

Greenbook Committee of Public Works Standards, Inc.

Editorial Standards Subcommittee

**March 14, 2007
Meeting Minutes**

Location: Engineering Contractors' Association
8310 Florence Avenue
Downey, CA 90240

Agenda:

- I. Call to Order/Attendance:** The meeting was called to order at 10:37 a.m.
Those in attendance were as follows:

1. Erik Updyke	Los Angeles County DPW	(626) 458-4914
2. Jerry Ellison	City of LA Bureau of Eng.	(213) 485-5310
3. Mohsen Maali	City of San Diego	(619) 533-3167
4. John Thompson	Hancor	
5. Mike Kimberlain	ADS/Hancor/PPI	(619) 886-7178
6. Nelson Nelson	City of Chino	

- II. Approval of Minutes of Previous Meeting:** *The minutes of the February 15, 2007 meeting were approved as written.*

III. Old Business:

1. Editing the Greenbook.

Not discussed.

2. Specification writing textbooks.

Not discussed.

3. Abbreviations.

Not discussed.

4. Editorial Guidelines Update.

Mohsen inquired if there were updated guidelines available. Erik stated the guidelines needed to be updated. The meeting minutes have contained notations for inclusion in future versions.

5. Change Procedures.

Not discussed.

6. Sole-Source Products Policy.

Not discussed.

7. Change No. 149NU.

Approved with minor revisions. To be submitted to the Committee 3/15/07.

8. Change No. 150NU.

Approved with minor revisions. To be submitted to the Committee 3/15/07.

9. Change No. 118NU.

Approved with minor revisions. To be submitted to the Committee 3/15/07.

10. Change No. 124NU.

Erik distributed his comments to the attendees. Jerry will incorporate the comments and bring revised copies to the next meeting.

11. Change No. 176NS.

Erik distributed his comments to the attendees.

IV. New Business:

1. Change No. 152S.

Discussed and approved. To be submitted to the Committee 3/15/07.

2. Change No. 179NS.

Jerry distributed copies of this change.

3. Change No. 167NU.

Jerry distributed copies of this change.

V. Other: *None.*

VI. Next Meeting: April 18, 2007

VII. Adjournment: 11:40 p.m.

