

SECTION 305 FINANCE SUB COMM

MINUTES

NOV. 17, 2010

3:00 PM EST

CONFERENCE CALL

FACILITATOR	<i>DJ Stadtler, Treasurer S305 NGEC Committee Executive Board, and Chair of the S305 Finance Subcommittee</i>
ATTENDEES	<i>DJ Stadtler, Bill Bronte, Julie Salvi, My-Trang Le, Shayne Gill, Steve Hewitt, David Ewing, Ken Uznanski, Scott Loughlin, Leo Penne</i>
ABSENTEES	<i>Paul Nissenbaum, Chad Edison, Scott Witt, James Donlin, Amy Arnis, Rob Edgcumbe</i>

DECISIONS MADE

DJ Stadtler called the joint meeting of the Finance subcommittee and the Administrative Task Force to order at approximately 3:00pm Eastern time. DJ noted that there were three items of business on today's agenda.

1. Approval of the minutes of the November 3, 2010 conference call meeting of the Finance Subcommittee and Administrative Task Force.
2. Preview of the upcoming Executive Board Webinar Meeting – November 18, 2010
3. Preview/discussion of the Finance Subcommittee's agenda item for the Executive Board Webinar meeting: S305 NGEC as an Entity – Status Report

Item 1- Approval of Minutes:

On a motion by David Ewing and a second by Shayne Gill, the minutes of the November 3, 2010 conference call meeting of the Finance Subcommittee and Administrative Task Force were approved without objection.

Item 2 – Preview of the upcoming S305 NGEC executive Board Webinar Meeting:

DJ turned to NGEC Executive Board Chairman Bill Bronte to give subcommittee members an overview of the upcoming (November 18, 2010) Webinar meeting of the Executive Board:

Bill briefly reviewed the primary agenda items planned for the Webinar:

The main purpose of the meeting is to review and vote on the draft requirements documents for the single level car specification and the Locomotive specification.

The Board will appoint members to a Review panel. The Review Panel would be tasked with reviewing the two specifications (once approved by the technical subcommittee) against the requirements documents and file a report and make a recommendation to the Executive Board at the February, 2011. Bill will encourage those who are interested in participating on the Panel to volunteer to serve – all Board members are invited.

The agenda item in regards to the NGEC as an entity is a key discussion topic for the Webinar.

Setting the date for the 2011 Annual meeting is a priority. The dates under consideration are February 15, 16 and 17. The Board will vote on one of those dates during the Webinar meeting.

Item 3. Webinar meeting agenda item in regards to the S305 NGEC as an entity – status update

DJ will provide the Board with an update on the status of discussions held jointly by the Finance subcommittee and the Administrative task force

DJ will report to the Board that the subcommittee and task force have agreed to establish a subgroup, comprised of members from both groups, to develop a document outlining the needs/objectives of the states in regards to the S305 NGEC, and begin to determine what, if any, type of entity the NGEC should be.

DJ will propose to the Executive Board that it approve the creation of the subgroup to address this issue. If the Board is ok with this direction, DJ and Rod Massman (Chair of the Administrative Task Force) will ask for volunteers from their respective groups to participate on the subgroup and begin to survey the states in regards to their needs and their objectives for the NGEC.

A brief discussion ensued. The discussion revolved around the fact that two other agenda items for the Webinar- Standardization and Systems Engineering - will have implications for both the Finance subcommittee and the

Administrative Task Force and are related to previously discussed principles concerning what the states want the entity, if created, to do.

Other Discussions:

Ken Uznanski raised the issue of each subcommittee and the task force (and the Board) needing to revise their spending plans and scope of work moving forward beyond March 31, 2011. Current work plans and spending plans were developed through March 31, 2011 and will need to be updated. He requested that Board Chair Bill Bronte raise this issue during the Webinar meeting of the Board. Bill agreed that he would bring it up during his closing remarks.

DJ informed the call participants that, as agreed to previously, a small contingent from the Finance subcommittee and the Administrative task force were meeting in DC on November 23rd to further discuss/revise/refine the proposed procurement approval process matrix for consideration by the Executive Board in February. DJ agreed to provide subcommittee members with a call in number if they wished to participate by phone.

Action Items Update (New and Current)

Carryover Item: Shayne Gill, AASHTO, will talk to Jack Basso and Joung Lee about the possibility of adding some of the issues regarding financing options (the options paper) as a topic for future discussions of AASHTO's Finance Center or the Standing Committee on Administration and Finance. Shayne will talk to Jack and Joung Lee to see if there are upcoming webinar or meeting opportunities where these issues can be on the agenda. Shayne will report back on his discussions and, after that, will put together a sub-group to explore options and develop an options paper.

Carryover item: Bill to ask FRA whether or not "we can use CE for secular kinds of growth?"

Carryover item: Leo Penne, AASHTO, to ask states for contact information of state attorneys who work with their state's rail program. Purpose is to establish a states legal pool as a resource to the Committee.

Shayne Gill to ask Leo Penne to contact Caitlin Hughes Rayman to arrange a meeting for November 23rd to discuss and advance the approval process matrix. DJ Stadler to provide Caitlin with the most recent spreadsheet in advance of the November 23rd meeting – **Task Complete – meeting scheduled for Nov 23**

DJ will prepare a 5 minute presentation for the November 18th Executive Board Webinar to report on the status of efforts in regards to the possible formation of an entity. Steve Hewitt will add this as an agenda item to the Nov 18th Webinar - **Task Complete – DJ will present to the Board on November 18th Webinar**

The Finance subcommittee and Admn Task Force will establish a working group to develop a business plan. **This action will take place after the Nov 18th Executive Board Webinar meeting.**

Carryover Item: A small group including representatives from; AASHTO, Amtrak, the states and FRA will go to the "Hill" to educate members of Congress on the activities and importance of the S305 NGEC to assist in securing future funding. DJ will reach out to Mark Yachmetz to ask if he will join this contingent.

ATTACHMENTS

**PRIIA Section 305 Finance Sub Committee Conf. Call Meeting
November 17, 2010**

Agenda Items

1. Approval of the minutes of the November 3, 2010 conference call meeting of the Finance Subcommittee and

Administrative Task Force.

2. Preview the upcoming Executive Board Webinar Meeting – November 18, 2010
3. Preview/discussion of the Finance Subcommittee's agenda item for the Executive Board Webinar meeting: S305 NGEC as an Entity – Status Report

NEXT MEETING / CONFERENCE CALL: December 1, 2010 - 3:00-4:00 pm EST

Call in number: 1 866-209-1307 Access code: 8597804#