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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 31, 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, Kyle Gradinger, Richard Kedzior, Kirk Frederickson for Jason Biggs, Brian Beeler Support Staff and Colleagues: Joe Paul, Steve Hewitt, Shayne Gill, Strat Cavros, Larry Salci, Dave "Emeritus" Warner, Tammy Krause
ABSENTEES	Board Members: Troy Hughes, Jason Biggs, Jason Orthner, Mike Jenkins, John Oimoen Support/Colleagues: Jon Dees, Mike Murray, Barley Fields, Patrick Centolanzi

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 205 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: 354 copies have been distributed.

NGEC Annual By-Laws Review:

The annual review of the NGEC By-Laws has begun by 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 – NGEC Annual Meeting

Connecticut DOT Rail Car Procurement:

On 10-12-23, Marci Petterson reported to the Technical Subcommittee that the kick-off meeting was held and they have begun pre-design meetings.

Next Update – As available

NGEC 2024 Annual Meeting:

The NGEC 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.

AASHTO has provided the hotel link for the rail meetings to be held during that week. As always, the NGEC is a part of several meetings held in conjunction with AASHTO's Council on Rail Transportation.

Below is the link for the 2024 Winter Rail Meeting provided by Kamasha Hendrickson, AASHTO Senior Meeting Planner:

Room Rate: \$193 per night plus tax

Hotel Link: [AASHTO 2024 Council on Rail Transportation Legislative Meeting \(hyatt.com\)](https://www.hyatt.com/en/usa/meetings-events/aashto-2024-council-on-rail-transportation-legislative-meeting)

Cut-Off Date: January 5, 2024

Kamasha Hendrickson, CMP, CGMP

Senior Meeting Planner

American Association of State Highway and Transportation Officials (AASHTO)

555 12th St, NW, Suite 1000

Washington, DC 20004

Tel: 202-624-5403

E-mail: khendrickson@aaashto.org

4.

Approval of the Minutes from the 10-3-23 meeting– Ray Hessinger, NYSDOT – NGEC Chair:

On a motion offered by Amanda Martin, Iowa DOT, and seconded by Richard Kedzior, Wisconsin DOT, the minutes from the 10-3-23 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 items are in the closure stage with all subsystems approved and final submittals in work. The Cab Car MCAT simulation report has been approved by the states and the FRA. 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 Complete FAI and FRA sample car inspection occurred in July with open items in review and closure.

137 cars are in production or have been produced at Siemens Sacramento Facility. IDOT coaches are currently in revenue service and Caltrans is preparing for crew familiarization and shakedown testing of the first trainset pending completion of maintainer safety training.

6.

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

Ray Hessinger presented the following update for inclusion in today's meeting minutes. The update is the latest he has received and was previously reported to the Technical Subcommittee on 10-12-23:

Metro North and Siemens conducted a First Article Inspection for the energy storage cubicle, the switchgear-and 3rd rail cubicle, the battery rack and 4 delta FAIs for changed cabinets on-site in Sacramento.

Metro North and Siemens agreed upon test values for a shock & vibration test for the 3rd rail current collector shoe mechanism.

MNR locomotive #301 is ready for low voltage cable tray installation (Q23) and is progressing in Final Assembly and

MNR locomotive #302 is progressing per the DCS.

The FAI for the MNR traction converter was performed and the component was dispositioned as allowed to ship with minor open items.

7.

Update: Amtrak Vehicle Procurements – George Hull:

On the new Acela:

Amtrak continues to work on various approvals with FRA.

On the Charger Long-Distance Locomotives:

Amtrak continues to take delivery – with 36 units currently in service – and this procurement is on track.

On the Airo trainsets:

There are 10 car shells in production and the initial rabbit car is beginning testing. This procurement is proceeding on track.

Richard Kedzior, WisDOT, asked George Hull if the cold weather problems experienced last winter have been resolved. George responded that there were several issues related to hardware and software. The issues related to software have been addressed and the software has been modified. They are down to the last couple of hardware modifications. George noted that he is optimistic that these modifications will resolve the issues experienced during the last cold weather season.

8.

Update: Document Control Management – Tammy Krause:

Tammy Krause reported that on 10-26-23, the Technical Subcommittee approved the proposed work plan for document control. She emphasized that the specification reviews are starting now and that she will continue to provide updates on this at each Technical Subcommittee call. She also noted, "this is the first time we will be working on two specifications at a time".

Below, is the work plan as approved on 10-26-23. The associated budgets were previously approved by the Executive Board.

