

SECTION 305 NGENC Executive Board

MINUTES

OCTOBER 24, 2014 8:30 EASTERN

FALL MEETING

FACILITATOR	<i>Eric Curtit, Chair, S305 NGENC Executive Board</i>
ATTENDEES	Board Members: <i>Eric Curtit, Ray Hessinger (by phone), Mario Bergeron, Darrell Smith, Michael Lestingi for Paul Nissenbaum, Allan Paul for Paul Worley, Stan Hunter, Ron Pate, Arun Rao (by phone), Michael Jenkins, Tammy Nicholson, (Tammy also as proxy for John Rosacker) Brian Beeler II</i> Support Staff: <i>Shayne Gill, Steve Hewitt, Larry Salci, Nico Lindenau, Sara Sarkhili (by phone), Dave Warner, Vincent Brotski, Tammy Krause, Nikki Rudnick, Mark Yachmetz, Dale Engelhardt, Andrew Wood, Dan Rupert</i> Industry: <i>Steve Morrison</i>
ABSENTEES	Board Members, <i>Paul Nissenbaum, Tim Hoeffner, John Rosacker, John Oimoen, Paul Worley</i> Support: <i>Kevin Kesler, Jeff Gordon, Martin Schroeder, Patrick Centolanzi</i>

DECISIONS MADE

1.

Welcome – and Introductions - Eric Curtit, Chair, S305 NGENC Executive Board:

Chairman Curtit opened today's meeting and called for self -introductions.

2.

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

Steve Hewitt confirmed the presence of a quorum.

3.

Approval of the Minutes from October 14, 2014 – Eric Curtit:

On a motion by Allan Paul, NCDOT, and a second by Ron Pate, WSDOT, the minutes from the Executive Board call held on October 14, 2014 were approved without exception.

4.

Review of today's agenda – Goals and Objectives of today's Meeting - Eric Curtit:

Chairman Curtit reviewed today's agenda and identified his goals and objectives for the meeting. He noted that the meeting is a mid-year look at the activities of the Committee, but the primary purpose of the meeting is to look ahead to the future of the NGENC and begin to define a path going forward. Much discussion will take place with regard to the NGENC Future Working Group and its recommendations for the short term and long term future of the NGENC.

The Chair took a few moments to recognize and thank Dave Warner, Amtrak, for all he has contributed to the NGENC. Dave is retiring from Amtrak (effective COB October 24, 2014) and will be taking on new challenges at SEPTA. On behalf of the NGENC Board and all of the committee's members, we thank Dave for all he has done to make the NGENC successful; and we congratulate him on his new career opportunity.

Reports from the task forces and subcommittees

5.

NGENC Treasurer's Report/Finance subcommittee report – Darrell Smith, NGENC Treasurer

Darrell Smith, NGENC Treasurer and Chair of the Finance subcommittee provided the following report:

Finance Sub-Committee & Treasurer's Report

Financing Options:

- Have held a series of webinars for options for states to finance rolling stock and related investments.
- Information compiled in a single document authored by David Ewing.
- Most recent presentation on July 30, 2014:

- *Send Lawyers, Trains and Money*
Passenger Rail Implementation Approaches
Allan Rutter, Texas A&M Transportation Institute
- On June 4, 2014 had two:
 - *Federal Tax Code and Passenger Rail Car Financing*
Larry Salci, SalciConsult
 - *Transportation Development Credits*
Jennifer Moczygemba, Hatch Mott MacDonald
- Two More In Development:
 - *Passenger Surcharges & Impact on Fares/Pricing*
Sheryl Richards, Amtrak
 - *WMATA's Multi-Jurisdiction Equipment Fund*
Speaker To Be Determined

Revised SOW and Budget

- Revised Statement of Work and Budget approved by NGEN Board on 1/7/2014.
- Extends program through 6/30/2015.
- No additional funds, re-programmed \$1.97 million of \$4 million total.
- Accepted by FRA on 1/28/2014. Amtrak/FRA Grant Amendment for extension being executed.

