

SECTION 305 NGENC

Executive Board Conference Call Meeting

MINUTES

JANUARY 21, 2014 11:30AM EASTERN

CONFERENCE CALL

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

WELCOME/ROLL CALL/ACTION ITEMS REVIEW

1.

Welcome and Opening – Mario Bergeron – Chair:

Chairman Bergeron opened this conference call meeting of the NGENC Executive Board and welcomed retired NGENC Chairman Bill Bronte to the call. Mr. Bergeron asked Steve Hewitt to call the roll.

2.

Roll Call – Steve Hewitt, Manager, S305 NGENC 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: As of the last Executive Board call, (January 7, 2014) Siemens Industries had been selected as the apparent successful bidder. The Buy America audit was to begin that week with no issues anticipated. Many of the issues related to Buy America had already been pre-cleared through the bi-level car procurement process. Stan Hunter, Caltrans, reported that it is anticipated that a Notice to Proceed (NTP) could be issued sometime in February 2014.

Status: A status update will be provided under agenda item #8

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

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

Budget and SOW for a grant extension revision request: On January 7, 2014, the Executive Board approved a revised budget and SOW as presented on today's conference call. The revised version incorporates all requested changes provided by the FRA in its review of the supporting documentation. Amtrak grants will submit the formal request for a grant agreement extension and approval of the revised SOW and budget as early as today (1-7-14). FRA anticipates a prompt turnaround since it has been involved in the process and has "almost pre-cleared" the request by its review of the SOW and Budget and the inclusion of its comments in the document.

Status: As agreed on January 7, 2014, a status update has been added as an agenda item for today (Item #5) and will be a standing agenda item for all future Executive Board calls until the grant extension has been executed.

By-law revisions: The Executive Board unanimously approved the by-law changes as submitted by the ATF on November 25, 2013. Steve Hewitt will incorporate the changes into an updated version of the by-laws and ask AASHTO to post them to the website. Steve will also distribute the updated by-laws to all Board members for their files.

Status: Task complete – The By-laws have been updated and distributed to all Board members and to AASHTO for posting.

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 SFTF is expected to consider approval of task 1 over the next week or so through an electronic vote, and if approved, it will be submitted to the Executive Board for consideration. The intent is to try to accomplish this in advance of the Board call scheduled for January 21, 2014.

Status: Eric Curtit called for an electronic vote by the SFTF members on the final version of task 1. The vote was to be completed by COB January 17, 2014. As of today, the vote is not yet complete. Eric will address this and the status of task 1 under agenda item #7.

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. A call is scheduled for January 8, 2014 to go over a gap analysis to determine "where we are at; what remains to be done; and to give an idea of what is to be accomplished by January 31, 2014".

Status: A status update will be provided under agenda item #6.

Recruiting additional state members for the NGEC: Ongoing.

NGEC Educational documents: The single page two-sided NGEC Backgrounders available. AASHTO has updated it to reflect the changes in leadership since the retirement of Bill Bronte. David Ewing reported on the ATF call last week, that he has had considerable opportunities recently to distribute copies of the document at key venues, helping the NGEC keep its "market share". Copies of the Backgrounder are available, although in limited supply, and can be requested by contacting Steve Hewitt.

Bi-Level car Procurement: On January 7, 2014, it was agreed that a status update on the bi-level cars procurement will be added as a standing agenda item on Board calls beginning January 21, 2014. Stan Hunter, Caltrans will provide the updates.

Status: An update will be provided under Agenda item # 9.

Preparing for the Annual Meeting: It was agreed on the January 7, 2014 call that the chair (with Steve Hewitt's assistance) would begin preparing a draft agenda for the Annual Meeting.

Status: Last night (1-20-14) Steve Hewitt distributed the first draft of the agenda for discussion on today's call. under agenda item # 10.

4. Approval of the Minutes from January 7, 2014 – Mario Bergeron:

On a motion by Stan Hunter, Caltrans, and a second by Allan Paul, NCDOT, the minutes from the January 7, 2014 conference call were approved without objection.

5.