Technical Subcommittee Approved Document Control Work Plan for FFY 2024:

1. *Updating the Dual Mode Locomotive Specification (305-11)*
 - *Request DCRs by 1/4/24*
 - *Submit DCRs to the Propulsion WG by 1/18/24.*
 - *Propulsion Group review the DCRs and return by 2/29/24.*
 - *Submit to the Entire TSC 3/14/24 with comments due 3/28/24.*
 - *Review with the TSC 4/11/24*
 - *Vote on the acceptance of the proposed changes 4/25/24*
 - *Submit to the EB 4/25/24.*
2. *Updating the Single Level Car Specification (305-003)*
 - *Request DCRs by 2/1/23*
 - *Submit DCRs to the appropriate WGs by 2/15/24.*
 - *WGs to review the DCRs and return by 4/11/24.*
 - *Submit to the entire TSC 4/25/24 with comments due 5/9/24.*

- *Review with the TSC 5/23/24*
- *Vote on the acceptance of the proposed changes 6/6/24*
- *Submit to the EB 6/6/24.*

3. *Continue De-Amtraking the PRIIA Subspecifications*

- *Complete the changes at a rate of 1 Subspecification every 3 weeks.*

9.

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

Tim Ziethen provided the following update:

Balance/Spend Rate Through August 2023

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

Expenses incurred through August 2023: \$1,247,141.37

Balance remaining: \$2,858.63.

Estimated spending, at current rate, for balance of the Grant: \$15,025.80

Current Spend Rate per month (as info and used in calculating): \$15,025.80.

Estimated Balance at the end of the Grant Period: (\$12,167.17) over target.

Status updates provided by Tim Ziethen:

- *Amtrak submitted the 4th Quarter NGEC 305 Committee report to the FRA.*
- *Amtrak has extended the period of performance under contract with AASHTO – Strat is point of contact.*
- *Financials – Grant is exhausted (accrual basis) however Amtrak needs to submit past invoices for reimbursement using normal process.*
- *Amtrak AOP budget (\$260,000) is approved for NGEC 305 Committee – continued work funded per work plan.*
- *CRISI grant not awarded – Amtrak will request feedback from FRA.*
- *6 mos. No-Cost extension approved – allowing billing driven by delay in invoicing (normal).*
- *Update to By-Laws*

Previously confirmed no changes needed from Amtrak Legal – waiting for final confirmation.

Status – Contract Modifications for the Sub-Contractors:

Tim also noted that once the PO is executed between Amtrak and AASHTO, the contract modifications extending the sub-contractor agreements through 9-30-24 can be executed by AASHTO.

10.

Status – NGEC By-Laws Annual Review/Update NGEC two-pager -Steve Hewitt:

Steve Hewitt reported that the By-Laws are under review by the FASC with recommendations expected to come out of the Subcommittee after it meets next week (11-8-23).

The NGEC two-pager is also under FASC review with several recommendations being considered by its members. MODOT has, once again, agreed to take on the formatting and printing of the new version at no cost to the NGEC. (Thank you Troy and Laura).

11.

Considering the question of changing web-conference service provider from WebEx to Teams - Ray Hessinger:

Based on input from both FRA and Amtrak and no concerns expressed by the Technical Subcommittee members or the Executive Board, Ray Hessinger determined that the preference seems to be to switch from WebEx to Teams. He asked Steve Hewitt to research costs etc. before moving to Teams.

12.

**Filling Vacancies on the NGECE Review Panels (Caltrans/IDOT) – Ray Hessinger:
NGECE Executive Board – Specification Review Panels/Members: 2023**

Ray Hessinger, once again, reported on several Review Panels that have vacancies. The vacancies are seats that have always been filled by IDOT and Caltrans, and still should be.

Ray also reported that Jeff Gordon, FRA, announced last week to the Technical Subcommittee that he is retiring at the end of this calendar year. With the impending retirement of Jeff Gordon, FRA will have a vacancy on each of the Review Panels beginning 1-1-24.

Jeff Gordon acknowledged he is retiring at the end of December 2023, and provided the following:

Mike Murray will be FRA’s representative on the Executive Board and the FASC and Melissa Shurland will be the FRA rep on the Technical Subcommittee and as team leader of the Mechanical Working Group. Jeff added that he had not talked with Melissa specifically about the Review Panels, but he believes she is the right fit as they are technical working groups. Jeff will discuss this with Melissa and let Steve Hewitt know.

