



SECTION 305 TECH SUB COMM

MINUTES

SEPT 16, 2010

3:00PM

CONFERENCE CALL

FACILITATOR	<i>Mario Bergeron, 305 Technical Subcommittee Chair</i>
ATTENDEES	<p>Core Team Members: Mario Bregeron, Dale Engelhardt, Rob Edgcumbe, Tammy Krause, Greg Gagarin, Kevin Kesler, Anand Prabhakaran, Jeff Gordon, Brian Marquis, Stan Hunter, Steve Fretwell, Jack Madden, Charlie Poltenson, Andrew Wood, Art Peterson, Ron Adams, Kevin Lawson, Mike Treazise, Steve Hewitt, John Tunna;</p> <p>Industry Participants: Kari Jacobsen, Fran Nelson, Chuck Wochele, Richard Curtis, Jan Radtke, Chris Heald, Joe Moore, Michael Weinman, Tak Ishigami, Neil Glennie, Phil Strong, Larry Salci, Rick DeBella, Josh Coran, George Ritter</p>
ABSENTEES	<i>Ken Uznanski, Dharm Guruswamy, Charles Bielitz, Michelle Muhlanger, David Tyrell, Gil Wilson, Bob Haslam, Allan Paul, Curtis McDowell, George Weber, Tammy Nicholson, John Oimoen, Don Damron, Leonard Evans, Shayne Gill</i>

DISCUSSION/DECISIONS MADE

Steve Hewitt took the roll of the "core Team" members present on this conference call meeting and reviewed the current Action Items list to provide a status on open items.

During the course of discussion, it was agreed that the format for making/submitting changes from the subgroups to the Amtrak team will be the individual change format as used primarily in the bi-level specification. The teams will have the option to use the complete chapter rewrite format if subgroups deem that to be the most prudent way to go – but the team leader must inform Greg Gagarin in writing if they choose to go that way.

On a motion made by Art Peterson and seconded by George Ritter, the minutes/decisions/action items summary of the September 16, 2010 conference call meeting of the subcommittee were approved, without exception.

Review of the Emergency Executive Board Meeting held on 9/15/2010:

Chairman Bergeron provided background and context leading up to the decision made by the Executive Board on August 31 to reprioritize train sets as the next specification to be developed with standalone cars to follow. He also explained that the FRA, in light of information (the President's stimulus bill announcement) that the Board did not have at the August 31 meeting when it voted to change priorities; requested that the Board reconsider that decision and go back to the original priority of single level standalone cars as the next specification to be developed – with single level train sets to follow.

The Executive Board held an emergency conference call meeting on September 15, 2010 to consider FRA's request. The end result is that the Board came to consensus on reconsidering its August 31st decision and, by consensus, agreed to revert to the original prioritization to do the single level standalone cars specification first and follow immediately with single level Tier 1 Train sets specification development.

Dale Engelhardt explained that he estimated to the Board that the standalone cars spec development would be completed – best case scenario: December 31, 2010 and worst case scenario: January 31, 2011. He also told the Board that he believed that the single level Tier 1 train sets specification would take 2-3 months to complete after finishing the development of the standalones. The best case scenario would be: March 31, 2011 and the worst case scenario would be: April 30, 2011.

Review of Car Specification Timeline:

In light of this change in priorities, the 5 cars subgroups were asked to assess the original timeline schedule provided by Dale Engelhardt and let Steve Hewitt, Mario Bergeron and Dale know, by September 23, whether or not they feel they can adhere to the schedule and timelines and, if not, provide, in writing, the issues or areas of

concern.

It was also decided that Amtrak (Tammy Krause) would look to condense the cycle time currently planned for 22 days. Tammy will review the cycle timelines and provide her recommendation for a revised – reduced cycle time to Steve Hewitt. Steve will distribute it to the Team leaders for their feedback. Reducing the cycle should allow more time for the teams to develop and submit their changes to the Amtrak team.

Team Status Reports:

Interiors: Andrew Wood reported on the activities of the Interiors subgroup.

- The team holds weekly conference calls
- The team should be able to make the originally established December 31, 2010 timeline
- The Interiors team is liaising with other subgroups throughout the process.

(To an industry question/suggestion in regards to the possible relocation of wheel chair lifts – Mario Bergeron responded that the Subcommittee remains open to other concepts – and that the team should take a look at it.

Mechanical: Jeff Gordon reported on the activities of the Mechanical subgroup.

- met yesterday (Sept. 15), at that time they were still working on train sets
- With the reprioritization back to standalone cars – the team will need to re-look at the timelines
- next call is Monday, September 20, and the team will discuss the change and assess its ability to meet the timelines- but Jeff believes it seems reasonable that they can complete their work on time.

Electrical: Tammy Krause reported on the activities of the Electrical subgroup:

- They have not met for a while, but had originally felt they could make the timelines
- Will check with the team this week – but anticipates that “we should be ok”.

Structural: Anand Pabahakaran reported on the activities of the Structural subgroup:

- The team is meeting weekly (via conference call)
- they have begin looking at base chapter 4 to identify what sections need changes
- Anand is quite confident on where the team is at this point and believes they can make the December timeline
- They are working very closely with the VTI subgroup.

VTI: John Tunna reported on the activities of the VTI subgroup

- As of the last call the team was confident it would meet the timelines for developing the train sets spec; his team will now look at the timelines again in light of the priority change.
- they meet usually the day after the tech subcommittee calls and are scheduled to meet tomorrow (Sept 17) and will look closely at the timelines in light of now doing standalones.
- John stressed a point to all subgroups that it is important that the quality of the work stays high – “squeezing timelines can mean poorer quality” and cautioned team leaders to be wary of that occurring as a result of reducing timelines or cycles.
- John announced that Brian Marquis, VOLPE, will be assuming the leadership of the VTI subgroup, as John is moving on to be Director of Research and Development at FRA. John intends to stay involved, but does not feel he can continue as team leader.