Total Revised Grant Budget

	Executive Board	Technical Sub-committee	Finance Sub-committee	Administrative Task Force	Joint Procurement Task Force	Structure and Finance Task Force	S 209 Equipment Capital Work Group	AASHTO Support Services	TOTAL
Labor		\$1,059,061		\$270,987				\$599,586	\$1,929,634
Meetings								\$80,675	\$80,675
Travel				\$11,289			\$20,000	\$172,561	\$203,849
Professional Services	\$0	\$210,466						\$1,370,078	\$1,580,545
Financial Review			\$150,000						\$150,000
Conference Calls								\$5,097	\$5,097
Webinar								\$43,000	\$43,000
Reserve (Contingency)	\$0								\$0
Web Site								\$7,200	\$7,200
TOTAL	\$0	\$1,269,527	\$150,000	\$282,276	\$0	\$0	\$20,000	\$2,278,197	\$4,000,000

Actual Expenses through 6/30/14

	Executive Board	Technical Sub-committee	Finance Sub-committee	Administrative Task Force	Joint Procurement Task Force	Structure and Finance Task Force	S 209 Equipment Capital Work Group	AASHTO Support Services	TOTAL
Labor		\$496,897		\$142,556				\$338,850	\$978,302
Meetings								\$51,571	\$51,571
Travel				\$3,978				\$110,719	\$114,697
Professional Services		\$178,931						\$981,997	\$1,160,929
Financial Review									\$0
Conference Calls								\$297	\$297
Webinar								\$79	\$79
Reserve (Contingency)									\$0
Web Site									\$0
TOTAL	\$0	\$675,828	\$0	\$146,533	\$0	\$0	\$0	\$1,483,513	\$2,305,874

NGEC Remains Under Budget

- Spending to date supports extension through 6/30/2015 and beyond to 12/31/2015
- Average spend rate for 1/1/2010 – 6/30/2014 is:
 - \$42,701/month
 - \$512,417/year

- Information provided to Future Work Group

Next Audit

- Plan for every-other-year – an annual audit is not required – and it makes sense to conduct an audit every other year.
- Last audit covered through Sept. 30, 2012 (from January 2010)
- Recommendation is to cover Oct. 1, 2012 – Sept. 30, 2014
- Will continue discussion and advance within the sub-committee

6.

Mid-Year Report: Administrative Task Force – Ray Hessinger, Chair, Administrative Task Force

Ray Hessinger, NGEC Secretary, and Chair of the Administrative Task Force, provided the following mid-year report:

Report of the Administrative Task Force

Purpose of ATF

- Oversee Budget Issues
- Protocol determinations
- Establish NGEC Policies & Procedures
- Keeper of NGEC By-Laws
- Oversee Maintenance of & Access to NGEC Records and Resources

Recent Activities

- Education & Outreach
 - Updated and distributed NGEC “One-Pager”
 - Developed evaluation tool to determine NGEC content for Railroad 201 Seminars
- OIG Audit
 - Resolved all outstanding recommendations
- FRA Grant
 - Obtained approval of time extension & budget modification request

Upcoming Activities

- Update ATF Mission Statement
- Refresh NGEC Web Site
- Call for additional RR 201 seminar topics

7.

Mid-Year Report: Technical subcommittee – Mario Bergeron, Chair Technical subcommittee

Mario Bergeron, NGEC Vice Chair and Chair of the Technical subcommittee along with subcommittee vice chair Dale Engelhardt and Revision Control Coordinator Dave Warner provided the following mid-year report.

During his presentation Mario reminded the meeting participants that when the Technical subcommittee started there was no road map – “we developed it as we went along”.

He also noted that he had inquired of Technical subcommittee members as to whether the frequency (bi-weekly) of the ongoing conference calls should be reduced to monthly and “the message was received (loud and clear) to keep to the bi-weekly schedule”. He added that as there has been less specification development activity, these calls have evolved into information sharing sessions with a keen interest in the current procurements that are underway.

