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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

3-4-25

11:30 EASTERN

CONFERENCE CALL

|                    |   |
|--------------------|---|
| <b>FACILITATOR</b> | <i>Ray Hessinger, Chair S305 NGEC Executive Board</i>   |
| <b>ATTENDEES</b>   | <b>Board Members or representatives:</b> Ray Hessinger, Dan Ruppert, Tim Ziethen, Mike Murray, Melina Lopez, Melina Lopez also as proxy for Amanda Martin, Jason Orthner, Brian Beeler II, Kena Lederle, Richard Kedzior, Mike Jenkins, Mike Jenkins also as proxy for Jason Biggs <b>Support Staff and Colleagues:</b> Steve Hewitt, Larry Salci, Tammy Krause, Jon Dees, Strat Cavros, Dave "Mr. PowerPoint Emeritus" Warner, Barley Fields, Jon Dees, Curt Massie, Kevin Myles |
| <b>ABSENTEES</b>   | <b>Board Members:</b> Kyle Gradinger, Jason Biggs, Amanda Martin <b>Support/Colleagues:</b> Ryan Sharpe, Melissa Shurland, Joe Paul, Shayne Gill  |

### DECISIONS MADE

**1.**

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

NGEC Chair Ray Hessinger, NYSDOT, opened the meeting noting that it was the last one for at least awhile, 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.

**Action Items Status Review – Steve Hewitt:**

**NGEC – Two Pager – Educational Background Document:**

The 2024 version remains available electronically and can be accessed via the NGEC website.

There will not be a 2025 update to this document due the lack of funding.

**Status updates on various passenger rail vehicle procurements:**

The most recent updates are included in the NGEC Technical Subcommittee Minutes and the monthly activities report.

**NGEC 2025 Annual Meeting:**

Due to the unresolved funding issues, the 2025 Annual Meeting has been canceled.

**NGEC Industry Participants:**

There are around 200 participants – the most current list is posted on the website.

**The PRIIA Vehicle Weight Specification Initial Release:**

This specification was adopted by the NGEC Executive Board on 2-18-25 – Tammy Krause noted that she will be

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finalizing this reference spec and will send to the Chair for signature and to Steve Hewitt when complete.

**4.  
Approval of the Minutes from 2-18-25 – Ray Hessinger:**

On a motion by Richard Kedzior, Wisconsin DOT, and a second by Mike Jenkins, Oregon DOT, the minutes from the 2-18-25 NGEC Executive Board Meeting were approved as presented.

**5.  
Document Control – Status of priority efforts – Tammy Krause:**

Tammy reported that 17 of 20 sub-specs (PRIIA reference spec series 900) have been “de-Amtrak’d”. Work on this activity has ceased. Tammy will provide Steve Hewitt with the final document list and the updated reference specs for distribution to State Board members, Tony Evans, Amtrak Document Management and FRA.

The Single Level Rail Car Specification update will not be completed as far as the technical writing to incorporate the changes (to be adopted today) into the spec. Steve Hewitt noted that if there is a request for this spec, the document manager (Amtrak) will need to send the spec along with the summary of changes and a note stating that they have been adopted on 3-4-25 but not incorporated.

**6.  
Overview - Summary of DCRs approved on 2-27-25 by the Tech Subcommittee – Tammy Krause:**

Tammy Krause provided an overview of the two “new” DCRs and explained that the other DCRs were already approved for other PRIIA specs. Whenever there are common updates or revisions to PRIIA specs that apply to others – they are included in the list of DCRs to be adopted when a spec is updated. The two reviewed today are the only ones considered to be “new” and are basically wording changes.

Ray Hessinger added that he, Stave, Dan Ruppert and Larry Salci had agreed that the two “new” DCRs are considered to be minor changes and there is no requirement for a formal review and report on compliance with the requirements document. Therefore, the only action needed is for the Executive Board to adopt them along with the others listed in the summary of changes. The Technical Subcommittee approved them on 2-28-25 and advanced them to the Executive Board for its consideration.

Mike Murray asked where these documents would be stored. Who will have them? Steve Hewitt answered that FRA should have all of the NGEC documents now. It was agreed years ago that FRA would receive and hold all NGEC documents to ensure redundancy. Jeff Gordon took on that responsibility. When Jeff retired, Steve Hewitt asked if that responsibility was continuing. Melissa Shurland, FRA rep on the Technical Subcommittee, confirmed that FRA was continuing to save and store all NGEC documents. So, up to today’s activities, the FRA has all of the NGEC documents dating back to the Committee’s inception in 2010.

