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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

JULY 25, 2023

11:30 EASTERN

CONFERENCE CALL

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

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 grow with three new members this past week. This brings the total to 203 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: 336 copies have been distributed.

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 by request from Steve Hewitt.

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

Connecticut DOT Rail Car Procurement:

On 6-8-23, Marci Petterson reported to the NGEC Technical subcommittee that negotiations were under way and

the “cone of silence” continues.

Next Update – As appropriate

Metro-North Dual Mode Locomotive Procurement as of 7-11-23:

- *Production for Metro-North Charger #301 and #302 is progressing ahead of DCS schedule. Carshell for Metro North Charger #301 completed the finishing process and entered Final Assembly on June 30th.*
- *Sub-assembly started in May and Final Assembly is on track to start in July 2023.*
- *Metro North approved FAI#one carshell as well as FAI #five truck frame welded.*
- *Payment milestone P1 carshell #1 was paid by MNR.*
- *Siemens has notified Metro North via project letters of two potentially Excusable Delays for alternator supplier insolvency as well as supplier Lutze's global supply shortages for semiconductor parts.*

Next Update 8-8-23

NGEC CRISI Grant Application Status:

The timeframe for announcing which CRISI Grant applications are approved is expected to be in the August-September 2023 timeframe.

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.

Details to follow.

4. Approval of the Minutes from the 7-11-23 meeting– Ray Hessinger, NYSDOT – NGEC Chair:

On a motion offered by Troy Hughes, MODOT, and seconded by Jason Biggs, WSDOT, the minutes from the 7-11-23 meeting were approved as submitted.

5. Update: Multi-state Venture Car Procurement – Steve Hewitt for Kyle Grading, Caltrans:

On 7-20-23, Ryan Sharpe, Caltrans, provided the following update for inclusion in the Technical subcommittee minutes.

Today, (7-25-23) in the absence of Caltrans representation, Steve Hewitt provided the report from the 7-20-23 Technical subcommittee meeting:

The remaining Cab Car FDR submittals are in the final closure stage with nearly all subsystems approved. The Cab Car MCAT simulation report has been submitted to Amtrak for review and transfer to FRA with clarifications made. IDOT Café Car system level FDR reviews are nearly closed and the requested MCAT simulation is in work.

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 is scheduled for July 27.

131 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 2023. Progress on agreements has been made with signatures expected in July or August.

6. Update: Amtrak Vehicle Procurements – Steve Hewitt for George Hull:

George Hull provided the following update to the Technical subcommittee on 7-20-23. In George’s absence today, Steve Hewitt read into the record the report from George on 7-20-23:

On the Charger Locomotives – Amtrak continues to take delivery of additional units.

On the new Acela – Work continues on qualification items.

On the Airo Trainset – the first car shell is almost complete and Final Design Review (FDR) continues.

7.

Update: Document Control Management – Tammy Krause:

Tammy Krause provided the following update for inclusion in today's minutes (7-25-23):

I am working with the Technical Writer on identifying the Amtrak fleet references in the sub specifications. Mr. Warner reminded me that we also need to remove references to the two specs that we are sunsetting, 305-911 "Replacement of Copper Waste Piping" and 305-919 "Digital Trainline Hardware".

The APTA PRESS Electrical Working Group has been asked to work with the NGEC on the Digital Trainline spec. I let them know that we were no longer working on that and would not be updating 305-919 in the future. I offered to send them a copy of 305-919. They have been asked about DTL by some Commuter Railroads.

There were sixteen changes proposed for the PRIIA sub specifications, four of them were addressed at the last TSC meeting. The remaining twelve are located in the marked-up version of the 305-901 Intercom Systems. This document has been provided to the TSC and will be voted on at the August 3rd meeting.

8.

Filling Vacancies/ updating representation on the Executive Board, Technical SC, FASC and Review Panels – Ray Hessinger:

Ray Hessinger noted that there are some vacancies on the Review Panels that need to be filled and changes in WSDOT representation on the Board, FASC and Tech SC.

Ray asked Steve Hewitt to provide information on what vacancies or changes are taking place. Steve began with the NGEC Specification Review Panels. He noted that with changes at Caltrans, there is a vacancy on three of the panels – the Bi-Level, Locomotive and the DMU panels. This slot has always gone to Caltrans and it has been the wish of the Board over the years to have Caltrans on those panels. With the departure of Gurleen Boparai from Caltrans, that slot on the three panels is vacant and should be filled. (Below is the current list of Review Panel members)

Larry Salci pointed out that Jennifer Bastian is leaving IDOT to go to Amtrak – so that will leave another vacancy on the Locomotive Review Panel. Steve pointed out that it will also leave a vacancy on the Technical subcommittee where Jennifer is the IDOT representative.

