



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

## SECTION 305 NGEC Executive Board

MINUTES

OCTOBER 19, 2021

11:30 EASTERN

CONFERENCE CALL

<b>FACILITATOR</b>	<i>Ray Hessinger Chair, S305 NGEC Executive Board</i>
<b>ATTENDEES</b>	<b>Board Members:</b> Ray Hessinger, George Hull, John Oimoen, John Oimoen also as proxy for Arun Rao, Tim Ziethen, Jeff Gordon, Amanda Martin, Troy Hughes, Jason Biggs for Ron Pate, Jon Dees for Jason Orthner, Brian Beeler II, Mike Jenkins <b>Support Staff and Colleagues:</b> Tammy Krause, Steve Hewitt, Shayne Gill, Rebecca Anger, Strat Cavros, Mike Murray, Joe Paul
<b>ABSENTEES</b>	<b>Board Members:</b> Ron Pate, Jason Orthner, Arun Rao, Kyle Gradinger, <b>Support:</b> Michael Kraft, Patrick Centolanzi, Momo Tamaoki, Larry Salci

### DECISIONS MADE

**1.**

**Welcome – Ray Hessinger Chair, S305 NGEC Executive Board:**

Chairman Ray Hessinger, NYSDOT, opened the meeting and asked Steve Hewitt to call the roll.

**2. Roll Call –Steve Hewitt, NGEC Program Manager:**

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

**3.**

**Action items Review – Steve Hewitt:**

Steve Hewitt briefly reviewed the status of open action items not covered under the agenda this week and noted they will be included on the next call agenda, and the status of each is included in today’s minutes (10-19-21).

**2021 NGEC Backgrounder educational document:**

The 2021 version of the NGEC two-page backgrounder/educational document continues to be available electronically or in hard copy by request - contact Steve Hewitt at [shewitt109@aol.com](mailto:shewitt109@aol.com). To date 615 electronic copies have been distributed.

**Industry Participation:**

Industry involvement continues to be consistent at about 203 participants.

**Technical subcommittee review of the Access Board Advance Notice of Proposed Rulemaking regarding accessibility guidelines for Rail vehicles:**

The intent of this effort is for states to submit their comments to the Access Board Docket on the Accessibility Requirement Guidelines Advance Notice of Proposed Rulemaking. Amtrak has submitted its comments already and will share them with the Executive Board. Once the comments have come back from the Access Board and there is a Final Rule, the Technical subcommittee (through its technical working groups) will compare them with the NGEC specifications to ensure compliance and make any necessary changes by utilizing the NGEC DCR process.

On 8-20-20, Melissa Shurland reported to the Technical subcommittee, that the comment period ended on 7-14-20 (after having been extended to that date) and the Access Board is now processing those comments received. Melissa stated, “we are in a holding pattern to see what the comments were and what the Access Board’s disposition of them

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will be.” Melissa will keep the NGEN technical subcommittee informed as the process is completed.

As of 10-19-21 – there has been no news on the status of the Access Board’s efforts.

**Next Update: As appropriate**

**VIA Rail Equipment Procurement:**

On 2-23-21 – during the NGEN Annual Meeting, VIA Rail provided a comprehensive update on its vehicle procurement.

The PowerPoint presentation was distributed and posted to the website.

**Next Update: As appropriate**

**CtDOT Rail Car Procurement:**

As of 10-19-21 the “cone of silence” period continues.

**Next Update: As appropriate**

**Metro-North Dual Mode Locomotive Procurement:**

On 10-5-21, Ray Hessinger reported that initial design review continues between Metro-North and Siemens. Recently Metro-North had a site visit of the Siemens facilities in Sacramento, Ca. to see the facility and to resolve design review comments – especially those in which Siemens wanted to move forward with the existing Charger design rather than the changes Metro-North had made to the specification. A number of those issues were closed with Metro-North accepting the Siemens request.

**Next Update - 11-2-21**

**Update: Amtrak Vehicle Procurements:**

On the Acela 21 – work continues to progress on testing and modeling. The FRA sample car inspection was completed. (nothing new reported on 10-5-21)

On the Intercity Passenger Rail Trainset (Amfleet) – it is progressing well. It is in the initial design review stage. (nothing new reported on 10-5-21)

On the Charger as of 10-5-21, there are two units in Wilmington. PTC testing was to begin around 10-6-21, as well as some additional testing.

Amtrak is looking at revenue service by its first Quarter FY 2022 (which began October 1, 2021).