Section 305 Technical Subcommittee Progress Report

Presentation Summary

Highlights Since Last Meeting: Feb. 21, 2014

- Technical Subcommittee Overview
- Document Management
- Specification Overview
 - Vehicles
 - Digital Trainline (DTL)
- Accessibility Working Group

The Technical Subcommittee

- Membership
 - Core Team
 - Industry Members
- Structure
 - Technical Working Groups
 - Task Forces
- Meetings
 - Subcommittee
 - Technical Working Groups
 - Task Forces

Document Management - 1

- Major PRIIA Technical Subcommittee long term effort
- Technical Writer Support Contract through AASHTO
- Change review process essentially the same for each document
- "Revision Proven Tough"

Document Management – 2

Summary

RCC-Revision Control Coordinator
DCC-Document Control Coordinator
DCB-Document Control Board
TSC-Technical Subcommittee
NGEC-Executive Board

(for details please see full presentation – found on the AASHTO web site)

Vehicle Specs: Current Versions

- Bi-Level: C.1 – Sept. 20, 2013
 - *C.2 under review*
- Locomotive: A – July 10, 2012
 - *A.1 under review*
- Single Level: A – Nov. 13, 2012
- Trainset: A: – Dec. 10, 2013
 - *Revision Should be posted by end of month*
- DMU: Orig – Sept. 4, 2012
- Dual Mode Locomotive – *soon to start*

Dual Mode (DM) Spec Chronology

- 12/16/10-EB agrees to create DM (DC 3rd rail) spec
- 4/11/11-NYS DOT/MNR/LIRR/Amtrak Initial DM Discussion
- 12/6/11-DM Req. Doc. approved
- 8/11/12-Concurrent/Post Loco Award writing option chosen
- 6/27/13-NYS DOT/MNR/ConnDOT/Amtrak Bi-weekly DM mtgs
- 12/18/13-Loco Contract Awarded
- 9/16/14: EB directs TSC to submit revised DM Req. Doc.
- Sept. 2014: Rev. A.1 (post contract award) anticipated approval
- Nov. 2014: Est. DM Req. Doc. approval, begin spec. writing
- +four months writing complete
- +two months approved

Other Specs/Documents

- 305-100 Document Management Procedure
- 305-800-Series: Supporting Technical Drawings (13)
- 305-900-Series: Supporting Technical Specifications (20)
 - Digital Trainline Hardware most recent
 - Digital Trainline Software in progress

Accessibility Working Group

- Led by FRA
 - Develop accessibility enhancements beyond CFR requirements
 - Members from many Tech. Subcommittee Industry areas
 - Initially tasked with policy and technical responsibilities
 - Policy eventually moved to Executive Board Level
- Efforts since February
 - Restroom Configurations
 - RVAAC support

Thank You

- Camren Cordell
- Steve Hewitt
- Presentation Creative Team
- Technical Subcommittee Members
- Technical Support & Consultants
- Technical Working Group Leaders & Volunteers

Mario closed the presentation commenting that there is a lot going on in the background through the working groups that often goes unseen or unrecognized. He added that "the Technical subcommittee brings the substance to the NGEC."

After expressing thanks to those involved in the activities of the subcommittee, Mario gave a special thank you to Dave Warner, who, as noted previously in these minutes, is retiring from Amtrak and will be joining SEPTA (effective COB today – 10-24-14). Mario expressed his appreciation for all that Dave has accomplished on behalf of the NGEC as document control coordinator. Much of what the subcommittee and the full NGEC has achieved can be directly attributed to Dave's efforts, especially in the development of the document management process and in updating the specifications – reviewing the DCRs – and keeping them updated.

Dave Warner commented on the work of Jeff Gordon, FRA, as well, noting that "without Jeff's help it couldn't have been done and certainly wouldn't have worked out so well."

8.

Update: "514" Working Group – Ron Pate, Chair "514" Working Group

Ron Pate, Chair of the 305/209 ("514") working group provided a brief report on the activities to date:

The CIP was "accepted" by the Executive Board of the NGEC on its last call – October 14, 2014. The CIP is a living document and identifies next steps going forward.

The efforts of the working group have been great. "It is never easy putting policy in practice" and "I appreciate all of the work of the entire team."

Noting that the work will continue, Ron invited more states, outside of the NGEC to "get involved". He added that there are challenges ahead especially in getting Amtrak contracts with states in place. Ron thanked Shayne Gill, AASHTO "for being so helpful in keeping us all in the loop...it will be a challenge as the states work on their contracts."

Ron expressed special thanks to Mario Bergeron, Darrell Smith and their teams (Amtrak) "for providing us with the help and information to educate the states".