Steve added that Chairman Hessinger has asked that Steve Hewitt provide all of the specs, sub-specs and drawings to Amtrak, FRA and the State representatives on the Executive Board to further ensure that these documents are held in safe keeping. Ray’s intent is that the documents are available if and when the NGEC is funded and is able to resume its work.

Additionally, Steve Hewitt reported that Dan Ruppert had emailed him this morning which stated, “As we discussed, Amtrak is willing to oversee the forwarding of email requests from the website. I spoke with Tony Evans (contact info below) and he will lead the effort on our end. I told him that you would reach out and discuss the effort, explain the process, and go through what you typically do to manage the requests”.

Anthony Evans  
Amtrak  
Manager Document Management  
4001 Vandever Ave., Wilmington, DE 19802  
302-319-0539  
[EvansAn@amtrak.com](mailto:EvansAn@amtrak.com)

Steve agreed to contact Anthony this week to review the vetting process for responding to requests for the NGEC Specification documents including the series 900 reference/sub-specs and the series 800 Drawings. Steve will provide the contact info to AASHTO to add to the website as the auto generated email response for specification requests. AASHTO will remove Steve’s name and contact info for the auto-generated email response. Steve Hewitt will inform the industry members that they will need to go through the website process to request documents that are not available directly from the website. Currently many requests for these documents are submitted directly to Steve Hewitt rather than going through the website. That availability will end by 3-15-25.

With no further discussion forthcoming, Chairman Hessinger called for a motion to adopt the changes updating the PRIIA Single Level Rail Car Specification. The changes considered for adoption would include all of those presented in the summary of changes as approved by the Technical Subcommittee on 2-27-25 and submitted to the Executive Board in advance of today's meeting.

**7.  
Adoption of the DCRs updating the Single Level Rail Car Specification – Ray Hessinger:**

A motion was offered by Briane Beeler II, for Maine DOT, to adopt the DCRs described in the summary of changes as presented. This includes the two "new" DCRs discussed more fully during this meeting. The motion was seconded by Mike Murray, FRA.

Ray Hessinger asked if there was any further discussion on the motion. Hearing none, the Chair asked Steve Hewitt to call the roll of voting members present or represented by proxy:

Steve Hewitt called the roll:

Ray Hessinger, NYSDOT – aye  
Dan Ruppert, Amtrak – aye  
Melina Lopez, IDOT – aye  
Melina Lopez, as proxy for Amanda Martin, Iowa DOT – aye  
Tim Ziethen, Amtrak – aye  
Mike Murray, FRA – aye  
Jason Orthner, NCDOT – aye  
Richard Kedzior, Wisconsin DOT – aye  
Mike Jenkins, Oregon DOT – aye  
Mike Jenkins as proxy for Jason Biggs, WSDOT – aye  
Kena L. Lenderle, MODOT – aye  
Brian Beeler II, for Maine DOT – aye

Kyle Gradinger, Caltrans was absent.

With a quorum having been confirmed and all votes cast in the affirmative, the motion was approved and the updates to the PRIIA Single Level Rail Car Specification are adopted. Steve Hewitt will distribute the summary of changes with a note – adopted 3-4-25 but not incorporated – to all Executive Board members along with the spec itself.

**8.  
Treasurer's Report and Funding Discussion –Tim Ziethen:**

**Revised budget/Spend Estimates:**

Tim Ziethen reviewed a revised budget and spend rate including revised/reduced estimates for TLK and Casamar through 2-28-25 and Steve Hewitt and AASHTO reducing costs for March to 50% and stopping work on 3-15-25.

Tim provided the following for inclusion in today's minutes:

Total invoiced/incurred (including carry over) - \$52,139.79  
Casamar and TLK invoices through December 2024 - \$22,032.62  
Casamar and TLK revised forecast to close out - \$3,321.40  
Forecast of AASHTO February – based on 4 months average - \$13,034.95  
Completion of all activities by 3-15-25 – 50% reduction for AASHTO (Steve Hewitt & staff) - \$6,517.47  
Sub-total forecast - \$97,046.23  
Amtrak AOP Funding - \$100,00.

**Remaining Funds - \$2,953.77**

Estimated full year (Actuals) - \$97,046.23

Current Average Monthly Spend (AASHTO 3 months) \$13,034.95

**Revising the timeline for exhausting the NGEC funds for FY 2025:**

With the budget/spend adjustments made and the stoppage of some of the technical support work as noted in the revised budget, the timeline will be revised to cease NGEC activities by 3-15-25.

