

SECTION 305 TECH SUB COMM

MINUTES

JULY 5, 2012

3:00PM EDT

CONFERENCE CALL

FACILITATOR	<i>Mario Bergeron, Chairman, S305 Technical subcommittee</i>
ATTENDEES	Core Team Members: Mario Bergeron, Dale Engelhardt, Tammy Krause, Dave Warner, Andrew Wood, Anand Prabhakaran, Nico Lindenau, Ryan Swick, Jeff Gordon, Stan Hunter, (Stan also had proxies for IDOT), Camren Cordell, Charlie Poltenson, Jack Madden, Jeff Schultz, Ron Adams, Steve Hewitt, Larry Salci Industry Participants: Paul Jamieson, George Mekosh, Tom Hunt, Tim Buchanan, Steve Morrison, Bill Saddler, Terry Soesbee
ABSENTEES	<i>Ken Uznanski, Greg Gagarin, Michael Burshtin, Kevin Kesler, Melissa Shurland, Devin Rouse, Charles Bielitz, Brian Marquis, Michael Coltman, Curtis McDowell, Art Peterson, Phil Meraz, Kevin Lawson, Eric Curtit, Shayne Gill,</i>

DISCUSSION/DECISIONS MADE

Chairman Mario Bergeron called today's meeting to order and asked Steve Hewitt to take the roll.

Steve Hewitt took the roll and it was determined that, with the absence of Kevin Kesler's proxy there was not a quorum of voting members present. No votes were scheduled today other than the minutes from June 14, 2012 and it was agreed that the minutes could be approved on this call with concurrence from Jeff Gordon, FRA. Industry participants are asked, as always, to email a notification of their attendance to Steve at shewitt109@aol.com.

Review of Action Items:

Steve Hewitt reviewed the open action items and provided a brief update on those items that were not to be specifically covered on the agenda:

Maintaining Industry Participation List:

Steve Hewitt reported that this remains an ongoing action item. There are currently **204** registered industry participants.

Research on the issue of Axle Painting:

Kevin Kesler, FRA, will do additional research on the axle painting issue and report back to the subcommittee. – Status: This will remain an open item until the subcommittee hears back from Kevin Kesler. (Kevin was not on this call)

Resolving the issue of building code – counter top heights interpretation:

Melissa Shurland will request a meeting among FRA, OST and Amtrak legal prior to FRA issuing guidance on the issue of counter top heights and building code regulations. Status: Melissa Shurland was not on the call today – this will remain an open action item until the subcommittee hears Back from Melissa.

Outreach/interaction public affairs – AASHTO, Amtrak, FRA:

Jeff Gordon facilitated a conference call among Amtrak, AASHTO and FRA public affairs offices on May 25, 2012. Jeff briefed the Technical subcommittee on June 7, 2012 and briefed the Executive Board on June 12, 2012. The calls are to be held monthly and Jeff will provide summaries of subsequent calls to the Board as they occur. Status: Jeff reported that once the Locomotive RFI is released, he will provide it to the AASHTO, FRA, and Amtrak public affairs group.

Overview/Report: June 14, 2012 DMU Review meeting – Mario Bergeron:

Mario Bergeron provided an overview of the highlights of the June 14, 2012 face to face meeting of the Technical subcommittee in Boston for a final review of the DMU specification.

Mario reported that there were good and meaningful discussions during the meeting. Some of the changes raised at the meeting complimented and enhanced the specification. During the meeting, the Technical subcommittee unanimously approved the specification and it was subsequently sent to Executive Board Chairman, Bill Bronte, asking Bill to reconvene the DMU Review Panel to develop a report with recommendations to the Executive Board.

Mario also reviewed other items that were presented during the June 14th meeting such as Amtrak's NEC HSR rail plan; the status of the SFTF' procurement of consultant services for Section 6 and deployment; and a status update of the bi-level procurement.

"All in all", Mario stated, "it was a productive and informative meeting." Mario also expressed his appreciation to AASHTO for "a job well done" in organizing the meeting.

Mario further expressed his thanks to all who worked so hard to develop the DMU specification and, in general, to the subcommittee members for their efforts in advancing the work of the subcommittee to this point.

Approval of the Minutes of the June 14, 2012 Technical subcommittee call – Mario Bergeron:

On a motion by Allan Paul, NCDOT, and a second by Jack Madden, NYSDOT, the Minutes of the June 14, 2012 face to face meeting of the Technical subcommittee, were approved without objection.

