

S305 Structure and Finance Task Force

MINUTES

AUGUST 12, 2013

2:30PM EDT

CONFERENCE CALL

FACILITATOR	<i>Eric Curtit, Missouri DOT, Chair, Structure and Finance Task Force</i>
ATTENDEES	<i>Eric Curtit, (Eric also as proxy for Ron Pate) Bill Bronte, Chad Edison, Michael Burshtin, Darrell Smith, Kevin Kesler, Steve Hewitt, Ashok Sundararajan, Sara Sarkhili, Nico Lindenau, Larry Salci</i>
ABSENTEES	<i>Ron Pate, Tim Hoeffner, Leo Penne, Shayne Gill, Dan Black</i>

DISCUSSION/DECISIONS MADE

1.

Welcome – Eric Curtit:

Eric Curtit welcomed all to this SFTF conference call meeting and asked Steve Hewitt to call the roll.

2.

Roll Call – Steve Hewitt:

Steve Hewitt called the roll and determined that a quorum was established.

3.

Approval of the Minutes from July 15, 2013– Eric Curtit:

On a motion by Bill Bronte, Caltrans, and a second by Chad Edison, FRA, the minutes from July 15, 2013 were approved without objection.

4.

Status/Discussion: Task 1 of the Section6/Fleet Deployment project - Eric Curtit:

Eric Curtit opened the discussion noting that he appreciated all the effort put in by members of the SFTF in reviewing the task 1 draft document; and expressed appreciation for the comments submitted.

At a high level, Eric described the common themes to the comments received as:

It (task 1 draft) needs a lot of work.

The document was very much theoretical with no real world examples that would be helpful to states.

The document is missing key deliverables.

The document needs to be tightened up (a lot). There are no conclusions that would lead to the development of a deployment plan.

Eric then opened the floor for additional thoughts from the SFTF members, noting that he wanted to hold the discussion to the draft task 1 document. He did not want to talk about any of the future tasks of this project and he wanted to try to stick to "high level" comments. Eric also suggested that an outcome may be to establish a small team to put together the comments and send them to the contractor.

Larry Salci commented on the maintenance section of the document and noted it needed a lot of work. He also noted that he "could not concur with many of the statements made" in that section of the document. The contractor "did not provide any concrete industry pictures to present and much of what is in this section is, again, theory".

Chad Edison, FRA, agreed with Larry and reiterated that they (contractor) need to provide some specific examples.

Darrell Smith, Amtrak, stated that he had very similar comments, and that the document, in general, was very

theoretical and “none of it has been tried...no real world examples are used, and there are some out there” to use.

Eric Curtit agreed stating “we needed an in depth look and that hasn’t been provided.”

Bill Bronte, Caltrans, commented that there were areas touched on in the document that have no business even being in it. Bill also noted that the sections devoted to maintenance and facilities needed much more work.

Chad Edison asked if pooling ideas would be more relevant to task 2, and Bill replied “yes, but they didn’t even lay out a framework.”

Others on the call agreed with Bill’s comments and the lack of framework.

Larry Salci noted “we know what we have now...there doesn’t seem to be a tie-in between maintenance and procurement, it all seems to be an esoteric exercise.”

Darrell Smith commented on the fact that the document seems to say that (with regard to maintenance) one size fits all, which is clearly not the case.

Bill Bronte added – “my general sense in reading the document was that it was written by someone who hasn’t done maintenance or had a budget for maintenance...it seemed more like an academic exercise by someone on Google.”

Eric again suggested putting a team together to compile the comments into as concise a manner as possible and send it back to the contractor with timelines and what is needed to finish task 1.

Kevin Kesler, FRA, noted “what is suggested (by Eric) is right to do, but it seems highly unlikely that we will get there from here with the current team (contractor team) in place...and this is their second team already.” Kevin went on to say “maybe one way to do it is to pull it back and let the 305 Committee do it...going back (to the contractor) will not produce any successful results.”

