

SECTION 305 FINANCE and ADMINISTRATIVE SUB COMMITTEE

MINUTES

NOVEMBER 10,
2021

3:00PM EASTERN

WEBEX MEETING

FACILITATOR	<i>Tim Ziethen, Chair of the S305 Finance and Administrative Subcommittee (FASC)</i>
ATTENDEES	<i>Tim Ziethen, Brian Beeler II, Ray Hessinger, John Oimoen, John Oimoen also as proxy for Amanda Martin, Arun Rao, Troy Hughes, Shayne Gill, Rebecca Anger, Steve Hewitt</i>
ABSENTEES	<i>Amanda Martin, Jason Biggs, Jeff Gordon, Mike Murray, Strat Cavros, 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 could not confirm the presence of a quorum as FRA was not represented (neither Jeff Gordon nor Mike Murray were available today).

With the lack of a quorum, it was agreed that the meeting would continue, but no votes would be taken.

3. Approval of Minutes from the 10-13-21 conference calls– Tim Ziethen, Amtrak:

Due to the lack of a quorum approval of the Minutes from October 13th was tabled until the next call.

4. Treasurer’s Update – Tim Ziethen:

Tim Ziethen provided the following Treasurer’s update:

Balance/ Spend Rate:

Total Initial Grant Amount: \$1,250,000.
 Amount Spent through September 2021: \$834,812.51
 Balance remaining: \$ 415,187.49
 Estimated spend at current rate for the remaining grant period (through 9-30-23): \$333,925.00
 Current Spend Rate per month (as info and used in calculating): \$13,913.54
 Estimated Balance at the end of the Extension Period (Contingency): \$81,262.49

5. Finalizing the 2022 NGEC two-pager/comments received - Tim/Steve:

Steve Hewitt walked through the proposed changes from the 10-13-21 FASC call and reviewed status updates

Proposed changes:

On the front page:

Change the date to 2022

Add the NGEC website information on the top of page 1 in the green area.

Update the Timeline to include the TSSSA document released in September 2021 and update the DMU Revision to December 2021 and the Trainset Specification update to t to Spring 2022 unless completed sooner. It is ready to go

before the Technical subcommittee, but that body will not meet again until 12-9-21 due to Veterans Day and Thanksgiving landing on the dates of the November subcommittee calls.

Also, to update the page 1 Timeline, it was suggested that we add the number of Charger locomotives that have been entered into service since the first one was delivered (July 2017) and the number of passenger rail cars that have been delivered since the first on in February 2020

John Oimoen and Jennifer Bastian of IDOT have provided the following:

For the Midwest States -33 locomotives are in service.

For passenger rail cars, it was suggested that we add the number of coach cars delivered since the first which was delivered in February 2020.

For the Midwest states -42 cars have been delivered.

Steve Hewitt will reach out to Caltrans to get their numbers as well.

Page two:

On the third set of Results change the first bullet to say:

"Standardized specifications ensure rolling stock designs suited for use across North America."

On the second bullet add a period (.) to the end of the sentence.

Additionally, on the last call, Jeff Gordon, FRA suggested that we use of a picture of the VIA Rail Trainset that has just been delivered (VIA Rail used NGEC specs as the base spec).

Steve Hewitt reported that he did not yet reach out to VIA Rail because several NGEC members have raised a concern with having the VIA Rail photo on the front page rather than a photo of equipment used in the US.

Steve Hewitt and Ray Hessinger discussed this on their recent weekly one on one call and agreed that it is more appropriate to use a photo of an NGEC locomotive or passenger rail car used in the US.

Dave Warner reached out to IDOT for some photos of the Charger and rail cars and Steve Hewitt confirmed with John Oimoen and Jennifer Bastian permission to use them. The photos were provided to FASC last week along with today's meeting materials.

After some discussion, it was agreed by those on the call today that it was more appropriate to use a photo of either the Charger or passenger cars that are to be used in the US rather than VIA Rail. Members are asked to review the Midwest states pictures provided by IDOT and provide their thoughts on which one should be used for the front page.

