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

SECTION 305 NGEC Executive Board

MINUTES

JUNE 13 2023

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Ray Hessinger, Chair S305 NGEC Executive Board</i>
ATTENDEES	Board Members: Ray Hessinger, George Hull, Tim Ziethen, Amanda Martin, Amanda Martin also as proxy for John Oimoen, Jeff Gordon, Jon Dees for Jason Orthner, Troy Hughes, Jason Biggs, Richard Kedzior, Mike Jenkins, Brian Beeler II Support Staff and Colleagues: Steve Hewitt, Tammy Krause, Larry Salci, Strat Cavros, Barley Fields, Patrick Centolanzi, Dave "Emeritus" Warner
ABSENTEES	Board Members: John Oimoen, Jason Orthner, Kyle Gradinger Support: Shayne Gill, Joe Paul, Mike Murray

DECISIONS MADE

1.

Welcome – Ray Hessinger, NYSDOT, Chair, 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 provided a brief review of action/ongoing tracking items not on today's agenda.

Industry Participation:

Industry involvement continues to be consistent at just over two hundred participants.

2023 NGEC two-pager Handout Flyer:

The 2023 version of the two-page educational flyer is now available electronically or in hard copy by request from Steve Hewitt. It is also posted on the NGEC website www.ngec.org.

To date: 334 copies have been distributed.

VIA Rail Equipment Procurement:

VIA Rail gave a detailed presentation during the 2023 NGEC Annual Meeting. The presentation is available on the NGEC website or by request from Steve Hewitt.

Next Update – 2-2-2024 – NGEC Annual Meeting

Amtrak Vehicle Procurements as of 5-30-23:

On the new Acela:

Work continues on testing and modeling for submittal for acceptance.

On the Charger Locomotives:

They are progressing well with thirty units delivered. They are waiting on documentation and should be able to expand to run them on additional service routes. They are currently running on the City of New Orleans, the Empire Builder, Coast Starlight.

On the Airo trainset:

They are progressing well, with the first car shell is nearly completed. Final Design Review (FDR) is finishing up. Overall, the Procurement is on track.

Next Update – 6-27-23

Connecticut DOT Rail Car Procurement:

On 6-8-23, Marci Petterson reported to the NGENC Technical subcommittee that negotiations were under way and the “cone of silence” continues.

Next Update – As appropriate

NGEC CRISI Grant Application Status:

On 12-13-22, Tim Ziethen reported that the CRISI Grant for funding for the NGENC was submitted on time (early). He thanked the Board for its feedback – especially in light of the short turnaround time.

Tim has requested a count on the number of support letters received and included with the application package.

Tim added that the Amtrak grants office was impressed with the number of support letters and the enthusiasm for this application.

The grants office also noted that the application was a strong and well put together document.

The timeframe for announcing which CRISI Grant applications are approved has been pushed back from May-June to August-September 2023.

Next Update: As available

NGEC 2024 Annual Meeting:

The NGENC 2024 Annual meeting will be held on 2-2-24 at the Hyatt Regency Hotel, Capitol Hill, Washington, DC. It will, once again, be held in conjunction with other rail-related meetings being held that week including SPRC, SAIPRC and AASHTO CORT.

Details to follow.

4.

Approval of the Minutes from the 5-30-23 meeting– Ray Hessinger, NYSDOT – NGENC Chair:

On a motion offered by Jason Biggs, WSDOT, and seconded by Brian Beeler II, for Maine DOT, the minutes from the 5-30-23 meeting were approved.

5.

Update: Multi-state Venture Car Procurement –Steve Hewitt for Kyle Gradinger, Caltrans:

In the absence of a representative for Caltrans, Steve Hewitt provided the following Caltrans update from the 6-8-23 NGENC Technical Subcommittee meeting for inclusion in today’s minutes (6-13-23):

The remaining Cab Car FDR submittals are in the final closure stage with nearly all subsystems approved. The Cab Car MCAT simulation report has been submitted to Amtrak for review and transfer to FRA. IDOT Café Car system level FDR reviews are nearly closed.

The Cab Car Collision and Corner Post Appendix F test reports are approved. The Cab Car Complete FAI is scheduled

for July 18, to be followed by the FRA Sample Car Inspection on July 27.

129 cars are in production or have been produced at Siemens Sacramento Facility. IDOT coaches are currently in revenue service and Caltrans is targeting revenue start in 2023 once all necessary agreements are in place.

6.