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**Steps to be taken to hibernate:**

Steve Hewitt walked through the list as provided in the agenda for this meeting:

**Finalize the Single Level Specification:**

Changes to this specification were adopted on 3-15-25. Due to funding issues as described by Tim Ziethen, the technical writing to incorporate the changes will not be done. The spec, if requested, will be distributed with the summary of changes and a note stating, "adopted on 3-14-25 but not incorporated".

**Distribute the final series 900 Sub-specs 17 de-Amtrak and 3 as is:**

Tammy Krause will provide Steve Hewitt with the updated 900 series and he will distribute to all State Board members, Amtrak and FRA.

**Update the website- send all updates to AASHTO by 3-15-25:**

Steve Hewitt will review the NGENC website and provide AASHTO (Barley Fields) with all updates and additional documents for posting. Steve will complete this effort by 3-15-25.

**Provide the PRIIA Vehicle Specifications – current versions to the FRA, and NGENC states**

Steve Hewitt will provide these documents to all State Board members, Amtrak and FRA by 3-15-25.

**Provide the series 900 sub-specs/reference specs to the FRA, Amtrak and the NGENC states:**

Steve Hewitt will provide these documents to all State Board members, Amtrak and FRA by 3-15-25.

**Provide the series 800 Drawings to the FRA, Amtrak and the NGENC states:**

Steve Hewitt will provide these documents to all State Board members, Amtrak and FRA by 3-15-25.

**Complete all NGENC work by 3-15-25:**

Once all administrative work is completed and distributed as noted, and AASHTO has updated the website, activities will stop. This will be completed by 3-15-25.

**Determining who will respond/vet specification requests – setting up the automated email on the website:**

Dan Ruppert reported that Amtrak is willing to oversee the forwarded email requests from the website. He spoke with Tony Evans (contact info below) and he will lead the effort on Amtrak's end. He informed Tony that Steve Hewitt will reach out and discuss the effort, explain the process and go through what Steve typically does to manage the requests.

Anthony Evans  
Amtrak  
Manager Document Management  
4001 Vandever Ave., Wilmington, DE 19802  
302-319-0539  
[EvansAn@amtrak.com](mailto:EvansAn@amtrak.com)

Steve Hewitt will reach out to Tony this week and will make sure that AASHTO has his contact info to post on the website as the automated email generated when a PRIIA spec is requested.

Steve will provide Tony with all PDF versions of the specifications, drawings, and reference specs.

**Approval of minutes:**

Electronic votes will be taken to approve 3-4-25 Exec Board Minutes, the 2-27-25 Tech SC Minutes, and the 2-12-25 FASC minutes by 3-14-25 for final posting to the website.

**Notice and thank you to the NGENC Industry participants and entire NGENC Email list:**

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Steve Hewitt will send a note to the industry to thank them and inform them of the hibernation of the NGEC and the process for requesting specifications by 3-15-25.

**9.**

**Discussion – Going into hibernation – Ray Hessinger:**

Ray Hessinger asked if there were any thoughts or comments before considering a motion to go into hibernation until such time that the NGEC is able to get new authorization and funding to resume its activities.

Tim Ziethen asked Strat Cavros, AASHTO, if there was anything else he needed – and he responded “No” and added that they have the extension with Amtrak through 3-31-25 but will not be working that late into March.

Tim Ziethen added that he believes that the NGEC was a great Committee and was “cost-effective” He thanks “all for your part in making this a successful organization.”

**10.**

**Executive Board consideration of going into hibernation after 3-15-25 – Ray Hessinger:**

With no further discussion forthcoming, Ray Hessinger called for a motion for the NGEC to go into hibernation effective on 3-15-25 until such a time that the Committee receives new funding.

The motion to hibernate effective 3-15-25 until such a time that the Committee receives new funding was offered by Richard Kedzior, Wisconsin DOT and was seconded by Mike Jenkins, Oregon DOT.

Ray Hessinger asked if there was any further discussion on the motion. Hearing none, the Chair asked Steve Hewitt to call the roll of voting members present or represented by proxy:

Steve Hewitt called the roll:

Ray Hessinger, NYSDOT – aye  
Dan Ruppert, Amtrak – aye  
Melina Lopez, IDOT – aye  
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Tim Ziethen, Amtrak – aye  
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Kena L. Lenderle, MODOT – aye  
Brian Beeler II, for Maine DOT – aye

Kyle Gradinger, Caltrans was absent.

With a quorum having been confirmed and all votes cast in the affirmative, the motion was approved.

Ray Hessinger thanked the members who have volunteered their time to the activities of the NGEC. He added that it was a “professional organization”. He also noted that he and others “will continue to work with AASHTO and SPRC to advocate for funding to bring the NGEC back to life...I look forward to the day that we can get the band back together again”.

