

# S305 Structure and Finance Task Force

## MINUTES

DECEMBER 2, 2013 2:30PM EASTERN

CONFERENCE CALL

<b>FACILITATOR</b>	<i>Eric Curtit, Missouri DOT, Chair, Structure and Finance Task Force</i>
<b>ATTENDEES</b>	<i>Eric Curtit, Ron Pate, Michael Burshtin, Darrell Smith, Jeff Gordon as proxy for Kevin Kesler, Steve Hewitt, Sara Sarkhili, Nico Lindenau, Ashok Sundararajan, Vincent Brotski</i>
<b>ABSENTEES</b>	<i>Kevin Kesler, Bill Bronte, Tim Hoeffner, Larry Salci Shayne Gill,</i>

### DISCUSSION/DECISIONS MADE

**1.**

**Welcome – Eric Curtit:**

Eric Curtit welcomed all to this SFTF conference call meeting and asked Steve Hewitt to call the roll.

**2.**

**Roll Call – Steve Hewitt:**

Steve Hewitt called the roll and determined that a quorum could not be established.

**3.**

**Approval of the Minutes from August 12, 2013– Eric Curtit:**

Due to the lack of a quorum, chairman Curtit tabled approval of the August 12<sup>th</sup> minutes until the next call.

**4.**

**Status/Discussion: Task 1 of the Section 6/Fleet Deployment project - Eric Curtit:**

Eric Curtit provided an overview of the status of task 1 of the Section 6/Fleet Management Plan project. He reminded those on the call of the history of this effort. The contractor's first submittal of task 1 had been reviewed extensively by the core review team and the full SFTF. Comments on the initial document were numerous. FRA consultants – Ashok Sundararajan and Nico Lindenau - compiled the comments and filed it into a document that was then sent back to the contractor. After several conference calls with the core team and the contractor, a revised version was submitted. The new version addressed the sizable number of comments received and represented "a dramatic improvement" over the earlier version.

The core team has since provided additional comments which have been addressed, for the most part, although there may still be "a few tweaks" forthcoming. Still, Eric wants to send the draft as it currently is "to the full SFTF for review and comment before accepting it."

Eric emphasized that task 2 is on hold – no work is being done on it - and no decision has been made as to how to proceed. Eric wants to "get task 1 done and out of the way" first.

Ashok noted that he agreed with Eric's summary and his strategy of getting the current draft to the full SFTF for review and comment before accepting it. Ashok commented that "after having seen it several times my eyes begin to glaze over... so I am curious to see the view of others and to see if it does fit the scope of work."

Eric agreed "after looking at it so many times it's time to have some fresh eyes take a look at it." He noted it is "very comprehensive in nature".

Steve Hewitt asked about timelines for review and SFTF approval.

After some discussion, it was agreed that the comments on the draft are due to Eric Curtit, with a cc to Steve Hewitt, by COB on December 16, 2013. It is likely that an electronic vote will be called for thereafter with the goal being to approve task 1 and submit it to the Executive Board by the end of December, 2013.

Following approval of task 1, a decision will need to be made on what to do about task 2.

Jeff Gordon requested that Eric include the SOW when he distributes the revised task 1 document to SFTF members for comment.

Eric agreed to do so.

**5.  
Adjourn:**

With nothing further to come before the SFTF today, the December 2, 2013 conference call meeting was adjourned at approximately 2:45 pm Eastern. The next scheduled call is December 30, 2013, but the chair may determine that it is not necessary and may exercise his option to cancel it.

**Decisions and Action Items**

**Next call: December 30, 2013 (TBD)**

**ATTACHMENTS**



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

**PRIIA NGEC S305 Structure and Finance Task Force (SFTF) Conf. Call Meeting  
December 2, 2013  
2:30 - 3:30 pm Eastern  
866 299 7945 passcode 1601544#**

**Agenda**

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| 1. Welcome   | Eric Curtit  |
| 2. Roll Call   | Steve Hewitt |
| 3. Approval of Minutes from August 12, 2013                                    | Eric Curtit  |
| 4. Status/Discussion: Revision of Task 1 of Section 6/Fleet Deployment project | Eric Curtit  |
| 5. Other:  | All          |