

SECTION 305 TECH SUB COMM

MINUTES

APRIL 11, 2013

3:00PM EASTERN

CONFERENCE CALL

FACILITATOR	<i>Dave Warner, Amtrak, S305 Technical subcommittee</i>
ATTENDEES	Core Team Members: Dale Engelhardt, Dave Warner, Vincent Brotski, Michael Burshtin, Kevin Kesler, Melissa Shurland, Nico Lindenau, Curtis McDowell, Jack Madden, Jeff Schultz, Phil Meraz, Art Peterson, Ron Adams, Melissa Wilbers, (Melissa also served as proxy for Stan Hunter), Larry Salci, Steve Hewitt Industry Participants: Paul Jamieson, Scott Sherin, Fran Nelson, James Michel, Louis Cila, Steve Morrison, Tom Hunt, Bill Saddler, Lew Hoens, Chuck Wochele
ABSENTEES	<i>Mario Bergeron, Tammy Krause, Greg Gagarin, Darrell Smith, Devin Rouse, Anand Prabhakaran, Charles Bielitz, Michael Coltman, Ryan Swick, Brian Marquis, Stan Hunter, Camren Cordell, Allan Paul, Charles Poltenson, Jim Lindsay, Kevin Lawson, Shayne Gill,</i>

DISCUSSION/DECISIONS MADE

1.

In the absence of Chairman Mario Bergeron, and limited availability of subcommittee Vice Chair Dale Engelhardt, Dave Warner, Amtrak, called today's conference call to order and asked Steve Hewitt to take the roll.

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

As always, industry participants are asked to email a notification of their attendance to Steve Hewitt at Shewitt109@aol.com

2.

Review of the Agenda – Dave Warner:

Dave Warner provided a brief overview of today's meeting agenda.

3.

Review of Action Items – Steve Hewitt:

Steve Hewitt 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: Steve reported that this remains an ongoing action item. There are currently **215** registered industry participants.

Transfer of Technical subcommittee professional service funds for technical writing support: On its last call, the Technical subcommittee approved the transfer of \$55,000 from its professional services line item to AASHTO's professional services line item. The purpose of the transfer of funds is for procuring technical writing services (provided by Camren Cordell). **Status:** Task complete. On April 2, 2013, the Executive Board approved the transfer request and has directed AASHTO to proceed as contracting agent.

Requesting Backgrounder educational document: AASHTO has completed a third printing of the Backgrounder. Distribution has been widespread and the document is very well received. Two additional educational documents are being designed by AASHTO. Backgrounders remain available and all are encouraged to use them – educate your own leadership as well as legislators. Subcommittee members should contact Steve Hewitt at shewitt109@aol.com if they would like to receive hard copies of the NGECC Backgrounder document. Please provide a mailing address and the number of copies being requested. **Status:** A number of requests have come in for copies of the backgrounder. Keep them coming.

Natural Gas Conference Report: As soon as the report from the Natural Gas Needs conference is released, Melissa Shurland will provide it to Steve Hewitt for distribution to the subcommittee members. **Status:** On the last call, Melissa Shurland reported that the final draft is under review. She is awaiting industry input and, once that has been completed, the report should be ready for distribution about three or four weeks thereafter. Nothing new was reported today.

Updating ECP Standards: Status: There is nothing new to report on this effort today.

Review of APTA Standards and potential compatibility with NGEC standards: This effort (not an official NGEC effort) will continue with Kevin Kesler, FRA, in the lead. Interested participants who have not received the spreadsheet should contact Kevin Kesler at kevin.kesler@dot.gov. Input from the first call (held March 27, 2013) should also be sent to Kevin Kesler, and any one who was not on the first call, but is interested in getting involved should contact Kevin. A follow-up call will take place at an as yet undetermined date and time. **Status:** No new updates today on this effort, but Kevin Kesler anticipates setting up the next call in the near future, after all inputs have been received.

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 NGEC, Chairman Bergeron will have an agenda item on a subcommittee call to provide Board feedback on the vision statements to subcommittee members.

Status: Task Complete. The Executive Board met on April 2, 2013 and approved this vision statement:

"The NGEC will provide national leadership in standardization, acquisition, financing and management of passenger rail equipment."

Note: The vision statement has been added as a tag line to all 305 related emails sent by Steve Hewitt.

4. Approval of the Minutes of the March 28, 2013 Technical subcommittee call – Dave Warner:

On a motion offered by Art Peterson for IDOT, and a second by Curtis McDowell for NCDOT, the Minutes of the March 28, 2013, conference call meeting of the Technical subcommittee, were approved without objection.

5. Report from the Accessibility Working Group (AWG) – Melissa Shurland:

Initially, Melissa Shurland was absent from today's call, so Kevin Kesler and Dave Warner provided brief updates on AWG activities. Shortly thereafter, Melissa joined the call in progress, and elaborated on the updates given previously.

On April 17, 2013, there will be visit to Baltimore, to view a mock-up of Amtrak's long distance sleepers in regard to potential rest room configurations.