**Next Update – 11-2-21**

**NGEC in-person Annual Meeting – Washington DC – Hyatt Regency on the Hill – 2-25-22.**

AASHTO has announced that it will hold its Council on Rail Transportation (CORT) meeting in Washington, DC in-person the week of 2-21-22 at the Hyatt Regency Capitol Hill.

As it has done in the past, the NGEN will meet at that location on the morning of February 25, 2022. More information to come.

**Next Update: Late Fall 2021**

**4. Approval of the Minutes from the 10-5-21 Meetings -Ray Hessinger, NYSDOT:**

On a motion by John Oimoen, Illinois DOT, and a second by Amanda Martin, Iowa DOT, the minutes from the 10-5-21 meetings were approved as submitted.

**5. Treasurer’s Report – Balance/Spend Rate – Tim Ziethen, Amtrak:**

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Tim Ziethen provided the current Balance and Spend rate as of 10-19-21:

Balance/ Spend Rate:

Total Initial Grant Amount: \$1,250,000.  
Amount Spent through August 2021: \$823,248.64  
Balance remaining: \$ 426,751.36  
Estimated spend at current rate for the remaining grant period (through 9-30-23): \$348,834.17  
Current Spend Rate per month (as info and used in calculating): \$13,953.37  
Estimated Balance at the end of the Extension Period (Contingency): \$77,917.19

#### **Developing a Plan for increasing the NGEC's Public Awareness – Tim/Ray**

Tim Ziethen reported on the 10-13-21 FASC discussion related to raising the NGEC's awareness:

On the FASC call on 10-13-21, members talked about developing activities that would raise awareness of the work of the NGEC. The recent Federal Surface Transportation Reauthorization process showed that the NGEC is the best kept secret in transportation. While the NGEC distributes the annual two-pager as a way to convey the message, there is more that is needed to be done.

Ray Hessinger noted that the discussion revolved around the question - what are the ways that "we" can increase exposure for the NGEC? The two-pager and other NGEC outreach efforts are primarily going to those who already participate in the NGEC. "How do we do a better job of raising awareness to those who are not well aware of who we are or what we do?"

Ray added that the NGEC needs to find a way to be more of a "public face" when it takes actions such as the release of the Recommended Practices document, or the TSSSA primer or other specification related developments. The NGEC should announce those types of activities by developing a one-page press release that would go to industry publications such as Railway Age or others to "get the word out". Ray emphasized that he was not talking about paid advertising, a one-page press release announcing the news of an NGEC activity. He noted that "A., it would be free and B., it would be good for us to reach a broader audience".

In the statute calling for the establishment of the NGEC, it calls for the committee to provide Congress with information or documentation as requested. Currently, the NGEC two-pager is the primary document that is submitted to congressional staff by way of other organizations such as the States for Passenger Rail Coalition, AASHTO, MIPRC and others when they communicate their principles for authorization or requests funding. Should the NGEC be more proactive in its outreach to congressional staff to keep them aware of the NGEC and its accomplishments?

John Oimoen, IDOT, commented that as vehicles come into revenue service, they present an "opportunity for us to tout it" and the fact that it was "the NGEC that made it possible".

Steve Hewitt noted that in the two-pager update discussion by the FASC (covered under item 5 d. today) it was suggested that he reach out to IDOT and to Caltrans to see if the number of Charger Locomotives placed into service and the number of cars either delivered or placed into service can be provided to be included in the Timeline of NGEC activities noted on the front page of the two-pager.

John Oimoen agreed to provide Steve with the numbers. He noted that a number of Charger locomotives have been placed in service, but single level cars have not yet been placed in service. Many have, however, been delivered. John agreed to provide Steve with those numbers as well.

When the discussion took place during the FASC call, it was agreed that the topic should be brought to the Executive Board to get a sense of the Board as to whether this was a path to pursue.

One question is what can the NGEC do legally to promote its work? The NGEC has always been careful about how far it goes in promoting its activities being cognizant of staying within its statute as a congressionally appointed committee, with a membership that includes, FRA, Amtrak, and States.

Tim Ziethen asked if a legal opinion would be required and, if so, who.

Steve Hewitt responded that, in the past, it was always Amtrak Legal that provided opinions on such matters since Amtrak is the grantee.

Tim agreed and will ask Amtrak Legal for an opinion. In the meantime, the question before the Board is – should the FASC continue to explore the possibilities of developing a more public face and should it, if determined to be legally acceptable, begin to use press releases as a tool, and further develop an overall plan for raising the NGEC's awareness?

