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

SECTION 305 NGEC Executive Board

MINUTES

OCTOBER 3, 2023

11:30 EASTERN

CONFERENCE CALL

| | |
|--------------------|--|
| FACILITATOR | <i>Ray Hessinger, Chair S305 NGEC Executive Board</i> |
| ATTENDEES | Board Members: Ray Hessinger, George Hull, Tim Ziethen, Jeff Gordon, Amanda Martin, Amanda Martin also as proxy for John Oimoen, Kyle Gradinger, Jason Orthner, Richard Kedzior, Mike Jenkins, Jason Biggs, Brian Beeler II Support Staff and Colleagues: Joe Paul, Mike Murray, Jon Dees, Steve Hewitt, Barley Fields, Dave "Emeritus" Warner, Tammy Krause, Patrick Centolanzi |
| ABSENTEES | Board Members: Troy Hughes, John Oimoen Support/Colleagues: Strat Cavros, Larry Salci |

DECISIONS MADE

1.

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

Chairman Ray Hessinger, NYSDOT, 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 provided a brief review of action/ongoing tracking items not on today's agenda.

Industry Participation:

Industry involvement continues to remain steady. Currently there are 204 industry participants.

2023 NGEC two-pager Handout Flyer:

The 2023 version of the two-page educational flyer is now available electronically or in hard copy by request from Steve Hewitt. It is also posted on the NGEC website www.ngec.org.

To date: 338 copies have been distributed.

The process of updating the document has begun in the FASC.

NGEC Annual By-Laws Review:

The annual review of the NGEC By-Laws has begun in the FASC.

VIA Rail Equipment Procurement:

VIA Rail gave a detailed presentation during the 2023 NGEC Annual Meeting and will be invited to do the same at the 2024 Meeting.

Next Update – 2-2-2024 – NGEN Annual Meeting

Connecticut DOT Rail Car Procurement:

On 8-17-23, Marci Petterson, CtDOT, provided the following update to the technical subcommittee. On 9-5-23, Steve Hewitt read it into the record:

CTDOT's contract was awarded to Alstom on 8/3/23. Base order is for sixty cars – 19 cabs and forty-one trailers. There are options for up to an additional 272 cars. We are expecting a prototype 4-car consist in mid-2026. The delivery rate is four cars per month. Manufacturing is in Sahagun, Mexico.

Marci specifically thanked the NGEN for the use of the NGEN Specification as a baseline for this procurement.

Next Update – As available

NGEN 2024 Annual Meeting:

The NGEN 2024 Annual meeting will be held on 2-2-24 at the Hyatt Regency Hotel, Capitol Hill, Washington, DC. It will, once again, be held in conjunction with other rail-related meetings being held that week including SPRC, SAIPRC and AASHTO CORT.

See agenda item 13.

4.

Approval of the Minutes from the 9-5-23 meeting– Ray Hessinger, NYSDOT – NGEN Chair:

On a motion offered by Amanda Martin, Iowa DOT, and seconded by Richard Kedzior, Wisconsin DOT, the minutes from the 9-5-23 meeting were approved as submitted.

5.

Update: Multi-state Venture Car Procurement – Kyle Grading, Caltrans:

Kyle Grading, Caltrans, provided the following update for inclusion in today's minutes:

The remaining Cab Car FDR submittals are in the final closure stage with all subsystems approved and final submittals are in the works. The Cab Car MCAT simulation report has been submitted to FRA via Amtrak additional clarifications provided. IDOT Café Car system level FDR reviews are complete and the requested Café Car MCAT simulations have also been submitted to the FRA for review.

The Cab Car Collision and Corner Post Appendix F test reports are approved. The Cab Car Complete FAI occurred on July 18 and the FRA Sample Car Inspection was completed on July 27. Open items from both are being addressed to prepare the cab car for PTC and 238 testing tentative for January.

137 cars are in production or have been produced at Siemens Sacramento Facility. IDOT coaches are currently in revenue service and Caltrans is targeting revenue start in October pending completion of final open items.

6.

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

Ray Hessinger reported that he has not received an update from Metro-North in recent weeks. What he has received is an in box "full of components for the Dual Mode Locomotive". Ray added that there was a recent press release in Railway Age announcing that Ct DOT has exercised options for an additional 6 locomotives.

7.

Update: Amtrak Vehicle Procurements – George Hull:

On the new Acela: testing continues working with FRA.

On the Charger Locomotives: Amtrak continues to receive deliveries (in the high 30's) at Wilmington, DE. He also noted that the number of locomotives in service is in the mid-30's.