Status: Grant Agreement Extension Request – Darrell Smith/Paul Nissenbaum:

Darrell Smith, Amtrak, reported that the SOW and budget along with the formal grant agreement extension request was submitted by the Amtrak grants office to FRA grants (Katie Bryant) on January 7, 2014. FRA confirmed receiving the request, and, as of the end of last week (January 17, 2014), no questions had been brought forth to Amtrak at that point.

Paul Nissenbaum, FRA, concurred that the request has been received and is working through the process. Paul noted "no problems are anticipated, it should work its way through the process in good time...as it has already gone through a sort of pre-clearance."

Chairman Bergeron asked Paul if he had any thoughts on the timeline for approval.

Paul responded, "It's working its way through the grants group...and then it will just be a matter of getting all the standard approvals...I would anticipate that by the next Board meeting (February 4, 2014) we should have it wrapped."

6.

Status Update: 305-209 Working Group – Eric Curtit for Ron Pate:

In the absence of Ron Pate, Chair of the 305-209 Working Group, Eric Curtit, Missouri DOT, provided a brief update.

The states are meeting in two separate groups – one which includes all of the state members of the working group, and one which includes only those who have signed NDA agreements with Amtrak. This group is previewing data and getting responses to its questions from Amtrak. This Wednesday, January 22, 2014, there is a call with the NDA "folks".

Darrell Smith, Amtrak, concurred with Eric's summary and said he had "nothing to add."

Mario Bergeron commented that "we (Amtrak) with Darrell Smith and Tom Butler are attempting to satisfy questions and requests for documents. We believe we are keeping up."

Overall, the work is progressing well.

7.

Status Update: SFTF Section 6/Fleet Deployment project – task 1 – Eric Curtit:

Eric Curtit reported on the status of the Section 6/Fleet Deployment project Task 1 report. "Last week we incorporated comments received" including those received from Ron Pate, WSDOT and previously from David Ewing. The report is currently out for an electronic vote by the SFTF members. The vote was scheduled to be completed by January 17, 2014, but not all members have cast their vote as of yet. "I encourage the voting members to get their vote in as soon as possible."

It was agreed that as soon as the SFTF vote is complete, and assuming the Task 1 report is approved, it will be submitted to all Board members for review. Once the Board has had ample time to review Task 1, it will take it up for consideration of approval (possibly on the February 4, 2014 call).

8.

Status Update: Diesel-Electric Locomotive Procurement – John Oimoen:

John Oimoen, IDOT, reported that the diesel-electric locomotive procurement is progressing well. The pre-award Buy America audit should be completed by the end of the week, and then it will go to FRA for its review.

Shortly after that, the contract process should begin. The anticipated timeline is mid-February, 2014 for contract award, with a Notice to Proceed anticipated for early March, 2014. Looking ahead, John added that "preliminary design review could come as early as September, 2014."

Chairman Bergeron thanked John for his update and noted that he has heard from Siemens that they are very excited about the opportunity and added "this is all very encouraging."

9.

Status: Bi-Level Car Procurement – Stan Hunter:

Stan Hunter, Caltrans, reported on the status of the bi-level procurement. The procurement is progressing well. The anticipated schedule is for final preliminary design review by the end of February, 2014; with a mock up review by early March, 2014. Final design review is targeted for the end of April, 2014. In early to mid-April the team will meet with FRA and Volpe, after the car shell final review, which is scheduled for March 20-21, 2014 in Japan.

Stan expects to have further details in two weeks on the next Executive Board call.

He also noted that the team continues to hold weekly conference calls.

Chairman Bergeron thanked Stan – “we appreciate the update...and I thank you on behalf of the NGECC.”

Stan acknowledged the contributions made by Lisa Bubienko, Caltrans. She has been “a tremendous contributor in advancing the project and essential to the effort.” Stan reported that Lisa is retiring at the end of the month, and he is working to identify someone to take her place, but, in the meantime, he will be getting more involved himself as the project moves forward.

Again he expressed his thanks to Lisa and her “absolutely outstanding contributions...this would not have been possible without her.”

Chairman Bergeron expressed his thanks, on behalf of the NGECC, to Lisa and noted “at the end of the day it is people and commitment that gets it done – we send our well wishes out to Lisa.”

10.

