



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

SECTION 305 NGEC Executive Board

MINUTES

DECEMBER 1, 2020

11:30 EASTERN

CONFERENCE CALL

FACILITATOR	<i>Ray Hessinger, Chair, S305 NGEC Executive Board</i>
ATTENDEES	Board Members: <i>Ray Hessinger, George Hull, John Oimoen, John Oimoen also as proxy for Arun Rao, Amanda Martin, Tim Ziethen, Michael Lestingi, Troy Hughes, Jason Orthner, Kyle Gradinger, Mike Jenkins, Brian Beeler II</i> Support Staff and Colleagues: <i>Jon Dees, Jeff Gordon, Mike Murray, Mike Kraft, Steve Hewitt, Shayne Gill, Oscar Bermudez, Strat Cavros, Tammy Krause, Patrick Centolanzi, Dave "Emeritus" Warner</i>
ABSENTEES	Board Members: <i>Michigan State DOT – which has yet to name its representative to the Board, Arun Rao, Ron Pate, Support: Momo Tamaoki, Jason Biggs, Joe Paul, Larry Salci</i>

DECISIONS MADE

1.

Welcome – Ray Hessinger, Chair, S305 NGEC Executive Board:

Chairman Hessinger opened the meeting and asked Steve Hewitt to call the roll.

2. Roll Call – Steve Hewitt, NGEC Program Manager:

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

3.

Action items Review – Steve Hewitt:

Steve Hewitt briefly reviewed the status of open action items not covered under the agenda this week and noted they will be included on the next call agenda, and the status of each is included in today's minutes (12-1-20).

Update: States and Amtrak – Charger Locomotive Experience:

In-depth updates were provided during the Annual Meeting and were included in the minutes (2-21-20). Presentations were distributed and posted to the website.

Next Update: As appropriate

METRA Equipment Procurement Effort:

This item was tabled until John Oimoen receives an update from his contact at METRA. He will let Steve Hewitt and Ray Hessinger know when that is, and the item will be included on the following Board agenda.

Next Update: As appropriate

Technical subcommittee review of the Access Board Advance Notice of Proposed Rulemaking regarding accessibility guidelines for Rail vehicles:

The intent of this effort is for states to submit their comments to the Access Board Docket on the Accessibility Requirement Guidelines Advance Notice of Proposed Rulemaking. Amtrak has submitted its comments already and will share them with the Executive Board. Once the comments have come back from the Access Board and there is a Final Rule, the Technical subcommittee (through its technical working groups) will compare them with the NGEC specifications

to ensure compliance and make any necessary changes by utilizing the NGEN DCR process.

On 8-20-20, Melissa Shurland reported to the Technical subcommittee, that the comment period ended on 7-14-20 (after having been extended to that date) and the Access Board is now processing those comments received. Melissa stated, "we are in a holding pattern to see what the comments were and what the Access Board's disposition of them will be." Melissa will keep the NGEN technical subcommittee informed as the process is completed.

As of 10-15-20 (Technical subcommittee meeting) there was nothing new to report – the Access Board seems to be in a holding pattern.

Next Update: As appropriate

Update: TSSSA Primer/Template development:

As of 10-15-20, the Amtrak team was continuing to work on the development of the TSSSA primer. They are developing the verbiage after having received permission to use some of the diagrams.

As of 12-1-20, this effort remains on the back burner due to other workload issues facing the same team including the California venture cars and other issues related to VSIP etc.

Next Update: As appropriate

VIA Rail Equipment Procurement:

On 10-20-20, Ron Bartels, VIA Rail, provided the NGEN Executive Board with an update on the VIA Rail vehicle procurement program.

He gave an overview of an exciting program that will result in 32 trainsets - each with 1 locomotive, 4 coaches and a cab car. Ron provided a general overview of milestones and an anticipated timeline for delivery.

He also described the great level of progress that has taken place, even with a tight schedule and the challenges presented by the COVID 19 pandemic.

Next Update - Either 6 months – or - during the NGEN Annual Meeting in February 2021

Connecticut DOT Rail Car Procurement:

On 11-3-20, Steve Hewitt reported on behalf of Marci Petterson (Conn DOT) that the department was expecting to receive proposals on Monday 11-2-20.

Next Update – 12-15-20

Annual By-Laws Review:

This task has been completed. Recommended updates to the By-Laws were approved by the NGEN Executive Board, per NGEN procedures, on 11-17-20. The revised By-Laws document was finalized, and Steve Hewitt distributed it to all Board members and to AASHTO for posting on the NGEN website.

Task Complete

4.

Approval of the Minutes from the 11-17-20 conference call meeting – Ray Hessinger, NYSDOT:

On a motion by Troy Hughes, MODOT, and a second by John Oimoen, IDOT, the minutes from the 11-17-20 conference call meeting were approved as presented.