Darrell Smith, Amtrak, commented that NY State "is setting up the model of incorporating portions of the CIP into their contract". If you are looking for a model going forward, NY is a good place to start.

9.

Update: Mid-West States – Section 6 – Nico Lindenau:

In the absence of Tim Hoeffner - Nico Lindenau, FRA consultant, provided a brief update on the Section 6 activities of the mid-west states:

IDOT announced that the RFP for a Fleet Manager is to go out in the near future. The announcement has been distributed to the NGEC Executive Board by Steve Hewitt. It calls for management services to manage the effort for all of the mid-west states. Work on the RFP is still in progress with a first draft expected to go to the mid-west group by next week.

An RFI for a Fleet Maintainer is being developed by Michigan DOT, and the results of the RFI will determine if an RFP will follow.

10.

Bi-Level Car Specification Revision C.2 Review Panel Report and Recommendation – Larry Salci

Larry Salci, Review Panel Consultant, provided an overview of the report and recommendations for Revision C.2 of the Bi-Level car specification.

Mr. Salci described the DCRs that had been reviewed and highlighted a number of key changes. (The full report was distributed to the Executive Board members following the Review Panel conference call held on October 16th.)

Stan Hunter, Caltrans provided a detailed explanation of the weight change DCR, and Larry noted that he will add those details to the final report (once approved).

Larry reported that the Review Panel has approved the report and recommends that the Executive Board adopt Revision C.2.

Tammy Nicholson, Iowa DOT, and a member of the Review Panel, asked Dave Warner to provide an explanation of Revision D, as discussed by the Review Panel, and what that means for procurements going forward.

Dave Warner explained that, in essence, Revision D will be the new "master specification" that a new purchaser/user can make changes to without affecting the existing specification being used by the Caltrans/Midwest procurement. It contains changes proposed, and approved, for C.1 and C.2, that get full vetting by the Technical subcommittee Working Groups. Rev. D will, of course, fully comply with the Bi-Level Requirements Document. "

11.

Consideration of Approval – Revision C.2 – Eric Curtit

At the conclusion of the discussion, Chairman Curtit called for a motion to adopt Bi-Level car Specification Revision C.2 as approved previously by the Review panel, with the additional details provided by Stan Hunter to be included in the final report.

A motion to adopt was offered by Michael Jenkins, Oregon DOT and seconded by Stan Hunter, Caltrans.

Steve Hewitt polled the voting members of the Executive Board:

Eric Curtit, Missouri DOT – Aye
Mario Bergeron, Amtrak – Aye
Ray Hessinger, NYSDOT – Aye
Darrell Smith, Amtrak – Aye
Michael Lestingi, for Paul Nissenbaum, FRA – Aye
Tammy Nicholson, Iowa DOT – Aye
Tammy Nicholson as proxy for John Rosacker, Oklahoma DOT – Aye
Ron Pate, Washington State DOT – Aye
Stan Hunter, Caltrans – Aye
Michael Jenkins, Oregon DOT – Aye
Brian Beeler II, NNEPRA for Maine DOT – Aye
Allan Paul, for Paul Worley, NCDOT – Aye
Arun Rao, Wisconsin DOT – Aye

With a quorum having been established and all votes cast in the affirmative, Chairman Curtit determined that Consensus was achieved and the motion to adopt Revision C.2 is carried.

12.

Procurements Updates:

a. Bi-Level Cars – Stan Hunter, Caltrans

Stan Hunter provided a brief update on the status of the bi-level car procurement:

Final Design Review (FDR) is under way.

First article Inspection is beginning.

Discussions to revise the delivery schedule to allow for option car assignments continue.

Vehicle weight negotiations are in process with the manufacturer with the goal being to make weight adjustments and remain compliant.

b. Diesel-Electric Locomotives – Stan Hunter for John Oimoen, IDOT

Stan Hunter provided a brief update on the Diesel-Electric locomotive procurement:

Intermediate design Review (IDR) meetings are taking place in Chicago.

The manufacturer has been doing a great job is resolving issues as they arise.

Overall things are progressing well.

Larry Salci reported that he has completed his review of the Diesel-Electric locomotive DCRs and will be contacting Steve Hewitt to distribute the DRAFT Report with recommendations to the Diesel-Electric Locomotive Review Panel Members and to schedule a conference call within the next few weeks.

