

# SECTION 305 TECH SUB COMM

MINUTES

FEBRUARY 9, 2012

3:00PM EDT

CONFERENCE CALL

<b>FACILITATOR</b>	<i>Dale Engelhardt, Vice Chairman, S305 Technical subcommittee and Vice Chair S305 NGEC Executive Board</i>
<b>ATTENDEES</b>	<b>Core Team members:</b> Mario Bergeron, Dale Engelhardt, Ken Uznanski, Tammy Krause, Greg Gagarin, Dave Warner, Michael Burshtin, Kevin Kesler, Melissa Shurland, Devin Rouse, Anand Prabhakaran, Ryan Swick, Nico Lindenau, Stan Hunter, Camren Cordell, Allan Paul, Jack Madden, Jeff Schultz, Phil Meraz, Kevin Lawson, Ron Adams, Steve Hewitt <b>Industry participants:</b> Phil Strong, Richard Curtis, Eloy Martinez, Michael Weinman, Paul Jamieson, Kevin Dow, George Long, Tim Buchanan, Peter Mazzeo, Gabriel Dinu, Anthony Kamanes, Bill Saddler, Tak Ishigami, Stanton Saucier, Robin Talukdar, Tom Hunt, Eric Wilde, James Michel, George Mekosh
<b>ABSENTEES</b>	<i>Andrew Wood, Mike Trosino, Charles Bielitz, Jeff Gordon, Michael Coltman, Curtis McDowell, George Weber, Art Peterson, Charles Poltenson, Eric Curtit, Shayne Gill, Leo Penne, Andy House, Larry Salci</i>

## DISCUSSION/DECISIONS MADE

Vice Chair Dale Engelhardt opened the meeting and Chairman Mario Bergeron, noted that he will participate in part of the call and listen to the call, but he is mobile and has asked Dale to facilitate today.

Steve Hewitt took the roll and confirmed that there was a quorum present. Industry participants were asked to email a notification of their attendance to Steve at [shewitt109@aol.com](mailto: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:

### **Standardization:**

Nothing new to report at this time. Mr. Salci's timeline has changed a bit, but he will be ready to report to the Board on February 23, 2012 at the Annual meeting.

### **Maintaining Industry Participation List:**

Steve Hewitt reported that this remains an ongoing action item. The latest list can be found on the website in the monthly update of the NGEC background/activities report. There are currently 197 registered industry participants.

### **Formation of a Cars Technology Task Force:**

This action item remains as an open item for future consideration based on need and subcommittee capacity to do it.

### **Improving website organization and navigability:**

This effort is ongoing. The NGEC site is being consolidated for better and easier navigation. A brief overview of the changes will be provided at the Annual meeting.

### **Outreach to Journalists re: NGEC Annual meeting:**

FRA, as of February 7, 2012, had not heard back from Public Affairs. Paul Nissenbaum reported to the Executive Board that he would follow up.

**Approval of the Minutes of January 26, 2012 Technical subcommittee call:**

On a motion by Kevin Kesler, FRA, and a second by Phil Meraz, Iowa DOT, the minutes of the January 26, 2012 conference call of the Technical subcommittee, were approved without objection.

**Update: Accessibility Issues – Mario Bergeron/ Kevin Kesler:**

Chairman Bergeron provided a summary of the Accessibility discussions that took place during the Executive Board call held on February 7, 2012. He also provided context and background on the issues leading up to the Board call and to today's Technical subcommittee call.

