



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

SECTION 305 NGEC Executive Board

MINUTES

DECEMBER 14, 2021,

11:30 EASTERN

CONFERENCE CALL

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

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:

Following the roll call, Steve Hewitt 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 (12-14-21).

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. To date 615 electronic copies have been distributed.

On 12-8-21, the FASC approved updates to the two-pager for the 2022 version. Those changes were annotated and sent to the Executive Board and to MODOT graphic Arts. The intent is for MODOT to produce a DRAFT of the two-pager for Executive Board review on 12-28-21.

Industry Participation:

Industry involvement continues to be consistent at just over two hundred 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 will be." Melissa will keep the NGEC technical subcommittee informed as the process is completed.

As of 12-14-21 – there has been no news on the status of the Access Board's efforts.

Next Update: As appropriate – Note: This item will be dropped from the action item list pending an update.

VIA Rail Equipment Procurement:

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

The PowerPoint presentation was distributed and posted to the website.

Update:

Steve Hewitt will reach out to VIA Rail to invite them to participate in the 2022 NGEC Annual Meeting and give a presentation on their vehicle procurements

Next Update: NGEC 2022 Annual Meeting - potentially

CtDOT Rail Car Procurement as of 12-14-21:

The "cone of silence" period continues.

Update:

Steve Hewitt will reach out to Marci Petterson to see if CtDOT would like to provide an update on the Rail car procurement at the NGEC 2022 Annual meeting.

Next Update: As appropriate

Metro-North Dual Mode Locomotive Equipment as of 11-30-21:

Siemens submitted IDRs for all thirty-nine topics. Metro-North agreed and told them to proceed on thirty-four of the IDRs Siemens submitted four revised IDRs and there is one that remains open.

Next Update: 12-28-21

Amtrak Vehicle Procurements – 11-30-21:

On the Chargers (ACL 42) – 4 are on the property for testing

On the Acela – testing and qualification processes continue.

On the Intercity Passenger Rail equipment – preliminary Design Review continues.

Next Update: 12-28-21

4. Approval of the Minutes from the 11-30-21:

On a motion by Amanda Martin, Iowa DOT, and a second by Arun Rao, Wisconsin DOT, the minutes from the call held on 11-30-21 were approved as submitted.

5. FASC Report –Tim Ziethen, Amtrak:

On 12-14-21, Tim Ziethen provided the current Balance and Spend rate:

Balance/ Spend Rate:

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

Amount Spent through October 2021: \$850,314.73

Balance remaining: \$ 399,685.27

Estimated spend at current rate for the remaining grant period (through 9-30-23): \$320,610.47

Current Spend Rate per month (as info and used in calculating): \$13,939.59

Estimated Balance at the end of the Extension Period (Contingency): \$79,074 (this would carry the NGEC about 5 months beyond the end of the grant period)

Overview of the updates to the two-pager for the 2022 version:

Tim Ziethen reported that on 12-8-21, the FASC approved updates to the two-pager for the 2022 version. Those updates were annotated in writing and as a mark-up on the 2021 version and sent to the Executive Board and to MODOT graphic Arts. The goal is for MODOT to produce a DRAFT of the two-pager for Executive Board review on 12-28-21.

On the front page:

- Change the date to 2022
- Add the NGEC website information on the top of page 1 in the green area (www.305ngec.org).
- Insert a new picture to the front page. The picture is to be selected from those provided by IDOT with a credit to Art Peterson who took the photos.
- Update the Timeline column to include the TSSSA document released in September 2021 and update the DMU Revision A date to December 2021 and the Trainset Specification update/rewrite to Spring 2022.
- Update the page 1 Timeline with the number of Charger Locomotives placed in service since the initial Charger was delivered in 2017 – the number is 65.
- Update the single level coach cars delivered to date - the Midwest states number is 42 and the Caltrans number is 16 – The total delivered is 58.

On page 2

- 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.

