

SECTION 305 TECH SUB COMM

MINUTES

AUGUST 15, 2013 3:00PM EASTERN

CONFERENCE CALL

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|--------------------|---|
| FACILITATOR | <i>Dale Engelhardt, Vice Chair NGEC Technical Subcommittee</i> |
| ATTENDEES | Core Team Members: Dale Engelhardt, (proxy for Mario Bergeron) Kevin Kesler, Allan Paul, Jack Madden, Charles Poltenson, Jeff Schultz, Phil Meraz, Missy Wilbers, Tammy Krause, Dave Warner, Vincent Brotski, Melissa Shurland, Anand Prabhakaran, Nico Lindenau, Sara Sarkhili, Curtis McDowell, Larry Salci, Steve Hewitt Industry Participants: James Michel, Tak Ishigami, Josh Coran, Scott Sherin, Al Engel, Bill Saddler, Randy Thomure, Paul Aichholzer |
| ABSENTEES | <i>Mario Bergeron, Darrell Smith, Greg Gagarin, Stan Hunter, Art Peterson, Michael Burshtin, Andrew Wood, Devin Rouse, Charles Bielitz, Michael Coltman, Brian Marquis, Jeff Gordon, Patricia Llana, Kevin Lawson, Stan Hunter, Camren Cordell, Shayne Gill</i> |

DISCUSSION/DECISIONS MADE

1.

In the absence of Chairman Mario Bergeron, Dale Engelhardt, subcommittee Vice Chair, called today's meeting to order and asked Steve Hewitt to take the roll.

Steve called the roll and confirmed the presence of a quorum.

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 – Dale Engelhardt:

Dale Engelhardt provided a brief overview of today's meeting agenda and asked Steve Hewitt to review action items.

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 **225** registered industry participants. He noted that he added four new participants to the email list today (August 15, 2013).

Requesting Backgrounder educational document: Backgrounders have been extremely well received. 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 NGEC Backgrounder document. Please provide a mailing address and the number of copies being requested. **Status:** The Backgrounders are still available, and a new version – a one pager – double sided – will be available soon. Contact Steve Hewitt for copies of either version.

Natural Gas Conference Report: Melissa Shurland provided Steve Hewitt with the Natural Gas Conference Report on August 1, 2013; and Steve disseminated it to the members of the Technical subcommittee. **Task Complete**

Updating ECP Standards: Status: This is an ongoing item which the Technical subcommittee is tracking – it is anticipated that status updates will take place on every other call rather than on each call. **Status:** Paul Jamieson informed Steve Hewitt that there is nothing new to report today.

Working/Review Group – Developing Commuter Equivalent of NGEC Bi-Level Specification: This effort (not an official NGEC effort) continues with Kevin Kesler, FRA, in the lead. kevin.kesler@dot.gov. Kevin Kesler has reached

out to Gavin Frazier who has been identified as APTA's point of contact for this effort. Kevin will keep the subcommittee apprised of the progress being made. **Status:** Kevin Kesler, FRA, reported that he had a conference call with APTA's Gavin Frazier, and they agreed that the approach being taken by Metro North in developing a Dual Mode Locomotive is "a path that makes a lot of sense. We (NGEC) are a resource to draw from" and if commuter agencies want to refer to our specs, and use them where they feel they apply it is a good thing, and it would be great if they would also "check back in" if there are changes they make in what their spec ultimately is. Kevin is developing a description of the process which will be brought back to the technical subcommittee.

Metro North Dual Mode Specification: Jack Madden, NYSDOT, will keep the subcommittee updated on the status of the Metro North Dual Mode specification as it is developed. (This is an internal New York State process and it is not an official NGEC effort.) Jack reported that he expects to have an update on the next call. This will remain as an open item to track the progress being made.

4. Approval of the Minutes of the August 1, 2013 Technical subcommittee call – Dale Engelhardt:

On a motion offered by Allan Paul, NCDOT, and a second by Phil Meraz, Iowa DOT, the Minutes of the August 1, 2013, conference call meeting of the Technical subcommittee, were approved without exception.

5. Accessibility Working Group Status Update – Melissa Shurland:

Developing a list of NGEC accessibility related activities to date:

The review of NGEC accessibility accomplishments is underway, and will be brought forward to the Technical subcommittee on the next call – August 29, 2013. The intent is to also get the APG to provide feedback, and to, ultimately, get consent from the Executive Board to submit the list to the Access Board.

Technical subcommittee review of ADAAG document with feasibility categories:

Melissa provided feedback on the comments she has received on the ADAAG document. The comments received were distributed to all subcommittee members earlier today through Steve Hewitt.

The Interiors working group is meeting on Tuesday, August 20, 2013, and will provide its comments to Melissa Shurland following the call.