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Hearing no concerns or objections from Board members, the FASC will continue its efforts and bring back to the Board the response from Legal and a more developed action plan including who would prepare the press releases and from whom would they come? Where would they be sent? How proactive should the NGEC be in communicating with Congress?

#### **Annual By-Laws Review – timeline and status – Tim/Steve**

On 10-13-21, the FASC approved recommended revisions/edits to the NGEC By-Laws to be submitted to the NGEC Executive Board for its consideration. On 10-14-21, Steve Hewitt sent the redline version of those recommended revisions to the Board. In accordance with the By-Laws, the Board must have any recommended revisions to the By-Laws in writing for thirty (30) days prior to holding a vote. This would mean that the first opportunity to consider adoption of the proposed revisions/edits would be on the Executive Board call scheduled for 11-16-21.

The recommendations are mostly benign edits/wordsmithing with one change of some substance and that is to make the quorum requirements the same across the board - Executive Board, FASC, and Technical subcommittee.

#### **Developing the NGEC 2022 Two-Pager – Tim/Steve**

The FASC has reviewed the two pager and is recommending a number of changes to the 2021 version to update it for 2022.

It was agreed that the FASC chair would inform the Executive Board of the proposed changes and get any input on those that have been suggested or any additional comments Board members may have.

Changes under FASC consideration include:

On the front page:

Change the date to 2022

Add the website to the top of the front page in the green section

Update Timeline to include the TSSSA document released in September 2021 and update the DMU and Trainset Specs to Fall 2021 or a specific month if approved (likely December 2021) adopted by then.

Add the number of units that have been entered into service since the first Charger was delivered July 2017.

Add the number of coach cars entered into service or delivered since the first car was delivered in February 2020.

Steve Hewitt will reach out to IDOT and Caltrans to confirm these numbers.

Request the 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 will reach out to VIA Rail for permission to use a picture of their new Trainset and request that they provide the picture they would like used.

If approved by VIA Rail – the Trainset picture would be on the front page replacing the Charger which is also on page two.

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.*

Add a period at the end of sentence two under this Results section.

On the next FASC call (11-10-21), this item will be on the agenda to follow-up and to obtain any additional suggestions for improvements to the document for 2022.

Once the FASC has approved proposed changes, it will send those recommendations to the Executive Board for its approval and then to MODOT to format and finalize.

Board members seemed to agree with the suggested updates – so the FASC will continue to finalize the proposed

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changes and come back to the Board for its approval prior to sending them to Missouri DOT graphic arts for formatting and printing. The goal remains to have the 2022 two-pager ready for distribution by the NGEC Annual Meeting 2-25-22.

**6.**

**Update: Multi-State Rail Car Procurement – Steve Hewitt for Caltrans:**

Caltrans provided the following update to the Technical subcommittee on 10-14-21. Steve Hewitt read it into the record for today's call (10-19-21):

*Design review for the standard coach is complete. The Cab Car shell final design has been approved for production. Remaining Cab Car FDRs are in the final submittal and review stage and the cab car Clearance information has been submitted to Amtrak. IDOT Café Car FDRs are in the closure stage and Galley open items are being addressed.*

*The Cab Car Collision and Corner Post Appendix F testing is in process in Germany with testing planned to resume in November and the cab car compression test report is in work. FAIs for cab car Side Window and Cab Rear Door are scheduled for late October and early November.*

*Ninety-four cars total are in production or have been produced at Siemens Sacramento Facility. IDOT and Caltrans cars are being prepared for Conditional Acceptance and revenue service while open items are being addressed.*

**7.**

**Update: Document Control Management – Tammy Krause:**

Tammy Krause provided the following update for inclusion in the meeting minutes (10-19-21):

*This month Document Control has been focused on the DMU specification and the proposed changes from Stadler Rail. Last week at the tech subcommittee meeting (10-14-21) we completed the review of all the Stadler DCRs. The final compilation of all the changes and the final specification language will be sent to Steve today (10-19-21) to be sent to the entire Technical subcommittee (TSC). The TSC will be voting on these changes at the 10/28/21 meeting and if approved they will be submitted to the Executive Board.*

*I continue to meet weekly with the Technical Writer (Camren Cordell) to review the proposed changes for the DMU. The DMU continues to be the focus of Document Control. The Trainset specification changes are ready to bring to the TSC after the DMU is approved.*

**8.**

**Follow-up: discussion of next steps and priorities in developing the work plan for 2022 – Ray Hessinger:**

On the last Executive Board call, Chairman Hessinger assigned "homework" to the Board members asking them to provide their input on priorities for updating/revising the NGEC specifications as part of the NGEC work plan for 2022. Responses were due to Ray Hessinger and Steve Hewitt by 10-14-21.