These changes were provided to MODOT, and we received confirmation from Troy Hughes and Laura Seabaugh (graphic arts) that they will make the changes and provide a mock-up for Executive Board Review. The target date is 12-28-21. Target for finalizing and printing is February 2022. (In advance of the 2022 Annual meeting).

Status: Efforts to increase awareness of the NGEC:

Tim Ziethen reported that he had a call with Amtrak's Senior Associate General Counsel Mike Alexis. Mike reviewed the NGEC statute and By-Laws and provided Tim with verbal guidance (he will provide the guidance in writing).

The guidance was in response to questions about what the NGEC can and can not do to raise awareness of its work.

The guidance was that the NGEC should revise its By-Laws to reflect the activities it will do to raise awareness. Some activities that have been suggested including; issuing press releases or potentially advertising in industry publication and attending events.

Mike noted that there is nothing in the statute or By-Laws to prohibit these types of activities. However, costs for such activities would need to be kept separate. Therefore, the Board could amend the By-Laws by spelling out the additional activities.

On the question of proactively sending information to Congress. Mike Alexis stated that when it comes to Congress, the NGEC should be asked rather than sending unsolicited information. Sending unsolicited information could be considered getting close to lobbying and that is prohibited.

Mike will provide the guidance in writing to Tim Ziethen and Tim and Steve Hewitt will draft a paragraph for consideration through the normal process for revising By-Laws. This would include the requirement that the Executive Board have any revisions to the By-Laws in writing for 30 days prior to voting on them.

Steve Hewitt noted that the current By-Laws have been updated as of 2021 and this fulfilled the grant agreement requirement for an annual review. By-Laws can be changed any time throughout the year if a Board member requests a change, but the grant agreement requires, at minimum, an annual review. If the Board wishes to adopt changes as described above, the action would be made in 2022. If the revisions are proposed through the FASC to the Board and meet the 30-day requirement they could be adopted at the Annual meeting on 2-25-22. This would be a suitable time to make the changes as the industry members attending the meeting would be informed at that time and would be able to identify upcoming opportunities for outreach. This could also constitute the 2022 Annual By-Laws review/update and fulfill the grant agreement requirement for 2022.

7.

Update: Multi-State Passenger Rail car procurement – Gurleen Boparai, Caltrans as of 12-14-21:

Design review for the standard coach is complete. The Cab Carshell final design has been approved and the first cab structures are in production. The Cab Car Communications System FDR is also now approved. 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 complete with the test report in work and the compression test report is in review with the states and FRA. The FAI for the Cab Carshell occurred this week in Sacramento. IDOT will start on rail testing of the cars next week. This is to test Wi-Fi, passenger information system and other IT related tests. Crew training will also be done.

99 cars 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 today's minutes (12-14-21):

The DMU specification Review Panel met on 12-13-21. Larry Salci will cover that later in this call. I met with the technical writer, and we are verifying all the non-technical changes that were made to the Trainset Specification. This was done to bring the format of the spec in line with the other PRIIA specifications. We plan to submit it to the Executive Board at the next meeting to be available for use.

No voting or approval is required because no technical changes were made.

(This was a clarification that Tammy noted when asked by Ray Hessinger about the process since this was only administrative changes to re-format the specification to be consistent with the other NGEC specifications.)

8.

DMU Review Panel Report – Discussion of the status following Review panel meeting on 12-13-21 – Larry Salci:

Larry Salci described the history of the DMU update to Revision A – noting that it included two batches of major DCRs (Document Change Requests).

The first batch was to bring the DMU up to date with changes made to other NGEC specs that also applied to the DMU.

This first batch included 84 DCRs.

The second batch of DCRs were submitted much later in the process by Stadler Rail. They were recent members of the industry participants group and asked and received time to get DCRs together for submittal.

This batch contained 90 DCRs.

One half of these were car body material related. The requests were to allow for Aluminum. The NGEC specs call for steel bodies and the Requirements documents do not call out a car body material but do call out materials that have a 40-year useful life.

