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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

SEPTEMBER 5 2023

11:30 EASTERN

CONFERENCE CALL

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

### 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 remain steady. Currently there are 204 industry 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](http://www.ngec.org).

To date: 338 copies have been distributed.

Beginning in October, the process of updating the document should begin at the FASC.

**VIA Rail Equipment Procurement:**

VIA Rail gave a detailed presentation during the 2023 NGEC Annual Meeting and will be invited to do the same at the 2024 Meeting.

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

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**Connecticut DOT Rail Car Procurement:**

On 8-17-23, Marci Petterson, CtDOT, provided the following update to the technical subcommittee. On 9-5-23, Steve Hewitt read it into the record:

*CTDOT's contract was awarded to Alstom on 8/3/23. Base order is for sixty cars – 19 cabs and forty-one trailers. There are options for up to an additional 272 cars. We are expecting a prototype 4-car consist in mid-2026. The delivery rate is four cars per month. Manufacturing is in Sahagun, Mexico.*

Marci specifically thanked the NGEN for the use of the NGEN Specification as a baseline for this procurement.

**Next Update – As available**

**NGEC CRISI Grant Application Status:**

The timeframe for announcing which CRISI Grant applications are approved is still expected to be in the August-September 2023 timeframe.

With August having ended – it would be assumed announcements will be forthcoming in September 2023.

**Next Update: As available**

**NGEC 2024 Annual Meeting:**

The NGEN 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 8-8-23 meeting– Ray Hessinger, NYSDOT – NGEN Chair:**

On a motion offered by John Oimoen, IDOT, and seconded by Amanda Martin, Iowa DOT, the minutes from the 8-8-23 meeting were approved as submitted.

**5.**

**Update: Multi-state Venture Car Procurement – Steve Hewitt for Caltrans:**

On 9-5-23, in the absence of Caltrans representation, Steve Hewitt read into the record the following update for inclusion in the meeting minutes (provided by Caltrans to the Technical subcommittee on 8-31-23):

*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 FRA via Amtrak with additional clarifications provided. IDOT Café Car system level FDR reviews are complete and the requested MCAT simulations are in review for submittal.*

*The Cab Car Collision and Corner Post Appendix F test reports are approved. The Cab Car Complete FAI occurred on July 18 and the FRA Sample Car Inspection was completed on July 27. Open items from both are being addressed to prepare the cab car for PTC and 238 testing.*

*137 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 pending completion of final agreements.*

**6.**

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

Ray Hessinger reported that he has not yet received the July report from Metro-North, so he tabled the update until the October Board Meeting. The Metro-North updates lag a month and are usually provided to NYSDOT around the second week of the month.

**7.**

**Update: Amtrak Vehicle Procurements – George Hull:**

On the new Acela: work continues on qualification issues with FRA for testing.

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On the Charger Locomotives: Amtrak continues to progress deliveries – and they are doing well.

On the Airo trainsets: They are finishing Final Design Reviews (FDRs) and working on the car shell production. Things are moving along on schedule.

**8.  
Update: Document Control Management – Dave Warner/Tammy Krause:**

Dave Warner summarized the revisions/updates to PRIIA 305-901 as approved by the Technical Subcommittee.

After the initial review of the updates provided general agreement in the Technical Subcommittee, a cleaner version with comments showing what had changed was distributed and additional comments were provided by several members of the subcommittee a new version was produced and was approved by the subcommittee on 8-31-23.

Board members received the updated/approved version with comments remaining so the changes would be easily seen.

In closing the overview, Dave noted the goal of this effort was to seek approval of the updated 305-901 document.

**9.  
Consideration of adoption of the updated 305-901 Reference Spec as approved by the tech subcommittee – Ray Hessinger:**

Ray Hessinger asked if there were any questions or comments from Board members. Hearing none, he called for a motion to adopt PRIIA Reference Specification 305-901 Revision A as approved out of the Technical Subcommittee.

A motion to adopt was offered by Richard Kedzior, WisDOT and was seconded by John Oimoen, IDOT.

Steve Hewitt called the roll of voting members present or represented with the following results:

Ray Hessinger, NYSDOT – aye  
George Hull, Amtrak – aye  
John Oimoen, IDOT – aye  
Tim Ziethen, Amtrak – aye  
Mike Murray, FRA – aye  
Amanda Martin Iowa DOT – aye  
Amanda Martin as proxy for Troy Hughe, MODOT – aye  
Mike Jenkins, Oregon DOT – aye  
Mike Jenkins as proxy for Jason Biggs, WSDOT-aye  
Richard Kedzior, Wisconsin DOT – aye  
Jason Orthner, NCDOT – aye  
Brian Beeler II, for Maine DOT – aye

With a quorum having been established and all votes having been cast in the affirmative, Ray Hessinger determined that consensus had been achieved and the motion was approved.