Update: Metro-North Dual Mode Locomotive Procurement – Ray Hessinger, NYSDOT:

Ray Hessinger provided the following update for inclusion in today's minutes (6-13-23):

- Metro North confirmed finalization of the Final Design Review (FDR) Phase on May 8th.
- Production for Metro-North Charger #301 and #302 is progressing ahead of DCS schedule. Carshells for both locomotives have completed Q14 (ready for blast) and have been put into storage until finishing begins.
- Sub-assembly has started in May as the DCS and Final Assembly is on track to start in July 2023.
- First Article Inspection (FAI) for the MNR carshell has been successfully completed with zero open items.
- FAI for truck frame welding has been successfully completed.

7.

Update: Document Control Management – Tammy Krause:

Tammy Krause provided the following update/plan for inclusion in the minutes of today's meeting (6-13-23):

Current Activities:

The Bi-Level specification update has been completed and is now available from Steve Hewitt. I will be submitting a new document list to Barley Fields to post on the AASHTO website.

I will have a follow up to the review of the PRIIA sub specifications for the Technical Subcommittee meeting of 6/22/23.

The Communications Working Group is working on the communications chapter 12 of the single level specification. They were asked to bring the communications section up to current. They are currently working on the Digital Train Line section. The PRIIA sub specification was sunsetted, but the concept is still needed. The new section being written by the communications group includes newer technology and options as opposed to the original ethernet cables. Their next meeting will be on June 20, 2023.

Review Document Control and Technical Writer SOW and budgets for 10-1-23 thru 9-30-24:

I have provided an estimate and work scope for both myself (TLK) and Camren Cordell for October 1, 2023, to September 30, 2024.

Ray Hessinger opened a discussion of the proposed Document Control and Technical Writing SOW and Budget estimates submitted by Tammy Krause (TLK) and Camren Cordell (Casamar).

Ray commented that the proposals were for the "holdover" 12- month period from 10-1-23 through 9-30-24. In the "holdover" period we will be "operating under the same processes as we are now – utilizing limited resources and not doing the bigger things we plan for the future."

Looking first at the Document Control proposal, Ray stated that he and Steve Hewitt had reviewed and discussed it and are "comfortable with its scope and the hours proposed."

Asking for any comments or questions, and hearing none, Ray moved on to the Technical Writer Proposal.

Ray noted that this proposal follows closely with Document Control, as it should. The work that the Technical Writer performs is generated by the document control process and activities.

Ray added that he and Steve Hewitt had reviewed and discussed this proposal as well and believe the scope and hours are reasonable.

Ray asked if there were any questions or comments. Hearing none, he called for a motion and second to approve the proposals as presented.

8.

Consideration of Approval of the Document Control and Technical Writer SOW and Budgets for 10-1-23 through 9-30-24 – Ray Hessinger:

On a motion by Amanda Martin, Iowa DOT, and a second by Jason Biggs, WSDOT, the proposed SOW and budgets for Document Control and Technical Writer for the period from 10-1-23 through 9-30-24 were approved as presented with no objections noted and the Chair determining that consensus had been achieved.

The proposals will be sent to Treasurer Tim Ziethen as he develops the overall NGEC SOW and Budget for the "holdover" 12-month funding program that Amtrak is expecting to put forward to FRA.

9.

Treasurer's Report and status update on NGEC Funding – Tim Ziethen:

On 6-13-23, Tim Ziethen reported on the following:

Treasurer's Update:

Balance/Spend Rate Through April 2023

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

Expenses Incurred through April 2023: \$1,173,648.37

Balance remaining: \$76,351.67.

Estimated spend at current rate for balance of the Grant: \$74,281.54

Current Spend Rate per month (as info and used in calculating): \$14,856.31.

Estimated Balance at the end of the Grant Period: 2,070.13

Tim added that he believes there is an invoice still to come from TLK, but overall "we are zeroing in on the end" consistent with expectations and are in a "good position."

Status – no-cost current grant agreement extension:

Amtrak has submitted to FRA a 6 month no-cost grant agreement extension of the time period of performance to allow payment of invoices from the existing grant. This is important as there is a "60-day dwell" for invoice submittals.

Tim added that if there is a slight variance in the ending balance to the negative, Amtrak is prepared to step in and cover it.

Status: Amtrak Legal re: Potential By-Laws Changes needed if any:

Tim reported that he has talked to Amtrak Legal and they are of the opinion that the By-Laws do not need to be changed – at least as far as the NGEC structure is concerned as an entity even if it is funded from another source.

