

SECTION 305 NGEN

Executive Board Conference Call Meeting

MINUTES

DECEMBER 10,
2013

11:30AM EASTERN

CONFERENCE CALL

FACILITATOR	<i>Bill Bronte, Chair, S305 NGEN Executive Board</i>
ATTENDEES	Executive Board Members: <i>Bill Bronte, Mario Bergeron, Darrell Smith for Gerald Sokol, Eric Curtit, John Tunna for Paul Nissenbaum, Kevin Lawson, Eric Curtit for Tammy Nicholson, Jack Madden for Ray Hessinger, Arun Rao for John Oimoen, Arun Rao for LeAnna Wall, Ron Pate, Paul Worley, Johnson Bridgewater, Support:</i> <i>Jason Biggs, Mike Jenkins, Steve Hewitt, David Ewing, Larry Salci, Kevin Kesler, Nico Lindenau, Sara Sarkhili, Ashok Sundararajan, Vincent Brotski, Patrick Centolanzi</i>
ABSENTEES	Board Members: <i>Paul Nissenbaum, Gerald Sokol, LeAnna Wall, John Oimoen, Ray Hessinger Tim Hoeffner Support, Allan Paul, Kerri Woehler, Andy House, Strat Cavros, Shayne Gill, Jeff Gordon, Dale Engelhardt, Dave Warner, Brian Beeler II, Martin Schroeder</i>

WELCOME/ROLL CALL/ACTION ITEMS REVIEW

1.

Opening – Bill Bronte – Chair:

Chairman Bronte opened this conference call meeting of the NGEN Executive Board and asked Steve Hewitt to call the roll.

2.

Roll Call – Steve Hewitt, Manager, S305 NGEN Support Services:

Steve Hewitt called the roll and confirmed the presence of a quorum.

3.

Action Item Review –Steve Hewitt:

Review of Open Action Items

The locomotive procurement: This item remains as a standing agenda item to keep the Board updated as to its progress. IDOT is responsible for providing bi-weekly updates. Confidential discussions were held during the week of October 20, 2013. He noted that addenda had been issued into last week, and there may be one more. John noted that November 27, 2013 is the due date for proposals. The proposals will be opened on December 2, 2013 and subject matter experts will go through them that week, with the evaluation team beginning its work on 12-9-13 and selection the following week. John emphasized that the "goal is to have a contract in place by the end of February, 2014."

Status: Steve Hewitt noted that IDOT was not present on the call today to cover agenda item 13 (an update on the Diesel electric locomotive procurement) and asked if any one present on the call had an update to provide on the procurement status. Bill Bronte reported that his understanding is the procurement team is in the process of reviewing final proposals this week.

Revising the NGEN SOW and Budget for a Grant agreement extension: Darrell Smith will draft a revised Budget and SOW for a grant extension revision request. The Executive Board will consider the proposed budget and SOW on its December 10, 2013 conference call. Darrell will have it ready in advance of that call in presentation form.

Status: Darrell Smith will present a revised SOW and Budget under agenda item #7 with consideration by the Board slated for action under agenda item #8.

Review of Trainset specification Rev A: The Trainset Revision A Review Panel has received the DRAFT Report and will meet to discuss it and possibly approve it on November 14, 2013. Once approved the report with recommendations will be submitted to the Executive Board for its consideration.

Status: The Trainset Specification Review Panel met on November 14, 2013 and approved the draft

report and recommendations prepared by consultant Larry Salci. The final report has been provided to all Board members. Larry Salci will provide a summary of the report and recommendations under agenda item # 9 with consideration of approval slated for action under agenda item #10.

Section 6/deployment project: A revised Task 1 was submitted by the contractor reflecting the comments provided by the SFTF and its working group. A few additional comments will be sent to the contractor and, once the "new" task 1 document is complete the full SFTF will review it and consider it for approval. It will then be sent to the Board for its consideration.

Status: Update will be provided under Agenda item # 12.