The document will be cleaned up and the cover page will be circulated for the signatures of Tammy Krause, Document Control Manager, George Hull, Technical Subcommittee Chair and Ray Hessinger, NGEC Executive Board Chair.

Once finalized the document will be added to the (00 series as 901 Revision A and available upon request from Steve Hewitt.

Due to a tight budget, Steve Hewitt suggested that technical writing wait until the new funding begins – hopefully on 10-1-23.

**10.  
Filling Vacancies on the NGEC Review Panels – Ray Hessinger:**

Ray Hessinger asked Steve Hewitt to review the various vacancies on the NGEC Specification Review Panels.

**NGEC Executive Board – Specification Review Panels/Members: 2023**

**Consultants/ Technical Support to the Review Panels:**

Review Panel Consultant – Larry Salci

NGEC Support – Steve Hewitt  
Technical Support – Tammy Krause  
Amtrak Technical Support – Mike Kraft

**Bi-Level Car Review Panel:**

Ray Hessinger, NYSDOT – Chair

**Vacancy - Caltrans**

Amanda Martin, Iowa DOT  
Jeff Gordon, FRA

**Locomotive Review Panel:**

Ray Hessinger, NYSDOT – Chair

**Vacancy - Caltrans**

**Vacancy - IDOT**

Jason Biggs, Washington State DOT  
Jeff Gordon, FRA

**Trainset Review Panel:**

Ray Hessinger, NYSDOT – Chair

Ed Engle, Iowa DOT

Jason Biggs, Washington State DOT  
Jeff Gordon, FRA

**Single Level Rail Car Review Panel:**

Ray Hessinger, NYSDOT -- Chair

Ed Engle, Iowa DOT

Jason Biggs, WSDOT

Jeff Gordon, FRA

**DMU Review Panel Members:**

Ray Hessinger, NYSDOT -- Chair

Jeff Gordon, FRA

Brian Beeler, for Maine DOT

**Vacancy - Caltrans**

**Other changes/vacancies:**

After going over the Review Panel vacancies, no appointments were made as Caltrans was not present and IDOT is still working out staffing changes that have taken place.

**11.**

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

On 9-5-23, Tim Ziethen reported the following:

**Please note:** Tim Ziethen sent Steve Hewitt a correction after the meeting concluded. While the overage amount remains on the high side - it has been reduced from the initial reported amount of just over \$44,000 to \$29, 195.38.

**Balance/Spend Rate Through June 2023**

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

Expenses Incurred through June 2023: \$1,233,509.83.

Balance remaining: \$16,490.17.

Estimated spending, at current rate, for balance of the Grant: \$45,685.55.

Current Spend Rate per month (as info and used in calculating): \$15,228.52.

Estimated Balance at the end of the Grant Period: (\$29,195.38) over target.

Tim stated that the June invoice was particularly heavy and, although the next few months are usually light, there still remains three months in the performance period (July, August, September). It is not clear what the ending balance will be, but it is clear there will be an overage at the end of the grant. Tim added that Amtrak has agreed to cover any overage as a part of the 12-month interim finding plan for the NGEC.

**Status – 6-month no-cost current grant agreement extension:**

Amtrak has submitted a 6 month no-cost GARF to FRA which is still under review. The agreement would extend the period of performance to allow the NGEC to draw down expenses in the grant until they are exhausted.

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As of 9-5-23, they were working on minor text changes to the agreement - no formal approval as of yet - but there should be soon. Tim will keep Steve Hewitt apprised.

**CRISI Grant Application Status:**

Nothing new to report on this item.

**Status: NGEN 12-month interim funding/next steps:**

Tim reported that the 12-month interim funding plan for the NGEN remains as a request within the Amtrak AOP for the coming federal fiscal year. The amount requested is just over \$260,000.

Tim noted that this remains contingent upon the Appropriations process. Currently Congress has not passed many of the appropriations bills and it is unknown whether a CR will be passed while they continue to work on passing those appropriations. Amtrak's funding is tied to appropriations. The federal fiscal year ends on 9-30-23. It is anticipated that funding will continue – even if through a CR, but there is the possibility of a temporary government shutdown.