Preparing for the NGECC Annual Meeting – Draft Agenda Review – Mario Bergeron/Steve Hewitt:

Chairman Bergeron asked Steve Hewitt to provide an overview of the DRAFT Annual Meeting agenda which was distributed to all Board members on January 20, 2014. Mr. Bergeron noted that he felt this initial agenda was quite good and captured the key items to be taken up at the meeting.

Steve provided an overview of the draft, (attached) and asked for input from the Board members. Feedback was very positive. Steve stressed the importance of getting a preliminary agenda out to the states and industry to help them get travel approval and to provide them with an opportunity to make an informed decision on whether or not to attend. Steve has had many requests for the agenda.

It was agreed that the preliminary agenda should be sent out following today's call.

Specific action items related to finalizing the agenda:

Paul Nissenbaum, FRA, will check with FRA Administrator Szabo about his availability participate and address the attendees. It was agreed that the agenda will be made flexible to accommodate Administrator Szabo's schedule.

Stan Hunter, Caltrans, will ask Nippon Sharyo/Sumitomo Corporation if they would like to present a status update on the bi-level car.

John Oimoen, IDOT, will check with Siemens industry to see if they would like to give a presentation on the diesel electric locomotive effort.

Chairman Bergeron will invite Matt Kelly, Amtrak Government Affairs, to provide an Amtrak update as he has done in the past.

With no other items to be addressed the agenda in preliminary draft form was approved for dissemination. On the Executive Board call on February 4, 2014, the intent is to finalize the agenda as best as possible with confirmation of the aforementioned invited speakers.

Adjourn:

With no additional business to come before the Executive Board today, Chairman Bergeron adjourned this conference call meeting at approximately 12:15pm Eastern.

The next Executive Board conference call is February 4, 2014

Decisions/Action Items

The locomotive procurement: John Oimoen, IDOT, reported that the diesel-electric locomotive procurement is progressing well. The pre-award Buy America audit should be completed by the end of the week, and then it will go to FRA for its review. The anticipated timeline is mid-February, 2014 for contract award, with a Notice to Proceed anticipated for early March, 2014. Preliminary design review could come as early as September, 2014.

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) (ongoing)

Grant agreement extension request: The grant agreement extension request has been submitted to FRA and is in the review process. Paul Nissenbaum, FRA, reported today that he does not foresee any problems at this point, and anticipates having approval by the February 4, 2014 Executive Board call.

Status of the Section 6/deployment project: A revised Task 1 is currently undergoing consideration by the SFTF via electronic vote. Once approved, it will be distributed to the Executive Board for its consideration.

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.

Status update on the bi-level cars procurement: The anticipated schedule is: preliminary design review by the end of February, 2014; with a mock up review by early March, 2014. Final design review is targeted for the end of April, 2014. In early to mid-April the team will meet with FRA and Volpe, after the car shell final review, which is scheduled for March 20-21, 2014 in Japan.

Recruiting additional state members for the NGEC: Ongoing.

NGEC Educational documents: The single page two-sided NGEC Backgrounders have been upgraded to reflect changes in the Board leadership with the retirement of Chairman Bronte. Copies can be requested by contacting Steve Hewitt at shewitt109@aol.com

Preparing for the NGEC Annual Meeting:

Action items:

Paul Nissenbaum, FRA, will check with FRA Administrator Szabo about his availability participate and address the attendees. It was agreed that the agenda will be made flexible to accommodate Administrator Szabo's schedule.

Stan Hunter, Caltrans, will ask Nippon Sharyo/Sumitomo Corporation if they would like to present a status update on the bi-level car.

John Oimoen, IDOT, will check with Siemens industry to see if they would like to give a presentation on the diesel electric locomotive effort.

Chairman Bergeron will invite Matt Kelly, Amtrak Government Affairs, to provide an Amtrak update as he has done in the past.

Steve Hewitt will distribute the preliminary agenda following today's conference call.

On the Executive Board call on February 4, 2014, the intent is to finalize the agenda as best as possible with confirmation of the aforementioned (invited) speakers.

