

Greenbook Committee of Public Works Standards, Inc.

Editorial Standards Subcommittee

March 17, 2010
Minutes

Location: Los Angeles County Department of Public Works,
Headquarters Building
Construction Division, 8th Floor
900 S. Fremont Avenue
Alhambra, CA 91803

I. Call to Order/Attendance: The meeting was called to order at 1:00 p.m. Those in attendance were as follows:

- | | | |
|------------------|-----------------|--|
| 1. Erik Updyke | L.A. County DPW | eupdyke@dpw.lacounty.gov |
| 2. Jerry Ellison | Consultant | jrellison07@yahoo.com |

II. Approval of Minutes of Previous Meeting: *Minutes of the January meeting were approved as written.*

III. Old Business:

1. Specification writing textbooks.
 - *Not discussed.*
2. Editorial Guidelines/Style Guide-Update.
 - *Not discussed.*
3. Change Procedures.
 - *Not discussed.*
4. Change No. 199NS (ESS021710) (Jerry)
 - *Discussed and approved.*
 - *Erik will submit to the Committee tomorrow.*
5. Change No. 201S (Specs021710) (Jolene)
 - *Not discussed.*

6. Change No. 202S (Specs021710)

- *Discussed and approved.*
- *Erik will submit to the Committee tomorrow.*

7. Change No. 203S (Specs021710)

- *Discussed and approved.*
- *Erik will submit to the Committee tomorrow.*

8. Change No. 204NS (Specs091509) (Jerry)

- *Not discussed.*

9. Change No. 208S (Specs091609)

- *Not discussed.*

10. Change No. 209S (Specs091609)

- *Not Discussed.*
- *Remanded to Specifications for further development.*

IV. New Business:

1. Change No. 182S (Specs021710) (Jerry)

- *Not discussed.*

V. Other: *None.*

VI. Next Meeting: *May 19, 11:00 a.m. at Los Angeles County DPW.*

VII. Adjournment: *Not recorded.*