

Greenbook Committee of Public Works Standards, Inc.
Editorial Standards Subcommittee
August 17, 2016
Minutes

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

I. Call to Order/Attendance: *The meeting was called to order at 11:03 a.m. Those in attendance were as follows:*

1. Erik Updyke*	L.A. County DPW	eupdyke@dpw.lacounty.gov
2. Chris Kubasek*	Orange County PW	chris.kubasek@ocpw.ocgov.com
3. Hudson McLintock*	City of San Diego	dmclintock@saniego.gov
4. Catherine Dungca	City of San Diego	cdungca@saniego.gov
5. Dan Phelps	Gill and Baldwin	dan@phelpssw.com
6. David Yanez	M.W.D.	dyanez@mwdh2o.com

*via Go To Meeting

II. Approval of Minutes of Previous Meeting: *Minutes of the June 15, 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.*
- *Chris sent the draft to OCPW RE's for review and comments.*
- *Erik stated he would remove micro-milling from the change and submit personally since micro-milling is a new method.*

- *Erik will forward to Chris for review and discussion by the Surface Materials and Methods Subcommittee.*

6. Part 1 Update/Restructuring

- *Erik emailed a draft of the proposed reorganization.*
- *To date, no comments have been received.*
- *The proposed draft restructures Part 1 to be similar in structure and content to Caltrans and facilitate comparison.*
- *Dan reported the General Provisions Subcommittee was nearing completion of its review of defined terms and that some terms which are defined were not being used as capitalized*
- *David and Dan requested the searchable pdf be available to others. Erik will discuss with BNi.*
- *The timeframe for completion of Part 1 was discussed. Erik would like the reorganization to be complete in time for the 2018 Supplement which would mean finishing by August 2017.*
- *David proposed completing the review of the definitions then focusing on the reorganization. Review and modification of provisions would not be complete by August 2017 but would continue. Erik responded focusing on the reorganization was a good approach.*

IV. New Business: *None.*

V. Other: *None*

VI. Next Meeting: *September 21 at 11:00 a.m. via GoToMeeting.*

VII. Adjournment: *11:30 a.m.*