5.

Update: Finance and Administrative subcommittee (FASC) 12-1-20 – Tim Ziethen, Amtrak:

Tim Ziethen provided the following Treasurer's Report:

Balance/Spend Rate:

Total Initial Grant Amount: \$1,250,000.

Amount Spent: \$681,579.65.

Balance remaining: \$ 568,420.35.
Estimated balance remaining at the end of FFY 2020 (9-30-20): \$580,353.13.
Estimated spend at current rate for the next 35 months (through 9-30-23) - \$518,593.21.
Current Spend Rate (as info and used in calculating) - \$14,816.95
Estimated balance at the end of the Extension Period – 9-30-23 – (Contingency) - \$49,827.14.

Updating the NGEC two pager – Steve Hewitt:

As reported previously, on 11-16-20, the FASC two-pager update working group (Tim Ziethen Ray Hessinger, Troy Hughes, and Steve Hewitt) met for the second time via web conference.

On the call on 11-16-20, the working group prepared a rough draft mark-up of the two-pager with proposed changes in content and in design format. On 11-17-20, the proposed changes were discussed by to get a sense of the Board's thoughts on the direction being taken.

A request was also made to get a picture of the new coach car – possibly from the Mid-West. (This remains an open item.)

On the Executive Board call (11-17-20). Ray Hessinger and Tim Ziethen encouraged Board members to provide any comments/edits/suggestions they have to Steve Hewitt in advance of the next FASC call – 12-9-20. Meanwhile, the working group was to move forward and make the formatting improvements and confirm some of the information contained in the DRAFT.

With no comments received during the last Board meeting or since, the next step will be to have the proposed changes presented to the FASC on its next call (12-9-20). Steve Hewitt asked Troy Hughes, MODOT if he would ask Laura Seabaugh, MODOT graphics arts, to format it and smooth it out prior to next week's FASC call. If that is not possible, the rough DRAFT version will be presented to the FASC for discussion with any changes going back to MODOT for formatting and then on to the NGEC Executive Board for final approval.

The intent is to have a finished product ready for distribution by mid to late January 2021.

Tim Ziethen asked Steve Hewitt what the distribution would be. Steve explained that he would send it electronically to the entire NGEC universe (over 300 participants) and ask AASHTO to post it to the website. Steve would also provide it to sister organizations for their information and ask that states, Amtrak, other organizations – include the two-pager in any "virtual" Hill visits to get the word out to Congress. Steve will also ask MODOT to send him a certain amount of hard copies for distribution upon request.

6. Update – Multi-State Rail Car Procurement as of 12-1-20 – Kyle Gradinger, Caltrans:

Kyle Gradinger provided the following update:

3 additional cars were shipped to Stockton for a total of 12 on site.

5 cars were shipped to Chicago. (John Oimoen confirmed delivery.)

The workstation table test was completed in Spain. The tests were successful, and the tables passed all APTA requirements.

7. Update: Amtrak Vehicle Procurements – George Hull, Amtrak:

George reported that there was not much of a change since his last update – Amtrak is working through the negotiation process with vendors on the passenger rail procurement.

8. Update: Metro-North Dual Mode Locomotive Procurement – Ray Hessinger, NYSDOT:

On 12-1-20 Ray Hessinger reported that the Metro-North procurement continues to be in the "cone of silence". Ray added that the light at the end of the tunnel is brighter than ever – but not quite ready for public consumption.

9. Status: Recommended Practices Document – next working group meeting – 12-7-20 – Ray Hessinger, NYSDOT:

Ray Hessinger reported that the Technical writer completed the formatting and inclusion of all working group recommended changes to the first 3 DRAFTs. This 4th revision was sent to all working group members on 11-17-20, and comments were due by 11-30-20. To date no comments have been received, but one member asked for an extension to get his comments in.

The working group will meet on 12-8-20 to review the current DRAFT and to attempt to reconcile any additional changes/comments. Once the working group has finalized the DRAFT and approved it – it will be provided to the Board to review over a minimum of 2 weeks. The Board will then discuss the document on the call following the 2-week review period.

**10.
Update: Document Control Management - Tammy Krause:**

Tammy Krause provided the following update for inclusion in today's (12-1-20) minutes:

I have received the updated contact information from the members of the Mechanical, Interiors and Structural Working Groups. I will be sending out the contact requests for the next Working Groups; Electrical, VTI and Locomotive this week.

The single level trainset update will follow the completion of the Equipment Ownership and Acquisition Best Practice document.

I have no update on the Electronics on Trains Working Group other than it has a few new members.

The DMU specification update is waiting on Stadler Rail to finish reviewing. They have asked for additional time to submit DCRs. This was agreed to because, as a DMU manufacturer, they may have excellent comments.

A request to create an Equipment Weight Working Group will be discussed at the TSC.