The 305/209 working group: The group is progressing well. Revised NDAs are under consideration, the work plan is being developed and the group is reviewing responses to questions.

Status: Update will be provided under Agenda item # 11.

Preparing for the Annual Meeting – Review of by-laws: The ATF has been charged (by chairman Bronte) to review and advise on potential "necessary" changes or clarifications in the by-laws especially in regards to state member term limits. The ATF should provide an update to the Board on December 10, 2013.

Status: Under agenda item #5, there will be a review of the findings and recommendations of the ATF.

Appointing a nominating committee: On December 10, 2013, Bill Bronte will appoint a 3 person nominating committee as required by the by-laws. The nominating committee will be charged with recommending state representation to the Executive Board to be voted on at the February 21, 2014 Annual Meeting.

Status: Under agenda item # 6, Chairman Bronte will announce his appointments to the Nominating committee.

Recruiting additional state members for the NGEC: Ray Hessinger, NYSDOT, will reach out to Pennsylvania and Connecticut to encourage their participation in the activities of the NGEC. Ray reported on a previous call that Connecticut, which is already participating on the Technical subcommittee, has now also joined the 305-209 working group.

The point should continue to be made that a state does not need to be a member of the Executive Board to be a part of the NGEC and to participate as a voting member on any of the subcommittees or task forces. It is noted that the ATF is in need of additional state members as it has three at the moment and would like to have at least five state members.

Status: Ongoing.

NGEC educational document distribution: The new single page two-sided NGEC Backgrounders are ready to go. All Board members will receive a distribution of five copies for their use to start. Additional copies can be requested by contacting Steve Hewitt.

Status: Initial distributions have been made as reported at the last meeting. Steve Hewitt and David Ewing have already distributed their initial supply of 50 copies each and will need additional copies. There are revisions already (Treasurer/Finance subcommittee chair) to be made, but distribution should continue to keep the focus on the NGEC activities.

4. Approval of the Minutes from November 12, 2013 – Bill Bronte:

On a motion by Eric Curtit, Missouri DOT, and a second by Ron Pate, Washington State DOT, minutes from the 11-12-2013 conference call meeting were approved without objection.

5. Annual Meeting – items for consideration - ATF review - Eric Curtit:

Eric Curtit reported that the Administrative task force (ATF) had met on November 22, 2013 and had reviewed the by-laws for potential revisions as well as for timelines and requirements in preparation for the 2014 Annual Meeting of the NGEC. The intent "is to stay ahead of the curve and move forward in a good way". Chairman Bronte had asked the ATF to look at a limited scope of potential changes to the by-laws to address items considered to be "need to dos" with regard to state representation and term limits. Eric explained that there was an interest in eliminating state representative term limits which would, essentially, "kick legacy members off the Board."

Eric asked Steve Hewitt to provide an overview of the ATF findings and by-law revision recommendations which were submitted to the Board on November 25, 2013:

This document identifies issues/areas to be addressed by the Executive Board prior to the NGEC Annual Meeting and timelines. It also provides the Executive Board with proposed by-law changes that were approved by the Administrative task force (ATF) on 11-22-13.

ARTICLE III – OFFICERS

3.3 Terms of Office

Each Officer shall serve a term of two (2) years and thereafter until his/her replacement is selected. **There is no officer term limit – no action needed – new officers will be elected by the Board during the Annual Meeting – February 21, 2014.**

3.4 Vacancies

In the event the Office of Chair becomes vacant prior to the end of the term, the Vice Chair shall ascend to that office for the remainder of the term. In such case, the ascending Chair will appoint a new Vice-Chair for the remainder of the term.

As Chairman Bronte will be leaving state service and resigning from the NGEC effective December 31, 2013, Mario Bergeron, current vice chair, will become the NGEC Executive Board chair to the end of the current term (February 21, 2014 – NGEC Annual Meeting)

In the event the Office of Vice-Chair becomes vacant prior to the end of the term, the Chair shall appoint a new Vice Chair for the remainder of the term.

