

# Greenbook Committee of Public Works Standards, Inc.

## Editorial Standards Subcommittee

May 14, 2008  
Minutes

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

**I. Call to Order/Attendance:** The meeting was called to order at 11:20 a.m. Those in attendance were as follows:

1. Jerry Ellison	Professional Consultant	<a href="mailto:jrellison07@yahoo.com">jrellison07@yahoo.com</a>
2. Jolene Guerrero	County of L.A.	<a href="mailto:jguerrer@dpw.lacounty.gov">jguerrer@dpw.lacounty.gov</a>
3. Mohsen Maali	City of San Diego	<a href="mailto:mmaali@sandiego.gov">mmaali@sandiego.gov</a>
4. Nelson Nelson	City of Chino	<a href="mailto:nnelson@cityofchino.org">nnelson@cityofchino.org</a>
5. Erik Updyke	County of L.A.	<a href="mailto:eupdyke@dpw.lacounty.gov">eupdyke@dpw.lacounty.gov</a>
6. Vin Wilhelm	BNi	<a href="mailto:vinwilhelm@binbooks.com">vinwilhelm@binbooks.com</a>

**II. Approval of Minutes of Previous Meeting:** *The minutes of the April 16, 2008 were approved as written.*

**III. Old Business:**

1. Editing the Greenbook.

*Part 1 was discussed. Erik's proposed revisions were discussed. Erik will make slight revisions and submit to the Committee tomorrow.*

2. Specification writing textbooks.

*Not discussed.*

3. Abbreviations.

*Abbreviations were discussed as part of the discussion of Part 1. The revised Part 1 will include only abbreviations currently used in the book.*

4. Editorial Guidelines Update.

*Erik asked Mohsen if he would be willing to take the lead on this. Mohsen concurred.*

5. Change Procedures.

*No discussion.*

6. Change No. 179NS.

*Not discussed. Jerry will email the latest version to the other members.*

7. Change No. 184NS.

*Discussed and comments made. Jerry will incorporate the comments and bring revised copies to the next meeting.*

8. Change No. 182S.

*Not discussed.*

9. Change No. 165NS.

*Not discussed.*

10. Change No. 191NS.

*Not discussed.*

11. Change No. 52NU.

*Not discussed.*

**IV. New Business:**

1. Change No. 125NS.

*This change was briefly discussed.*

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

**VI. Next Meeting:** *June 18, 2008.*

**VII. Adjournment:** *Time not noted.*