The IDOT pictures were taken by Art Peterson and will be credited to him. (Photo(s) by Art Peterson).

Since there was not a quorum present on this call, no formal action was taken, but Tim Ziethen will apprise the Executive Board of these recommendations and request input.

6.

Follow ups on developing a plan to increase NGEC awareness – Tim:

Tim Ziethen has a request into Amtrak's Associate General Counsel and has had some conversations regarding what the NGEC is allowed to do per its statute and By-Laws in promoting the accomplishments of the Committee. Can it issue press releases to industry publications? Is it ok to attend trade shows or other such activities to promote the work of the NGEC? In general, what is ok for the NGEC to do to raise awareness.

Tim asked Steve Hewitt who was involved with the NGEC from Amtrak Legal in the past who may be best to talk with regarding the NGEC's ability to do such outreach activities. Steve noted that Vincent Brotski was the Amtrak Legal representative most involved with the NGEC over the years. Tim will reach out to Vincent.

Tim Ziethen asked FASC members to continue to think of activities/venues to raise the NGEC awareness and to "funnel" in ideas and/or recommendations to Steve Hewitt prior to the next FASC call – 12-8-21.

Adjourn:

With no other business forthcoming, Chairman Ziethen adjourned the call at 3:38pm Eastern.

By Computer: <https://stephenhewittthewittconsulting.my.webex.com/meet/shewitt109>

by phone: 1-415-655-0001

Access code: 126-073-1531

Next call – 12-8-21

Decisions - Action Items**Treasurer's Report – 11-10-21:**

Balance/ Spend Rate:

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Developing a plan to increase NGEC awareness:

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2021 NGEC two-page handout:

2021 NGEC two-page educational document:

615 of these documents have been distributed electronically.

Developing the 2022 NGEC two-pager/comments received:

The subcommittee discussed changes that should be made to update the 2021 two-pager for the 2022 version. Many had been discussed on the last two calls. Today (11-10-21) further discussions took place.

See narrative under agenda item 5 above for a report on today's discussion.

Quarterly Grant Progress Report to FRA:

The Quarterly Report for the period ending 9-30-21 was submitted on time on 10-30-21 to FRA and was distributed to all Board members by Steve Hewitt.

The next Quarterly Report to FRA for the period ending 12-31-21 will be due to FRA on 1-31-22.

Annual By-Laws Review:

On 10-13-21, the FASC approved recommended changes to the By-Laws. Steve Hewitt distributed the proposed changes to the members of the Executive Board on 10-14-21. NGEC By-Laws require that the Board members have proposed changes in writing at least 30 days prior to taking a vote in consideration of adoption. On 11-16-21, having fulfilled the 30-day requirement, NGEC Executive Board Chairman Ray Hessinger will call for a vote to adopt the proposed changes.

By Computer: <https://stephenhewitthewittconsulting.my.webex.com/meet/shewitt109>

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Next Call -11-10-21

ATTACHMENTS



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

SECTION 305 NGEC Finance and Administrative Subcommittee (FASC)

Web Ex video/audio information:

By Computer: <https://stephenhewitthewittconsulting.my.webex.com/meet/shewitt109>

by phone: 1-415-655-0001

Access code: 126-073-1531

AGENDA

11-10-21

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|---|--------------|
| 1. Welcome/Open | Tim Ziethen |
| 2. Roll Call | Steve Hewitt |
| 3. Approval of the Minutes from 10-13-21 | Tim Ziethen |
| 4. Treasurer's Update | Tim Ziethen |
| a. Balance-Spend Rate | |
| 5. Finalizing the 2022 NGEC two-pager recommendations | Tim/Steve |
| 6. Follow-ups on developing a plan to increase NGEC awareness | Tim/Steve |
| 7. Other Issues/questions | All |

Next Call 12-8-21