Dan Ruppert, Amtrak, and Vice Chair of the NGEC, reiterated what Ray had said, adding “it is unfortunate that we are where we are but good work was done and hopefully it (the NGEC) is not lost forever”.

Tim Ziethen commented “I’d like to call out Steve Hewitt” and recognize his contribution” to our success” ...“and his selfless efforts” in documenting the activities of the NGEC. “I can’t give him high enough praise”.

Dan Ruppert echoed Tim’s comments and expressed his thanks to Steve Hewitt.

Steve Hewitt thanked Tim and Dan and all those involved in what Steve believes was the most extraordinary coalition of diverse interests including competitors in the industry who all came together and developed these specifications that will (and have) improve passenger rail in the US.

Steve noted that the NGEC was the best, the most effective and efficient organization that he has been involved in over a long career.

**11.**

**Other/Adjourn – Ray Hessinger:**

With no further discussion forthcoming, Chairman Hessinger adjourned the meeting at 12:09 pm.

**Decisions/Action Items**

**Treasurer’s Report As of 2-18-25:**

Total invoiced/incurred (including carry over) - \$52,139.79  
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**Document Control – Status of priority efforts:**

Tammy reported that 17 of 20 sub-specs (PRIIA reference spec series 900) have been “de-Amtrakted”. Work on this activity has ceased. Tammy will provide Steve Hewitt with the final document list and the updated reference specs for distribution to State Board members, Tony Evans, Amtrak Document Management and FRA.

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**The PRIIA Vehicle Weight Specification Initial Release:**

This specification was adopted by the NGEN Executive Board on 2-18-25 – Tammy Krause noted that she will be finalizing this reference spec and will provide it to Steve Hewitt.

**Adoption of changes to update the PRIIA Single Level Car Specification:**

On 3-4-25, the NGEN Executive Board adopted the changes to the Single Level Spec as approved on 2-27-25 by the NGEN Technical Subcommittee.

**NGEN Hibernation:**

On 3-4-25 the NGEN Executive Board voted to go into hibernation effective 3-15-25 until such time that new funding is provided.

A list of items to be completed by 3-15-25 is listed in the minutes under agenda item 8.

**Reauthorizing the NGEN:**

The way forward seems to be through legislative language and the most likely vehicle is the Reauthorization of Surface Transportation.

Steve Hewitt and Ray Hessinger have submitted draft NGEN reauthorization language to AASHTO for inclusion in their principles for Surface Transportation Reauthorization.

The critical issue regarding Reauthorization is that it is 18 months away and there is no guarantee that the NGEN language will make it into the bill. There will need to be support from the states and Amtrak to whatever degree they can provide it in order to be successful.

**NGEN Executive Board Meeting**

**3-4-25**

**11:30 AM – 12:30 Noon Eastern**

**Join on your computer, mobile app or room device.**

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**Meeting ID: 222 818 880 704**

**Passcode: vTzKTH**

**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 2-18-25 meeting  | Ray Hessinger |
| 5. Document Control – Status - priority efforts  | Tammy Krause  |
| 6. Overview of the summary of DCRs as approved on 2-27-25 by the NGEN Technical Subcommittee | Tammy Krause  |
| 7. Consideration of adoption of the DCRs updating the PRIIA Single Level Car Specification   | Ray Hessinger |
| 8. Treasurer’s Report, FASC Meeting Updates  | Tim Ziethen   |
- Balance and Spend rate 10-1-24 through 12-31-24
- Anticipated Expenses against the remaining funds
- Revising the timeline for exhausting the NGEN funds for FY 2025
- Steps to be taken to hibernate:

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Finalize the Single Level specification

Distribute the final series 900 Sub-specs 17 de-Amtrak and 3 as is.

Update the website- send all updates to AASHTO by 3-15-25

Provide the PRIIA Vehicle Specifications – current versions to the FRA, and NGEC states

Provide the series 900 sub-specs/reference specs to the FRA, Amtrak and the NGEC states

Provide the series 800 Drawings to the FRA, Amtrak and the NGEC states

Complete all NGEC work by 3-15-25

Determining who will respond/vet specification requests – setting up the automated email on the website

Electronic vote to approve 3-4-25 Exec Board Minutes – by 3-14-25 for final posting to the website.

Notice and thank you to the NGEC Industry participants and entire NGEC Email list.

Final anticipated balance on 3-15-25

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|--|---------------|
| 9. Discussion: Going into hibernation                                    | Ray Hessinger |
| 10. Executive Board consideration of going into hibernation post 3-15-25 | Ray           |
| 11. Other/Adjourn  | Ray Hessinger |