On the Airo trainsets: Nothing new reported on this procurement.

**8.
Update: Document Control Management – Tammy Krause:**

Tammy Krause provided the following update for inclusion in today's minutes:

The revised sub spec for Intercom, PA etc. has been updated and I will be sending it for signatures on the cover sheets.

The Communications Working Group met last week and have finalized their changes to the DTL Section of the Single Level Specification. The Working Group decided to create the section for the Single Level and it will be applied to other specifications. They have submitted a DCR with all of the changes.

The Materials Working Group has not met and there is no update for them.

**9.
Treasurer's Report and status update on NGEC Funding – Tim Ziethen:**

On 10-3-23, Tim Ziethen reported that through August (he has received a preliminary estimate from Strat Cavros – AASHTO for August) the NGEC has just about exhausted its funds.

Tim provided the following update including the August preliminary:

Balance/Spend Rate Through August 2023

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

Expenses Incurred through August 2023: \$1,249,836.37.

Balance remaining: \$163.63.

Estimated spending, at current rate, for balance of the Grant: \$15,058.27

Current Spend Rate per month (as info and used in calculating): \$15,058.27.

Estimated Balance at the end of the Grant Period: (\$14,894.64) over target.

Status – 6-month no-cost current grant agreement extension:

Tim Ziethen reported that he was not certain if the no-cost extension of the current grant agreement had been executed as of yet.

Mike Murray, FRA commented that it was accepted by Amtrak and Grants solutions.

Current Grant Agreement – Close out actions required:

Steve Hewitt asked if there are close out actions required for the current grant agreement which ended on 9-30-23. He noted he had provided the monthly activities report along with the quarterly milestones updates. These usually help to inform the quarterly progress report that will be due at the end of October.

Tim Ziethen noted that he knows there will be some close out action and has asked the grants office to let him know exactly what is needed. Tim will let Steve Hewitt know as soon as he has gotten the answers from the grants office.

Tim did note that the all reporting should continue through the no-cost extension period as well as the same reports should continue during the 12-month interim period.

**10.
CRISI Grant – NOT AWARDED – Discussion of next steps:**

Status: Amtrak 12-month interim funding for the NGEC – next steps:

Tim Ziethen confirmed that the Amtrak CRISI Grant application for the NGEC funding was not awarded by the FRA. He noted that no matter how well meaning or well done an application is there is limited money and a lot of requests, so not all will be awarded. He is hopeful that "we can take a run at it again" in the next round.

He added – "there is good news – the Amtrak Board of Directors (BOD) approved the Amtrak Operating Plan (AOP) last week and the 12-month interim fund in for the NGEC in the amount of \$260,000 was approved. It now goes to FRA as a non-voting member of the BOD. Tim emphasized that it is "fair to say that the approved budget for the NGEC is available and we can continue the work and be funded" over the next 12 months.

The overage on the current grant will be picked up by Amtrak as a part of the interim funding plan. Tim reiterated "\$260,000 is approved and we can continue to do what is planned and what is in process."

He added that in previous discussions with Amtrak Legal – they have determined that there are no changes required to the structure of the committee as only the funding source has changed. There will be a new WBS required as this will be a non-reimbursable funding source. Tim will handle this.

Tim also noted that he will formally let AASHTO know that there is no change and that work should continue as planned.

Going forward the October costs incurred will be separate from what goes against the prior grant.

Status/steps/timing: Contract Modifications/extensions Amtrak /AASHTO – AASHTO/ Subcontractors:

Tim asked if the sub-contractors were under contract or were they in-line with the end of the prior grant agreement. Steve Hewitt responded that as of 10-1-13, all of the sub-contractors were working at risk. All contracts ended on 9-30-23. Steve noted that Strat Cavros mentioned on the last Executive Board call that he would simply need an authorization from Amtrak to proceed in order to execute 12-month contract modifications for the sub-contractors.

Tim stated that he will get the exact wording from the Amtrak Legal and the grants office and send it to Strat and Steve Hewitt. In the meantime, Tim noted "verbally" it is approved and contract modifications can occur. The budgets for each sub-contractor have been approved by the Executive Board and were included in the \$260,000 budget for the NGEC in the AOP.

Tim recommends that there be language included that addresses the possibility of "cancelation for convenience" if there is a loss of funding for Amtrak with Congress still resolving federal funding for fiscal year 2024.

Seeking Long-Term Funding – discuss options/next steps:

There will be more rounds of CRISI grants and another application should be submitted for NGEC funding.

There should be a continuation of the effort to get the NGEC re-authorized with funding through the annual appropriations process. "This", Tim noted, "would be the ideal solution".

