawler@columbuscastings.com
64. Jim Wallace, Columbus Casting – jwallace@columbuscastings.com
65. Kim Gilbert, Columbus Casting – ktgilbert@columbuscastings.com
66. Wolf Reimann, BRADKEN – wreimann@bradken.com
67. Nathan Heisler, BRADKEN – nheisler@bradken.com
68. Deep Satsangi, BRADKEN – dsatsangi@bradken.com
69. Joe Gagliardino, McConway & Torley, LLC – joe.gagliardino@trin.net
70. Art Peterson, PB World – petersonA@pbworld.com
71. Jitendra Tomar, CAF USA – tomar@cafusa.com
72. Norman Forde, STV Inc. – norman.forde@stvinc.com
73. Richard Vadnal, Nippon Sharyo – vandal@nipponsharyo.com
74. Dan Gornstein, Nippon Sharyo – gornstein@nipponsharyo.com
75. Tom Hunt, Nippon Sharyo – hunt@nipponsharyo.com
76. John Hanrahan, Sepsa North America – john.hanrahan@sepsa.es
77. Al Mincarelli, Hyundai Rotem – amincarelli@rotmusa.com
78. Doug Dan, Hyundai Rotem – ds@rotemusa.com
79. Cameron Akins, Knorr Brakes – Cameron.akers@knorrbrakecorp.com
80. Paul Jamieson, Wabtec – pjamieson@wabtec.com
81. Bill Saddler, Wabtec – bsaddler@wabtec.com
82. Rodney McGhee, Timken – Rodney.mcghee@timken.com
83. Dan Blasko, Timken – Daniel.blasko@timken.com
84. Consultant for Review Board – **TBD**
85. Terry Soesbee – RailPlan International – tsoesbee@railplan.com
86. Chris Heald, Interfleet Technology – heald.c@interfleet.com

Technical Subcommittee Voting Procedures – as approved – July 1, 2010:

PART C. – TECHNICAL SUBCOMMITTEE

1. Membership of Technical Subcommittee

The Technical Subcommittee will be open to all Committee members

2. Officers of the Technical Subcommittee

The Technical Subcommittee will have a Chair and two Vice Chairs who shall be voting members appointed by a vote of the Executive Board and serve for two year terms. One of these three positions will always be occupied by an Amtrak representative. Other officers may be created as deemed necessary by the Subcommittee. The Chair of the Executive Board may designate a representative of the Executive Board to serve as liaison between the Executive Board and the Technical Subcommittee.

The duties of the Officers of the Technical Subcommittee will be as follows:

Chair:

The Chair will schedule and preside at all meetings of the Technical Subcommittee. He/she will serve as the official representative of the Technical Subcommittee to the Committee and Executive Board. He/she will ensure there is a balanced representation on the Technical Subcommittee in order to be able to carry out the mission of the Committee. He/she will be responsible ensuring the Technical Subcommittee takes the supportive action necessary to assist the Committee in achieving its objectives and will perform all such other duties as usually pertain to such office.

Vice Chairs:

The First Vice Chair will preside at meetings in the absence of the Chair. He/she will assist the Chair in the development and conduct of Technical Subcommittee activities.

The Second Vice Chair will preside at meetings in the absence of both the Chair and First Vice Chair. The Second Vice Chair will also be responsible for coordinating tasks with Amtrak as required to fulfill the mission of the Committee.

3. Purpose and Responsibilities of Technical Subcommittee

The purpose of the Technical Subcommittee is to: (1) develop and/or evaluate alternative passenger rail car and propulsion technologies and designs, (2) evaluate proposed vehicle subsystems, (3) establish performance and safety criteria standards, develop specifications, (4) respond to requests made by the Committee or Executive Board to assist in carrying out their duties; and (5) any such other tasks and duties as may be assigned by the Executive Board.

The Technical Subcommittee will maintain an updated catalog of one or more approved passenger vehicle specifications that are determined to be eligible for use in the Next Generation Passenger Rail Equipment Pool. As appropriate, it will develop its on-going efforts into recommendations for the Executive Board to act upon. The complete specifications or portions thereof may, as determined by the Executive Board, be subject to use limitations.

4. Subjects to be addressed by the Technical Subcommittee

Subjects to be addressed by the Technical Subcommittee may include but are not limited to:

- Safety criteria
- Regulatory compliance requirements and procedures
- Interoperability of car/locomotive/infrastructure requirements
- Performance criteria
- Passenger car interior configurations, including design enhancements to facilitate travel by the disabled and elderly communities
- Passenger amenities
- Motive power
- Operational issues
- Efficiency of operations
- Economies of scale benefits from common fleets
- Servicing/inspection requirements
- Maintenance and overhaul criteria

- Procurement guidelines
- Inventory criteria for both spare parts as well as vehicle spare margins
- Maintenance facility requirements

5. Initial Meeting of Technical Subcommittee

At its initial meeting, the Technical Subcommittee will establish procedures regarding its orderly functions, etc. It may form task forces to focus upon specific issues. It will determine what, if any, financial support may be needed to carry out its mission and recommend to the Finance Subcommittee what such requirements may be. It is recommended that the Officers of the Technical Subcommittee initially include representation from states that fund Amtrak train service or that are funding corridors in development, or representative of professional organizations that represent states (e.g., AASHTO) and/or represent Amtrak.

6. Quorum and Voting

There shall be two classes of members in the Technical Subcommittee: Voting and Non-Voting Members. FRA, Amtrak, and one representative of each member State shall be voting members. All others shall be non-voting members.

Voting members may vote in person or by proxy. The Chair of the meeting shall determine the validity of all proxies. Generally speaking, a proxy should be provided to the Chair in writing in advance of the meeting and kept **with** the minutes of the meeting. A state which does not have a representative physically present at the meeting but which has authorized another individual by proxy to represent it at the meeting will be considered present and participating at the meeting for purposes of voting and determining a quorum. A state may only provide its proxy to another state or to a contractor it has selected to carry out this purpose provided such contractor is not a manufacturer of rail equipment or anyone else who might have a conflict of interest.

A formal Technical Subcommittee vote may be taken only when a quorum is present.

A quorum shall consist of a majority of the State members of the Technical Subcommittee, with each State counting as one member, plus at least one representative from Amtrak and one representative from FRA.

Decisions of the Technical Subcommittee shall be made by consensus whenever possible. Where there is lack of consensus, i.e., if there is opposition to a substantial issue by any state, FRA or Amtrak, a decision will be made by a majority of the following votes calculated as follows:

- * a total of votes cast individually by each representative State on the Subcommittee participating in the meeting;
- * the same total votes cast en bloc by Amtrak; and
- * the same total votes cast en bloc by the FRA Administrator or designee.

Note that the number of votes cast at any particular time will depend on the actual number of state representatives present and voting at the Subcommittee meeting (or voting by proxy and thus considered present and participating) at the time a vote is taken. The votes should be recorded and kept with the minutes of the meeting.

A dissenting member may provide for the record a written explanation of the dissenting position. The Chair may also request a dissenting member to prepare such an explanation (a "position paper" on the dissenting member's position). If the Chair determines it would be helpful for the Executive Board to review the dissenting member's position paper when considering a Technical Subcommittee recommendation, the Chair may provide the position paper to the Chair of the Executive Board.