The subcommittee congratulated John and welcomed Brian as the VTI subgroup team leader

Mario Bergeron thanked the cars subgroup leaders and their teams and apologized on behalf of the executive Board for all of the changes that have taken place over the last few weeks. He complimented the subgroups and thanked them for “your time and effort and the high quality work” they have done – and reminded them that all of these specs will be done at some point – so “none of the work you have done is wasted”.

Locomotive: Steve Fretwell reported on the activities of the Locomotive subgroup:

- The subgroup has formed 4 sub-teams – taking chapters from the locomotive straw man and assigning areas to each of the sub- teams

The sub-teams meet every week – and the subgroup, as a whole meet every Thursday.

- They are on target to meet the December timeline
- They will hold a “face to face” meeting October 12-13 to review their final draft and then submit it as a draft to the by October 18th.

- 2 big issues facing the Locomotive subgroup:

1. Incorporating CEM in the spec

2. The issue of Cant Deficiency – 5-7 – 9” Steve asked the question of whether or not it would be beneficial to look at designing to also incorporate a tilt locomotive in light of the fact that “we’ll be doing train sets as well?”

It was suggested that the spec be written at "what you think it will be" with the options in the spec – "let the market decide".

Requirements Document Status: Anand Prabahakaran reported on the status of the single level standalone car requirements document.

-Fred Woosley, Interfleet, has put together a straw man requirements document from the PRIIA spec. There are several areas where placeholders have been inserted. The draft document will be sent to Steve Hewitt and the Subcommittee leadership by the end of the week. Leadership to review and fill in the placeholder numbers p- Steve Hewitt to send the draft to the subgroup leaders for their input as well.

Dale Engelhardt agreed to use the single level requirements document as the basis for the locomotive requirements document and to distribute it to Steve Fretwell and Steve Hewitt and the subcommittee leadership by the end of the week.

Released Specification Revisions: Dale Engelhardt reported on the status of configuration management – he is reviewing the Stan Hunter draft and will provide Steve, Mario and FRA with draft version – The Executive Board has asked to see a rationalization list for items which should or should not be seen by the Board (when changes are to be made) and which ones can be managed by the subcommittee with a report of the changes submitted to the Board quarterly. (or regularly)

Kevin Kesler complimented the efforts of the subcommittee in developing the bi-level specification, but noted that "we left off a few things" in the bi-level specification development. "Standardization was lacking". He suggested that we need to find a way to move the focus to standardization. Subgroups should identify things that are appropriate for standardization and make recommendations to the subcommittee. These recommendations should identify candidates for standardization and requirements for doing so. In the end – the subcommittee makes a recommendation, "but the process is up to procurement".

Kevin will work with Stan Hunter to on this activity and Steve Hewitt will track it as an Action Item.

It was decided that from here on out – conference calls of the technical subcommittee will be held every two weeks unless a change is deemed necessary one way or the other. All members should adjust their calendars for a subcommittee meeting every other Thursday at 3:00PM Eastern time. The call in number will remain:

866 209 1307 passcode: 6486648#

The next call of the Technical subcommittee will be September 30th – 3:00PM Eastern

Action Items Update (New and Current)

Anand to distribute the draft single level standalones requirement document to Steve Hewitt and Dale and Mario by the end of the week. Steve to send to the Subgroup leaders for input.

Dale Engelhardt to develop a locomotives requirement document using the single level standalones document as the basis. When complete – Dale to send to Steve H and Mario Bergeron and Kevin Kesler

In regards to the issue of Cant deficiency for locomotives - Dale and Steve Fretwell will take the issue up off line and provide Steve Hewitt with the decision for distribution.

Steve and Rob will work with Andrea Ryan, AASHTO to arrange a location and dates for the final review meeting of the subcommittee in mid December. Will try to have a date set by next conference call.

Subgroup team leaders (cars) are to review the timelines originally provided, and determine if they can still meet the December timeline. Subgroup leaders should provide Steve Hewitt, Mario Bergeron and Dale Engelhardt with their response by COB Sept 23rd. If there are issues/concerns with meeting the timelines – those issues should be submitted to Steve, Mario and Dale.

Tammy Krause will look into condensing the cycle from its current 22days – and provide Steve Hewitt with the results within one week – subgroup leaders should also provide input to Tammy as she looks to shave time .

Dale Engelhardt will work with Stan Hunter to put together the "Released Specification Revisions" proposal. (Configuration Management) It will be sent by Dale to Mario Bergeron and Kevin Kesler by COB Friday Sept 17.

ATTACHEMENTS



Agenda

PRIIA Section 305 Tech Sub Committee Meeting

September 16, 2010

The agenda for the meeting is below:

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| 1. Review meeting agenda | Chair / Dale Engelhardt |
| 2. Roll Call | AASHTO/Steve Hewitt |
| 3. Approve Minutes
Review Action Items | Steve Hewitt |
| 4. Review results of Emergency Executive Meeting held on 9/15/10 | Dale Engelhardt |
| 5. Review of Car Specification Timeline | Dale Engelhardt |
| 6. Team Status Reports (5 Minutes MAX) | |
| <ul style="list-style-type: none"> - Interiors - Mechanical - Electrical - Structural - VTI - Locomotive | <ul style="list-style-type: none"> Andrew Wood Jeff Gordon Tammy Krause Anand Prabhakaran John Tunna Steve Fretwell |
| 7. Requirements Document Status | Dale Engelhardt / Kevin Kesler |

8. Released Specification Revisions

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***