Ray reported that Dave "Emeritus" Warner had suggested something that "was not even on my radar". Dave recommended that it was time to review the Series 800 and 900 (Drawings and Reference documents). They impact all of the NGEC specs and should be reviewed and updated as needed.

John Oimoen, commented on the fact that there now are "as-built" specifications for the Locomotives. He asked, "How does that get turned back into a specification?" The "as-builts" should be evaluated as a part of the NGEC specification.

Ray Hessinger responded that this is exactly what he believes this process is about. Changes made to the NGEC specs through the procurement process "by entities using our specs" should be reviewed so that "we can learn how they are performing" and potentially update the NGEC specifications accordingly.

Additional questions that the Board needs to consider is "How do we modify our specs?" Which set of equipment is of the highest priority? What may be the next procurement?

He noted that Metro-North used the NGEC's Dual Mode Locomotive specification and made a lot of changes, but it does not seem that there are a lot of new Dual Mode Locomotive procurements anticipated in the near term. Thus, this specification update may not be of the highest priority. He acknowledged that "we do need to go back eventually to update this specification as appropriate".

Ray asked, "What do we think the next vehicle procurement will be?"

Jason Biggs, WSDOT, mentioned the fact that the infrastructure bill that is before Congress, if passed, will provide money for passenger rail equipment. It will also establish a "Made in America Office". The NGEC should be in contact

with that office to coordinate and promote its role in equipment procurement.

The general sense was that this is a good point and should be explored. New services – expansion of existing services – replacement of equipment that is at the end of its service life all lead to the need for equipment and the NGEC should play a role.

Ray Mentioned the Bi-Level specification. It has been the longest period of time since it has been updated. “Is anyone making a run at Bi-levels?”

Jason Biggs reiterated that as an action item the NGEC should reach out to FRA and work with the new Made in America Office once the legislation establishing it is enacted.

Ray noted that the NGEC is not specifically mentioned in the bill (this, again, is an awareness issue) and entities have not been mandated to use the NGEC specifications. Ray added that he and Steve Hewitt have argued against a policy that would mandate the use of NGEC specifications for several primary reasons:

1. The value of the NGEC specifications sell themselves.
2. They are being used. There is no known current or recent procurement of passenger rail equipment that has not used the NGEC specifications as a baseline spec. Entities all over North America including VIA Rail, Amtrak, Metro-North, All Aboard Florida, etc., have used the NGEC specs voluntarily.
3. If the NGEC specs are mandated, then most changes a procuring entity would want to make to the specs would need to go through the process of being approved by the NGEC for compliance. This would slow down the procurement, put a stress on NGEC resources, and put the NGEC in the middle of a procurement between the procuring entity and the manufacturer. This is a position the NGEC should not get in.

In winding up today’s discussion, Ray Hessinger cited the three (3) priorities he sees at the moment:

1. Review the reference specifications.
2. Update the Bi-Level specification
3. Review the Metro-North administrative changes that may be used across all of the NGEC specifications to make them more user friendly.

Ray asked Steve Hewitt to leave this as a standing agenda item in the near term and he encouraged members to send their thoughts to he and Steve Hewitt.

**9.  
Other:**

With no other business forthcoming, Chairman Ray Hessinger adjourned the meeting at 12:18pm Eastern

**Next meeting – 11-2-21.**

**Decisions/Action Items**

**Update – Multi-State Rail Car Procurement as of 10-19-21:**

Caltrans provided the following update to the Technical subcommittee on 10-14-21. Steve Hewitt read it into the record for today’s call (10-19-21):

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**Next Update: 11-2-21**

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**Update- Metro-North Dual Mode Locomotive Equipment as of 10-5-21:**

On 10-5-21, Ray Hessinger reported that initial design review continues between Metro-North and Siemens. Recently Metro-North had a site visit of the Siemens facilities in Sacramento, Ca. to see the facility and to resolve design review comments – especially those in which Siemens wanted to move forward with the existing Charger design rather than the changes Metro-North had made to the specification. A number of those issues were closed with Metro-North accepting the Siemens request.