As he becomes chair, Mr. Bergeron shall appoint a vice chair to fill out the remainder of the current term (February 21, 2014 – NGEC Annual Meeting)

3.5 Nomination and Election of Officers

The Chair shall appoint, not less than two months prior to the Annual Meeting, a Nominating Committee consisting of three (3) voting members of the Committee, which shall be responsible for presenting a list of the state representatives selected to serve as members of the Executive Board, to be elected at the Annual Meeting. Following election of the Executive Board, the members of the Executive Board will elect the Officers of the Executive Board.

It is advised that Chairman Bronte appoint a nominating committee on December 10, 2013, to ensure that the two months prior to the Annual Meeting requirement has been met.

Under agenda item 6, today, Chairman Bronte will appoint the nominating committee – so this action will be complete. The nominating committee is responsible only for presenting a list of state representatives for consideration as members of the Board to be elected at the Annual Meeting on February 21, 2014. This committee does not nominate officers. The Board, once elected, in turn, elects its officers.

Newly elected Officers shall assume office at the conclusion of the Annual Meeting at which they are elected.

ARTICLE IV – MEETINGS AND VOTING

4.2 Annual Meeting

An Annual Meeting of all of the members of the Committee shall be at such time and place as the Chair shall determine. The agenda for the annual meeting shall be established by the Chair.

The Annual Meeting time and place has been established by the current chair – February 21, 2014 at the Hyatt Regency Hotel on Capitol Hill, Washington, DC from approximately 8:30AM to 4:00PM. A draft agenda should be put forward to the Executive Board as early as possible to assist state members in getting travel approval. The agenda will be the responsibility of incoming chair, Mario Bergeron, and Steve Hewitt will assist in developing the agenda for the chair's consideration as he has done over the years for chairman Bronte.

4.5 Notice and Conduct of Meetings

Notice of the Annual Meeting of the Committee shall be prepared by the Chair and sent out (by mail, fax or email) to the participating Committee members no less than fourteen calendar (14) days prior to the meeting.

It is recommended that Steve Hewitt, on behalf of the chair, send out the notice of the Annual Meeting at the same time as he distributes the hotel registration information. This notice will go to the broad NGEC email list including Board members, subcommittee, task force and working group members, and the NGEC industry participants list. It is expected that this information will be ready to go prior to the December 10th Executive Board call and will certainly more than meet the 14 day prior notice requirement.

NOTE: On November 29, 2013 the notice was sent out to the entire NGEC email list from Steve Hewitt on behalf of Chairman Bronte. The notice included the hotel registration information, meeting location and date and time for the meeting. Thus, this task is complete.

ARTICLE V – EXECUTIVE BOARD

In this section the ATF recommends changes to the by-laws as noted below. The intent is to encourage state membership and foster continued state participation.

5.1 Number and Qualifications

The business and affairs of the Committee shall be managed by an Executive Board which shall consist of no less than twelve (12) members (~~The line "and no more than fourteen (14) is stricken~~) of the Committee.

The Executive Board shall be comprised of the following individuals or their representatives: the FRA Administrator, the Amtrak Chief Financial Officer, the Amtrak Chief Mechanical Officer and the (~~stricken here is "nine (9) or eleven (11)"~~) participating State representatives.

5.2 State Representation on Executive Board

The States shall determine their representation on the Executive Board based on such factors as geographic diversity, technical expertise, procurement and operational experience including experience with different types of equipment. States will endeavor to obtain a balance of representation on the Executive Board. Each representative **may** have an alternate person designated to participate and vote in meetings in the absence of the designated representative.

It is recommended that state representatives be familiar with the day-to-day and longer term financial challenges of developing and/or operating a corridor route.

5.3 Term of Office

The Executive Board members shall hold office until their successors shall have been selected. With the exception of the FRA Representative, the Amtrak Chief Financial Officer and the Amtrak Chief Mechanical

Officer who are not limited to specific terms, all Executive Board members shall serve terms of two (2) years (~~stricken here is "and are eligible to serve two (2) consecutive terms.~~). Terms may be staggered.