Mario reminded those on the call that the Board had approved a motion two weeks ago. The motion reads as follows:

*The Executive Board asks the Technical subcommittee and the Accessibility Working Group to re-examine lift capacity and dimensions as well as dimensions for access to the car and to provide recommendations to the Executive Board for no action or changes for the bi-level specification. The Technical subcommittee will report back to the Executive Board for action on its (the Executive Board's) February 7, 2012 conference call".*

Mario noted that upon receiving direction from the Board, the Technical subcommittee's "plan of attack was carried out at the Accessibility Working Group, which looked at the draft recommendation document for accessibility standards and changed a few items (recommended changes to a few items in the initial draft)." Following this review, an email from Melissa Shurland through Steve Hewitt was distributed to the Executive Board with the recommendation document, as revised, and with a "white" paper. Chairman Bergeron added a third attachment to the email along with a cover note in the email. The additional attachment was a revised Requirements Document which was consistent with the proposed Accessibility changes. The email with the three attachments has been submitted to all Executive Board members and to the Technical subcommittee members as well.

Mario emphasized that the Board, if it agrees to the recommended changes, will need to also approve the revised Requirements document, as that is how the Technical subcommittee "gets its mandate from the Board."

Mario also explained that the proposed process for making the changes was to include the 12 or so changes related to Accessibility as DCRs in the Revision C process. As a result of comments received from the Bi-level RFI, there are about 70 DCRs being processed, and there will be an additional dozen or so with inclusion of the Accessibility DCRs.

The Board had a long discussion on these issues on February 7, 2012, including an issue regarding California's Office of Civil Rights concerns over liability issues that may arise without formal rule making. The Board has called for a special meeting (conference call) on February 14, 2012 to further discuss the issues, review and consider the revised Accessibility recommendations, and the revised Requirements document.

During the Board call on February 7<sup>th</sup>, it was agreed that the technical subcommittee should continue with the DCR process in parallel with the Board's review of the items under its consideration so as not to impede progress against a "tight deadline" for the bi-level procurement.

During its conference call on February 14, 2012, the Board will hear recommendations from the FRA with regard to the changes put forth. The FRA is getting input from the Access Board, USDOT and Amtrak's ADA office, and will report back on that input, with recommendations, on February 14, 2012. It is expected that the Board will then consider the FRA recommendations, and consider approving the proposed changes to Accessibility and to the Requirements document, and then provide direction to the subcommittee to proceed with a clear scope and mandate.

Melissa Shurland reported that she had contacted the Office of Civil Rights, as requested by the Board, and the general view was that states should talk with their own legal offices individually. Melissa will be meeting with the Office of the Secretary of Transportation (OST) on what the FRA's responsibility is on this issue and will report back to the Board. The fact that the recommendations are to go beyond the minimum seems to indicate there should not be a problem, but she will get a better sense of that from OST.

Ron Adams asked if a letter of equivalent facilitation will be needed if the changes are included. Melissa has not gotten a conclusive answer to that question as of yet, but should know better by Tuesday's Board call.

Kevin Kesler expressed thanks to the subcommittee for its efforts and described this as a "great opportunity to be the friendliest mode to the disabled community."

Mario Bergeron also thanked the subcommittee members and added that "this is a committee that accepts challenges and delivers."

Mario also explained that at next week's Board call we expect the Board to accept the recommendations, and to update the Requirements document consistent with those changes. This would then "lock in the Accessibility standards". After next week there will be no other changes – "we will move forward against the clock – lock it in and be able to not impede the current procurement."

**DMU Specification: Reports from sub-group leaders – Dale Engelhardt:**

Dale asked for status reports from the sub-group leaders:

**Reports from the subgroup leaders:**

**Interiors – Jeff Schultz:**

On behalf of Andrew Wood, Jeff Schultz reported that the Interiors subgroup is meeting weekly and is on schedule. They have worked out about half of their items – some are changing and some are not.

**Electrical – Tammy Krause:**

Tammy Krause reported that the Electrical subgroup is meeting weekly and is on schedule to finish on time.

