

**Greenbook Committee of Public Works Standards, Inc.**  
**Editorial Standards Subcommittee**  
**June 15, 2016**  
**Minutes**

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

**I. Call to Order/Attendance:** *The meeting was called to order at 11:05 a.m. Those in attendance were as follows:*

1. Erik Updyke*	L.A. County DPW	<a href="mailto:eupdyke@dpw.lacounty.gov">eupdyke@dpw.lacounty.gov</a>
2. Chris Kubasek*	Orange County PW	<a href="mailto:chris.kubasek@ocpw.ocgov.com">chris.kubasek@ocpw.ocgov.com</a>
3. Alaine James*	City of San Diego	<a href="mailto:ajames@sandiego.gov">ajames@sandiego.gov</a>

\*via Go To Meeting

**II. Approval of Minutes of Previous Meeting:** *Minutes of the May 18, 2016 meeting 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. Change No. 248S

- *Not discussed.*

5. Part 4

- *Erik sent out a draft on March 16.*
- *To date, no comments have been received.*
- *Erik will send the draft out again.*
- *To be discussed at the next meeting.*
- *After discussion at Editorial Standards, will be sent to Surface for review and comments.*

6. Part 1 Update/Restructuring

- *Erik will email a draft.*
- *The proposed draft restructures Part 1 to be similar in structure and content to Caltrans and facilitate comparison.*
- *To be discussed at the next meeting.*

**IV. New Business:** *None.*

**V. Other:** *None*

**VI. Next Meeting:** *July 20 at 11:00 a.m. via GoToMeeting.*

**VII. Adjournment:** *11:20 a.m.*