This situation makes for some uncertainty for Amtrak, but there remains full support internally for the NGEN funding; it is simply unknown when or how the appropriations process is resolved. Will there be a CR? Or will there be a stop gap funding of some sort?

**12. Housekeeping Items – end of current grant agreement/begin interim funding agreement – Ray Hessinger:**

Ray Hessinger commented that there are still housekeeping issues to be resolved as the current grant period ends and the new one begins.

Ray added that a close-out report on the current grant would need to be prepared and asked Tim how/what would the closing entail.

Tim said that he would check with Amtrak grants to see what is needed. He asked Steve Hewitt about his thoughts on this.

Steve noted there he would assume that there would be the usual Quarterly Progress report that would be due on October 31<sup>st</sup>. This report would inform FRA of the final status of progress made on the NGEN work plan/activities contained in the current grant agreement. Tim agreed.

Steve added that he had just completed and distributed the August monthly activities report and would prepare another for September at the end of the month. The September report would also include the status of NGEN milestones for that final quarter. This report informs the Quarterly Progress report submitted to the FRA.

Steve added that he anticipated that other steps to be taken would be for Amtrak and AASHTO to extend their agreement for support services and that AAASHTO would in turn execute modifications for the sub-contractors (Steve Hewitt – Hewitt Consulting, Tammy Krause – TLK, and Cameron Cordell - Casamar covering the 12-month period beginning 10-1-23 through 9-30-24. Steve noted that the budget for these items and for anticipated technical review panel support from Larry Salci was also in the budget. These actions (executing modifications) would normally be taking place now and be effective on 10-1-23. With Tim's comments today, there is some uncertainty about taking these next steps. Steve also noted with the new meeting cadence, the Board is not scheduled to meet again until 10-3-23.

Tim responded that he would check with the grants office on the closing documents needed and let Steve Hewitt know.

Mike Murray, FRA, interjected that as he understood it, and as George Hull stated at the last Board meeting, Amtrak is committed to funding the NGEN moving forward (for the 12-month interim period) and would find the funding regardless of the appropriations process.

Mike added Congress deals with the appropriations process – and if the government is open and operating George had committed to the \$250,000 assuming there is a CR.

Tim Ziethen responded that the agreed upon amount was \$260,000. The risk is more about a government shutdown and a second risk is if there is a major reduction in Amtrak's appropriation.

Tim stated that he will check with grants and with legal at Amtrak "to see if we can move forward and do the actions that Steve just mentioned."

Tim reiterated that “the support and position of Amtrak has not changed.” It is Amtrak’s intent to move forward. He emphasized that he would talk to legal and grants and added “ there is some level of uncertainty, but there is no plan for a shutdown (of the NGEC) or a reduction in service.”

Strat Cavros, AASHTO, weighed in commenting that AASHTO’s agreement with Amtrak runs through 9-30-23. He added that as soon as they (AASHTO) get a contract amendment from Amtrak – and an authorization from Amtrak to proceed, they will issue modifications to the sub-contractors.

Tim Ziethen said he would let Steve know what he hears from legal and grants at Amtrak as soon as can.

With no further comments, Steve Hewitt reminded the members the next meeting is 10-3-23 and “we will plan to hold that meeting and see where we are”.

**Adjourn – Ray Hessinger:**

With no other business forthcoming, Chairman Hessinger adjourned the 9-5-23 meeting of the Executive Board at 12:13pm Eastern.

**Next Executive Board Meeting 10-3-23**

**Decisions/Action Items**

**Treasurer’s Report – 9-5-23:**

**Balance/Spend Rate Through June 2023**

Total Initial Grant Amount: \$1,250,000.  
Expenses Incurred through June 2023: \$1,233,509.83.  
Balance remaining: \$16,490.17.  
Estimated spending, at current rate, for balance of the Grant: \$45,685.55.  
Current Spend Rate per month (as info and used in calculating): \$15,228.52.  
Estimated Balance at the end of the Grant Period: (\$29,195.38) over target.

**Path Forward for the NGEC (Interim):**

**6-month no-cost current grant agreement extension:**

Amtrak has submitted a 6 month no-cost GARF to FRA which is now under review. The GARF extends the period of performance and will allow the NGEC to draw down expenses in the grant until they are exhausted.