13.

Presentation and Discussion: NGEN Future Working Group Recommendations – Eric Curtit

Eric Curtit, Chair of the NGEN Executive Board, and Chair of the NGEN Future Working Group provided an overview of the activities of the working group and reported on its recommendations for Executive Board action. He provided a brief background on the previous efforts to define the NGEN's future – functions and structure – and commented that the work of the initial working group was a resource to the current group. The functions as described in the initial concept paper are still viable, but the governance structure, as proposed last September (2013), remained unresolved.

The 2014 NGEN Future Working Group has taken a look at the NGEN moving forward in the short term and long term and has identified essential functions that should go forward while also identifying the ramifications that would occur if the NGEN ended.

The working group has looked at an immediate path forward which will allow for time to develop and gain approval for funding options and a governance structure for the long term.

The following presentation summarized the efforts of the working group and its recommendations presented today for Executive Board consideration:

NGEC, moving forward:

NGEC future working group

- FRA, states, AASHTO, Amtrak
- Scope was to determine path forward
- Looked at three basic scenarios
 - NGEN ends
 - NGEN continues

- NGEN expansion
- Share estimated burn rate of NGEN continues

Context

- Original grant funding of \$4M from FRA
- Helped parties meeting PRIIA mandate
- Remaining funds \$1.5M
- Current burn rate is \$513K/yr
- Estimated "Committee Mode" future
 - burn rate is \$460 K/yr
 - could get NGEN through September 2017

NGEC Results

- \$200M in savings from NGEN support
- NGEN was a \$4M investment
- Addresses long standing issues
- Works in concert with the system instead of state to state

NGEC Ends/Short Term

- NGEN management
- Loss of centralized/standardized document control
- Technical expertise still needed
- Loss of unique industry/operator/regulator coalition
- Loss of support for PRIIA 209 CIP
- Regardless, specifications MUST be kept current

NGEC Ends: Mid/Long Term

- Mid Term
 - No standardized oversight
 - No Section 6/NGEC coordination
 - No standardized modification oversight
- Long Term
 - No new 305 equipment purchases
 - Loss of standardization
 - Existing equipment balkanized

Survival mode

- Executive Board
- Technical subcommittee
- Finance subcommittee
- Administrative Task Force
- Joint Procurement Task Force
- Structure and Finance Task Force
- Equipment Capital Working Group
- AASHTO support services

Committee Mode – 1

- FWG looked at each task force/ subcommittee/working group
- Ensured our mission was served
- Determined essential functions of NGEN

- Looked at ways to combine subcommittees/task forces
- Overall was to lower costs, while maintaining or improving results delivered

Committee Mode – 2

- Executive Board
 - Remains and has no real impact on cost for regular meetings
 - Continue with only one annual face-to-face meeting
 - Still deliver decisions in a timely manner
 - Continue to involve key stakeholders
 - Future Working Group function

Committee Mode – 3

- Technical subcommittee
 - Continues at same meeting frequency
 - No real impact on cost
 - Continues to be significant information conduit for industry and states
 - Continues to deliver high value results for specifications
 - One face-to-face meeting for FY 2015

Committee Mode – 4

- Finance & Administrative subcommittee
 - Administrative Task Force functions merged into this renamed subcommittee (*by-law change*)
 - Continues budget and financial planning, audits, grants
 - Adds all ATF functions and meetings may occur monthly or bi-monthly

Committee Mode – 5

- Equipment Capital subcommittee
 - Convert working group to a subcommittee reporting directly to the Executive Board
 - Continually updates CIP
 - Support and monitor reconciliation process
 - Meetings as needed

Committee Mode – 6

- AASHTO support services
 - Continues to help ensure communication and management of NGEC
 - Continues website support
 - All other support continues
 - Policy and Analysis consultant eliminated

Committee Mode – 7

- Next three years
 - Have a standing agenda item for each executive board call to “eat the elephant” one bite at a time
 - Future funding options due by October 2015
 - This would allow NGEC to be prepared
 - Continual evolution of functions through the executive board and its subcommittees