6. Document Control Update – Dave Warner:

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

"Camren and I are working on the Single Level specification Revision A changes that were approved by the Executive Board last fall. As Steve mentioned earlier, AASHTO is working on a contract with Larry Salci so that the Review Panel for the Trainset Revision A can perform its task prior to the Executive Board approving it."

7. Status/Update: Locomotive Procurement - IDOT:

Art Peterson, IDOT was unavailable today, but Steve Hewitt reported that the Locomotive RFP was released to the industry on August 8, 2013. IDOT provided Steve with all information pertaining to the RFP, and he sent it to the full subcommittee and industry email list.

8. Status/Update Digital Trainline Communication – Dale Engelhardt/Tammy Krause:

Tammy Krause reported that the Executive Summary is complete and that she will complete the timeline as soon as she clarified the NGEC Executive Board meeting dates.

Tammy asked Steve Hewitt if the Technical subcommittee should vote on the Executive Summary and timeline

before it goes to the Board. Dave Warner reminded Steve that this has been the practice, and Steve agreed that it would be best to remain consistent.

It was agreed that Tammy would provide Steve with the timeline and Executive Summary following today's call and he will send it to the full subcommittee. The Technical subcommittee will consider it on the next call – August 29, 2013, and it will then go to the Executive Board for its consideration. If the Board approves, it would then direct the Technical subcommittee to proceed.

Adjourn:

With no further business to come before the Technical subcommittee today, the chair adjourned the call at approximately 3:30pm EDT.

Next conference call – August 29, 2013 – 3:00pm EDT

Decisions and Action Items

Working/Review Group – Developing Commuter Equivalent of NGEC Bi-Level Specification: This effort (not an official NGEC effort) continues with Kevin Kesler, FRA, in the lead. kevin.kesler@dot.gov. Kevin Kesler has met (conference call) with Gavin Frazier, and both agree that the path being taken by Metro North in developing its Dual Mode spec is the right one with the NGEC utilized as a resource. Kevin is developing a description of a process to be considered by the NGEC Technical subcommittee.

Preparing a list of NGEC accomplishments in regard to accessibility: The review of NGEC accessibility accomplishments is underway, and will be brought forward to the Technical subcommittee on its next call – August 29, 2013. The intent is to have the Accessibility Policy Group (as well as the Technical subcommittee, provide feedback and ultimately to get consent from the Executive Board to submit the list to the Access Board.

Tech SC review of ADAAG Document with feasibility Categories: Melissa provided feedback on the comments received thus far on the ADAAG document. The comments received were distributed to all subcommittee members earlier today. The Interiors working group is meeting on Tuesday, August 20, 2013 and will provide its comments Melissa Shurland following the call.

Updating ECP Standards: remains as a standing action item, and will be reported on periodically.

Digital Trainline Communication effort: Tammy Krause has completed the Executive Summary (of the requirements document) and is finalizing the timelines. Once complete, she will send both to Steve Hewitt to distribute to the full Technical subcommittee. The intent is to have the subcommittee consider it for approval on August 29, 2013. Following approval by the subcommittee the requirements document is to be considered by the Executive Board and if approved, it will serve as direction from the Board to the subcommittee to proceed.

Jack Madden, NYSDOT, will keep the subcommittee updated on the status of the Metro North Dual Mode specification as it is developed (This is an internal New York State process and it is not an official NGEC effort.)

Maintaining Industry Participation List: This remains an ongoing action item. There are currently **225** registered industry participants. Four new participants were added to the email list today (August 15, 2013).

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ATTACHMENTS

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PRIIA Section 305 Tech Sub Committee Meeting

August 15, 2013

The agenda for the meeting is below:

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|---|-------------------------------|
| 1. Roll Call | Steve Hewitt |
| 2. Review meeting agenda | Dale Engelhardt |
| 3. Review Action Items | Steve Hewitt |
| 4. Approve Minutes of August 1, 2013 | Dale Engelhardt |
| 5. Accessibility Working Group Status Update | Melissa Shurland |
| a. Tech SC review of ADAAG Document with feasibility Categories | Melissa Shurland |
| b. Developing a list of NGEC accessibility related activities to date | Kevin Kesler/Melissa Shurland |
| 6. Document Control update | Dave Warner |
| 7. Status/Update: Locomotive Procurement | IDOT |
| 8. Status/Update Digital Trainline Communication | Dale Engelhardt/Tammy Krause |
| 9. Review this meeting: | Steve Hewitt |
| a) Decisions | |
| b) New Action Items | |

***Technical Sub Committee Conference Call Meeting:
Thursday August 15, 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: 8-29-13 at 3:00pm EDT