The DCRs related to car body materials were rejected through the NGEC technical subcommittee procedures because of

the way all NGEC specs are currently written. The issue of car body materials is one that the Executive Board will need to take up and will require a re-examining to see if it would work for NGEC specifications. Thus, for Revision A of the DMU specification these DCRs were rejected.

There were also several HVAC systems updates Siemens had designed and gotten approved for single level cars.

Half of these proposed DCRs were accepted, and half were disapproved due to language and definitions. They have been sent back to Document Control Management and can be considered at a later date.

In total: 174 DCRs were reviewed. 42 were minor administrative changes that are approved by the Document Control Manager without going through the full process (per NGEC procedures 305-100). 66 were considered major. 2 were deferred to the working group on weight issues, and 64 of the DCRs were rejected.

The DMU Review Panel provided substantial input and made several recommendations for changes to the Review Panel Report initially drafted by Larry Salci. Larry has made the changes to the document, and it has been circulated by Steve Hewitt to the Review panel members for their sign off.

Once the Review Panel has signed off on the revised DRAFT Report, it will be sent to the Executive Board for its review and the intent of the Chair is to consider adoption of the Report and its recommendations for DMU Specification 305-009 Revision A at the next Board meeting on 12-28-21.

Larry added his thanks to the efforts of all involved and noted that this was a thorough review and that it was the largest and most complex Specification update the NGEC has been involved with up to this time.

Larry emphasized – “the process works!”.

Because this date (12-28-21) falls within the holiday season, Chairman Ray Hessinger asked if there were any Board members unavailable for that day. Amanda Martin, Iowa DOT, noted that she was unavailable. She will assign her proxy to another voting member. No one else responded that they would not be available, so the call will be planned as scheduled for 12-28-21.

9. Establishing 2022 Priorities – Ray Hessinger:

Ray Hessinger noted that this has been a standing agenda item for several months and based on previous discussions he planned to move forward with the following identified priorities for 2022:

Review/update NGEC Reference and Drawings series 305-900 and 305-800.

Review/Update the Bi-level specification currently in Revision C.4. With Amtrak looking at using some of the funding from the new IIJA for its western fleet, it makes sense for the NGEC to review and update the Bi-Level car specification.

Review the car body materials issue from a broader perspective for all NGEC equipment not only DMUs. Ray would like to take a look at developing a consistent approach for all of the NGEC vehicle specifications.

Review “emerging technologies”: On the last technical subcommittee call (12-9-21) the topic of emerging technologies for propulsion was raised. Ray believes that the technical subcommittee should conduct a scan of the industry regarding emerging technologies for propulsion and how they relate to the NGEC.

Review and consider using the Metro-North Dual Mode Locomotive Specification organizational changes to determine if they should be adopted by the NGEC and applied across the board to all NGEC specifications. This would be an administrative change not impacting technical content of any of the specifications and could be resolved by the Executive Board.

Action:

At the NGEC Annual Meeting, Tammy Krause, Document Control Manager, is asked to provide a progress report on activities and accomplishments from document control over the past year and to provide an action plan for the year ahead based on the priorities as identified by the Chair.

10. Preparing for the NGEC Annual Meeting 2-25- 22 at the Hyatt Regency Hotel Capitol Hill, Washington DC from 8:00am-12:30pm.

Steve Hewitt reviewed logistics and the DRAFT Annual Meeting agenda (which was distributed with today’s meeting materials).

Steve noted that for the first time the NGEC is looking at holding a hybrid meeting (in-person and virtual) due to travel restrictions that some members may face. The hope is that most NGEC members including the industry participants can attend in-person, but there is a recognition that, for some, that may not be possible.

Steve reported that, on 12-13-21, he participated on a call initiated by AASHTO to coordinate logistics and speakers/topics among the various organizations that will meet that week (SPRC, SAIPRC, AASHTO CORT, and the NGEC. AASHTO will determine costs for the virtual aspect of the meetings and apprise each of the participating organizations of the estimated expense for each.

Steve then walked through the DRAFT agenda for the NGEC Annual meeting noting that it will follow the format that has been utilized successfully these past 11 years.