**Next Update: 11-2-21**

**Update: Document Control Management 10-19-21:**

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**Amtrak Equipment Procurement Update – 10-5-21**

On the Acela 21 – work continues to progress on testing and modeling. The FRA sample car inspection was completed. (nothing new reported on 10-5-21)

On the Intercity Passenger Rail Trainset (Amfleet) – it is progressing well. It is in the initial design review stage. (nothing new reported on 10-5-21)

On 10-5-21, Joe Paul reported on the ALC 42 – there are two units in Wilmington. PTC testing begins tomorrow as well as some additional testing. They are looking at revenue service by Amtrak’s first Quarter of FY 2022 (which begins in October 2021).

**Next Update – 11-2-21**

**VIA Rail Equipment Procurement:**

On 2-23-21 – during the NGEC Annual Meeting, VIA Rail provided a comprehensive update on its vehicle procurement.

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**Next Update: As appropriate**

**NGEC Treasurer’s Report as of 10-19-21:**

Balance/ Spend Rate:

Total Initial Grant Amount: \$1,250,000.

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Balance remaining: \$ 426,751.36

Estimated spend at current rate for the remaining grant period (through 9-30-23): \$348,834.17

Current Spend Rate per month (as info and used in calculating): \$13,953.37

Estimated Balance at the end of the Extension Period (Contingency): \$77,917.19

**Exploring/confirming funding options beyond 9-30-2023:**

On 10-5-21, Mike Murray, FRA, reported that the FRA is looking at options and briefing leadership in the Office of Railroad Policy and Development. This will take a couple of months and Mike suggested that the Board not carry this as an agenda item for the bi-weekly meetings as it will take some time. When he has more information, he will let the Board know.

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Tim Ziethen reported that he has reached out to Ken Altman, Amtrak Government Affairs to follow-up with him on previous discussions that an option could be Amtrak funding the NGEC through its grant. It was the general thinking that this would be a possibility as the NGEC was included as a potential type of recipient in the overall Amtrak grant request. Tim will report back once he hears from Ken Altman.

**Decisions/Actions:**

Ray Hessinger suggested that the FASC follow these issues and keep this on their monthly agenda, and report back to the NGEC Executive Board as more information is forthcoming.

The NGEC will explore potential grant opportunities and potential appropriations requests for funding beyond 2023.

**Next Update – As appropriate**

**2021 NGEC Backgrounder educational document:**

The 2021 version of the NGEC two-page backgrounder/educational document continues to be available electronically or in hard copy by request - contact Steve Hewitt at [shewitt109@aol.com](mailto:shewitt109@aol.com). To date 615 electronic copies have been distributed.

**Updating the NGEC 2021 two-pager for 2022:**

The FASC has begun its review and updating of the NGEC two-pager for 2022. Some suggestions have been provided by the members.

On 10-19-21, an overview of the suggested changes being considered by the FASC were brought to the Executive Board as information and for input. It was the general sense that the FASC is moving in the right direction.

**Actions:**

Steve Hewitt will reach out to VIA Rail to request a picture of their trainset to be used on the front page.

John Oimoen, IDOT, will provide Steve Hewitt with the number of Chargers that have been placed into service and the number of single level passenger rail cars that have been delivered to date.

**Developing a strategy for raising NGEC awareness:**

During the 9-15-21 FASC call, Tim Ziethen brought up the need to raise the awareness of the NGEC to Congress and others with a more aggressive approach by an outward focused effort within the parameters of the NGEC's abilities. He noted that the NGEC is a "victim of its own success" and, as demonstrated in the Reauthorization effort, it goes unnoticed or is overlooked. The NGEC will need to be more aggressive in its approach.

On 10-19-21, Tim Ziethen reported on the discussions that have taken place at the FASC level and asked for a sense of the Board regarding the direction the FASC is taking.

**Actions:**

There was a general sense that the FASC was moving in the right direction (see the discussion above) and the following actions were agreed to:

Tim Ziethen will ask Amtrak Legal for an opinion on the NGEC developing press releases announcing new documents produced and/or specifications etc.

The FASC will continue its efforts and bring back to the Board the response from Legal and a more developed action plan including who would prepare the press releases and from whom would they come? Where would they be sent? How proactive should the NGEC be in communicating with Congress?

**NGEC Annual By-Laws Review:**

On 10-13-21, the FASC approved recommended revisions/edits to the NGEC By-Laws to be submitted to the NGEC Executive Board for its consideration. On 10-14-21, Steve Hewitt sent the redline version of those recommended revisions to the Board. In accordance with the By-Laws, the Board must have any recommended revisions to the By-Laws in writing for thirty (30) days prior to holding a vote.