If a CRISI Grant is awarded, it will require an obligation to submit certain reports, etc., but for the short term – if Amtrak funds it in some way beginning on 10-1-23 no structural changes will need to be made.

Tim added that the "flow down and funding requirements are the same" and the NGEC has always followed it and "no significant change" is anticipated.

NGEC Funding Issues/potential interim solutions/path forward:

Tim also reported that he is waiting for the follow-up meeting with FRA on the path forward including the interim funding being discussed internally at Amtrak. The meeting planned for last week was postponed. Tim will get the meeting rescheduled at FRA's convenience.

Ray Hessinger added that this is consistent with a message he and Steve (and Tim) received from Mike Murray just prior to today's call (see below):

From Mike Murray, FRA today (6-13-23):

FRA is having internal conversations about funding, but we don't have an update ready for the committee yet.

Tim Ziethen added that "we are still hopeful on getting a CRISI Grant" but that announcement will not be coming for a few months yet.

Steve Hewitt asked Tim if he had what he needed to develop the NGEC SOW and Budget for a potential 12-month "bridge" or "holdover" funding, now that the TLK and Casamar SOW and budget proposals have been accepted. On the last call, it was agreed, the remaining activities and budget would remain consistent with what the committee is currently doing (along with the increased activity expected in updating the Locomotive specification with outreach to

entities that have used the spec and made changes) and as noted in the CRISI Grant application.

Tim responded that he believes he has what he needs and will have a call with Steve to further discuss and confirm.

**10.
Other – all:**

With no other business forthcoming, Ray Hessinger adjourned the meeting at 11:55AM Eastern.

Next Executive Board Meeting 6-27-23

Decisions/Action Items

Treasurer’s Report – 6-13-23:

Balance/Spend Rate Through April 2023

Total Initial Grant Amount: \$1,250,000.
Expenses Incurred through April 2023: \$1,173,648.37
Balance remaining: \$76,351.67.
Estimated spend at current rate for balance of the Grant: \$74,281.54
Current Spend Rate per month (as info and used in calculating): \$14,856.31.
Estimated Balance at the end of the Grant Period: 2,070.13

Path Forward for the NGEC (Interim):

Status – no-cost current grant agreement extension:

Tim Ziethen reported on 6-13-23, that Amtrak has submitted to FRA a 6 month no-cost grant agreement extension of the time period of performance to allow payment of invoices from the existing grant. This is important as there is a “60-day dwell” for invoice submittals.

Status: Amtrak Legal re: Potential By-Laws Changes needed if any:

Tim Ziethen also reported that he has talked to Amtrak Legal and they are of the opinion that the By-Laws do not need to be changed – at least as far as the NGEC structure as an entity even if it is funded from another source.

If a CRISI Grant is awarded, it will require an obligation to submit certain reports, etc., but for the short term – if Amtrak funds it in some way beginning on 10-1-23 no structural changes will need to be made.

NGEC Funding Issues/potential interim solutions/path forward:

Additionally, Tim reported that he is waiting for the follow-up meeting with FRA on the path forward including the interim funding being discussed internally at Amtrak. The meeting planned for last week was postponed. Tim will get the meeting rescheduled at FRA’s convenience.

Ray Hessinger added that this is consistent with a message he and Steve (and Tim) received from Mike Murray just prior to today’s call (see below):

From Mike Murray, FRA today (6-13-23):

FRA is having internal conversations about funding, but we don’t have an update ready for the committee yet.

Tim Ziethen added that “we are still hopeful on getting a CRISI Grant” but that announcement will not be coming for a few months yet.

Action items:

Tim Ziethen will develop the NGEC SOW and Budget for a potential 12-month “bridge” or “holdover” funding,

incorporating the TLK and Casamar submittals and including the baseline activities identified in the CRISI Grant Application along with the enhanced update of the Locomotive specification with outreach to the entities that have used the PRIIA spec and made changes to it.

Tim Ziethen plans to have a call with Steve Hewitt to further discuss and confirm what is to be included in the 12-month funding program.

Status - Quarterly Progress Report to FRA:

The report was for the quarter ending 3-31-23 and was due to FRA on 4-30-23. Steve Hewitt transmitted the report to the Executive Board members (and support) along with the 5-16-23 meeting draft minutes.

Next Report Due to FRA – 7-31-23

2023 NGENC Backgrounder educational document:

The 2023 version of the two-page educational flyer is now available electronically or in hard copy by request from Steve Hewitt. It is also posted on the NGENC website www.ngec.org.