5.8 Quorum and Voting

No less than two-thirds of the members of the Executive Board in office, including at least one representative from Amtrak and the representative from FRA, shall constitute a quorum for the transaction of business of the Executive Board.

Decisions of the Executive Board shall be made consensus as determined by the Chair. Where there is lack of consensus, a decision will be made by a majority of the following votes:

[~~stricken here "nine (9) or eleven (11)~~] votes cast individually by each State representatives of the Executive Board;
[~~stricken here "nine (9) or eleven (11) and added is: "the same number as the number of state representatives of the Executive Board"~~] votes en bloc by Amtrak; and
[~~stricken here is nine (9) or eleven (11) and added is: "the same number as the number of state representatives of the Executive Board"~~] votes en bloc by the FRA Administrator or designee.]

Note that the number of votes cast will depend on the number of state representatives present on the Executive Board at the time a vote is taken.

Footnote to be added to the by-laws: In the event of a deadlock within the states block, the chair or highest ranking officer in the state block will cast the tiebreaking vote.

Steve Hewitt closed his review by noting that the by-law revisions being recommended by the ATF, as noted in the report, cannot be voted on today. By-law revisions must be in the hands of the voting Board members thirty days in advance of the meeting during which a vote is to take place. These changes were sent to all Board members on November 25th, 2013 and cannot be voted on prior to December 24, 2013. As it is likely that the December 24th Board conference call will be canceled, consideration of the by-law revisions should be taken up on the next call, currently planned for January 7, 2014.

Eric Curtit asked if there were any questions or comments on the ATF findings and/or the recommended by-law changes. No comments were offered. One question for clarification was asked by Ron Pate, in regard to the need for a quorum to be established before advancing a block vote. Steve Hewitt clarified that a quorum would have been established before a consensus vote could be taken, and, only when consensus is not achieved (as determined by the chair) is a block vote taken.

Ron was satisfied with the clarification and said "Thanks, I am fine with everything."

Bill Bronte noted that he felt that "once again the ATF has done great work" in conducting the review and recommending changes where necessary.

Bill called for any further discussion and noted that it would be good to get questions out now in case there are items of concern that would call for changes to the recommendations and a re-opening of the 30 day clock.

Hearing none, the discussion was closed, and it was agreed that the by-law changes, as proposed by the ATF, will be taken up for consideration of approval on January 7, 2014.

It was also agreed that the December 24, 2013 call would be canceled, and going forward (at least until the Annual Meeting) the Board would continue to meet every two weeks.

6. Appointment of a nominating committee - Bill Bronte:

Bill Bronte named the following state Board representatives to serve on the nominating committee:

Eric Curtit, Missouri DOT
Ron Pate, Washington State DOT
Ray Hessinger, NYSDOT

All members accepted the appointment (Jack Madden, NYSDOT, accepting on behalf of Ray Hessinger).

This fulfills the requirement of appointing the nominating committee at least two months prior to the Annual Meeting.

7.

Presentation: Budget and Revised SOW for Grant agreement extension - Darrell Smith:

Darrell Smith provided an overview of the revised Statement of Work (SOW) and Budget in preparation for submitting a request for an extension of the current Grant agreement. The proposed SOW and Budget was distributed to all Board members on December 6, 2013 with the intention of the Board considering approval on today's conference call. If approved, Amtrak will formally request that FRA extend the current grant agreement with the revised SOW and budget through June 30, 2015.

Darrell noted that the contents of the document include updated financial information as provided over the last several months, and include the continuing activities, as previously discussed, along with the additional activities submitted by the various NGEC subcommittees, task forces and working groups.

This is a "clean" document that includes the full (\$4 million) grant amount provided to the NGEC since its inception. It includes expenses invoiced to FRA through October 1, 2013 in the amount of \$2,028,120.00. This leaves a balance from October 1, 2013 through June 30, 2015 of approximately \$1, 971,880.00 for the continuing/ongoing activities and the additional activities identified by the subcommittees, task forces and working groups.

