

SECTION 305 NGEC Executive Board

MINUTES

NOVEMBER 18,
2014

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, Ray Hessinger, Mario Bergeron, Darrell Smith, John Tunna for Paul Nissenbaum, Tammy Nicholson, John Oimoen, John Rosacker, Ron Pate, Tim Hoeffner, Stan Hunter, Michael Jenkins, Brian Beeler II</i> Support Staff: <i>Steve Hewitt, Larry Salci, Jeff Gordon, Nico Lindenau, Michael Lestingi, Nikki Rudnick, Vincent Brotski, Tammy Krause, Patrick Centolanzi,</i>
ABSENTEES	Board Members, <i>Paul Nissenbaum, Paul Worley, Arun Rao</i> Support: <i>Allan Paul, Jason Biggs, Shayne Gill, Strat Cavros, Sal DeAngelo, Sara Sarkhili, Dale Engelhardt, Martin Schroeder, Dave Warner</i>

DECISIONS MADE

1. Welcome – Eric Curtit, Chair, S305 NGEC Executive Board:

Chairman Curtit opened today’s meeting and, asked Steve Hewitt to take the roll.

2. Roll Call –Steve Hewitt, Manager, S305 NGEC Support Services:

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

3. Action Items Status

Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. The RFP for a Fleet Manager continues to be developed, and an RFI for a Fleet Maintainer is being prepared by Michigan DOT.

Agenda item #5

514 Working Group updates: The Capital Equipment 5 Year Plan (CIP) memorandum and the CIP itself have been approved by the 514 Working Group and sent to Eric Curtit for Executive Board consideration.

The Executive Board, on 10-24-14, approved the establishment of the 514 subcommittee to begin to address the next steps as identified in the CIP.

Agenda item #8

NGEC Procurement updates: The 2 procurements – bi-level cars and the diesel-electric locomotives-will continue to be standing agenda items on the Executive Board calls.

Agenda item #s 6 and 7

The NGEC Future Working Group recommendations: The Executive Board accepted and adopted the recommendations of the NGEC Future Working Group by approving three separate motions as described below:

First motion:

To adopt the Committee Mode as described above (to establish a budget with a burn rate of \$460,000 per year; to create a Finance and Administrative Subcommittee to replace/consolidate the Finance subcommittee and Administrative task force – Darrell Smith as Chair and Ray Hessinger and Brent Thompson as vice chairs; to formally establish the “514” subcommittee - Ron Pate as Chair; and to absorb the NGEC working group functions as an integral part of the NGEC Executive Board’s responsibilities and create a standing agenda item dedicated to these activities).

Motion #2:

To direct the Finance and Administrative subcommittee to develop a Statement of work and budget for a no-cost Extension of the current grant agreement with FRA through September 30, 2017; and to recommend NGEC by-law changes, as appropriate, reflective of the changes resulting from adoption of the Committee Mode recommendation.

Motion #3:

To direct the Finance and Administration subcommittee (FASC) to propose/recommend funding options for the NGEC in time for the Executive Board to act on the recommendation by October, 2015.

Status: The NGEC Future Working Group responsibilities have been absorbed by the Executive Board and will be a standing agenda item on each Board call.

Agenda item #9

The NGEC Future Working Group activities: The work of this group will be absorbed as a full Executive Board activity and will become a standing agenda item on all Executive Board conference calls beginning on November 18, 2014.

Agenda item #9

Host Railroad Blessing of NGEC equipment: Jim Grady and Mike Ivan, AAR, met with the Locomotive Committee and are forming a subgroup to address this issue and will work with Jeff Gordon. Jeff will keep the Board apprised. (ongoing)

Status: Jeff Gordon provided a status update: This effort is progressing well. Criteria for new equipment has been developed by the locomotive committee. The committee will brief Jim Grady, AAR on the criteria. Following this – a subgroup will be formed to work with the NGEC after the beginning of the new year. AAR is very interested in this effort and will assign resources to participate and work with the NGEC.

Bi-Level Car Revision C.2: Today, the Executive Board adopted Rev C.2 – Larry Salci will finalize the review panel report to include the details provided by Stan Hunter.

Status: Stan Hunter is preparing a position paper on the items as discussed in Wilmington, DE and expects to get it to Larry Salci by the end of this week.

D-E Locomotive DCRs: The list of proposed DCRs for the D/E locomotive has been sent to Larry Salci (from Eric Curtit) (15) and he has noted that he will be able to complete this review within the timeframe of the contract (end of September).

Larry Salci has completed the draft report and will send it to Steve Hewitt for distribution to Locomotive Review Panel members for their review with a conference call to be scheduled over the next few weeks.

Status: The Locomotive Review Panel has been provided with the DRAFT report Revision A.1, prepared by Larry Salci. Chairman Curtit has scheduled a review panel call for this Friday, November 21, 2014 at 1:00pm Eastern, to discuss the report and consider its approval. If approved by the review panel, the next step would be to submit the Revision A.1 report with a recommendation to approve, to the Executive Board for its consideration.

