

**Greenbook Committee of Public Works Standards, Inc.**  
**Editorial Standards Subcommittee**  
**July 18, 2018**  
**Minutes**

**Location:** via GoToMeeting, <https://global.gotomeeting.com/join/200349149>

**I. Call to Order/Attendance:** *The meeting was called to order at 11:10 a.m. Those in attendance were as follows:*

- |                  |                 |                                                                      |
|------------------|-----------------|----------------------------------------------------------------------|
| 1. Erik Updyke*  | Retired         | <a href="mailto:erikup59@gmail.com">erikup59@gmail.com</a>           |
| 2. David Yanez*  | MWD             | <a href="mailto:dyanez@mwdh2o.com">dyanez@mwdh2o.com</a>             |
| 3. Keegan Fahey* | L.A. County DPW | <a href="mailto:kfahey@dpw.lacounty.gov">kfahey@dpw.lacounty.gov</a> |
- \*via Go To Meeting

**II. Approval of Minutes of the Previous (1/17/18) Meeting:** *The minutes were approved as written.*

**III. Old Business:**

1. Style Guide-Update
  - *Not discussed.*
2. Special Provisions Guide-Update
  - *Not discussed.*
3. ESS Review Checklist
  - *Not discussed.*
4. Part 1 Terms and Definitions: General Provisions Analysis
  - *Erik distributed to ESS the two documents David sent to him.*
  - *Documents will be discussed at the August meeting.*
  - *David reported attendance at the GP Subcommittee meetings had been good.*
  - *Erik will contact David and Dan about the GP review and analysis of Part 1.*
5. Change Nos. 291P through 295P (Standard Plans 101, 120, 121, 130, 131) – Review of Notes – Alex
  - *Not discussed.*

#### **IV. New Business:**

1. Change Nos. 291P to 297P – Review of notes.
  - *Not discussed.*
2. Change No. 289U (UMMAApproved061918)
  - *This change addressed Part 2 only.*
  - *UMM requested ESS review while Part 3 is being drafted.*
  - *The change was scrolled through, discussed and edited.*
  - *Erik will return the edited version to Keegan.*

**V. Other:** *None.*

**VI. Next Meeting:** *August 15, 2018 at 11:00 a.m. via GoToMeeting.*

**VII. Adjournment:** *11:50 a.m.*