

DEPARTMENT OF THE INTERIOR PUBLISHING COUNCIL

February 24, 2005 MEETING

MINUTES

Members Present

Lee Campbell	BLM
Vickie Romero	BOR
Bert Simon	USGS
Mark Newcastle	F&WS

Members Absent

Curtis Foust	BIA
Debra Melton	NPS
Gina Johnson	MMS
Pat Corrigan	PAM
Jim Chase	NBC
Margaret Quick	OSM

Guests

Kathy Bauer	BOR-ret.
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Kathy Bauer Retirement Ceremony

Kathy Bauer, BOR-retired, along with members of her former staff attended the first part of the Council meeting. The Council presented Kathy with a certificate of appreciation signed by all Council members, an appreciation letter signed by Nina, an acrylic service award, and a Department of Interior seal ornament all commemorating Kathy's dedication and service to the Council.

Congratulations Bert

Congratulations to Bert Simon for being named as the Chairman of the Interagency Council on Printing and Publications Services. His goal is to get all the member agencies more involved in the Council activities.

Chapters 2 & 3, DM 314

Chapters 2 & 3 of DM 314 were reviewed and updated. Bert will incorporate the changes and we will have a final review at our March, 2005 meeting.

Revision of the SF 1

Shortly after our February meeting Mark distributed a draft of GPO's revision to the SF 1. The form was much simpler to complete and should be a less intimidating for less experienced personnel to prepare. Mark reported that GPO is moving ahead with plans to finalize the revised form.

Council Web Site

Be sure to check the Council web site and report any changes to Mark.

Other Issues

SPA Policy – GPO has been promoting the SPA to the field offices through their Regional Printing and Procurement Offices and this is confusing agencies with the myriad of SPA contract options. This is making it difficult for agencies to manage SPA participation and usage.

Next Meeting

Our next meeting is scheduled for March 24, 2005. Until further notice, we will be using the conferencing facilities in Room 5056.

Future Meeting Dates

March	24, 2005	August	25
April	28	September	22
May	26	October	27
June	23	December	1
July	28	January	26, 2006