

SECTION 305 TECH SUB COMM

MINUTES

NOVEMBER 15,
2012

3:00PM EST

CONFERENCE CALL

FACILITATOR	<i>Mario Bergeron, Chairman, S305 Technical subcommittee</i>
ATTENDEES	Core Team Members: Mario Bergeron, Dale Engelhardt, Darrell Smith, Tammy Krause, Greg Gagarin, Dave Warner, Vincent Brotski, Nico Lindenau, Ryan Swick, Jeff Gordon, Curtis McDowell, Charles Poltenson, Art Peterson, Jeff Schultz, Phil Meraz, Ron Adams, Andy House, Industry Participants: Steven Morrison, Fran Nelson, Rick DeBella, Bill Slater, Jack Martinson
ABSENTEES	<i>Darrell Smith, Kevin Kesler, Melissa Shurland, Devin Rouse, Anand Prabhakaran, Charles Bielitz, Brian Marquis, Camren Cordell, Allan Paul, Stan Hunter, Michael Coltman, John Madden, Kevin Lawson, Ron Adams, Melissa Wilbers, Eric Curtit, Larry Salci, Shayne Gill, Steve Hewitt</i>

DISCUSSION/DECISIONS MADE

Chairman Mario Bergeron called today's meeting to order and asked Andy House, AASHTO to take the roll.

Andy called the roll and it was established that a quorum was present.

For this call, industry participants are asked, to email a notification of their attendance to Andy House at dhouse@ashto.org.

Review of Action Items:

Andy House reviewed the open action items, providing a brief update on those items that were not to be specifically covered on the agenda:

Maintaining Industry Participation List: Status: Andy reported that this remains an ongoing action item. There are currently **207** registered industry participants.

APTA Standards update: In regard to the update of APTA standards, Kevin Kesler and Martin Schroeder are preparing meeting information and should have a call announcement before the next Technical subcommittee call. **Status:** Nothing new reported.

Updating ECP Standards: On the last call Paul Jamieson reported that there was nothing new to add at this point other than that they have added a few more participants. The first meeting was scheduled for October 23 and 24, 2012. **Status:** Paul Jamieson is unable to make the call today, but has provided the following report for inclusion in today's minutes:

"The technical working group met on November 2 and developed a plan to address the review of the AAR S-4200 series documents to be used as the basis for the passenger ECP documents. AAR documents 4200, 4210, 4220 and 4250 will be reviewed. The system performance document will be in draft form in March 2013. Amtrak committed to define the 26C control emulation requirements by early January 2013 to allow the main performance document to be finalized.

The administrative group continues to work on coordination with the FRA regarding 49 CFR part 229 subpart E locomotive electronic requirements and updating the FMECA that support the freight ECP system requirements. The administrative group will be inviting labor participation in this standard development process to assure balance is maintained for the actual voting that will occur on each document brought forward for final approval."

NGEC 3rd Annual Meeting: Steve Hewitt will continue to keep subcommittee members apprised as logistics for the 3rd Annual NGEC meeting are firmed up. All of those who are interested in attending the meeting should **register** their intention **with Steve Hewitt by December 1, 2012**, so that he has an accurate head count to provide to AASHTO. **Status:** This action item remains open – only a few members have informed Steve of their intention to attend.

Executive Board Member Vision Statements: At an appropriate time after the Board has reviewed and

discussed its members' vision statements for the future of the NGECC, Chairman Bergeron will have an agenda item on a subcommittee call to provide Board feedback on the vision statements to subcommittee members. **Status: The Executive Board met on Tuesday, November 13, 2012. They reviewed a comparison matrix of the vision statements that had been submitted and compiled previously. Discussions and next steps continue.**

Diesel-electric locomotives procurement update: Kevin Kesler will keep the subcommittee updated as to the progress of the locomotive procurement **Status: FRA reported to the Executive Board during its' call of November 13, 2012, that there was nothing new in regard to a lead state for this procurement.**

Approval of the Minutes of the October 25, 2012 Technical subcommittee call – Mario Bergeron:

After a motion by Jeff Gordon, FRA, and a second by Ron Adams, Wisconsin DOT, the Minutes of the October 25, 2012, conference call meeting of the Technical subcommittee, were approved without objection.

Report from the Accessibility Working Group -Melissa Shurland (Jeff Gordon replaced):

- a. Status: Communications DCRs

No clarity on next steps right now. Electrical group going to propose alternative language soon. Accessibility group will then reassess, and if necessary, resubmit.

- b. Background/Update: Potential SOW (Dave Warner)

"The Accessibility Working Group has developed a Statement of Work (SOW) for CAD services to help refine recommendations for new accessible restroom sizes and configurations. During discussions on previous calls, participants were advocating for various features that in fact were mutually exclusive; it was felt having a CAD rendition of various options would help clarify the effort. The Statement of Work was recently finalized, and the Accessibility Working Group initially considered contracting out the work—hence the creation of the SOW. The approach now to be proposed is to see if among the vast membership of the Technical Subcommittee some volunteers could come forward to help, just as we have so successfully used volunteers to develop all of the vehicle specifications. Melissa Shurland will send a "volunteer SOW" to Steve Hewitt/Andy House for transmission with these minutes, and consider this report a formal request to respond back to Melissa if you are interesting in helping further the Accessibility Working Group's new restroom configuration task."

