

DEPARTMENT OF THE INTERIOR PUBLISHING COUNCIL

June 24, 2004 MEETING

MINUTES

Members Present

Lee Campbell	BLM
Vickie Romero	BOR
Bert Simon	USGS
Jim Chase	NBC
Pat Corrigan	PAM
Mark Newcastle	F&WS

Members Absent

Margaret Quick	OSM
Ruth Smith	BIA
Debra Melton	NPS
Gina Johnson	MMS

Status of the Charter and DM 314

Pat returned Chapter 1 of the 314 DM to the Office of Performance Management along with our comments and the names of the members who were present at our last meeting who approved the new draft. Pat expects that Chapter 1 will be going out soon for comments. Once Chapter 1 is approved, the charter and the rest of the chapters will follow.

DM 314, Chapter 10, Copying

The policy and wording of 314 DM Chapter 10, Copying has been approved in writing by Jim Bradley! Pat is drafting the Department of the Interior Acquisition Policy Release (DIAPR). This is a short term directive which will contain the new policy. It will be replaced by Chapter 10 once it is approved. We are in the process of finalizing the form. Jim will be working with Kashieka Ivey, the Department's Forms Manager to get the form formalized and incorporated into the Department's forms inventory. A big thanks goes to Bert for his perseverance in following up with Jim Bradley and for continually making the necessary changes to the policy and the associated form.

Sub-Committee Working on the JCP Printing and Binding Regulations Rewrite

Bert reported that there was a recent follow-up meeting between the sub-committee and the Printing Industries of America (PIA) representatives. The JCP wants to resolve the differences between the PIA and the subcommittee before they go any further with the rewrite. There has been little change in PIA's insistence that the 5,000/25,000 rule for duplicating be reduced so that the private printers could get more of the government's duplicating work. Bert has prepared another alternative which does not mention volume thresholds. He is hoping that this different tack will satisfy both groups.

DM 314, Chapter 9, Reprographics Management

The current draft of this Chapter is very vague and needs to be reworked. Lee has put together some ideas and will be e mailing them out to the members right after meeting. Please review this draft and send any comments to Lee or Bert. Our goal is to develop a streamlined process which combines the low cost of contract work and the convenience of agency owned equipment. obtaining that

Council Web Site

Please take a few minutes to access the Council’s web site. Mark has added quite a lot of useful information and links. Please send any comments or suggestions to Mark so we can keep this first class site as current and accurate as possible.

Other Business

Jim is looking into acquiring the equipment necessary to copy large quantities of CDs. Having this capability in house will be helpful in meeting both short and long term requirements of the Department.

Bert will be putting together some additional SPA materials that will be of help to those of us who don’t currently have SPA experience.

Mark reported that the GPO team concept is evolving and is still working out the bugs. He is seeing gradual improvement and is optimistic that the reorganization will soon be transparent.

Next Meeting

There will not be a July meeting. Our next meeting is scheduled for August 26, 2004.

See you there! Have a great summer!

Future Meeting Dates

August 26

September 23

October 28

November Open date

December 2

January 27