Steve Hewitt recommended that the weight issue and the formation of a working group under the jurisdiction of the Technical subcommittee be on the agenda for the next subcommittee call – 12-10-20. George Hull, Technical subcommittee Chair concurred. Steve recommended that Tammy Krause and/or Larry Salci lead the discussion.

**11.
Setting a date for the NGEN 2021 Virtual Annual Meeting – Ray Hessinger:**

After some discussion, it was decided that the NGEN will hold its "virtual" Annual meeting on 2-23-20 from 11:30 AM to 1:30 PM Eastern. This date falls on a regular Executive Board meeting day and would work more easily into Board members calendars. It also will not conflict with AASHTO and its Council on Rail Transportation (CORT) meeting plans. AASHTO reported that their "virtual" meeting will be held in the form of 4 webinars on consecutive Wednesday's beginning on 2-10-20 through 3-9-20 from 1:00 to 3:00 PM Eastern.

Steve Hewitt will send a save the date meeting notice to the calendars of all NGEN participants and Chairman Hessinger and Steve will begin to develop a DRAFT meeting agenda.

**12.
Other:**

With no other business forthcoming, Chairman Hessinger adjourned today's meeting (12-1-20) at 11:58 AM.

The next conference call will be held on 12-15-20

Decisions/Action Items

Update – Multi-State Rail Car Procurement - 12-1-20 – as provided by Kyle Grading, Caltrans:

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5 cars were shipped to Chicago. (John Oimoen confirmed delivery)

The workstation table test was completed in Spain. The tests were successful, and the tables passed all APTA requirements.

Update: Metro-North Dual Mode Locomotive Procurement as of 12-1-20:

Metro North continues to be in the "cone of silence" period.

Next update – 12-29-20.

Update: Document Control Management – 12-1-20:

Tammy Krause reported on 12-1-20:

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Amtrak Equipment Procurement Update – 12-1-20:

11-3-20:

CAF cars had 12 remaining to be finished.

The Charger locomotives are progressing on track with 12 locomotives online in production at Siemens.

12-1-20:

The Trainsets – Amfleet replacement – continue to be in negotiation with vendors.

Next Update – 12-1-20

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Next Update: As appropriate

Updates: States and Amtrak – Charger Locomotive Experience:

In-depth updates were provided during the Annual meeting and were included in the minutes. Presentations were distributed and posted to the website.

Next Update: as appropriate

Status Update – Connecticut DOT Rail Car Procurement as of 11-3-20:

Connecticut DOT was anticipating receiving proposals on 11-2-20.

Next Update: 12-15-20

NGEC 2021 "virtual" Annual Meeting – February 23, 2021:

After some discussion, it was decided that the NGEC will hold its "virtual" Annual meeting on 2-23-20 from 11:30 AM to 1:30 PM Eastern. This date falls on a regular Executive Board meeting day and would work more easily into Board members calendars. It also will not conflict with AASHTO and its Council on Rail Transportation (CORT) meeting plans. AASHTO reported that their "virtual" meeting will be held in the form of 4 webinars on consecutive Wednesday's beginning on 2-10-20 through 3-9-20 from 1:00 to 3:00 PM Eastern.

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**S305 NGEC Executive Board Conference Call
12-1-20
11:30 AM – 12:30 PM Eastern**

By computer:

<https://stephenhewitthewittconsulting.my.webex.com/meet/shewitt109>

By phone:

1-415-655-0001

Access code:

126-073-1531

Agenda

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|---|----------------|
| 1. Welcome and Open the Meeting | Ray Hessinger |
| 2. Roll Call | Steve Hewitt |
| 3. Action Items Status Review | Steve Hewitt |
| 4. Approval of Minutes from 11-17-20 conference call meeting | Ray Hessinger |
| 5. Update: Finance and Administrative subcommittee activities | |
| - Treasurer's Report – Balance/Spend rate | Tim Ziethen |
| - Status: Updating the NGEC two-pager | |
| 6. Update: Multi-State Car Procurement | Kyle Gradinger |
| 7. Update: Amtrak Equipment Procurement | George Hull |
| 8. Update: Metro-North Dual Mode Locomotive Procurement | Ray Hessinger |
| 9. Status: Recommended Practices Document – next meeting -12-8-20 | Ray Hessinger |
| 10. Update: Document Control Management | Tammy Krause |
| - Updating the member list of each of the technical working groups | |
| - Finalizing the Single Level Trainset Specification 305-007 Revision B | |
| - Update: Electronics on Trains working group activities. | |
| - Status: DMU Specification Revision B – additional DCRS –timeline for Tech SC approval | |
| 11. Status: Setting a date for the NGEC 2021 Virtual Annual Meeting | Ray Hessinger |

12. Other

All

Next Meeting – 12-15-20