With no representative from either Caltrans or IDOT, this item was tabled until the next call. There is no urgency – particularly on the Review Panels – but it is organizationally important to have the Panels and the various subcommittees (and the Board) filled with appropriate representation.

NGEC Executive Board – Specification Review Panels/Members: 2023

Consultants/ Technical Support to the Review Panels:

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

Bi-Level Car Review Panel:

Ray Hessinger, NYSDOT – Chair

Vacant

Amanda Martin, Iowa DOT
Jeff Gordon, FRA

Locomotive Review Panel:

Ray Hessinger, NYSDOT – Chair

Vacant

Jennifer Bastian, IDOT
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

Steve Hewitt reported that WSDOT is making some changes to its roster of representatives. Jason Biggs is to serve as the voting member of the Executive Board – he is currently the alternate rep.

There will be changes to representation from WSDOT on the subcommittees as well. Jason will send the list of representatives to Steve Hewitt.

On the 8-3-23 Executive Board call, these vacancies will be discussed again with an eye on filling the open slots.

Steve Hewitt also reminded state members that they can appoint alternates to represent them in their absence on any of the subcommittees, the Board, or the Review Panels. If you designate an alternate, and you are unavailable, you do not have to assign your proxy to another state – your alternate can represent you.

9.

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

On 7-25-23, Tim Ziethen reported on the following:

There is no change from the previous report provided in the last minutes. Tim provided an overview of that report for the record:

Balance/Spend Rate Through May 2023

Total Initial Grant Amount: \$1,250,000.
Expenses Incurred through May 2023: \$1,198,774.76
Balance remaining: \$51,225.24.
Estimated spend at current rate for balance of the Grant: \$59,938.74
Current Spend Rate per month (as info and used in calculating): \$14,984.68.
Estimated Balance at the end of the Grant Period: (8,713.50) over target.

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

Amtrak has submitted a 6 month no-cost GARF to FRA which is now under review. The GARF extends the period of performance and will allow the NGEC to draw down expenses in the grant until they are exhausted. On 7-25-23, Tim reported that he still has not heard from FRA. He assumes it is working its way through the process.

Update: NGEC 12-month Interim funding Proposal:

Ray Hessinger asked Tim to review the proposed budget – which was sent to all Board members just prior to today’s call. Ray asked if there were changes from the last budget proposal.

Tim walked through the spreadsheet and explained that he had “re-aligned it and cleaned it up to make it easier to read.” Tim met with Strat Cavros, AASHTO , to confirm the AASHTO anticipated costs and he noted there was no additional charge for website posting – it was included in the AASHTO professional service line.

Overall, the final number was adjusted down slightly to an even \$260,000.

Jason Biggs, WSDOT asked what the \$10,000 possible carry over was. Tim responded that, as of now, it is projected that the current grant will end with an \$8,700 negative balance and if that happens, Amtrak will pick it up “through this mechanism”. Tim has allowed \$10,000 as a contingency.

With no other discussion forthcoming, Ray Hessinger noted that on the 7-11-23 Executive Borad call, FRA requested that the NGECE Executive Board go into Executive Session on this call to discuss the proposed interim budget.

Ray stated that to go into Executive Session it would take a motion and a second and a stated purpose.

Tim Ziethen stated that, as he understood it, the purpose was to allow discussion without contractors present as a part of the discussion to review and possibly revise the budget and consider it for approval.

Ray Hessinger asked for either a motion to go into Executive Session or to simply approve the budget as presented.

**10.
Executive Session – as requested by the FRA on 7-11-23:**

Jeff Gordon, FRA, offered a motion to go into Executive Session for the purpose as stated by Tim Ziethen previously - to allow discussion without contractors present on the call before approving the proposed budget. The motion was seconded by Troy Hughes, MODOT, and, with no objections offered, the Executive Board agreed to go into Executive Session for the purpose as described above.

At 11:59 am, all contractors left the call and Steve Hewitt transferred the WebEx meeting control to Chairman Hessinger.

At the conclusion of the Executive Session – Chairman Hessinger sent the following email to Steve Hewitt:

Steve,

The results of the executive session are as follows:

The 2024 Budget is approved as presented today by unanimous voice vote.

The Executive Board and both Subcommittees are to review and update, as appropriate, their meeting cadence. Please add that issue to the agenda for the next meeting for each.

Ray

Steve Hewitt will follow-up as noted.

Along with the transmittal of the draft minutes from today's call, Steve will distribute the approved budget.