Expansion Mode

- A number of functions could be accomplished by the NGEC
- Thorough discussion of these ideas took place in the previous working group
- These need to still be vetted

- Previous conclusions were the functions where possible, but the 'location' needed more work

Recommendation Highlights

- New burn rate of approximately \$460K/year
- Would allow for NGEC to continue in this mode through September 2017
- NGEC take systematic approach to our future
- Decisions about funding could be more in depth and informed
- Funding or the lack thereof

Recommendation Details

- Adopt COMMITTEE MODE
 - Establish budget with \$460K/yr burn rate
 - Create Finance and Administrative subcommittee
 - Formally create "514 subcommittee"
 - NGEC Future Work Group functions absorbed by EB
- Direct new FAS to:
 - revise SOW for new budget and grant extension
 - recommend By-Laws changes
- Deadline for funding options: October 2015

Note: that By-Laws will have to be revised as part of the new structure; this is a permanent function of the Administrative Task force now.

Ultimately, Eric explained, the working group is looking to the Board to approve the recommended path forward, as described in the last slide, (above) and for the Board to begin working on the long term future of the NGEC by making this a priority issue and a standing agenda item on all Board calls, with a defined timeline for developing and approving long term funding options.

14.

Consideration of Approval: NGEC Future Working Group Recommendations – Eric Curtit

Following the presentation and discussion Eric Curtit entertained several motions to adopt the NGEC Future working Group's recommendations::

First motion:

To adopt the Committee Mode as described above (to establish a budget with a burn rate of \$460,000 per year ; to create a Finance and Administrative Subcommittee to replace/consolidate the Finance subcommittee and Administrative task force – Darrell Smith as Chair and Ray Hessinger and Brent Thompson as vice chairs; to formally establish the "514" subcommittee - Ron Pate as Chair; and to absorb the NGEC working group functions as an integral part of the NGEC Executive Board's responsibilities and create a standing agenda item dedicated to these activities).

The motion to adopt the Committee Mode recommendation was offered by Tammy Nicholson, Iowa DOT, and seconded by Ron Pate, Washington State DOT.

Steve Hewitt polled the voting members of the Board:

Eric Curtit, Missouri Dot – Aye
Mario Bergeron, Amtrak – Aye
Ray Hessinger, NYSDOT – Aye
Darrell Smith, Amtrak – Aye
Michael Lestingi, for Paul Nissenbaum, FRA – Aye
Tammy Nicholson, Iowa DOT – Aye
Tammy Nicholson as proxy for John Rosacker, Oklahoma DOT – Aye
Ron Pate, Washington State DOT – Aye
Stan Hunter, Caltrans – Aye
Michael Jenkins, Oregon DOT – Aye
Brian Beeler II, NNEPRA for Maine DOT – Aye

Allan Paul, for Paul Worley, NCDOT – Aye
Arun Rao, Wisconsin DOT – Aye

With a quorum having been established and all votes cast in the affirmative, Chairman Curtit determined that consensus was achieved and the motion to adopt the Committee Mode was approved.

Motion #2:

To direct the Finance and Administrative subcommittee to develop a Statement of Work (SOW) and budget for a no-cost extension of the current grant agreement with FRA through September 30, 2017; and to recommend NGECEC by-law changes, as appropriate, reflective of the changes resulting from adoption of the Committee Mode recommendation.

This motion was offered by Allan Paul, NCDOT, and seconded by Michael Jenkins, Oregon DOT.

Steve Hewitt polled the voting members of the Board:

Eric Curtit, Missouri DOT – Aye
Mario Bergeron, Amtrak – Aye
Ray Hessinger, NYSDOT – Aye
Darrell Smith, Amtrak – Aye
Michael Lestingi, for Paul Nissenbaum, FRA – Aye
Tammy Nicholson, Iowa DOT – Aye
Tammy Nicholson as proxy for John Rosacker, Oklahoma DOT – Aye
Ron Pate, Washington State DOT – Aye
Stan Hunter, Caltrans – Aye
Michael Jenkins, Oregon DOT – Aye
Brian Beeler II, NNEPRA for Maine DOT – Aye
Allan Paul, for Paul Worley, NCDOT – Aye
Arun Rao, Wisconsin DOT – Aye

With a quorum having been established and all votes cast in the affirmative, Chairman Curtit determined that consensus was achieved and the motion to: direct the Finance and Administrative subcommittee to develop a Statement of work and budget for a no-cost Extension of the current grant agreement with FRA through September 30, 2017; and to recommend NGECEC by-law changes, as appropriate, reflective of the changes resulting from adoption of the Committee Mode recommendation was approved.