Steve pointed out several agenda items that will require a response from states, Amtrak, and FRA as to who will present on specific topics.

Actions:

Providing an update from FRA – Mike Murray, FRA, will check into who will provide the FRA update and let Steve Hewitt know.

Providing an update from Amtrak Government Affairs – Tim Ziethen, Amtrak, will talk to Government Affairs to determine who will provide the Amtrak update.

There will be presentations on the ongoing vehicle procurements and each entity will let Steve Hewitt know who will give the presentation:

Multi-State Single level Car Procurement Presentation – Caltrans – presenter TBD Gurleen Boparai, Caltrans will take this back to Kyle Gradinger and Momo Tamaoki and let Steve Hewitt know who will make this presentation.

Amtrak Vehicle Procurements – George Hull, Amtrak CMO will give the presentation.

Metro-North Dual Mode Locomotive Procurement – Ray Hessinger will contact Metro-North.

Connecticut DOT Rail car Procurement – Steve Hewitt will reach out to Marci Petterson, CtDOT to see if she would like to make a presentation – they are currently in the cone of silence – but it may have changed by the end of February.

VIA Rail Vehicle Procurements – Steve Hewitt will contact VIA Rail to see if they are interested, once again, in providing an update on their procurement.

There will be a session on the Charger Locomotive Deployment with status reports from the states and Amtrak. There are currently 65 Charger Locomotives in service and an update on the experience with this locomotive would be beneficial to NGEC members.

Mid-West States Experience – John Oimoen, IDOT will be asked to make this presentation or determine who is available to present.

California Experience – Gurleen Boparai will check into who will be available to give this presentation from Caltrans.

Washington State Experience – Jason Biggs, WSDOT will let Steve Hewitt know who will represent WSDOT in giving this presentation.

Amtrak Experience – George Hull, Amtrak, is asked to give this presentation.

Action:

At the NGEC Annual Meeting, Tammy Krause, Document Control Manager, is asked to provide a progress report on activities and accomplishments from document control over the past year and to provide an action plan for the year ahead based on the priorities as identified by the Chair.

Other Actions:

At the Annual meeting this year, the election of State Board members and State officers for two-year terms will take place.

Per NGEC By-Laws, Chairman Ray Hessinger will appoint a Nominating Committee.

The Nominating Committee will nominate the State Members to be appointed to two-year terms.

Once the State Board Members are elected, they will choose their representatives for the offices of Chair and Secretary.

The policy is that the Amtrak CMO or his representative holds the office of Vice Chair.

The policy is also that Amtrak will hold the Treasurer's officer role as Amtrak receives the grant and manages the funds.

State representatives are asked to let Ray Hessinger and Steve Hewitt know if the State wishes to continue as a member of the Board and to confirm the Board representative.

**13.
Other:**

With no other business forthcoming, Chairman Ray Hessinger adjourned the meeting at 11:45am Eastern

Next meeting – 12-28-21

Decisions/Action Items

Treasurer's Report:

Tim Ziethen provided the current Balance and Spend on 12-14-21:

Balance/ Spend Rate:

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

Amount Spent through October 2021: \$850,314.73

Balance remaining: \$ 399,685.27

Estimated spend at current rate for the remaining grant period (through 9-30-23): \$320,610.47

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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. To date 615 electronic copies have been distributed.

The FASC has approved changes/updates for the development of the 2022 NGEC two-pager. Those updates have been provided to Missouri DOT graphic arts and has requested that, if possible, they prepare a mock-up for review by the Executive Board on its 12-28-21 call.

Update – Multi-State Rail Car Procurement:

Caltrans provided the following update to the Technical subcommittee on 10-28-21. Steve Hewitt read it into the record on 11-2-21:

Design review for the standard coach is complete. The Cab Carshell final design has been approved and the first cab structures are in production. The Cab Car Communications System FDR is also now approved. 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 complete with the test report in work and the compression test report is in review with the states and FRA. The FAI for the Cab Carshell occurred this week in Sacramento. IDOT will start on rail testing of the cars next week. This is to test Wi-Fi, passenger information system and other IT related tests. Crew training will also be done.

