

SECTION 305 NGEC Executive Board

MINUTES

SEPTEMBER 30,
2014

11:30 EASTERN

CONFERENCE CALL

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

Action Items Status

Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. Progress is being made – they are finalizing the RFP for a Fleet Manager and the RFI for a Fleet Maintainer. They are continuing to finalize the schedule to ensure that they get all ARRA funds committed. A subgroup has been established to address the issue of ownership and will report back to the full group in October. **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. It was agreed that Steve Hewitt will distribute the CIP and memorandum to the Board members for review and comment by COB on 9-26-14. Depending on the number and substance of the comments, Executive Board consideration of approval of the CIP will take place either 9-30-14 or on 10-14-14.

No comments have been received – agenda item # 9 will address possible consideration of approval.

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 items 6 and 7**

The NGEC Future Working Group: The group continues to meet bi-weekly following the Executive Board calls. The Working Group will meet face to face in Wilmington, DE on October 23rd to finalize its recommendations for presentation to the Executive Board on October 24th. **Update: Agenda item #10**

Face to face meetings in Wilmington, DE: The Executive Board will meet on 10-24-14 from 8:30-4:00PM, and the NGEC Future Working Group will meet on 10-23-14 from 8:30-noon – both meetings will be held at the Doubletree Hotel Downtown – Wilmington, DE.

There will also be a tour of Amtrak facilities at Bear on the afternoon of the 23rd. A bus will leave the hotel at 1:00PM and arrive around 1:30PM at Bear. The tour will conclude around 4:30Pm and the bus will return to the hotel at around 5:00PM.

A group dinner will be held at the Firestone Roasting House that night – reservations are for 6:00pm. (see the

information below)

Firestone Roasting House
110 S. West St.
Wilmington, DE. 19801

*Reservation is for 6:00 pm.

*I believe the hotel can shuttle everyone to the restaurant.

In discussion with the event manager, Patty Ventresca.

* The group will be in a private room.

*And she has cleared it with the General Manger for individual checks. (everyone paying for their own meal)

Patty also said that for all private events they do staff specifically for the event and with 20-25 guests they would need to staff two servers.

*The gratuity total for two servers is \$300 or 20% of the final, whichever is greater the day of.

And that is automatically put on everyone's individual bill. (As gratuity is typically added to the bill when there is a large group as this.)

*They normally charge a "fee" for using the private room but will be waived if sales reach \$300, which with a group of 25ish will not be a problem.

All hotel registration information has been sent out to Board members and support staff – the cutoff date for making room reservations at the group rate is **10-4-14**.

DRAFT agendas for both the Executive Board meeting and the NGEF Future Working Group meeting have been sent to the respective members and support staff. Comments/revisions/changes are welcome – none received to date.

Those who are scheduled to make a presentation at the Board meeting have been provided with the NGEF power point template and are asked to submit their presentation to Steve Hewitt by COB 10-21-14 so that they can all be loaded on one thumb drive.

All state members have been provided with NGEF travel reimbursement expense forms – please follow all instructions.

All members are asked to inform Steve Hewitt of their intentions to attend the Board meeting (to ensure a quorum); the tour; and the dinner (for a head count).

Head count thus far:

October 23 Future Working Group : 11 confirmed

October 23 tour – 18 confirmed and 3 tentative (bus holds 24)

October 24 Exec Board – 21 confirmed – 2 Tentative – **Have not yet heard from FRA as to its official representation at the Board Meeting.**

Host Railroad Blessing of NGEF equipment: Jeff Gordon is working with Jim Grady, AAR on a list of issues the freight railroads have and on what they need to learn about from their perspective. It has been agreed that they will include Mike Ivan, AAR, in the discussions as he initially raised this issue. Jeff will keep the Board apprised.
Jeff?

Bi-Level Car Review: The second round of DCRs (25) were received by Eric Curtit and sent to Larry Salci for his review. **Status: On Monday, 9-29-14 Mr. Salci provided Chairman Curtit and Steve Hewitt with the DRAFT report. It has since been distributed to all Bi-Level Review Panel members for their review. A conference call to go over the report and consider its approval and subsequent submittal to the Board has been scheduled for October 16th at 2:00PM Eastern.**

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 noted that he would need to shift some of the task hours from the Locomotive to the Bi-Level car review activity as the Bi-Level has over 100 changes vs about 15 for the locomotives. The overall budget would not change. Shayne Gill noted that this should not be a problem, but the appropriate subcommittee chair would need to approve the shift.