**Mechanical – Dave Warner:**

Dave Warner reported on behalf of Jeff Gordon and submitted this report for the record:

*"The Mechanical Sub Group has been meeting bi-weekly. DCR management activities have been occurring continuously by email. Ch 7 Brakes is almost complete. Ch 15 Water & Waste needs very little updating. We want to check with DMU manufacturers regarding potable and waste water tank capacities before finalizing that Chapter. Plan to have next meeting on February 16 to complete Ch 8 Doors and address any issues related to Ch 18 Materials & Workmanship. Then we will be nearly complete. This will leave some time in the schedule to determine whether some of the bi-level DCRs which have been accepted for Revision C should be incorporated in the initial draft of the DMU specification. No major problems are foreseen."*

**Structures – Anand Prabhakaran:**

Anand Prabhakaran reported that the Structures subgroup is also meeting bi-weekly and is currently on schedule. He sees no "hold ups" at this point and has no concerns to report.

**VTI – Brian Marquis:**

Brian Marquis was not present – we will get an update on his sub-group's progress on the next call.

**Propulsion – Jack Madden:**

Jack Madden reported that the Propulsion subgroup is meeting bi-weekly. He expects they will make the timelines as scheduled. Chapters 14 and 25 have been done – 14 has been sent to other subgroup leaders for their review and Chapter 25 is about to go out as well. They will be receiving Chapter 13 shortly for a secondary review. They are working on Chapter 19 and 24 and should have a draft by next week.

**DMU Specification overview report - Dave Warner:**

*"We held our bi-weekly Technical Working Group Leader meeting today. The impact on DMU work because of the requirement to handle DCRs in support of the RFP/Rev. C has varied among the working groups, but appears so far to not have delayed our work by more than a week."*

*"One of our technical working group calls had only two people on it, so there is plenty of room for interested volunteers. As I have said previously, we would much rather you all provide input during this initial draft writing period as opposed to dealing with a flood of comments this spring."*

**Update: Document Control Management – Dave Warner:**

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

*"There are over 80 DCRs dealing with Bi-Level Rev. C in process. 60 have been distributed to the working groups, and of those, 15 minor ones have been adjudicated. There are 12 identified DCRs generated from the accessibility requirements discussed earlier, though that number may decrease a bit after further comparisons between the actual scope of the requirements is compared to the DCRs. Hopefully they will be sent out tomorrow (Feb. 10). Finally, six more DCRs were received today that I will issue out after this call, and I've been told to expect five more—the final five—from Caltrans by tomorrow.*

*Unfortunately, I can't give you a firm date as to when all DCRs will be adjudicated. Since the next Technical Subcommittee call would normally be on the 23<sup>rd</sup>, but that is the day of the Annual Meeting, I anticipate the Summary Sheet with all the completed DCRs will be available for voting on March 8. One further note that is beyond the control of the technical working groups is that the Executive Board has to approve a change to the Requirements Document to allow the accessibility-related DCRs to be approved by the Technical Subcommittee. A vote on the Requirements Document is scheduled for Feb. 14 as mentioned earlier by Chairman Bergeron."*

**Status: Change management during Procurement – Dave Warner:**

In the absence of Jeff Gordon, Dave Warner provided the following update for the record:

*"The draft procedure was provided to the Executive Board at the conference call this past Tuesday. There was no immediate discussion of the document because of the full agenda and significant time taken during the call to deal with Accessibility issues. I'm not aware of any comments yet from anyone on the Executive Board."*

Steve Hewitt confirmed that he also had not received any comments from Board members on the draft document.

**Review: National Institute for Standards and Technology Manufacturing Extension Partnerships (NIST/MEP) February 8, 2012 forum – Kevin Kesler/Jeff Gordon:**

Kevin Kesler reported that the NIST/MEP forum held on February 8, 2012 in Sacramento, Ca. was a great success. Where they had initially expected about 35 companies to attend – they ended up with "almost 200 companies" from the manufacture and supply industry! The next forum, to be held in Chicago on February 14, 2012, is also expected to be very well attended.

Kevin noted that the forum "was well done", and it was "gratifying to see" the tremendous amount of interest shown by the industry.