Next Executive Board Meeting 8-8-23

Decisions/Action Items

Treasurer's Report – 7-25-23:

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Current Spend Rate per month (as info and used in calculating): \$14,984.68.
Estimated Balance at the end of the Grant Period: (8,713.50) over target.

Path Forward for the NGECE (Interim):

6-month no-cost current grant agreement extension:

Amtrak has submitted a 6 month no-cost GARF to FRA which is now under review. The GARF extends the period of performance and will allow the NGEC to draw down expenses in the grant until they are exhausted. On 7-25-23, Tim reported that he still has not heard from FRA. He assumes it is working its way through the process.

NGEC Funding Issues/potential interim solutions/path forward:

On 7-25-23, Tim Ziethen presented a final proposed budget to the Executive Board. This version of the proposed budget has been re-aligned and cleaned up to make it easier to read. Tim reported that he met with Strat Cavros, AASHTO , to confirm the AASHTO anticipated costs and he noted there was no additional charge for website posting – it is included in the AASHTO professional service line.

Overall, the final number was adjusted down slightly to an even \$260,000.

As requested on 7-11-23 by FRA, the Executive Board went into Executive Session for the purpose of discussing the budget.

Following the Executive Session, Ray Hessinger informed Steve Hewitt:

The results of the Executive Session are as follows:

The 2024 Budget is approved as presented today by unanimous voice vote.

The Executive Board and both Subcommittees are to review and update, as appropriate, their meeting cadence. Please add that issue to the agenda for the next meeting for each.

Steve Hewitt included this summary in the draft minutes of the 7-25-23 meeting and attached the approved budget to the e-mail transmitting the draft minutes to Executive Board Members and support team.

Status: Amtrak Legal re: Potential By-Laws Changes needed if any:

On 6-13-23, Tim Ziethen also reported that he has talked to Amtrak Legal and they are of the opinion that the By-Laws do not need to be changed – at least as far as the NGEC structure as an entity even if it is funded from another source.

If a CRISI Grant is awarded, it will require an obligation to submit certain reports, etc., but for the short term – if Amtrak funds it in some way beginning on 10-1-23 no structural changes will need to be made.

Status - Quarterly Progress Report to FRA:

The report was for the quarter ending 3-31-23 and was due to FRA on 4-30-23. Steve Hewitt transmitted the report to the Executive Board members (and support) along with the 5-16-23 meeting draft minutes.

Next Report Due to FRA – 7-31-23

2023 NGEC Backgrounder educational document:

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Status – Multi-State Rail Car Procurement as of 7-20-23 as presented by Caltrans to the Technical subcommittee:

On 7-20-23, Ryan Sharpe, Caltrans, provided the following update for inclusion in today's minutes:

The remaining Cab Car FDR submittals are in the final closure stage with nearly all subsystems approved. The Cab Car MCAT simulation report has been submitted to Amtrak for review and transfer to FRA with clarifications made. IDOT Café Car system level FDR reviews are nearly closed and the requested MCAT simulation is in work.

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revenue service and Caltrans is targeting revenue start in 2023. Progress on agreements has been made with signatures expected in July or August.

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Status - Metro-North Dual Mode Locomotive Equipment as of 7-11-23:

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Next Update – 8-8-23 or 8-22-23 depending on availability.

Status - Amtrak Vehicle Procurement as of the report to the Technical subcommittee on 7-20-23:

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Next Update – 8-8-23

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

NGEC CRISI Grant Application Status:

The timeframe for announcing which CRISI Grant applications are approved is expected to be in the August-September 2023 timeframe.

Next Update: As available

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.

Filling Vacancies:

Due to various staffing changes and/or allocation of resources, there are several vacancies that will need to be filled on the Subcommittees and some of the Review Panels.

This issue will be on the 8-8-23 Executive Board agenda.

Next Meeting -8-8-23

NGEC Executive Board Meeting

7-25-23

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 7-11-23 Exec Board Meeting | Ray Hessinger |
| 5. Update: Multi State Venture Car Procurement | Kyle Gradinger |
| 6. Update: Amtrak Vehicle Procurements | George Hull |
| 7. Update: Document Control | Tammy Krause |
| 8. Filling Vacancies/updating representation on Exec Board, Tech SC, FASC, Review Panels | Ray Hessinger |
| 9. Treasurer's Update | Tim Ziethen |
| - Balance/Spend Rate/Forecast | |
| - Status – 6 month no-cost current grant agreement extension | |
| 10. Executive Session as requested by FRA on 7-11-23 | Ray Hessinger |
| (A Motion, a Second and a stated purpose for going into Executive Session and a vote is required.) | |
| 11. Adjourn | Ray Hessinger |

Next Meeting: 8-8-23