Melissa also reported that FRA counsel is reviewing a potential non-disclosure agreement and determining who would be authorized at FRA to sign it. Once signed, it will enable Amtrak to release single level drawings to the AWG for the rest room effort.

LTK has developed some drawings to be worked on if the FRA determines it cannot sign the non-disclosure agreement.

The ADAAG applicability review by the AWG is close to conclusion. A couple of "legal minds" on the AWG are reviewing a couple of new additions, and will be getting language to Melissa shortly. Melissa expects to have the AWG vote to approve (electronically) next week, and believes it should come to the Technical subcommittee for consideration by the April 25, 2013 conference call.

Melissa also reiterated that the document being prepared in regard to ADAAG applicability is to be considered an information document only, and is not meant to be a recommendation. Part 38 is light on accessibility, and this review will describe some potential options.

6. Update: Document Control – Dave Warner:

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

"You will recall that two weeks ago we approved moving \$55,000 from the Technical Subcommittee/Professional Services line item to the AASHTO/Professional Services line item. This was done to support obtaining a contract for Camren Cordell's technical writing services through AASHTO. As Steve mentioned in the action item portion of the meeting, the Executive Board also approved moving the money, and it further approved a motion directing AASHTO to enter into a contract with the Casamar Group for Camren Cordell's services. AASHTO is presently working on the contract, and is optimistic that it will be a straightforward effort to get it signed."

Work continues on Trainset Revision A and Bi-Level Revision D changes. On Trainset Revision A, there were some late-breaking requests to further review some of the DCRs as they may apply to a trainset as opposed to a single-level car. All the Bi-Level Revision D DCRs have been created, and the summary sheet is just about ready to be released to the working groups for consideration. It is on a temporary hold because I'm attempting to have the Bi-Level and Trainset revisions performed in series to minimize confusion among the Technical Working Groups."

7.

Status: Locomotive Procurement – Art Peterson for IDOT:

Art Peterson reported on the status of the diesel-electric locomotive procurement. This week IDOT held a conference call with Iowa, California and Washington State on the call. Good progress was made, and it was agreed that future calls will be set up at a time more "favorable" for the west coast states. (so they will not have to be on a call at the "crack of dawn" west coast time).

Most of the Conflict of Interest forms have been filled out and submitted.

Small groups continue to meet on specific areas such as Buy America and standardization.

The next call of the full group will take place in two weeks.

Other:

Dale Engelhardt, Amtrak, reported that he has been looking into the category of digital trainlines. He noted that there is not a US standard for hardware or software. There is a European standard (**IEC 61375-4**). Dale stated it is very extensive with cable, plug and software definitions and requirements.

Dale elaborated that typical uses of the digital trainline include things like: Text messaging and passenger information. Dale believes that there will be requirements for car to car and car to locomotive communications in future equipment.

Dale stated he had hoped a US standard existed to facilitate interoperability, but that isn't the case. APTA was asked by Amtrak if it would help develop a digital trainline, but the reply was that is not currently interested in such a project. Consequently, Dale stated that he will begin working with Amtrak people for hardware and software. His hope is that "we PRIIA and Amtrak) can come up with a national standard for trainline communication".

Kevin Kesler, FRA, commented that this is "an extremely important task" and offered FRA's help in the effort.

It was agreed that this will be an ongoing topic, and Steve Hewitt will hold it as a standing agenda item for every other Technical subcommittee call. Dale will own the action and report on its progress.

Adjourn:

With no further business to come before the subcommittee, today's conference call meeting was adjourned at approximately 3:35 pm EDT.

Next conference call – April 25, 2013 – 3:00pm EDT

Decisions and Action Items

Review of APTA and NGENC Standards: This effort (not an official NGENC effort) will continue with Kevin Kesler, FRA, in the lead. Interested participants who have not received the spreadsheet should contact Kevin Kesler at kevin.kesler@dot.gov. Input from the first call (held March 27, 2013) should also be sent to Kevin Kesler, and any one who was not on the first call, but is interested in getting involved should contact Kevin. A follow-up call will take place at an as yet undetermined date and time.

As soon as the report from the Natural Gas Needs conference is released, Melissa Shurland will provide it to Steve Hewitt for distribution to the subcommittee members. The report is under review by the industry and, once approved, will take three to four weeks to be finalized for distribution.

2. Review meeting agenda Mario Bergeron
3. Review Action Items Steve Hewitt
4. Approve Minutes of March 28, 2013 Mario Bergeron
5. Report from the Accessibility Working Group Melissa Shurland
 - a. Status: Rest Room configuration
 - b. Status: Full AWG review of part 38 & its applicability with ADAAG
 - c. Other items/issues
6. Document Control Dave Warner
 - a. General Update
 - b. Status: Trainset Revision A – Summary Sheet
 - c. Technical Writing Support
7. Status/Update: Locomotive Procurement IDOT
8. Review this meeting: Steve Hewitt
 - a) Decisions
 - b) New Action Items

***Technical Sub Committee Conference Call Meeting:
Thursday April 11, 2013 3:00 EDT: 1-866-209-1307 / passcode 6486648#***

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

Next Technical Subcommittee Call: 4-25-13 at 3:00pm EDT