99 cars 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.

Next Update: 1-11-21

Status Update – Connecticut DOT Rail Car Procurement:

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

Next Update – Steve Hewitt will check with Marci Petterson to determine if CtDOT will be able to give an update at the NGEC Annual meeting.

Update- Metro-North Dual Mode Locomotive Equipment as of 11-30-21:

Siemens submitted IDRs for all thirty-nine topics. Metro-North agreed and told them to proceed on thirty-four of the IDRs Siemens submitted four revised IDRs and there is one that remains open.

Next Update: 12-28-21

Update: Amtrak Vehicle Procurements – 11-30-21:

On the Chargers (ACL 42) – 4 are on the property for testing

On the Acela – testing and qualification processes continue.

On the Intercity Passenger Rail equipment – preliminary Design Review continues.

Next Update: 12-28-21

Update: Document Control Management 12-14-21:

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No voting or approval is required because no technical changes were made.

(This was a clarification that Tammy noted when asked by Ray Hessinger about the process since this was only administrative changes to re-format the specification to be consistent with the other NGEC specifications.)

Tammy will work with the Technical Writer to try to have the Trainset re-formatting completed by 12-28-21.

VIA Rail Equipment Procurement:

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

The PowerPoint presentation was distributed and posted to the website.

Next Update: Steve Hewitt will contact VIA Rail to invite them to attend the Annual meeting and see if they would be interested in, once again, providing an update on their vehicle procurements.

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 time. When he has more information, he will let the Board know.

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

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 NGEC specifications to ensure compliance and make any necessary changes by utilizing the NGEC DCR process.

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Next Update: Until there is updated news to report, this item will be removed from the standing action items updates.

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: 2-25-22 – NGEC annual Meeting

Establishing 2022 Priorities – Ray Hessinger:

Ray Hessinger noted that this has been a standing agenda item for several months and based on previous discussions he planned to move forward with the following identified priorities for 2022:

Review/update NGEC Reference and Drawings series 305-900 and 305-800.

Review/Update the Bi-level specification currently in Revision C.4. With Amtrak looking at using some of the funding from the new IIJA for its western fleet, it makes sense for the NGEC to review and update the Bi-Level car specification.

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Action:

At the NGEC Annual Meeting, Tammy Krause, Document Control Manager, is asked to provide a progress report on activities and accomplishments from Document Control over the past year and to provide an action plan for the year ahead which should be based on the priorities as identified by the Chair.

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

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meeting materials).

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State representatives are asked to let Ray Hessinger and Steve Hewitt know if the State wishes to continue as a member of the Board and to confirm the Board representative.

Next update – 12-28-21

NGEC Executive Board Meeting

12-14-21

11:30 AM – 12:30 Noon Eastern

By computer:

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

By phone:

1-415-655-0001

Access code:

126-073-1531

Agenda

- | | |
|--|---------------|
| 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 11-30-21 meeting | Ray Hessinger |
| 5. FASC Report
Balance/Spend Rate
Overview proposed 2022 NGEC two-pager
Status – Efforts to Increase NGEC Awareness | Tim Ziethen |
| 6. Update: Multi-State Passenger Rail car procurement | Caltrans |
| 7. Update: Document Control | Tammy Krause |
| 8. DMU Review Panel Report Summary | Larry Salci |
| 9. Discussion and possible consideration of the Report with recommendations for approval of the DMU Specification - Revision A | Ray Hessinger |
| 10. Establishing Priorities for 2022 | Ray Hessinger |
| 11. Preparing for the NGEC Annual Meeting | Ray/Steve |
| - Review DRAFT agenda | |
| - Logistics review | |
| - Appointing a nominating committee | |
| - Affirming States representatives for 2022 | |
| 12. Other | All |

13. Adjourn

Ray Hessinger

Next call/meeting – 12-28-21