Status: Mr. Salci reported that he expects to complete his DRAFT report by Thursday or Friday of this week. When received it will be distributed to the Locomotive Review Panel and a date will be set for a conference call.

4.

Approval of Minutes from the September 16, 2014 Executive Board conference calls – Eric Curtit:

On a motion by Darrell Smith, Amtrak, and a second by Tammy Nicholson, Iowa DOT, the Minutes from the September 16, 2014 Executive Board conference call were approved without objection.

5.

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

Neither John nor Tim were available today – no update was provided.

6.

Status update: Diesel Electric Locomotive procurement – Arun Rao for John Oimoen:

Arun Rao provided the following update from John Oimoen for inclusion in today's minutes:

- "A) *Milestone A CDRLs are nearly all closed, with only a few action items remaining for Siemens to re-submit.*
- B) *Week #1 of Intermediate design review (IDR) for Locomotives is now underway this week, with Week #2 October 3 and week #3 November 10 in Chicago.*
- C) *Engine Room Mock-up Review is planned for Siemens 3D Reality Lab in Munich Germany. While there, a visit to visit Hitizinger's engineering office in Austria is also planned to review details for the traction alternator, as well as review technology transfer details for US manufacturing.*
- D) *Weekly JPE conference calls continue.*
- E) *Siemens continues weekly engineering and project management conference calls w/ JPEs.*
- F) *FRA continues participation in conference call meetings."*

7.

Status Update: Bi-Level car procurement – Stan Hunter:

Stan Hunter provided a brief update on the Bi-Level procurement:

Tomorrow (10-1-14) there is an all-day meeting in Chicago among FRA, Amtrak, the states, Nippon Sharyo and Sumitomo to begin finalizing negotiations on such key items as option car assignments; milestone delivery and others.

On Thursday (10-2-14) there will be a meeting in Rochelle with the Nippon Sharyo and Sumitomo management team to discuss "slippage" in the FAI schedule; the weight issue and other pertinent issues.

Some FAI's are coming up beginning on October 2 including PTC's; truck frames on through the end of the month.

Discussions continue in California on DTL.

8.

Status Update: 514 Working Group –Ron Pate:

Eric Curtit introduced this discussion as it relates to the CIP and potential NGEC approval. The CIP and transmittal letter had been approved by the 514 working group and was distributed to the NGEC Executive Board for possible consideration of approval today. Some concerns have been raised over exactly what NGEC approval means, and whether or not the Board should actually approve the CIP or simply acknowledge the completion of the working group's objective of developing the plan.

Ron Pate, working group chair, noted that the concerns have been raised in regard to what approval means. He emphasized that the CIP is a "living document" with next steps identified within. He also noted that it complies with the

charge statement approved previously (October 2013) by the Executive Board.

Further, Ron stated that the CIP does not make a financial commitment for any state.

Ron added, "my expectation is that we approve the CIP with recognition that it meets what the intent of the charge statement and is a living document...and there are next steps going forward." Ron also noted that the NGECE "was critical in getting this done". He reiterated – "this is not an approval of any financial commitment for states."

Eric Curtit commented on the fact that when it was agreed to have the 305-209 working group established it was because it was felt that the NGECE had a structure in place that would facilitate the work getting done. Going "under the NGECE umbrella" was considered a key to move this forward with an emphasis on transparency.

He added "the plan is a process by which states can work with Amtrak and the FRA...at the end of the day each state has its own contract with Amtrak."

John Tunna, FRA, commented on the possible Board action by asking – if the Board is approving the CIP, and, if so, what does it mean...or, is it just acknowledging it and recognizing that more work is yet to be done?

He added that what the approval means needs to be very clear before it is done.

Ray Hessinger, NYSDOT commented that "all along the states looked at this (the CIP) in context with STIPS and TIPS" which they deal with on a regular basis within the highway side of their house. These plans state that "these are the expected resources and this is what we intend to use them for...the plans get adopted and then amended and revised all the time...that is the light in which the CIP was seen."

Ray added, "approval is the right thing to do...this is today's plan, given current assumptions and it can (and will) change over time." It will be "modified on a regular basis – it must be a living document with ongoing updates...it is an ongoing process to ensure that the capital plan for equipment is appropriate."

Darrell Smith, Amtrak, commented that in the CIP (section 1) it states that it is to be updated and continued as a living document. In Section 5 there is a list of next steps. Darrell added that "approval doesn't remove the intent that it is to be updated."

Ron Pate agreed that it is comparable the STIP process. He added "approval recognizes it as a living document...we have more work to do and it (the CIP) does what we said we would do in the charge statement."