Mario Bergeron asked that it be emphasized in the minutes that in Dave's report is a request for volunteer effort to perform CAD renderings to support the restroom sizing effort.

Statement of work was recently finalized, and was going to be subbed out, hence the statement of work. However, volunteers are being requested to help further the Accessibility Working Groups Restroom Configuration language. Efforts will be forwarded along to Steve Hewitt and Andy House. Chairman Bergeron would like Dave Warner to mention this again at the next meeting.

- c. Status: Building code regulations acceptability (in the absence of Melissa Shurland, there was no update on this item.)

Update: Document Control – Dave Warner:

- a. General Update

Dave Warner

Dave Warner submitted the following update for inclusion in today's minutes:

"Bi-level Revision C.1, the bid-award version is now posted on the AASHTO website. During the next few months we'll progress the approval of the "base specification," Rev. D.

Single Level Revision A was approved by the Executive Board this past Tuesday (Nov. 13). Thank you to Larry Salci and the Review Panel for their efforts in reviewing the 144 DCRs, as well as to the members of the Technical Working Groups who supported bringing the Single Level specification language into alignment with Bi-level Rev. C. I do not have an estimated date for when this revision will be posted.

The package of documentation for supporting a new Amtrak contract on behalf of PRIIA for Camren Cordell's services is undergoing review within Amtrak.

Aside from the proposed accessibility-related DCR we're going to discuss next, that completes my report."

b. Accessibility "Twin Loop" DCR Discussion/Approval
Warner

Mario Bergeron/Dave

Dave Warner submitted the following update for inclusion in today's minutes:

"You all received a copy of DCR 100-004 a few weeks ago. The purpose of this DCR is to modify the handling of DCRs relating to accessibility matters. This also changes the nature of the Accessibility Working Group's duties and establishes a new Accessibility Policy Group. Hopefully you have had a chance to look through the proposed change, so that all I need to do is summarize the change.

Currently the Accessibility Working Group has to handle both policy and technical matters associated with proposals. The Accessibility Working Group, which reports to this body, isn't really the right place in which policy decisions to be made. This dual-role has caused discussions within the Accessibility Working Group to bog down from time to time. Consequently, the Executive Board, at its meeting in September, directed that the policy and technical decisions be separated.

The proposed resulting process has been named "Twin Loop" because there are two separate paths for a DCR to follow. The first deals solely with policy, i.e., in broad terms, is the proposal something that PRIIA wishes to entertain. This is represented on the first flowchart of the DCR. If the decision is yes, then a separate path goes through the technical aspects, e.g., specification language writing, of the process. In terms of execution, this two separate process flows are much simpler than the combined flow that was approved last summer.

A matter of a fair amount of discussion in the Accessibility Working Group was the composition of the Accessibility Policy Group. The DCR does make a suggestion as to who should be on the Accessibility Policy Group, but ultimately the membership is a decision to be made by the Executive Board."

Phil Meraz (Iowa) has begun reviewing, but wanted the idea "tabled" so everyone could further review the decision and document. Jeff Gordon also believed that tabling the idea is best if members of Technical Subcommittee have not been able to properly examine the process closely. Chairman Bergeron tabled the idea until next meeting and would like to have a vote during the next call and requested to have it added to the agenda for the next call. Composition of the Accessibility Policy Group will be a key part of the discussion.

Other:

Adjourn:

With no further business to come before the subcommittee, today's conference call meeting was adjourned at approximately 3:39 pm Eastern.

Next conference call – December 6, 2012 – 3:00pm Eastern

Decisions and Action Items

Volunteers are being requested to help further the Accessibility Working Groups Restroom Configuration language. Efforts will be forwarded along to Steve Hewitt and Andy House. Chairman Bergeron would like Dave Warner to mention this again at the next meeting.

- 4. Approve Minutes of October 25, 2012 Mario Bergeron

- 5. Report from the Accessibility Working Group Melissa Shurland
 - d. Status: Communications DCRs
 - e. Background/Update: Potential SOW
 - f. Status: Building code regulations acceptability

- 6. Document Control Dave Warner
 - c. General Update Dave Warner
 - d. Accessibility "Twin Loop" DCR Discussion/Approval Mario Bergeron/Dave Warner

- 7. Review this meeting: Andy House
 - a) Decisions
 - b) New Action Items

***Technical Sub Committee Conference Call Meeting:
Thursday November 15 2012 3:00 EST: 1-866-209-1307 / passcode 6486648#***

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

Next Call: December 6, 2012 – 3:00pm Eastern