As of 9-5-23, they were working on minor text changes to the agreement - no formal approval as of yet - but there should be soon. Tim will keep Steve Hewitt apprised.

**NGEC Funding Issues/potential interim solutions/path forward:**

On 8-8-23, Amtrak clarified and confirmed that Amtrak will fund the NGEC for the 12-month period as discussed and in accordance with the approved budget.

The NGEC will continue to conduct business at least through 9-30-24.

On 9-5-23, Tim reported that the 12-month interim funding plan for the NGEC remains as a request within the Amtrak AOP for the coming federal fiscal year. The amount requested is just over \$260,000.

Tim noted that this remains contingent upon the Appropriations process. Currently Congress has not passed many of the appropriations bills and it is unknown whether a CR will be passed while they continue to work on passing those appropriations. Amtrak’s funding is tied to appropriations. The federal fiscal year ends on 9-30-23. It is anticipated that funding will continue – even if through a CR, but there is the possibility of a temporary government shutdown.

This situation makes for some uncertainty for Amtrak, but there remains full support internally for the NGEC funding, it is

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simply unknown when or how the appropriations process is resolved. Will there be a CR? Or will there be stop-gap funding of some sort?

Tim Ziethen will contact Amtrak legal and grants offices to see how we move forward in these uncertain times.

**Housekeeping Items – end of current grant agreement/begin interim funding agreement:**

On 9-5-23, Ray Hessinger commented that there are still housekeeping issues to be resolved as the current grant period ends and the new one begins.

Ray added that a close out report on the current grant would need to be prepared and asked Tim Ziethen how/what would the closing entail.

Tim said that he would check with Amtrak grants to see what is needed. He asked Steve Hewitt about his thoughts on this.

Steve noted that there he would assume that there should be the usual Quarterly Progress report that would be due on October 31<sup>st</sup>. This report would inform FRA of the final status of progress made on the NGEC work plan/activities contained in the current grant agreement. Tim agreed.

Steve added that he had just completed and distributed the August monthly activities report and would prepare another for September at the end of the month. The September report would also include the status of NGEC milestones for that final quarter. This report informs the Quarterly Progress report submitted to the FRA.

Steve added that he anticipated that other steps to be taken would be for Amtrak and AASHTO to extend their agreement for support services and that AAASHTO would in turn execute modifications for the sub-contractors (Steve Hewitt – Hewitt Consulting, Tammy Krause – TLK, and Casamar (Camren Cordell) covering the 12-month period beginning 10-1-23 through 9-30-24. Steve noted that the budget for these items and for anticipated technical review panel support from Larry Salci was also in the budget. These actions (executing modifications) would normally be taking place now and be effective on 10-1-23. With Tim’s comments today, there is some uncertainty about taking these next steps. Steve also noted that with the new meeting cadence the Board is not scheduled to meet again until 10-3-23.

Strat Cavros, AASHTO, weighed in commenting that AASHTO’s agreement with Amtrak runs through 9-30-23. He added that as soon as they (AASHTO) get a contract amendment from Amtrak – and an authorization from Amtrak to proceed, they will issue modifications to the sub-contractors.

Tim responded that he would check with the grants office on the closing documents needed and let Steve Hewitt know asap.

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

On 6-13-23, 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.

**Status - Quarterly Progress Report to FRA:**

The report was for the quarter ending 6-30-23, was submitted to FRA on time. Steve Hewitt will transmit the report to the Executive Board members (and support) along with the 8-8-23 meeting draft minutes.

**Next Report Due to FRA – 10-31-23**

**2023 NGEC 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 NGEC website [www.ngec.org](http://www.ngec.org).

To date: 338 copies have been distributed (hard/soft).

**Status – Multi-State Rail Car Procurement:**

On 9-5-23, in the absence of Caltrans representation, Steve Hewitt read into the record the following update for inclusion in the meeting minutes (provided by Caltrans to the Technical subcommittee on 8-31-23):

*The remaining Cab Car FDR submittals are in the final closure stage with nearly all subsystems approved. The Cab Car*

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MCAT simulation report has been submitted to FRA via Amtrak with additional clarifications provided. IDOT Café Car system level FDR reviews are complete and the requested MCAT simulations are in review for submittal.

The Cab Car Collision and Corner Post Appendix F test reports are approved. The Cab Car Complete FAI occurred on July 18 and the FRA Sample Car Inspection was completed on July 27. Open items from both are being addressed to prepare the cab car for PTC and 238 testing.

137 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 pending completion of final agreements.