Members of the D/E Locomotive Review Panel are:

**Eric Curtit
Arun Rao
Tammy Nicholson
Ray Hessinger
Jason Biggs
John Tunna**

Support:

Larry Salci
Steve Hewitt
Tammy Krause

Letter to the FRA: the NGENC will formally ask the FRA for a FY2016 budget request for funding for the development and maintenance of specification standards. Eric Curtit and Steve Hewitt will draft a proposed letter, for Board review, to be submitted to the FRA. This is not meant to be the funding options solution for sustaining the NGENC in the long term, but is seen as one potential future resource which would mirror funding provided to some of the other transportation modal administrations.

Eric Curtit is preparing a first draft of the letter for Board consideration.

The Finance and Administrative subcommittee:

Will organize itself and set its agenda. (first call is currently scheduled for November 19, 2014 – but could change at the request of the subcommittee chair)

The Finance and Administrative subcommittee will begin its review of the by-laws to revise where necessary to reflect the changes approved today. (Chairman Smith will contact Ray Hessinger to discuss beginning a by-law review with the assistance of Steve Hewitt)

The Finance and Administrative subcommittee will begin to develop a revised Statement of Work and budget for a no-cost extension of the current grant agreement through September 30, 2017.

The Finance and Administrative subcommittee will begin developing a proposal for potential funding options to present to the Board for its consideration by October, 2015.

Status: The FASC will hold its first call on November 19, 2014. Steve Hewitt has reviewed the by-laws and marked up a draft with suggested changes. The draft went to Darrell Smith, Eric Curtit and Ray Hessinger. It is expected that Chairman Smith will assign a sub group to review the marked up draft and make recommendations to the full FASC on its next call.

4.

Approval of Minutes from the October 24, 2014 NGENC Fall meeting - Eric Curtit:

On a motion by Ron Pate WSDOT, and a second by Ray Hessinger, NYSDOT, the minutes from the October 24, 2014 meeting of the Executive Board were approved without objection.

5.

Progress Report: Mid-West States – Section 6 - Tim Hoeffner:

Tim Hoeffner reported:

The RFI for a fleet maintainer has been posted.
The group is finalizing the RFP for a fleet manager.
There is a Mid-West group meeting tomorrow – 11-19-14.

6.

Status update: Diesel Electric Locomotive procurement - John Oimoen:

John Oimoen reported that the D/E locomotive procurement is "going well".

Final intermediate design review (IDR) took place last week.

In three weeks members of the team will be in Munich, Germany at the Reality Lab to view the engine mock up.

The engineering plan and schedule is progressing – overall the effort is about a month or month and a half ahead of schedule.

7.

Status Update: Bi-Level Car procurement - Stan Hunter:

Stan Hunter reported:

The week before last First Article Inspections (FAI) took place in Willets, Ca. and went "quite well".

This Thursday (11-20-14) the FAI of wheelchair lifts will take place.

Caltrans is working with IDOT and the FRA on the revised schedule and grant and contract amendments.

On 11-17-14 there was a call with FRA's Office of Safety in regard to CEM alternate analysis.

Requests made by the Office of Safety were discussed and clarified and all participants came to an accord on what the requests were and what was to be provided.

Negotiations on an agreement between Amtrak and Caltrans in regard to the On Board Information System (OBIS) have stalled and Stan noted some concern.

In January and February FAIs will continue on a variety of systems.

A few weeks ago a quality audit took place in Rochelle, Illinois. Stan noted overall satisfaction with the quality of work in Rochelle so far.

8.

Status Update: 514 subcommittee - Ron Pate:

Ron Pate reported:

Since the October 24th Board meeting, there have been two meetings of the subcommittee –"the group has been re-engaged".

They are working on the FMCS implementation comments. States who still wish to submit comments should send them to Jeremy Jewkes at jewkesj@wsdot.wa.gov.

Overall the 514 effort is "on track to keep moving forward."

9.

Discussion: NGEC Future – next steps – assignments - Eric Curtit:

Eric Curtit asked Steve Hewitt to review the actions and next step assignments that were approved at the October 24th Executive Board Meeting.

Steve highlighted the following actions/decisions:

The NGEC Future Working Group recommendations: The Executive Board accepted and adopted the recommendations of the NGEC Future Working Group by approving three separate motions as described below:

First motion:

To adopt the Committee Mode as described above (to establish a budget with a burn rate of \$460,000 per year; to create a Finance and Administrative Subcommittee to replace/consolidate the Finance subcommittee and Administrative task force – Darrell Smith as Chair and Ray Hessinger and Brent Thompson as vice chairs; to formally establish the "514" subcommittee - Ron Pate as Chair; and to absorb the NGEC working group functions as an integral part of the NGEC Executive Board's responsibilities and create a standing agenda item dedicated to these activities).