Motion #3:

To direct the Finance and Administration subcommittee (FASC) to propose/recommend funding options for the NGECEC in time for the Executive Board to act on the recommendation by October, 2015.

This motion was offered by Michael Lestingi, FRA and seconded by Allan Paul, NCDOT.

Steve Hewitt polled the voting members of the Board:

Eric Curtit, Missouri DOT – Aye
Mario Bergeron, Amtrak – Aye
Ray Hessinger, NYSDOT – Aye
Darrell Smith, Amtrak – Aye
Michael Lestingi, for Paul Nissenbaum, FRA – Aye
Tammy Nicholson, Iowa DOT – Aye
Tammy Nicholson as proxy for John Rosacker, Oklahoma DOT – Aye
Ron Pate, Washington State DOT – Aye
Stan Hunter, Caltrans – Aye
Michael Jenkins, Oregon DOT – Aye
Brian Beeler II, NNEPRA for Maine DOT – Aye
Allan Paul, for Paul Worley, NCDOT – Aye
Arun Rao, Wisconsin DOT – Aye

With a quorum having been established and all votes cast in the affirmative, Chairman Curtit determined that consensus was achieved and the motion to: direct the Finance and Administration subcommittee (FASC) to propose/recommend funding options for the NGECEC in time for the Executive Board to act on the recommendation by October, 2015, was approved.

The next call is: November 18, 2014

Decisions/Action Items

Mid-west States – Section 6 progress report: This remains as an ongoing agenda item. The RFP for a Fleet Manager continues to be developed, and an RFI for a Fleet Maintainer is being prepared by Michigan DOT.

514 Working Group updates: The Capital Equipment 5 Year Plan (CIP) memorandum and the CIP itself have been approved by the 514 Working Group and sent to Eric Curtit for Executive Board consideration.

The Executive Board, today, approved the establishment of the 514 subcommittee to begin to address the next steps as identified in the CIP.

NGEC Procurement updates: The 2 procurements – bi-level cars and the diesel-electric locomotives-will continue to be standing agenda items on the Executive Board calls.

The NGEC Future Working Group recommendations: The Executive Board accepted and adopted the recommendations of the NGEC Future Working Group by approving three separate motions as described below:

First motion:

To adopt the Committee Mode as described above (to establish a budget with a burn rate of \$460,000 per year; to create a Finance and Administrative Subcommittee to replace/consolidate the Finance subcommittee and Administrative task force – Darrell Smith as Chair and Ray Hessinger and Brent Thompson as vice chairs; to formally establish the "514" subcommittee - Ron Pate as Chair; and to absorb the NGEC working group functions as an integral part of the NGEC Executive Board's responsibilities and create a standing agenda item dedicated to these activities).

Motion #2:

To direct the Finance and Administrative subcommittee to develop a Statement of work and budget for a no-cost Extension of the current grant agreement with FRA through September 30, 2017; and to recommend NGEC by-law changes, as appropriate, reflective of the changes resulting from adoption of the Committee Mode recommendation.

Motion #3:

To direct the Finance and Administration subcommittee (FASC) to propose/recommend funding options for the NGEC in time for the Executive Board to act on the recommendation by October, 2015.

The NGEC Future Working Group activities: The work of this group will be absorbed as a full Executive Board activity and will become a standing agenda item on all Executive Board conference calls beginning on November 18, 2014.

Host Railroad Blessing of NGEC equipment: Jim Grady and Mike Ivan, AAR, me with the Locomotive Committee and are forming a subgroup to address this issue and will work with Jeff Gordon. Jeff will keep the Board apprised. (ongoing)

Bi-Level Car Revision C.2: Today, the Executive Board adopted Rev C.2 – Larry Salci will finalize the review panel report to include the details provided by Stan Hunter.