Update: Document Control Management – Dave Warner:

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

"Revision A of the Document Management Process procedure has been issued. You all received an emailed copy of Revision A, and AASHTO has a copy to post to the Document Control Management web page. This change adds guidance for handling DCRs during periods when participation by the full Technical Subcommittee membership is precluded, implements procedures for handling accessibility-related DCRs that are not covered by a specification's Requirements Document, and exceed the minimum requirements in the CFRs, and, finally, updates Document Control Board members. In accordance with Rev. A, the two DCRs that were the impetus for the accessibility procedures back in April have now been sent to the Accessibility Working Group.

Otherwise, there is no DCR activity on any of the other specifications with the exception of the continuing "clean up" DCRs for the single level car specification. As we'll hear in other agenda items today, the Locomotive Revision A is awaiting an approval vote by the Executive Board, and a Review Panel meeting for the DMU specification is in the process of being scheduled."

Update: Sub Group Leaders Moving Forward – Dale Engelhardt:

Dale Engelhardt, Amtrak, reported that during the DMU meeting in Boston, he had given a presentation with regard to the work of the sub groups and had taken the opportunity to ask the sub group members and their leaders to discuss among themselves whether or not the current leaders (who have been in the position of leadership for two years) want to continue in their roles and, if not, have the sub groups decide who should be their leaders.

Dale stressed that the intent here was to recognize the tremendous job the sub groups, and their leaders, especially, have done over the past two years, and be sure that they were still willing to retain their current assignments.

Dale reported that the sub groups have met and had decided that all of the current leaders will stay in their current assignments. Dale expressed his appreciation to the sub groups and to their leaders, "Thank you all – especially the leaders – this is all volunteer – and it takes a lot of work – you have all done great jobs!"

Mario Bergeron added, "I want to emphasize that this is add on work over and above the work you all do in your day jobs. You are the gel of the Technical subcommittee. Your work has built the subcommittee's credibility in what we do. Thank you all for your commitment."

Status: Locomotive Revision A – Larry Salci:

Prior to Larry Salci joining the call, Steve Hewitt provided a status on Locomotive Revision A. The Review Panel met on July 2, 2012, and with minor corrections, unanimously accepted and approved the report and

recommendations provided by Larry Salci. The final version has been distributed to the Executive Board and will be voted on by the Board on Tuesday, July 10, 2012. Steve Hewitt also noted that, at Larry's request, he had sent the Report out to all subcommittee members as an FYI.

Jack Madden, NYSDOT, concurred with Steve's assessment of the Review Panel meeting and the status of Revision A to this point.

Status: DMU specification Review panel Schedule – Larry Salci:

Larry Salci joined the call and agreed with Steve's status report on both the Revision A review and the DMU review. The DMU Review report with recommendations will be delayed by about two weeks from the original schedule (due to health issues in Mr. Salci's family), but the delay is minimal and will not impact future DMU procurements. The schedule now calls for the report to be completed around July 30, 2012 and the Review panel to meet the week of July 30-August 3, 2012. If the Review Panel accepts the report and recommendations, the Executive Board will take up consideration of approval of the DMU specification on its August 7, 2012 conference call.

With no other business to come before the subcommittee today, Mario Bergeron adjourned the meeting and noted that, for now "we will stay on the current bi-weekly schedule" at least through the conclusion of the Locomotive Revision A and DMU approvals and the development of the Dual mode specification.

Next conference call – July 19, 2012 – 3:00pm Eastern

Decisions and Action Items

Kevin Kesler, FRA, will do additional research on the axle painting issue and report back to the subcommittee. Ongoing open item.

Melissa Shurland will request a meeting among FRA, OST and Amtrak legal prior to FRA issuing guidance on the issue of counter top heights and building code regulations. Ongoing open item.

Jeff Gordon will provide the Locomotive RFI, once it is released, to the AASHTO, FRA, and Amtrak public affairs group.

ATTACHMENTS



PRIIA Section 305 Tech Sub Committee Meeting

July 5, 2012

The agenda for the meeting is below:

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|---|-----------------|
| 1. Roll Call | Steve Hewitt |
| 2. Review meeting agenda | Mario Bergeron |
| 3. Review Action Items | Steve Hewitt |
| 4. Overview/report – June 14, 2012 DMU Review Meeting | Mario Bergeron |
| 5. Approve Minutes of June 14, 2012 DMU Review Meeting Minutes | Mario Bergeron |
| 6. Update: Document Control Management | Dave Warner |
| 7. Update: Sub Group Leaders - moving forward | Dale Engelhardt |
| 8. Status: Locomotive Revision A | Larry Salci |
| 9. Status: DMU specification Review Panel schedule | Larry Salci |
| 10. Review this meeting:
a) Decisions
b) New Action Items | Steve Hewitt |

***Technical Sub Committee Conference Call Meeting:
Thursday July 5, 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***