Motion #2:

To direct the Finance and Administrative subcommittee to develop a Statement of work and budget for a no-cost Extension of the current grant agreement with FRA through September 30, 2017; and to recommend NGEC by-law changes, as appropriate, reflective of the changes resulting from adoption of the Committee Mode recommendation.

Motion #3:

To direct the Finance and Administration subcommittee (FASC) to propose/recommend funding options for the NGEC in time for the Executive Board to act on the recommendation by October, 2015.

The NGEC Future Working Group responsibilities have been absorbed by the Executive Board and will be a standing agenda item on each Board call.

Steve also highlighted the assignments given specifically to the newly formed Finance and Administrative subcommittee and noted that these seem to be the first steps in moving forward towards the future structure and functions of the NGEC:

The Finance and Administrative subcommittee:

Will organize itself and set its agenda. (first call is currently scheduled for November 19, 2014 – but could change at the request of the subcommittee chair)

The Finance and Administrative subcommittee will begin its review of the by-laws to revise where necessary to reflect the changes approved today. (Chairman Smith will contact Ray Hessinger to discuss beginning a by-law review with the assistance of Steve Hewitt)

The Finance and Administrative subcommittee will begin to develop a revised Statement of Work and budget for a no-cost extension of the current grant agreement through September 30, 2017.

The Finance and Administrative subcommittee will begin developing a proposal for potential funding options to present to the Board for its consideration by October, 2015.

Michael Lestingi, FRA, pointed out that the rationale for (motion #3 – above) asking the FASC to recommend funding options for the long term NGEC future by October, 2015 was to allow time for the implementation of whatever is decided as a structure (possible new entity) and funding stream for the NGEC going forward. Implementation will take time and that is why the timeline of October, 2015 was identified.

Eric Curtit agreed with Michael's clarification and noted that he also agreed with Steve Hewitt that the initial steps must take place within the FASC to move the overall effort forward.

The topic of the NGEC future will remain as a standing agenda item for the Executive Board calls with progress updates and additional assignments to be forthcoming.

Darrell Smith, Chair of the FASC, added that the efforts to explore options for financing passenger rail equipment (begun last year) will continue also as a part of the work of the subcommittee. Tomorrow (11-19-14) the kick off meeting of the FASC will take place and will include a presentation by Robert Pee, Amtrak on Passenger Surcharges.

**10.
Other – All:**

Steve Hewitt alerted the Executive Board members that the 4th NGEC Annual Meeting is scheduled for February 20, 2015 in Washington, DC. It will be held in conjunction with the AASHTO SCORT meeting. Logistical information is expected to be ready for distribution to members by next week. Please mark your calendars.

Steve agreed to send a calendar appointment to all calendars following today's call.

**11.
Next Call:**

Due to the Thanksgiving holiday - next week's regular call of the Executive Board is canceled.

The next call will take place as scheduled on December 9, 2014.

Adjourn:

With no further business to come before the Board today, Chairman Curtit adjourned the call at approximately 12:03PM Eastern.

The next call is: December 9, 2014 at 11:30AM Eastern
Decisions/Action Items
Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. An RFP for a Fleet Manager is being finalized, and an RFI for a Fleet Maintainer has recently been released.
514 Subcommittee update: The subcommittee is working on the FMCS implementation comments. States who still wish to submit comments should send them to Jeremy Jewkes at jewkesj@wsdot.wa.gov .
NGEC Procurement updates: The 2 procurements – bi-level cars and the diesel-electric locomotives-will continue to be standing agenda items on the Executive Board calls.
Host Railroad Blessing of NGEC equipment: Criteria for new equipment has been developed by the locomotive committee. The committee will brief Jim Grady, AAR on the criteria. Following this – a subgroup will be formed to work with the NGEC after the beginning of the new year. (ongoing)
D-E Locomotive Specification Revision A.1: The Locomotive Review Panel will meet on November 21, 2014, via conference call, to review the DRAFT report and recommendations in anticipation of considering its approval and subsequent submittal to the Executive Board.
NGEC Annual Meeting – 2015: The meeting will take place in Washington, DC on February 20, 2015. Logistical information will be forthcoming over the next week or so.
NGEC Future: The FASC has several assignments which are to be the first steps taken towards establishing the NGEC future – short term and long term. The Finance and Administrative subcommittee: Will organize itself and set its agenda. (first call is currently scheduled for November 19, 2014 – but could change at the request of the subcommittee chair) The Finance and Administrative subcommittee will begin its review of the by-laws to revise where necessary to reflect the changes approved today. (Chairman Smith will contact Ray Hessinger to discuss beginning a by-law review with the assistance of Steve Hewitt) The Finance and Administrative subcommittee will begin to develop a revised Statement of Work and budget for a no-cost extension of the current grant agreement through September 30, 2017. The Finance and Administrative subcommittee will begin developing a proposal for potential funding options to present to the Board for its consideration by October, 2015.
Determining the NGEC Future will remain as a standing agenda item on all future Executive Board calls.