USDOT Secretary of Transportation, Ray LaHood, addressed the group and committed his and the Administration's support. He emphasized that "this is only the beginning", there will not be just this one procurement, the rebuilding of the rail manufacture and supply industry, and the creation of jobs will continue to move forward.

**Status: Industry registration for the NGEAC Annual Meeting – Feb. 23, 2012 – Steve Hewitt:**

There are currently 91 registrants for the February 23, 2012 NGEAC Annual Meeting. 59 of those registrants are from the industry. A preliminary DRAFT agenda has been distributed to give all attendees and potential attendees a general sense of what will be covered at the meeting. It is scheduled to begin about 8:30am and conclude around 5:30pm.

Kevin Kesler asked if the registration list is posted on the web site and Steve said he did not think so, but will ask AASHTO to do so, and to post the DRAFT agenda, as well. Steve stressed that all anyone needs to do to register is to send him an email at [shewitt109@aol.com](mailto:shewitt109@aol.com) and he will put them on the list.

Steve encouraged additional registrants, saying that there is available space in the meeting room. He reiterated that the meeting will be held at the Hyatt Regency on Capitol Hill, Washington, DC.

Kevin Kesler asked if there will be a conference call line arranged and if a web line will be arranged. Steve said he was certain a conference call line could be set up, but still encouraged in-person attendance. Steve will check with AASHTO about arranging both a conference call line and a web line. Kevin offered FRA's assistance in arranging the web line.

Next call: March 1, 2012 at 3:00pm Eastern – no call on February 23, 2012 as that is the day of the NGEN Annual Meeting

**Decisions and Action Items**

Steve Hewitt will post and distribute the Annual Meeting registration list and the DRAFT meeting agenda.

Steve Hewitt will contact AASHTO to make arrangements for a conference call in line for the Annual Meeting and will ask that AASHTO looks into arranging a web line as well.

The Technical subcommittee call schedule will be modified so that it meets prior to the bi-weekly Executive Board calls, as was the case previously. The next call of the subcommittee will now take place on March 1, 2012 and will continue from there to be held every other Thursday at 3:00pm Eastern.

**ATTACHMENTS**



**PRIIA Section 305 Tech Sub Committee Meeting**

**February 9, 2012**

The agenda for the meeting is below:

- |                                                                                                                                                                      |                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 1. Roll Call                                                                                                                                                         | Steve Hewitt                |
| 2. Review meeting agenda                                                                                                                                             | Mario Bergeron              |
| 3. Review Action Items                                                                                                                                               | Steve Hewitt                |
| 4. Approve Minutes of January 26, 2012                                                                                                                               | Mario Bergeron              |
| 5. Update: Accessibility Issues                                                                                                                                      | Mario Bergeron/Kevin Kesler |
| 6. DMU Specification: Reports from Sub-group leaders                                                                                                                 | Dale Engelhardt             |
| Interiors – Andrew Wood<br>Electrical – Tammy Krause<br>Mechanical – Jeff Gordon<br>Structure – Anand Prabhakaran<br>VTI – Brian Marquis<br>Propulsion – Jack Madden |                             |
| 6. Update: Document Control Management                                                                                                                               | Dave Warner                 |
| 7. Status: Change Management during Procurement - procedures                                                                                                         | Jeff Gordon                 |
| 8. Review: National Institute for Standards and technology<br>Manufacturing Extension Partnership (NIST/MEP) <b>Feb 8 Forum</b>                                      | Kevin Kesler/Jeff Gordon    |
| 9. Status: registration for NGENC Annual Meeting<br>February 23, 2012                                                                                                | Steve Hewitt                |
| 10. Review this meeting:                                                                                                                                             | Steve Hewitt                |
| a) Decisions                                                                                                                                                         |                             |
| b) New Action Items                                                                                                                                                  |                             |

***Technical Sub Committee Conference Call Meeting:  
Thursday February 9, 2012 3:00 EST: 1-866-209-1307 / passcode 6486648#***

Go to meeting invitation link: <https://www1.gotomeeting.com/join/608558625>

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