

SECTION 305 FINANCE and ADMINISTRATIVE SUB COMMITTEE

MINUTES JANUARY 9, 2019 3:00PM EASTERN CONFERENCE CALL

FACILITATOR	<i>Tim Ziethen, Chair of the S305 Finance and Administrative Subcommittee (FASC)</i>
ATTENDEES	<i>Tim Ziethen, Brent Thompson, Ray Hessinger, Eric Curtit, Arun Rao, Amanda Martin, Brian Beeler II, Steve Hewitt, Strat Cavros, Shayne Gill</i>
ABSENTEES	<i>Michael Lestingi, Jeff Gordon, Beth Nachreiner, Mike Murray, Tim Hoeffner, Larry Salci,</i>

DECISIONS MADE

1. Welcome and Open Meeting – Tim Ziethen, Amtrak:

Subcommittee Chair, Tim Ziethen, Amtrak, opened the conference call meeting and asked Steve Hewitt to call the roll.

2. Roll Call – Steve Hewitt:

Steve Hewitt called the roll and reported the lack of a quorum with the absence of FRA representation due to a lapse in funding as a result of the partial government shutdown.

It was agreed that the meeting would be held, and minutes kept for the record, but no formal votes would take place.

3. Approval of Minutes from the 12-12-18 call – Tim Ziethen, Amtrak:

Approval of the minutes from 12-12-18 was tabled due to the lack of a quorum and will be considered on the next call that a quorum is confirmed as being present.

4. Review: FASC & Treasurer’s Report presentation for the 2019 NGECE Annual Meeting – Tim Ziethen,

Prior to the call, Tim Ziethen provided an updated draft of the Annual meeting FASC and Treasurer’s report presentation.

Tim gave an overview of the presentation with a focus on slides related to the Treasurer’s report and the level of detail contained therein.

In general, there were few comments from FASC members on the presentation. NGECE Chairman Eric Curtit requested that the report include the spend rate for not only the current grant, but over the life of the NGECE. Eric noted that in the early years with specification development, the spend rate was higher, and it is important to understand that the current rate is reflective of the activities undertaken at this time. He pointed out that going forward, depending on what is asked of the NGECE, there may be a need to develop additional specification or undertake other activities that would increase the spend rate.

Tim Ziethen agreed with Eric’s suggestion and will include the overall spend rate as well as the current rate in the next draft.

Tim will also update the numbers in the final draft to include the most recent expenditures.

Tim also agreed to provide the “Final” draft a few days prior to the next FASC call (2-6-19) for review and comment by the subcommittee members.

5. Other Issues/Questions – All:

Adjourn:

With no further business forthcoming, Chairman Ziethen adjourned today's meeting at 3:20pm Eastern.

The next call is scheduled for February 6, 2019

The call-in number is:

888 585-9008 passcode 559-120-127#

Decisions - Action Items

Legislative Outreach – developing a strategy and implementation plan to obtain future federal funds for the NGEC: Currently the strategy is to get broad circulation to decision makers of the NGEC two-page fact sheet. This document helps to educate the decision makers (federal and state) on what the NGEC is, what results it has produced; and what its goal are.

To date 165 hard copies and over 300 electronic versions have been distributed. More are available by request through Steve Hewitt. With the current spend rate well below the plan, a no-cost extension of the current grant may need to be considered, but, eventually, additional funding will be necessary to continue the ongoing efforts of the NGEC and its mission to standardize equipment specs and improve cost efficiencies and create jobs by reinvigorating the passenger rail equipment manufacturing and supply industry in the U.S.

Revising/updating the two-page NGEC Educational Document and the NGEC "vision" statement:

On 11-14-18, Eric Curtit led a brief discussion on the two-page educational document to see if it should be updated for distribution at the NGEC Annual Meeting 2-22-19. The general view was that the specification change timelines should be updated, and at the suggestion of Jeff Gordon, Eric Curtit, and Ray Hessinger, the "vision" statement partially contained in the document and fully contained in all emails and correspondence sent from Steve Hewitt, should be reviewed and potentially "tweaked" to keep it consistent with the FAST Act as pertaining to Section 305.

Eric Curtit will review the "vision" statement and discussion of any changes will take place on the FASC call of 12-12-18. Suggested changes/updates to the educational document and/or the "vision" statement should be sent to Steve Hewitt, Eric Curtit, and Tim Ziethen in advance of the next call.

On 12-12-18, the FASC approved a motion to revise the "vision" statement and update the two -pager accordingly. The proposed new statement will be sent to the NGEC Board with a recommendation to adopt it.

"As the national leader in standardization, acquisition, and management of passenger rail equipment, the NGEC is delivering results."

Preparing the FASC & Treasurer's Report presentation for the 2019 NGEC Annual Meeting:

On 1-9-19, Tim Ziethen provided an updated draft of the Annual Meeting FASC and Treasurer's report presentation and gave an overview with a focus on slides related to the Treasurer's report and the level of detail contained therein.

NGEC Chairman Eric Curtit requested that the report include the spend rate for not only the current grant, but over the life of the NGEC. Tim Ziethen agreed with Eric's suggestion and will include the overall spend rate as well as the current rate in the next draft.

Tim will also update the numbers in the final draft to include the most recent expenditures and will provide the "Final" draft presentation a few days prior to the next call (2-6-19) for review and comment by the FASC members.

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Next Call 2-6-19

ATTACHMENTS

Next Generation
Equipment Committee



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

SECTION 305 NGEC Finance and Administrative Subcommittee (FASC)

Conference call

1-9-19

3:00PM Eastern

888 585-9008 passcode 559-120-127#

AGENDA

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| 1. Welcome/Open | Tim Ziethen |
| 2. Roll Call | Steve Hewitt |
| 3. Approval of the Minutes from 12-12-18 | Tim Ziethen |
| 4. Review: DRAFT FASC & Treasurer's Report presentation for the 2019 NGEC Annual Meeting | Tim Ziethen |
| 5. Other Issues/questions | All |

Next Call February 6, 2018

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