Consultants/ Technical Support to the Review Panels:

Review Panel Consultant – Larry Salci
NGECE Support – Steve Hewitt
Technical Support – Tammy Krause
Amtrak Technical Support – Mike Kraft

Bi-Level Car Review Panel:

Ray Hessinger, NYSDOT – Chair

Vacant Caltrans

Amanda Martin, Iowa DOT

Jeff Gordon, FRA

Locomotive Review Panel:

Ray Hessinger, NYSDOT – Chair

Vacant Caltrans

Vacant - IDOT (to be vacant)

Jason Biggs, Washington State DOT

Jeff Gordon, FRA

Trainset Review Panel:

Ray Hessinger, NYSDOT – Chair

Ed Engle, Iowa DOT

Jason Biggs, Washington State DOT

Jeff Gordon, FRA

Single Level Rail Car Review Panel:

Ray Hessinger, NYSDOT -- Chair

Ed Engle, Iowa DOT

Jason Biggs, WSDOT

Jeff Gordon, FRA

DMU Review Panel Members:

Ray Hessinger, NYSDOT -- Chair

Jeff Gordon, FRA

Brian Beeler, for Maine DOT

Vacant - Caltrans

Kyle Gradinger, Caltrans, will discuss Review Panel representation with Momo Tamaoki and ask for her recommendations as to Caltrans representation. He did note that Caltrans would want to remain on those panels but was not sure who would be the right person. He will get back to Steve Hewitt and Ray Hessinger.

This item will be on the next agenda of the Executive Board (11-28-23).

13.

Review first DRAFT Agenda for the NGEC Annual Meeting on 2-2-24 -Ray/Steve:

Steve Hewitt provided a brief overview of the initial DRAFT agenda for the Annual Meeting and requested review by Ex Board members and speaker confirmation by the next Exec Board call (11-28-23).

Kyle Gradinger recommended that Caltrans provide an update on their zero emissions efforts.

14,

Discussion – Officers & State Exec Board Member Elections – Ray Hessinger:

Ray Hessinger noted that the election of officers and State Board members will take place at the Annual Meeting in February (2-2-24).

Steve Hewitt walked through the process and asked that State members confirm, on the next call, if their State would like to remain on the Executive Board and to confirm their representative.

Two officer positions will be up for election – Chair (Ray Hessinger) and Secretary (John Oimoen). These are State positions. The Vice Chair and Treasurer, by precedent, are Amtrak representatives – currently George Hull as Vice Chair and Tim Ziethen as Treasurer.

On the next call (11-28-23), it is expected that officers should express their intent/interest to remain in their current positions.

14.

Other – Ray Hessinger:

Steve Hewitt expressed his congratulations to Jeff Gordon on his retirement, and expressed his appreciation for all that Jeff has done for and meant to the success of the NGEC. Jeff is a legacy member (one of a very few remaining) and has been involved in all aspects of the Committee. Steve added that he did not know how the NGEC would have been able to accomplish so much if not for Jeff’s involvement. “Jeff, you will be missed”.

Ray Hessinger echoed what Steve Hewitt had said and congratulated Jeff on his retirement and thanked him for all he has done for the NGEC and the states.

Shayne Gill, AASHTO, also echoed what Steve Hewitt said and offered his congratulations and appreciation from AASHTO and the states for all that Jeff has done for the NGEC And beyond.

Jeff Gordon thanked the Committee and added how much he enjoyed the NGEC – “It is a good process and I enjoyed working with you all and seeing things get done. Thank you all!”

Jeff also reminded everyone that he will still be around for the next two months. He retires at the end of December 2023.

15.

Adjourn – Ray Hessinger:

With no other business forthcoming, Chairman Hessinger adjourned the 10-31-23 meeting of the Executive Board at 12:06 PM Eastern.

Next Executive Board Meeting 11-28-23

Decisions/Action Items

Treasurer’s Report – 10-31-23:

Balance/Spend Rate Through August 2023

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

Expenses Incurred through August 2023: \$1,247,141.37
Balance remaining: \$2,858.63.
Estimated spending, at current rate, for balance of the Grant: \$15,025.80
Current Spend Rate per month (as info and used in calculating): \$15,025.80.
Estimated Balance at the end of the Grant Period: (\$12,167.17) over target.

Status- Path Forward for the NGEC (Interim):

Status updates provided by Tim Ziethen on 10-31-23:

- *Amtrak submitted the 4th Quarter NGEC 305 Committee report to the FRA.*
- *Amtrak has extended the period of performance under contract with AASHTO – Strat is point of contact.*
- *Financials – Grant is exhausted (accrual basis) however Amtrak needs to submit past invoices for reimbursement using normal process.*
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Confirmed no changes needed from Amtrak Legal – waiting for final confirmation.