Darrell noted that the funds will be close, but "should make it to June 30, 2015...keeping it through the June 30, 2015 timeframe allows time for a close out for a final audit." Darrell noted that even though it is a tight budget, it does have the funds available for the NGEC Support Manager (currently Steve Hewitt) to continue through June 30, 2015, and that is critical to keep the committee activities moving forward.

After reviewing each section of the "PRIIA Section 305 Next Generation Equipment Committee Supplemental Statement of Work – 2011 Appropriations Act Funds" Darrell opened the floor for discussion.

Bill Bronte thanked Darrell for having done a "wonderful job" and noted "we greatly appreciate your efforts on this."

John Tunna, FRA, noted that he did not have a question, but "an observation". He noted that the SOW was very well done and it is "Ok" but the FRA will need to "review the numbers in detail before it can vote to approve the budget."

Darrell Smith noted that the detailed numbers are included in the supporting finance sheets that have been distributed and updated several times since the September, 2013 NGEC meeting in Columbus, Ohio.

John recognized that the supporting documents had been distributed, but noted that, since the SOW and budget had only been received late Friday, December 6, 2013, the FRA would need time to review the supporting documentation. John also noted that the FRA, as the grantor, would need to review this information anyway once the grant extension request was submitted. He felt that reviewing the information more thoroughly now would expedite the final approval process for extending the grant agreement.

Bill Bronte commented, "It is difficult to argue with the holder of the purse strings...but it is unfortunate to not have an opportunity to do it (approve the SOW and budget) today. I agree we should give the FRA an opportunity for review of the supporting material, but what happens if we do not vote today? What happens to the timeline?"

Darrell Smith responded "Amtrak needs to submit the request, formally, to the FRA. The current agreement expires on March 31, 2014 and "as we know, the process is slow". He added "Through the formal grant review process, FRA will be doing its due diligence."

John Tunna suggested that reviewing the supporting information over the next couple of weeks would ultimately expedite the formal grant process and "should make the extension request easier."

John also noted that the FRA would be willing to approve the SOW today, but not the budget without having reviewed the numbers.

Bill Bronte asked if the FRA would be willing to vote to approve the SOW and the budget, "in principle" pending its review.

John Tunna stated that this would be agreeable, and noted that the FRA would aim to have its review complete by the next call – January 7, 2014.

Steve Hewitt asked Bill Bronte to clarify for the minutes exactly what the motion would be that he was asking to be considered.

Bill clarified that he would be looking for a "motion to approve the Statement of Work, as presented, and approval of the budget pending review of supporting details by FRA"

8.

Consideration of Approval: Revised Budget and SOW - Bill Bronte:

Eric Curtit, Missouri DOT, offered the motion "to approve the Statement of Work and for approval of the budget pending review of supporting details by FRA."

The motion was seconded by Jack Madden, NYSDOT.

Bill Bronte asked Steve Hewitt to poll the voting members of the Executive Board:

Bill Bronte, Caltrans – in favor
Mario Bergeron, Amtrak – in favor
Eric Curtit, Missouri DOT – in favor
Eric Curtit as proxy for Tammy Nicholson, Iowa DOT – in favor
Darrell Smith as proxy for Gerald Sokol, Amtrak – in favor
John Tunna as proxy for Paul Nissenbaum, FRA – in favor
Arun Rao, Wisconsin DOT, as proxy for LeAnna Wall – in favor
Arun Rao as proxy for John Oimoen, IDOT – in favor
Jack Madden, NYSDOT, as proxy for Ray Hessinger – in favor
Paul Worley, NCDOT – in favor
Johnson Bridgwater, Oklahoma DOT – in favor
Ron Pate, Washington State DOT – in favor

With the presence of a quorum having been confirmed, and all votes cast in the affirmative, chairman Bronte determined that consensus had been achieved and the motion is approved.

Steve Hewitt asked John Tunna to confirm for inclusion in the minutes that the FRA intended to have its review of the budget details completed by the next Executive Board call.