John Tunna reiterated that if approval does not mean any financial obligation to the approving parties then that needs to be said – clearly – in a vote if one is taken.

Brian Beeler, NNEPRA, noted that he agreed with what has been said during this discussion and noted that clarifying what NGECE approval means is most important.

Ron Pate again emphasized that "this document does not change state contracts...it should be passed as a living document...it does not impact the financial commitment of any state – there is no financial obligation for any state" in the plan.

Brian Beeler added that "it is a document" put together through "good collaboration" which serves "as a jump off point like our (NGECE) other standards."

Ray Hessinger noted that the 209 relationship between states and Amtrak "does not have an organizational structure like the NGECE...it doesn't exist...the NGECE is the best place to consider this because of its representation (states, Amtrak, FRA) in the absence of another such body."

He added that "Chapter 4 lays out the process of reconciling costs within individual contracts."

"All parties" Ray believes "would feel better going forward with some kind of formal approval" of the CIP.

John Tunna cautioned that if the approval carries the view that it is the "approved way to go" or the "official" way to do things then "it goes too far".

Ron Pate commented that "states living under 209 need something to measure, monitor and reconcile, if states do not want to use the reconciliation process, so be it." He continued, "if we are only acknowledging it then what are we doing. This is an approach that developed a standardized reconciliation process." He disagreed with the premise of "acknowledging it without any weight behind it."

Dave Warner, Amtrak, added that a lot of effort went into the development of this "impressive" document. "To simply say that it's a good idea... is a disservice to all of those who worked so hard on this." He noted too, "I thought it was to be an approved methodology for states to use."

Eric Curtit began to bring the discussion to a close noting that there are clearly "two schools of thought on this, and we need to be careful on it...I believe the plan is something that is meant to help facilitate discussions on capital equipment.

Ron Pate, again reiterated "it is not a budgeting or financial document...it is a living document with next steps."

**9.
Consideration of Approval of the CIP – Eric Curtit:**

Ultimately, the discussion was closed, and it was agreed that Ron Pate and John Tunna would each draft a specific motion regarding approval or acknowledgment of the CIP and identifying/clarifying what it means.

On the next call (10-14-14) the Board will discuss and hopefully come to a decision on which motion (or what combination of both) should be taken up by the Board. Eric has asked that the proposed motions be provided to Steve Hewitt and Eric Curtit by COB Monday, October 6th for distribution to Board members for their review in advance of the next call.

**10.
Status Update: NGEC Future Working Group - Eric Curtit:**

Eric Curtit provided a brief overview of the activities of the NGEC Future working group.

The group continues to meet bi-weekly following the Board calls and is "trying to define things out".

The intent is to make a presentation with recommendations to the Board on October 24th.

**11.
Discussion/comments – DTL Hardware Specification - Eric Curtit:**

Steve Hewitt reported the DTL Hardware specification, as approved by the Technical subcommittee on September 11, 2014, had been distributed to all Board members shortly after the last Board call held on September 14th. The Board was asked to review and comment on the specification, and be prepared to discuss those comments, or, if there were no comments, be prepared to vote for approval of the spec.

No comments have been received to this point.

Eric Curtit, asked for comments/discussion. Hearing none, he called for a motion to adopt the DTL Hardware specification, as approved by the Technical subcommittee.

Dale Engelhard, Amtrak, offered a motion to adopt. It was seconded by Brian Beeler II, Maine. After asking for any objections or further discussion, and hearing none, Chairman Curtit determined that consensus had been achieved and the motion was approved.

Dave Warner will notify spec writer Camren Cordell to prepare the signature page for all appropriate signatures and, once signed and completed it will be submitted to AASHTO for posting and to Steve Hewitt for distribution to NGEC members.

**12.
Discussion: Finance SC electronic vote - Darrell Smith:**

Darrell Smith reported that the Finance subcommittee had held a discussion and subsequent electronic vote following its conference call last week.

The topic of discussion was:

There is approximately \$51,000 remaining from the NGEC policy advisor (David Ewing) contract with AASHTO as a result of Mr. Ewing's retirement from the NGEC. Members of the Finance subcommittee discussed whether or not it would be more prudent to pursue another consultant to fill these responsibilities or to use the remainder of the available funds for the continued operation of the NGEC.

Eric Curtit, Missouri, made a motion, seconded by Brent Thompson, WSDOT, to use the remaining available funds (approximately \$51,000) from the Ewing contract for the continued operation of the NGEC.