**Next Update – 10-3-23**

**Status: – Connecticut DOT Rail Car Procurement as of 9-5-23:**

On 8-17-23, Marci Petterson, CtDOT, provided the following update to the technical subcommittee. On 9-5-23, Steve Hewitt read it into the record:

*CTDOT's contract was awarded to Alstom on 8/3/23. Base order is for sixty cars – 19 cabs and forty-one trailers. There are options for up to an additional 272 cars. We are expecting a prototype 4-car consist in mid-2026. The delivery rate is four cars per month. Manufacturing is in Sahagun, Mexico.*

Marci specifically thanked the NGEN for the use of the NGEN Specification as a baseline for this procurement.

**Next Update – As available**

**Status - Metro-North Dual Mode Locomotive Equipment:**

On 9-5-23, no update was provided – awaiting Metro-North monthly update to NYSDOT.

The last report provided was on 7-25-23:

- *Production for Metro-North Charger #301 and #302 is progressing ahead of DCS schedule. Carshell for Metro North Charger #301 completed the finishing process and entered Final Assembly on June 30th.*
- *Sub-assembly started in May and Final Assembly is on track to start in July 2023.*
- *Metro North approved FAI #one carshell as well as FAI #five truck frame welded.*
- *Payment milestone P1 carshell #1 was paid by MNR.*
- *Siemens has notified Metro North via project letters of two potentially Excusable Delays for alternator supplier insolvency as well as supplier Lutze's global supply shortages for semiconductor parts.*

**Next Update – 10-3-23.**

**Status - Amtrak Vehicle Procurement as of the report to the Technical subcommittee on 9-5-23:**

On the new Acela: work continues on qualification issues with FRA for testing.

On the Charger Locomotives: Amtrak continues to progress deliveries – and they are doing well.

On the Airo trainsets: They are finishing Final Design Reviews (FDRs) and working on the car shell production. Things are moving along on schedule.

**Next Update – 10-3-23**

**Status - Document Control Management:**

**Action:**

On 9-5-23, the Executive Board adopted PRIIA Reference Specification 305-901 Revision A as approved by the technical subcommittee on 8-31-23.

**VIA Rail Equipment Procurement:**

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



<p><b>Next Update: 2-2 -2024 – NGEN Annual Meeting</b></p>
<p><b>NGEC CRISI Grant Application Status:</b></p> <p>The timeframe for announcing which CRISI Grant applications are approved is expected to be in the August-September 2023 timeframe.</p> <p>9-5-23 – no change.</p> <p><b>Next Update: As available</b></p>
<p><b>Updates: States and Amtrak – Charger Locomotive and Venture Cars Experience:</b></p> <p>Detailed Updates were provided during the 2023 Annual Meeting.</p> <p><b>Next Update: As appropriate</b></p>
<p><b>2024 NGEN Annual Meeting:</b></p> <p>The 2024 NGEN Annual Meeting is planned for 2-2-24 at the Hyatt Regency Hotel, Capitol Hill, Washington, DC.</p>
<p><b>Filling Vacancies:</b></p> <p>Due to various staffing changes and/or allocation of resources, there are several vacancies that will need to be filled on several of the Review Panels. Specifically, the vacancies should be filled by Caltrans and IDOT as was the case previously.</p> <p>On 9-5-23, no action was taken as Caltrans was not on the call and IDOT asked for more time as they are in the process of filling staffing vacancies at IDOT.</p>
<p><b>Next Meeting -10-3-23</b></p>

**NGEC Executive Board Meeting**

**9-5-23**

**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**

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|---|----------------|
| 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 8-8-23 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: Amtrak Vehicle Procurements                  | George Hull    |
| 8. Update: Document Control                             | Tammy Krause   |

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Review/discussion of the updated PRIIA Reference Specification 305-901

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|---|---------------|
| 9. Consideration of adoption of 305-901 as approved by the technical subcommittee                 | Ray Hessinger |
| 10. Filling Vacancies on Review Panels  | Ray Hessinger |
| 11. Treasurer's Update  | Tim Ziethen   |
| - Balance/Spend Rate/Forecast   |               |
| - Status – 6 month no-cost current grant agreement extension                                      |               |
| - Status – 12-month interim funding/next steps  |               |
| 12. Housekeeping items – end of current grant agreement – beginning new interim funding agreement | Ray Hessinger |
| 13. Adjourn   | Ray Hessinger |

**Next Meeting: 10-3-23**