ATTACHMENTS



**S305 NGEC Executive Board Conference Call
January 21, 2014
11:30 AM – 12:30 PM Eastern
Call in number: 866 299 7945 passcode: 1601544#**

Agenda

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| 1. Welcome and Open the Meeting | Mario Bergeron |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from January 7, 2014 | Mario Bergeron |
| 5. Status: Grant Agreement Extension Request | Darrell Smith/Paul Nissenbaum |
| 6. Status Update: 305– 209 Working Group | Ron Pate |
| 7. Status Update: SFTF Section 6/fleet deployment project – task 1 | Eric Curtit |
| 8. Status update: Diesel Electric Locomotive procurement | John Oimoen |

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| 9. | Status Update: Bi-Level Car procurement | Stan Hunter |
| 10. | Preparing for the NGEC Annual Meeting – DRAFT Agenda Review | Mario Bergeron/Steve Hewitt |
| 11. | Other | All |
| 12. | Review this meeting | Steve Hewitt |
| | a. Decisions | |
| | b. Action Items | |

Next Call: February 4, 2014

**PRIIA Section 305 Next Generation Corridor Equipment Pool Committee (NGEC)
4th Annual Meeting**

Preliminary AGENDA

**February 21, 2014
8:30am – 4:00 pm EST
Hyatt Regency Hotel on Capitol Hill
Washington, DC**

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|------------------|---|
| 8:00 - 8:30 am | Registration |
| 8:25 – 8:30 am | Hotel Safety Briefing – Hyatt Regency Hotel Representative |
| 8:30 – 8:40 am | Welcome and Introductions-Convene Annual Meeting – Mario Bergeron, Chair, NGEC Executive Board |
| 8:40 – 8:45 am | Roll call of NGEC members (Executive Board & non-Board member states) – Steve Hewitt, Manager, NGEC Support Services |
| 8:45 – 8:50 am | Approval of the Minutes from the February 4, 2014 Executive Board conference call |
| 8:50 – 9:00 am | NGEC Chairman’s Report – Mario Bergeron, NGEC Chair |
| 9:00 – 9:20 am | NGEC Treasurer’s Report – Gerald Sokol, NGEC Treasurer |
| 9:20 – 9:30 am | Report from the Finance subcommittee – Gerald Sokol, Chair, Finance subcommittee |
| 9:30 – 9:45 am | Report from the Administrative Task Force – Eric Curtit, Chair, Administrative task force |
| 9:45 – 9:55 am | Update from FRA – Paul Nissenbaum, FRA |
| 9:55 – 10:10 am | Update from Amtrak Government Affairs – Matt Kelly, Amtrak (invited) |
| 10:10 – 10:25 am | Break |
| 10:25 – 10:45 am | Report from the Technical Subcommittee – Dale Engelhardt, Acting Chair, Technical Subcommittee |
| 10:45 – 11:00 am | Report from The Technical Subcommittee’s Accessibility Working Group – Melissa Shurland |
| 11:00 – 11:30 pm | Report from the Structure & Finance Task Force – Eric Curtit, Chair, Structure & Finance Task Force <ul style="list-style-type: none">- Section 6/Fleet Deployment Project: Task 1 Report- Moving Forward – Next Steps |
| 11:30 – 12:15 pm | Report from the 305-209 Working Group – Ron Pate, Chair 305-209 Working Group |

12:15 – 1:15 pm	Lunch (on your own)
1:15	Re-convene the meeting – Mario Bergeron
1:15 – 1:30 pm	Remarks: FRA Administrator, Joseph Szabo (invited)
1:30 – 2:15 pm	Status Update: NGEC Procurements a. Diesel-electric locomotive – John Oimoen, IDOT - Presentation: Siemens Industries – (invited) b. Bi-level cars – Stan Hunter, Caltrans - Update: Sumitomo – Nippon Sharyo (invited)
2:15 – 2:25 pm	Report from the Nominating Committee – Eric Curtit
2:25 – 2:30 pm	Election of State Representatives to the NGEC Executive Board – Mario Bergeron
2:30 – 2:45 pm	Break
2:45 – 3:00 pm	Election of NGEC Executive Board Officers
3:00 – 3:10 pm	Remarks – Incoming NGEC Chair - elect
3:10 – 3:40 pm	Questions/Comments – All Attendees
3:40 – 3:50 pm	Meeting Summary/Action Items Review – Steve Hewitt
3:50 – 4:00 pm	Closing Comments – Mario Bergeron
4:00 pm	Adjourn