An electronic vote was conducted following the call, and the motion was approved unanimously.

The Finance subcommittee requests that the Executive Board accept its recommendation.

**13.
Board Consideration of Finance Subcommittee recommendation – Eric Curtit:**

On a motion by Paul Worley, NCDOT and a second by Ray Hessinger, NYSDOT, the Finance subcommittee recommendation was accepted without objection as the Chair determined that consensus had been achieved.

Adjourn:

With no further business to come before the Board today, Chairman Curtit adjourned the call at approximately 12:25PM Eastern.

The next call is: October 14, 2014 - 11:30am Eastern

Decisions/Action Items

Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. Progress is being made – they are finalizing the RFP for a Fleet Manager and the RFI for a Fleet Maintainer. They are continuing to finalize the schedule to ensure that they get all ARRA funds committed. A subgroup has been established to address the issue of ownership and will report back to the full group in October. There was no update report today.

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.

Today, it was agreed that Ron Pate and John Tunna would each draft a specific motion regarding approval or acknowledgment of the CIP and identifying/clarifying what it means.

On the next call (10-14-14) the Board will discuss and hopefully come to a decision on which motion (or what combination of both) should be taken up by the Board. Eric has asked that the proposed motions be provided to Steve Hewitt and Eric Curtit by COB Monday, October 6th for distribution to Board members for their review in advance of the next call.

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Face to face meetings in Wilmington, DE: The Executive Board will meet on 10-24-14 and the NGEC Future Working Group will meet on 10-23-14 at the DoubleTree Hotel Downtown – Wilmington, DE.

There will also be a tour of Amtrak facilities on the afternoon of the 23rd from 1:00pm – 4:30pm, and a group dinner at a local restaurant (see details above) that night beginning at 6:00pm.

All hotel registration information has been sent out to Board members and support staff – the cutoff date for making room reservations at the group rate is **10-4-14**.

DRAFT agendas for both the Executive Board meeting and the NGEC Future Working Group meeting have been sent to the respective members and support staff.

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Host Railroad Blessing of NGEC equipment: Jeff Gordon is working with Jim Grady, AAR on a list of issues the freight railroads have and on what they need to learn about from their perspective. It has been agreed that they will include Mike Ivan, AAR, in the discussions as he initially raised this issue. Jeff will keep the Board apprised.

Bi-Level Car Review: The DRAFT Review Panel Report has been prepared by Larry Salci and distributed to the Review Panel members. The panel is scheduled to meet, via conference call, on October 16th to consider approval of the report and submittal to the Board for its consideration.

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 expects to complete the draft report by the end of this week – and, at that time it will be sent to Locomotive Review Panel members for their review with a conference call to be scheduled.

Treasurer’s report: Darrell Smith will provide a budget update and Treasurer’s report on October 24th at the NGEC Board meeting.

DTL Hardware Specification: The specification as approved by the Technical subcommittee on 9-11-14, was adopted today (9-30-14) by the Executive Board.

Dave Warner will notify spec writer Camren Cordell to prepare the signature page for all appropriate signatures and, once signed and completed it will be submitted to AASHTO for posting and to Steve Hewitt for distribution to NGEC members.

The Finance subcommittee requested that the Executive Board accept its recommendation to use the remaining available funds (approximately \$51,000) from the Ewing contract for the continued operation of the NGEC. Today, (9-30-14) the Executive Board accepted the Finance subcommittee recommendation and the money will be used as noted.

ATTACHMENTS



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

S305 NGEC Executive Board Conference Call
September 30, 2014
11:30 AM – 12:30 PM Eastern
Call in number: 866 299 7945 passcode: 1601544#

Agenda

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| 1. Welcome and Open the Meeting | Eric Curtit |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from the September 16, 2014 conference call | Eric Curtit |
| 5. Progress Report: Mid-West States – Section 6 | Eric Curtit |
| 6. Status update: Diesel Electric Locomotive procurement | John Oimoen |
| 7. Status Update: Bi-Level Car procurement | Stan Hunter |
| 8. Status Update: 514 Working Group | Ron Pate |
| 9. Board Consideration of Approval of the CIP | Eric Curtit |
| 10. Status Update: NGEC Future Working Group | Eric Curtit |
| 11. Discussion/comments – DTL Hardware Specification: | Eric Curtit |
| 12. Discussion: Finance SC electronic vote (see details below) | Darrell Smith |
| 13. Board Consideration of Finance Subcommittee recommendation | Eric Curtit |
| 14. Other | All |