D-E Locomotive DCRs: The list of proposed DCRs for the D/E locomotive has been sent to Larry Salci (from Eric Curtit) (15) and he has noted that he will be able to complete this review within the timeframe of the contract (end of

September).

Larry Salci has completed the draft report and will send it to Steve Hewitt for distribution to Locomotive Review Panel members for their review with a conference call to be scheduled over the next few weeks.

Letter to the FRA: the NGEC will formally ask the FRA for a FY2016 budget request for funding for the development and maintenance of specification standards. Eric Curtit and Steve Hewitt will draft a proposed letter, for Board review, to be submitted to the FRA. This is not meant to be the funding options solution for sustaining the NGEC in the long term, but is seen as one potential future resource which would mirror funding provided to some of the other transportation modal administrations.

The Finance and Administrative subcommittee:

Will organize itself and set its agenda. (first call is currently scheduled for November 19, 2014 – but could change at the request of the subcommittee chair)

The Finance and Administrative subcommittee will begin its review of the by-laws to revise where necessary to reflect the changes approved today. (Chairman Smith will contact Ray Hessinger to discuss beginning a by-law review with the assistance of Steve Hewitt)

The Finance and Administrative subcommittee will begin to develop a revised Statement of Work and budget for a no-cost extension of the current grant agreement through September 30, 2017.

The Finance and Administrative subcommittee will begin developing a proposal for potential funding options to present to the Board for its consideration by October, 2015.

ATTACHMENTS



The NGEC will provide national leadership in standardization, acquisition, financing and management of passenger rail equipment.

**PRIIA Section 305 NGEC Executive Board – 2014 Fall meeting
Agenda
October 24, 2014
8:30am – 3:00 pm EST
Double Tree Hotel Downtown
Hagley Room
Wilmington Legal District
700 N. King Street
Wilmington, DE 19801**

Call in number: 866 299 7945 passcode: 1601544#

7:30 – 8:25 am	Continental Breakfast
8:00 - 8:25am	Registration
8:25 – 8:30 am	Hotel Safety Briefing – Double Tree Hotel Representative
8:30 – 8:40 am	Welcome and Introductions-Convene Fall Meeting – Eric Curtit, Chair, NGEC Executive Board
8:40 – 8:45 am	Roll call – Steve Hewitt, Manager, NGEC Support Services
8:45 – 8:50 am	Approval of the Minutes from the October 14, 2014 Executive Board conference call
8:50 – 9:00 am	Review of today’s Agenda – Goals and Objectives – Eric Curtit, NGEC Chair
9:00 – 9:30 am	NGEC Treasurer’s Report/Finance subcommittee report – Darrell Smith, NGEC Treasurer
9:30 – 9:40 am	Mid-Year Report: Administrative Task Force – Ray Hessinger, Chair, Administrative Task Force
9:40 – 10:00am	Mid-Year Report: Technical subcommittee – Mario Bergeron, Chair Technical subcommittee
10:05 – 10:15 am	Break
10:15 – 10:30 am	Update: “514” Working Group – Ron Pate, Chair “514” Working Group
10:30 – 10:40 am	Update: Mid-West States – Section 6 – Tim Hoeffner, Michigan DOT
10:40 – 11:00am	Bi-Level Car Specification Revision C.2 Review Panel Report and Recommendation – Larry Salci
11:00 – 11:10am	Consideration of Approval – Revision C.2 – Eric Curtit
11:10 – 11:30 pm	Procurements Updates: a. Bi-Level Cars – Stan Hunter, Caltrans b. Diesel-Electric Locomotives – John Oimoen, Illinois DOT
11:30 – 12:15 pm	Presentation and Discussion: NGEC Future Working Group Recommendations – Eric Curtit
12:15 – 1:15 pm	Working Lunch (Box lunch) continue NGEC Future discussion
1:15 – 2:00 pm	Continue Discussion: NGEC Future Working Group Recommendations – Eric Curtit
2:00 – 2:15 pm	Consideration of Approval: NGEC Future Working Group Recommendations – Eric Curtit
2:15 – 2:30pm	Next Steps – Eric Curtit
2:30 – 2:45 pm	Other Issues/Questions – All
2:45 – 3:00pm	Wrap Up – Closing Comments – Eric Curtit
3:00 pm	Adjourn