John confirmed that he is "confident that we will have completed our review by the next Board meeting." (January 7, 2014)

9.

Trainset Specification Revision A – Review Panel Report and Recommendations -Larry Salci:

Larry Salci provided an overview of the Trainset Specification Review panel report and recommendations.

Larry went through the differences in the Trainset specification and standalone cars, noting that, "by the definition of trainset...it is not intended to function as standalone cars."

He pointed out that of the 75 revisions submitted only two were identified as "major" thus requiring consideration by the Review Panel and adoption by the Board. The other 73 changes, some of which would have been considered major, were "automatically adopted by the document control committee" These were "updates to existing documents already approved previously."

In summary Larry noted that the "process is working well". He noted that it was his professional opinion that the two major DCRs and the report approved by the Review Panel on November 14, 2013, should be approved and adopted by the Executive Board.

10.

Consideration of Approval – Trainset Revision A Report and Recommendations - Bill Bronte:

A motion to approve was offered by Ron Pate, Washington State DOT, and seconded by Jack Madden, NYSDOT. With no discussion forthcoming, Bill Bronte asked Steve Hewitt to poll the voting members of the Executive Board:

Bill Bronte, Caltrans – in favor
Mario Bergeron, Amtrak – in favor
Eric Curtit, Missouri DOT – in favor
Eric Curtit as proxy for Tammy Nicholson, Iowa DOT – in favor
Darrell Smith as proxy for Gerald Sokol, Amtrak – in favor
John Tunna as proxy for Paul Nissenbaum, FRA – in favor
Arun Rao, Wisconsin DOT, as proxy for LeAnna Wall – in favor
Arun Rao as proxy for John Oimoen, IDOT – in favor

Jack Madden, NYSDOT, as proxy for Ray Hessinger – in favor
Paul Worley, NCDOT – in favor
Johnson Bridgwater, Oklahoma DOT – in favor
Ron Pate, Washington State DOT – in favor

With the presence of a quorum having been confirmed, and all votes cast in the affirmative, chairman Bronte determined that consensus had been achieved and the motion is approved.

11.

Status Update: 305– 209 Working Group - Ron Pate:

Ron Pate reported that the 305-209 working group is "making good progress". Amtrak and states that have signed the nondisclosure agreements (NDA) are reviewing the information that has been provided and responding to questions asked.

Ron specifically acknowledged the hard work done by Darrell Smith, Amtrak, commenting "we appreciate his efforts" in helping to keep this moving forward.

Ron added that the group "continues to go on a path of progress towards getting information to fill the charge given (to the working group)." He noted that they may approve the full plan by January 31, 2014, "but we will be in a good place."

Ron also noted that he had recently had the opportunity to tour Amtrak facilities in Chicago and learned a great deal. He expressed appreciation to Dale Engelhardt and all Amtrak staff involved in the tour. "It was great for me!"

In summary, a lot of work is being done, and it is a difficult undertaking, but "we will get there."

12.

Status Update: SFTF Section 6/fleet deployment project – task 1 -Eric Curtit:

Eric Curtit reported that task 1 of the Section 6/Fleet management project has been revised dramatically from the initial version. It has gone through several reviews by the core team of the SFTF and is currently under review by the full SFTF. Comments are due by COB on December 16, 2013. Once finalized and approved by the SFTF, task 1 will be submitted to the Board. The intent is to have task 1 to the Board in time for the January 7, 2014 conference call.

Bill Bronte commented on the fact that he is currently reviewing task 1, and feels "it is a much better report" now.

13.

Status update: Diesel Electric Locomotive procurement:

This item was taken up in the action item review. No further discussion at this time.

14.

Scheduling the next Executive Board conference call - Bill Bronte:

It was agreed that the next call of the Executive Board will take place on January 7, 2014. Steve Hewitt will send a cancellation notice to all calendars for the December 24, 2013 call.

15.

Other:

In closing what will be his final NGEC Executive Board conference call, Bill Bronte announced that Stan Hunter, will be California DOT's new representative on the NGEC Executive Board beginning on January 1, 2014. Stan has been very active as Caltrans' member on the NGEC Technical subcommittee.