To date: 334 copies have been distributed (hard/soft).

Status – Multi-State Rail Car Procurement as of 6-13-23:

The remaining Cab Car FDR submittals are in the final closure stage with nearly all subsystems approved. The Cab Car MCAT simulation report has been submitted to Amtrak for review and transfer to FRA. IDOT Café Car system level FDR reviews are nearly closed.

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129 cars are in production or have been produced at Siemens Sacramento Facility. IDOT coaches are currently in revenue service and Caltrans is targeting revenue start in 2023 once all necessary agreements are in place.

Next Update – 6-27-23

Status: – Connecticut DOT Rail Car Procurement as of 6-8-23:

On 6-8-23, Marci Petterson reported to the NGENC Technical subcommittee that negotiations were under way and the “cone of silence” continues.

Next Update – as appropriate

Status - Metro-North Dual Mode Locomotive Equipment as of 6-13-23

- Metro North confirmed finalization of the Final Design Review (FDR) Phase on May 8th.
- Production for Metro-North Charger #301 and #302 is progressing ahead of DCS schedule. Carshells for both locomotives have completed Q14 (ready for blast) and have been put into storage until finishing begins.
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- First Article Inspection (FAI) for the MNR carshell has been successfully completed with zero open items.
- FAI for truck frame welding has been successfully completed.

Next Update – 7-11-23

Status - Amtrak Vehicle Procurement as of 5-30-23:

On the new Acela:

Work continues on testing and modeling for submittal for acceptance.

On the Charger Locomotives:

They are progressing well with thirty units delivered. They are waiting on documentation and should be able to expand to run them on additional service routes. They are currently running on the City of New Orleans, the Empire Builder, Coast Starlight.

On the Airo trainset:

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Next Update – 6-27-23

Status - Document Control Management as of 6-13-23 as provided by Tammy Krause:

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Current Activities:

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Review Document Control and Technical Writer SOW and budgets for 10-1-23 thru 9-30-24:

I have provided an estimate and work scope for both myself (TLK) and Camren Cordell for October 1, 2023, to September 30, 2024.

Action Taken:

On 6-13-23, The NGEC Executive Board accepted the SOW and budget proposals as submitted for Document Control and Technical Writer for the 12-month "holdover" funding proposal being prepared by Amtrak.

Next Update -6-27-23

VIA Rail Equipment Procurement:

VIA Rail gave a detailed presentation during the 2023 NGEC Annual Meeting. The presentation is available on the NGEC website or at request from Steve Hewitt.

Next Update: 2-2 -2024 – NGEC Annual Meeting

NGEC CRISI Grant Application Status:

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Tim has requested a count on the number of support letters received and included with the application package.

Tim added that the Amtrak grants office was impressed with the number of support letters and the enthusiasm for this application.

The grants office also noted that the application was a strong and well put together document.

It is now anticipated that the timeline for announcing which CRISI Grant applications are approved is August-September 2023.

Next Update: As appropriate.

Updates: States and Amtrak – Charger Locomotive and Venture Cars Experience:

Detailed Updates were provided during the 2023 Annual Meeting.

Next Update: As appropriate

2024 NGEC Annual Meeting:

The 2024 NGEC Annual Meeting is planned for 2-2-24 at the Hyatt Regency Hotel, Capitol Hill, Washington, DC.

Next Meeting -6-27-23

NGEC Executive Board Meeting

6-13-23

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 5-30-23 Exec Board Meeting | Ray Hessinger |
| 5. Update: Multi State Venture Car Procurement | Kyle Gradinger |
| 6. Update: Metro North Dual Mode Locomotive Procurement | Ray Hessinger |
| 7. Update: Document Control Management | Tammy Krause |
| - Status: Current activities | |
| - Review Doc Control and Technical Writer SOW and budgets for 10-1-23 thru 9-30-24 | |
| 8. Consideration of approval of the Doc Control and Technical Writer SOW and budget as presented. | Ray Hessinger |
| 9. Treasurer's Update | Tim Ziethen |
| - Balance/Spend Rate/Forecast | |
| - Status – no-cost current grant agreement extension | |
| - NGEC Funding Issues/potential interim solutions/path forward | |
| - Status: Amtrak Legal re: Potential By-Laws Changes needed if any | |
| - Next Steps | |
| 10. Other | All |
| 11. Adjourn | Ray Hessinger |

Next Meeting: 6-27-23