Seeking/scheduling a Debrief with FRA on the CRISI Grant Application:

Ray Hessinger requested that a debrief with FRA on the CRISI grant application – what was good, what was not – be initiated by Amtrak and that Ray Hessinger as NGEC Chair and John Oimoen, as the NGEC Secretary be included in the debrief meeting.

Tim agreed and will work with Amtrak grants to get the debrief arranged.

11. Timelines: By-Laws Annual Review/Update NGEC two-pager -Steve Hewitt:

In September, the FASC began the process of conducting its annual review of the NGEC By-Laws. The plan is to complete its process and make recommendations by its November 8th meeting. It would then be submitted to the Board and after 30 days, the Board members can consider the FASC recommendations for adoption.

The two-pager 2024 update is also proceeding through the FASC with the intent of obtaining all approvals and getting it ready for release by the 2-2-24 NGEC Annual Meeting.

12. Setting 12-month meeting schedules- Exec Board/Tech SC/FASC – Steve Hewitt:

Following this meeting – if there is a 12-month plan – Steve Hewitt will send new meeting notices to calendars for the Board, the Tech SC and the FASC through 9-30-24.

13. Set timeline for preparing DRAFT Agenda for the NGEC Annual Meeting on 2-2-24 -Ray/Steve:

Ray Hessinger and Steve Hewitt will begin preparing the Annual Meeting agenda this month.

14. Other:

Shayne Gill, AASHTO, asked about approval of the outstanding Casamar invoice for September which does show budget overage.

Steve Hewitt mentioned that because the technical writer works through the Technical Subcommittee, approvals must come from George Hull as subcommittee chair and Tim Ziethen as Treasurer. Steve Hewitt reviewed the invoice, noted the overage and recommended approval. "She (Cameron Cordell) did the work and should be paid". The overage is minimal, and Steve noted that he had asked Tammy Krause (the document control manager) and Cameron to watch the budget carefully and stop if it went over. Tammy agreed and stated that she and Cameron were watching the hours and did not think it had gone over. Apparently, there was a Casamar hourly rate change that neither she nor Cameron were aware of.

Tim confirmed that the overage is \$273.09 and he added that the invoice for September should be paid. He added that the \$273.09 overage payment should be approved by the Executive Board.

Ray Hessinger called for a motion to approve payment of the overage included in the September invoice.

A motion was offered by Jason Orthner, NCDOT and was seconded by Brian Beeler II, for Maine DOT.

With no objections forthcoming, Ray Hessinger determined that consensus was achieved and the overage should be paid as a part of the approved September invoice from Casamar.

Steve Hewitt asked Shayne Gill if he now has everything, he needs to process the September invoice for payment and he confirmed that he did.

Adjourn – Ray Hessinger:

With no other business forthcoming, Chairman Hessinger adjourned the 10-3-23 meeting of the Executive Board at 12:18pm Eastern.

Next Executive Board Meeting 10-31-23

Decisions/Action Items

Treasurer's Report – 10-3-23:

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Balance remaining: \$163.63.
Estimated spending, at current rate, for balance of the Grant: \$15,058.27
Current Spend Rate per month (as info and used in calculating): \$15,058.27.
Estimated Balance at the end of the Grant Period: (\$14,894.64) over target.

Path Forward for the NGEC (Interim):

6-month no-cost current grant agreement extension:

Approved

Status: Amtrak 12-month interim funding for the NGEC – next steps:

Tim Ziethen confirmed that the Amtrak CRISI Grant application for the NGEC funding was not awarded by the FRA. He noted that no matter how well meaning or well done an application is there is limited money and a lot of requests, so not all will be awarded. He is hopeful that "we can take a run at it again" in the next round.

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available and we can continue the work and be funded” over the next 12 months.

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Tim also noted that he will formally let AASHTO know that there is no change and that work should continue as planned.

Going forward the October costs incurred will be separate from what goes against the prior grant.

Status: Amtrak Legal re: Potential By-Laws Changes needed if any due to funding source change:

Tim Ziethen confirmed on 10-3-23 that in previous discussions with Amtrak Legal – they have determined that there are no changes required to the structure of the committee as only the funding source has changed. There will be a new WBS required as this will be a non-reimbursable funding source. Tim will handle this.

Status - Quarterly Progress Report to FRA:

The next report is due to FRA by 10-31-23.

Going forward – the same report structure will be followed for the no-cost extension of the current grant and for the interim 12-month funding provided through the AOP.

2023 NGEC Backgrounder educational document:

The 2023 version of the two-page educational flyer is now available electronically or in hard copy by request from Steve Hewitt. It is also posted on the NGEC website www.ngec.org.