Bill also provided his contact information going forward as: Email: wbronte@gmail.com cell: 916 834-4624.

Bill expressed his special appreciation to Mario Bergeron "for stepping into the breach" by taking on the role of chairman until the Annual Meeting in February, 2014. He thanked Mario for "all the time and support you have given me over these past four years...I have learned a lot working with you."

Bill added a thank you to all of those involved in the NGEC and for the hard work and resulting achievements over these last four years. He added "I hope to stay involved in some way" in the future.

Mario Bergeron stated "On behalf of 305 I want to thank you for all you have done...you did so much to progress the work of the committee...it has been a great pleasure working with you and I hope you will enjoy your retirement."

Steve Hewitt expressed his appreciation to Bill as well, and noted that many of the members who could not make today's call had asked "me to express their thanks and best wishes to you."

Adjourn:

With no additional business to come before the Executive Board today, chairman Bronte adjourned this conference call meeting at approximately 12:50pm Eastern.

The next Executive Board conference call is

Decisions/Action Items

The locomotive procurement: A review of final proposals is taking place this week (week of December 9, 2013).

Public Affairs notification: Jeff Gordon will continue to provide the AASHTO, Amtrak and FRA public affairs officers with email notifications of NGEC activities. (ongoing)

The NGEC Future working group efforts: This working group will be reconstituted and reconvened after the first of the year (2014)

Budget and SOW for a grant extension revision request: The Executive Board approved the SOW as submitted and presented on today's conference call. The Board also approved the budget accompanying the revised SOW, pending FRA review of supporting details. The FRA anticipates completing the review by the January 7, 2014 Executive Board conference call.

Review of Trainset specification Rev A: The Trainset Revision A Review Panel Report and Recommendations was approved by the executive Board on today's conference call. By consensus vote the Board accepted the report and recommendations, and has adopted Revision A of the PRIIA Trainset specification.

Status of the Section 6/deployment project: A revised Task 1 is under review by the full SFTF with all comments due by COB December 16, 2013. The target for consideration by the Executive Board is January 7, 2014.

The 305/209 working group: The group is progressing well and states that have signed NDA's are working with Amtrak gathering information and asking questions. Progress towards completing the working group's charge is being made.

Recruiting additional state members for the NGEC: Ongoing.

By-law revisions: The ATF submitted proposed By-Law revisions to the Board on November 25, 2013. ATF chair Eric Curtit and 305 support manager Steve Hewitt reviewed those changes on today's call. The general "sense of the room" was that the by-law changes are acceptable, and a formal vote will take place on the January 7th, 2014 Board conference call.

Appointing a nominating committee: On today's conference call, chairman Bronte appointed Eric Curtit, Missouri DOT; Ron Pate, Washington State DOT; and Ray Hessinger, NYSDOT to the nominating committee. All three accepted the appointment. The committee is charged with bringing forward a slate of state representatives to be considered for election to the Executive Board at the Annual Meeting on February 21, 2014. The other Board positions (Amtrak CMO, Amtrak CFO, and FRA) are automatic.

NGEC Educational documents: The new single page two-sided NGEC Backgrounders are ready to go. All Board members will receive a distribution of five copies for their use to start. Additional copies can be requested by contacting Steve Hewitt.

It was agreed that the December 24, 2013 Executive Board call is canceled. Steve Hewitt will send cancellation notices to all Board member calendars.

It was agreed that the next meeting of the NGEC Executive Board will take place, via conference call on January 7, 2014. Calls will continue to be held every two weeks as currently scheduled from that point until the Annual Meeting, and then the new Board chair will make a decision as to the frequency of the calls.

12. Status Update: SFTF Section 6/fleet deployment project – task 1

Eric Curtit

13. Status update: Diesel Electric Locomotive procurement

John Oimoen

14. Scheduling the next Executive Board conference call

Bill Bronte

15. Other

All