The Board will be scheduled to consider adoption of the proposed revisions/edits to the By-Laws on its call scheduled for



11-16-21.

**Technical subcommittee review of the Access Board Proposed Rulemaking regarding accessibility guidelines for Rail vehicles:**

The intent of this effort is for states to submit their comments to the Access Board Docket on the Accessibility Requirement Guidelines Advance Notice of Proposed Rulemaking. Amtrak has submitted its comments already and will share them with the Executive Board. Once the comments have come back and there is a final Rule, the Technical subcommittee (through its technical working groups) will compare them with the NGECC specifications to ensure compliance and make any necessary changes by utilizing the NGECC DCR process.

On 8-20-20, Melissa Shurland reported to the Technical subcommittee, that the comment period ended on 7-14-20 (after having been extended to that date) and the Access Board is now processing those comments received. Melissa stated, "we are in a holding pattern to see what the comments were and what the Access Board's disposition of them will be." Melissa will keep the NGECC technical subcommittee informed as the process is completed.

**Next Update: as appropriate**

**Updates: States and Amtrak – Charger Locomotive Experience:**

In-depth updates were provided during the Annual Meeting and were included in the minutes.

The presentations were distributed and posted to the website.

**Next Update: as appropriate**

**Status Update – Connecticut DOT Rail Car Procurement:**

This procurement continues to be in the "cone of silence" phase.

**Next Update – as appropriate**

**Follow-up: discussion of next steps and priorities in developing the work plan for 2022 – Ray Hessinger:**

On 10-5-21, Ray Hessinger reported that he and Steve Hewitt had begun discussions on setting priorities for 2022, and that the goal is to have them wrapped up in time for the Annual Meeting in February 2022.

On 10-19-21, the Board held a discussion on this topic and received several suggestions with no conclusion as to priorities but some food for thought.

The Chair did list the priorities as he sees them at this point but welcomed additional input.

1. Review the reference specifications.
2. Update the Bi-Level specification
3. Review the Metro-North administrative changes that may be used across all of the NGECC specifications to make them more user friendly.

**Decisions/Actions:**

This topic will remain as a standing agenda item for Executive Board meetings in the near term.

Executive Board members are asked to continue provide their thoughts/comments on priorities for updates to the NGECC specifications to Steve Hewitt and Ray Hessinger.

The Board will watch for the enactment of the Federal Surface Transportation Infrastructure bill and act accordingly with regard to the Made in America Office at FRA and the need for NGECC involvement in equipment procurements.

**NGECC in-person Annual Meeting – Washington DC – Hyatt Regency on the Hill – 2-25-22.**

AASHTO has announced that it will hold its Council on Rail Transportation (CORT) meeting in Washington, DC in-person the week of 2-21-22 at the Hyatt Regency Capitol Hill.

As it has done in the past, the NGECC will meet at that location on the morning of the 25<sup>th</sup>. More information to come.

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**NGEC Executive Board Meeting**

**10-19-21**

**11:30 AM – 12:00 Noon Eastern**

**By computer:**

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

**By phone:**

**1-415-655-0001**

**Access code:**

**126-073-1531**

**Agenda**

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|---|----------------|
| 1. Welcome and Open the Meeting   | Ray Hessinger  |
| 2. Roll Call  | Steve Hewitt   |
| 3. Action Items Status Review   | Steve Hewitt   |
| 4. Approval of Minutes from 10-5-21 meeting                                       | Ray Hessinger  |
| 5. FASC Update  | Tim Ziethen    |
| a. Balance/Spend Rate   | Tim            |
| b. Developing a Plan for increasing the NGEC's Public Awareness                   | Tim/Ray        |
| c. Annual By-Laws Review – timeline/status  | Tim/Steve      |
| d. Developing the NGEC 2022 Two-Pager   | Tim/Steve      |
| 6. Update: Multi-State Car Procurement  | Kyle Gradinger |
| 7. Document Control Management  | Tammy Krause   |
| Status: Technical subcommittee review of DMU DCRs/ timeline for TSC consideration |                |
| Status/Timeline for Trainset re-write   |                |
| 8. Follow-up – establishing priorities and developing updated work plan for 2022  | Ray Hessinger  |
| 9. Other  | All            |
| 10. Adjourn   | Ray Hessinger  |

**Next call/meeting – 11-2-21**