To date: 338 copies have been distributed (hard/soft).

The FASC has begun the process for updating the two-pager for 2024.

Status – Multi-State Rail Car Procurement as of 10-3-23:

The remaining Cab Car FDR submittals are in the final closure stage with all subsystems approved and final submittals are in the works. The Cab Car MCAT simulation report has been submitted to FRA via Amtrak additional clarifications provided. IDOT Café Car system level FDR reviews are complete and the requested Café Car MCAT simulations have also been submitted to the FRA for review.

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Next Update – 10-31-23

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Next Update – As available

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Next Update – 10-31-23.

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Next Update – 10-31-23

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VIA Rail Equipment Procurement:

VIA Rail gave a detailed presentation during the 2023 NGEC Annual Meeting. The presentation is available on the NGEC website or at request from Steve Hewitt.

Next Update: 2-2 -2024 – NGEC Annual Meeting

NGEC 2022 CRISI Grant Application Status:

Not Awarded

The NGEC seeks (through Amtrak) a debrief with FRA.

It is also likely that there will be an application submitted for the next round of CRISI grants.

Updates: States and Amtrak – Charger Locomotive and Venture Cars Experience:

Detailed Updates were provided during the 2023 Annual Meeting.

Next Update: As appropriate

2024 NGEC Annual Meeting:

The 2024 NGEC Annual Meeting is planned for 2-2-24 at the Hyatt Regency Hotel, Capitol Hill, Washington, DC.

Steve Hewitt and Ray Hessinger will prepare a DRAFT agenda and present it to the Executive Board on 10-32-23.

Filling Vacancies:

Due to various staffing changes and/or allocation of resources, there are several vacancies that will need to be filled on several of the Review Panels. Specifically, the vacancies should be filled by Caltrans and IDOT as was the case previously.

On 9-5-23, no action was taken as Caltrans was not on the call and IDOT asked for more time as they are in the process of filling staffing vacancies at IDOT.

This item is to be taken up on the 10-31-23 Exec Board meeting.

By-Laws Annual Review:

In September, the FASC began the process of conducting its annual review of the NGEN By-Laws. The plan is to complete its process and make recommendations by its November 8th meeting. It would then be submitted to the Board and after 30 days, the Board members can consider the FASC recommendations for adoption.

Updating the two-pager for 2024:

The two-pager 2024 update is also proceeding through the FASC with the intent of obtaining all approvals and getting it ready for release by the 2-2-24 NGEN Annual Meeting.

Setting 12-month meeting schedules- Exec Board/Tech SC/FASC – Steve Hewitt:

Following this meeting – if there is a 12-month plan – Steve Hewitt will send ne meeting notices to calendars for the Board, the Tech SC and the FASC through 9-30-24.

Next Meeting -10-31-23

NGEC Executive Board Meeting

10-3-23

11:30 AM – 12:30 Noon Eastern

By computer:

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

By phone:

1-415-655-0001

Access code:

126-073-1531

Agenda

- | | |
|--|----------------|
| 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 9-5-23 Exec Board Meeting | Ray Hessinger |
| 5. Update: Multi State Venture Car Procurement | Kyle Gradinger |
| 6. Update: Metro-North Dual Mode Locomotive Procurement | Ray Hessinger |
| 7. Update: Amtrak Vehicle Procurements | George Hull |
| 8. Update: Document Control | Tammy Krause |
| 9. Treasurer's Update | Tim Ziethen |
| - Balance/Spend Rate/Forecast | |
| - Status – 6 month no-cost current grant agreement extension | |
| - Current Grant Agreement - Close out actions required. | |
| 10. CRISI Grant: Not Awarded – Discussion of next steps: | Ray/Tim/George |
| - Status: Amtrak 12-month interim funding for the NGEN – next steps | |
| - Seeking Long-Term Funding – discuss options/next steps. | |
| - Status/steps/timing: Contract Modifications/extensions Amtrak /AASHTO – AASHTO/ Subcontractors | |
| - Seeking/scheduling a Debrief with FRA on the CRISI Grant Application | |

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| 11. Timelines: By-Laws Annual Review/Update NGEC two-pager | Steve Hewitt |
| 12. Setting 12-month meeting schedules – Exec Board/Tech SC/FASC | Steve Hewitt |
| 13. Set timeline for preparing DRAFT Agenda for the NGEC Annual Meeting on 2-2-24 | Ray/Steve |
| 14. Adjourn | Ray Hessinger |

Next Meeting: 10-31-23 ?