2023 NGEC Backgrounder educational document:

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To date: 354 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 10-31-23:

The remaining Cab Car FDR items are in the closure stage with all subsystems approved and final submittals in work. The Cab Car MCAT simulation report has been approved by the states and the FRA. 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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137 cars are in production or have been produced at Siemens Sacramento Facility. IDOT coaches are currently in revenue service and Caltrans is preparing for crew familiarization and shakedown testing of the first trainset pending completion of maintainer safety training.

Next Update – 11-28-23

Status: – Connecticut DOT Rail Car Procurement as of 10-3-23:

On 10-12-23, Marci Petterson reported to the Technical Subcommittee that the kick-off meeting was held and they have begun pre-design meetings.

Next Update – As available

Status - Metro-North Dual Mode Locomotive Equipment:

Ray Hessinger presented the following update for inclusion in today's meeting minutes. The update is the latest he has received and was previously reported to the Technical Subcommittee on 10-12-23:

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Next Update – 11-28-23.

Status - Amtrak Vehicle Procurement as of 10-31-23:

On the new Acela:

Amtrak continues to work on various approvals with FRA.

On the Charger Long-Distance Locomotives:

Amtrak continues to take delivery – with 36 units currently in service – and this procurement is on track.

On the Airo trainsets:

There are 10 car shells in production and the initial rabbit car is beginning testing. This procurement is proceeding on track.

Next Update – 11-28-23

Status - Document Control Management as of 10-31-23:

Tammy Krause reported that on 10-26-23, the NGEN Technical Subcommittee approved the Document Control Work Plan for FY 2024 (see Agenda item 7 for details). Tammy pointed out that this will be the first time that two specifications will be updated at the same time, but they will involve different working groups so she believes it will work out fine.

VIA Rail Equipment Procurement:

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

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

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

Detailed Updates were provided during the 2023 Annual Meeting.

Next Update: As appropriate

2024 NGEN Annual Meeting:

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

Steve Hewitt and Ray Hessinger presented a DRAFT agenda to the Executive Board on 10-31-23. All members are asked to review the DRAFT agenda and send comments and confirmation of speakers by the next meeting (11-28-23).

Steve Hewitt will add in the presentation on zero emissions suggested by Kyle Gradinger, Caltrans.

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 10-31-23, Kyle Gradinger will talk internally with Momo Tamaoki to get her input on who would best represent Caltrans on the Review Panels. He definitely wants Caltrans to remain involved in the panels but wants to be sure he puts the right person in the role.

John Oimoen, IDOT, was not on the 10-31-23 call, and Steve Hewitt will follow-up with him.

With Jeff Gordon retiring, the FRA will need to appoint a representative on all of the Review Panels. Jeff will speak to Melissa Shurland to see if she is willing to serve on the panels. He will let Steve Hewitt know.

This item is to be taken up again on the 11-28-23 Exec Board meeting.

By-Laws Annual Review:

On 10-31-23, Steve Hewitt reported that the By-Laws are under review by the FASC with recommendations expected to come out of the subcommittee after it meets next week (11-8-23).

Updating the two-pager for 2024:

The NGEC two-pager is under FASC review with several recommendations being considered by its members. MODOT has, once again, agreed to take on the formatting and printing of the new version at no cost to the NGEC. (Thank you Troy and Laura).

Changing web/conference service provider from WebEx to Teams:

On 10-31-23, it was agreed that the Committee should switch to Teams if the cost is not prohibitive. The NGEC is on a tight budget and, currently, Steve Hewitt pays for the WebEx account and does not bill the NGEC for it. Steve will do the research on costs and report back to the Board.

Next Meeting -11-28-23

NGEC Executive Board Meeting

10-31-23

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 10-3-23 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 |

- Review work plan as adopted by the Technical Subcommittee on 10-26-23.

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- | | |
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| 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. | |
| - Status: Amtrak 12-month interim funding for the NGEC | |
| - Status/steps/timing: Contract Modifications/extensions Amtrak /AASHTO – AASHTO/ Subcontractors | |
| - Seeking Long-Term Funding – discuss options/next steps. | |
| - Requesting a Debrief with FRA on the CRISI Grant Application | |
| 10. Status: NGEC By-Laws Annual Review/Update NGEC two-pager | Steve Hewitt |
| 11. Considering the question of changing web-conference service provider from WebEx to Teams | Ray Hessinger |
| 12. Filling Vacancies on the NGEC Review Panels (Caltrans and IDOT) | Ray Hessinger |
| 13. Review first DRAFT Agenda for the NGEC Annual Meeting on 2-2-24 | Ray/Steve |
| 14. Discussion: Officers & State Exec Board member elections | Ray/Steve |
| 15. Adjourn | Ray Hessinger |

Next Meeting: 11-28-23