

# SECTION 305 FINANCE SUB COMM

MINUTES

MAY 4, 2011

3:00 PM EST

CONFERENCE CALL

<b>FACILITATOR</b>	<i>DJ Stadler, Treasurer S305 NGECE Committee Executive Board, and Chair of the S305 Finance Subcommittee</i>
<b>ATTENDEES</b>	<i>DJ Stadler, Brent Thompson, Rob Edgcumbe, Steve Hewitt, Nancy Greene, David Ewing, Bill Bronte, Amy Arnis, Ken Uznanski</i>
<b>ABSENTEES</b>	<i>Paul Nissenbaum, Chad Edison, Whitney Phend, Juli Salvi, Scott Witt, Leo Penne, Shayne Gill, Jim Donlin</i>

## DECISIONS MADE

DJ Stadler called the meeting of the Finance subcommittee to order and the roll call was taken.

Agenda items:

1. Discussion of FY 2011 Budget Appropriation for the S305 NGECE
2. Report on the status of the Structure and Funding Options Working Group
3. Approval of the Minutes of the Finance subcommittee from April 6 2011
4. Other discussions

### **Item 1 – Discussion of FY 2011 NGECE Appropriations – DJ Stadler:**

DJ reported that the FY 2011 Budget contains \$2 million in additional funding for the S305 NGECE. (This amount does not include the 2% across the board reduction) The funding is for the 305 Committee, but needs to be obligated by the end of this federal fiscal year. In order to obligate the funds, the Committee must develop and approve a spending plan for the additional money. This would be a separate (new) grant agreement.

The general consensus on the call was that the Committee does have needs for the funding, and should apply for the new grant. Some areas for which the funding could be budgeted included; operating the entity, if and when it is established, and funding actual procurements.

It was agreed that this topic will be added to the agenda of the Executive Board call scheduled for May 10, 2011. Finance subcommittee members, in the meantime, were asked to think further about what should be included in the new spending plan.

DJ also reported that the current grant agreement modification (for the current work plan and budget, as approved by the Board on February 15, 2011) had not yet been finalized. Ken Uznanski noted that he has been assigned to move it forward to completion. DJ noted that the only "glitch" had been determining what the ending date was intended to be in the modified grant agreement.

### **Item 2 – Update on the Structure and Funding Options Working Group (FSWG) – Rob Edgcumbe:**

Rob Edgcumbe reported that the work of the FSWG is underway. The group has held one conference call and a number of interested parties have volunteered to participate. Volunteers include representatives from FRA, Amtrak, AASHTO and the states and others. The working group has formed three subgroups, each with a team leader:

1. Structure – Nancy Greene
2. Funding – Rueben Vabner
3. Management Process – Larry Salci

Thus far, the Structure subgroup has held one conference call – May 3, 2011- and the other subgroups are getting underway.

Rob will provide updates to the subcommittee as the process advances. For the record, Steve Hewitt asked for a list of the members/volunteers of the FSWG. Rob agreed to send the list to Steve.

Rob will also report on the status of the effort on the May 10, 2011 Executive Board conference call.

**Item 3 – Approval of the Minutes – DJ Stadtler:**

On a motion by Rob Edgumbe and a second by Brent Thompson, the minutes of the April 6, 2011 Finance subcommittee conference call were approved without objection.

**Item 4 – Other discussions – All:**

- Bill Bronte reported on the status of California DOT’s efforts to procure rolling stock. Bill is in the process of drafting a procurement plan to present to the Executive Board for discussion on the May 10, 2011 conference call.  
  
Bill noted that CALTRANS’ rolling stock order will be for 27 cars and 2 locomotives, and that they have has applied for additional funding for more rolling stock in the most recent round of applications (Florida redistribution money).
- Nancy Greene noted that she still owes the subcommittee a draft of proposed voting procedures for the its consideration, and will provide a draft to DJ soon.
- Rob Edgumbe reported that the Technical subcommittee’s Standardization Working Group has begun its work. The group is asking for a Finance person to assist in its efforts. DJ agreed to provide Rob with a name of someone from Amtrak to reach out to.

**Next Finance subcommittee conference call: May 18, 2011 at 3:00pm Eastern  
866 209 1307 access code: 8597804#**

**Action Items Update (New and Current)**

**Action item:** Leo Penne will check with Jack Basso to see if there needs be additional AASHTO costs included in the budget. He will confirm with Rob Edgumbe by Thursday morning – April 7, 2011 – **Task complete**

**Action item:** Rob Edgumbe to finalize revised draft scope of work and budget by April 7, 2011 – **Task complete**

**Action item:** Steve Hewitt will send out revised draft to the Finance subcommittee members, the Administrative task force members and the Executive Board and ask for comments by COB Friday, April 8, 2011. – **Task complete**

**Action item:** After all comments have been received – the final version will be distributed to the Finance subcommittee members for an electronic vote on April 11, 2011. – **Task complete** – electronic vote took place and the scope of work was approved and taken to the executive Board. The Board approved the plan on April 12, 2011.

**Action item:** Bill Bronte will include the Scope of Work and Budget for Structuring and Funding Options Working Group as a discussion item on the April 12, 2011 Executive Board conference call. – **Task complete**

**Carryover Action Item:** Leo Penne, AASHTO, has sent out a request for states to provide 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. Leo will provide a list of the 20 states that have responded and send it to Steve Hewitt for distribution.

**Carryover Action Item:** Nancy Greene to provide DJ Stadtler with proposed voting procedures for the Finance subcommittee to consider. (It will be based on the procedures adopted by the Technical subcommittee)

**Action Item:** DJ Stadtler to report to the Executive Board on May 10, 2011, on the \$2 million in funding for the S305 NGEC and the need to develop a spending plan and a new grant agreement in order to obligate the funds.

**Action Item:** Rob Edgumbe to send the list of FSWG volunteers/members to Steve Hewitt for the record.

**Action Item:** Ken Uznanski to work with Amtrak grants personnel to finalize the current grant agreement modification as approved by the Board on February 15, 2011.

**Action Item:** DJ Stadtler to provide Rob Edgumbe with the name of a finance person (from Amtrak) as a

potential volunteer to assist in the work of the Technical subcommittee's Standardization Working Group.

## ATTACHMENTS

Agenda  
May 4, 2011

1. Roll Call – Steve Hewitt
2. Discussion of FY 2011 Budget Appropriation for the S305 NGEC – DJ Stadler
3. Report on the status of the Structure and Funding Options Working Group – Rob Edgcumbe
4. Approval of the Minutes of the Finance subcommittee from April 6 2011 – DJ Stadler
5. Other - All

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