Eric stated that he understood Kevin’s point and it was well taken, but he thought “if we give them a short timeframe, we should make one more effort to see what we get.”

Chad Edison noted that it would make sense, “practically speaking”, to merge overlapping comments and separate out differing or varying comments and then make a recommendation to the full SFTF. He added “we need to get them (the contractor) to do something for the money they were paid. We should stop them from doing anything more without getting this (task 1) done correctly.”

Kevin Kesler agreed and noted that “irrelevant items (that the contractor has in the document now) should be removed, and the focus should be on things needed now.”

Eric Curtit emphasized that he has instructed the contractor not to do any work on any of the other tasks. He reiterated that “they need to get task 1 right first”.

Ultimately, a core team was named to compile the comments received, merge those that are common and identify others that were not common and/or may be differing opinions. The core team is to be comprised of: Eric Curtit, Ron Pate, Chad Edison, and Darrell Smith.

Eric Curtit will handle the logistics and propose a timeline. He will keep Steve Hewitt informed.

The FRA consultants will take a first shot at merging the comments and getting them out to the core team as a starting point.

After the team has worked on getting the comments compiled, it will have a conference call with the contractor and provide them with the comments, and a timeframe for getting a revised document back to the SFTF.

The goal will be to have something back from the contractor on time for the SFTF call on September 9, 2013, so that a useful document can be ready for the September 26, 2013 Executive Board meeting in Columbus, Ohio.

5. Adjourn:

With nothing further to come before the SFTF today, the July 15, 2013 conference call meeting was adjourned at

approximately 3:00pm EDT.

Decisions and Action Items

The context effort originally assigned to David Ewing and Steve Hewitt remains suspended in anticipation of a number of upcoming activities that will provide additional information.

A core team comprised of: Eric Curtit, Missouri, Ron Pate, Washington State DOT, Chad Edison, FRA, and Darrell Smith, Amtrak, was formed to compile the comments submitted by SFTF members to the Task 1 draft; and to submit them to the contractor along with a timeline for the contractor to come back with a revised task 1 report.

The core team will meet via conference call to work through the comments. The FRA consultants will merge comments received thus far to provide the core team with a starting point. The goal will be to have something back from the contractor for discussion by the full SFTF on its September 9, 2013 conference call. The hope is to have something "of use" to submit to the Board for the September 26, 2013 face to face meeting in Columbus, Ohio.

Eric Curtit will handle the logistics for the core team review and will keep Steve Hewitt informed.

This topic (task 1) will be the only agenda item (other than business items such as approval of prior minutes and roll call) for the September 9, 2013 SFTF call.

Next call: August 12, 2013

ATTACHMENTS



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

**PRIIA NGEC S305 Structure and Finance Task Force (SFTF) Conf. Call Meeting
August 12, 2013**

2:30 - 3:30 pm EDT

866 299 7945 passcode 1601544#

Agenda

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| I. | Welcome | Eric Curtit |
| II. | Roll Call | Steve Hewitt |
| III. | Approval of Minutes from July 15, 2013 | Eric Curtit |
| IV. | Status/Discussion: Task 1 of Section6/Fleet Deployment project | Eric Curtit |
| V. | Other: | All |

Decisions and Action Items

The Section 6/Fleet Management Plan contractor has submitted a second version of Task 1. The core review team is in the process of completing its review. A timeline has been agreed to for completing the full SFTF review and advancing the Task 1 document to the Executive Board by August 20th. **Status: SFTF members were asked to send their comments to Eric Curtit (cc Steve Hewitt) by August 8, 2013. Most members have submitted those comments and a discussion will take place on this call Item 4.**

It was agreed that the next SFTF call will take place as scheduled on August 12th at 2:30pm EDT with the primary purpose of the call being a review and consideration for approval of Task 1 by the SFTF. **Status: The task 1 report discussion is the only agenda item for today's call other than approval of prior minutes.**

Next Call – September 9, 2013 – 2:30pm EDT