

# DEPARTMENT OF THE INTERIOR PUBLISHING COUNCIL

March 25, 2004 MEETING

## MINUTES

### Members Present

Lee Campbell	BLM
Kathy Bauer	BOR
Bert Simon	USGS
Jim Chase	NBC

### Members Absent

Pat Corrigan	OS
Ruth Smith	BIA
Gina Johnson	MMS

Margaret Quick  
OSM

Debra Melton	NPS
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### Guests

Vickie Romero	BOR
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### New Member

The Council welcomed Debra Melton of the National Park Service to the meeting. Debra is Jerry Buckbinder's assistant and will be attending and representing the NPS at the Council meetings. Her phone number is 202-354-1904 and FAX is 202-371-6697. Debra's E mail address is: Debra\_Melton@nps.gov.

### Status of the Charter and DM 314

There has been no new word on the status of the Departmental approval of the revised charter and the revised DM 314 that is accompanying it. Lee will contact Pat to get an update.

### Interagency Council Meeting

Bert, Mark, and Gina attended the Interagency Council meeting. The two major topics discussed were the possibility of a change in the upper limits of the Simplified Purchase Agreement (SPA) and changes in the Customer Service alignment at GPO. The upper limit on the SPA could be raised as high as \$10,000. GPO wants agency comments on this proposed change. GPO has restructured its customer services group and created teams which will be tasked with provided service support to specific agencies. DOI will be covered by Team 5. This change is to go into effect on Monday, March 29.

### Waiver for Copying

After the Interagency Council meeting, Bert talked to Jim Bradley about our request for a waiver for copy work. Jim made several suggestions for changes in our wording and gave Bert the

impression that he would approve the request should these changes be incorporated. The suggested changes have been made and the request returned to Jim for approval.

### **Other GPO Issues**

At our February meeting we discussed an advertisement by GSA on a “special offer” for government employees at Kinko’s. Jim Bradley mentioned at the Interagency Council meeting that this matter was turned over to OBM for resolution.

GPO has been using GBLs for large shipments and charging this cost as an additional expense. They now want to include the shipping in the overall cost of the job.

JCP Government and Printing Binding Regulations. GPO has asked the work group who was responsible for the rewrite to get back together and address the comments made by the Printing Industries of America and those of the Government agencies.

GPO is improving their web site to make it more customer friendly.

GPO is creating a sales and marketing team for promotion of GPO and liaison work.

GPO wants to create an electronic gateway where printing forms and specifications can be electronically filed. They are looking for agencies who would like to participate in the pilot program.

### **JCP # 2 Reports**

The JCP #2 Reports for the period ending March 31, 2004 are due to Lee no later than May 15, 2004. Negative reports are still required.

### **Next Meeting**

Our next meeting is scheduled for April 22, 2004.

See you there!

### **Agenda Items for April**

Status of 314 DM, Charter, and JCP waiver.

Review of each Bureau’s policy on managing reprographic equipment.

Changes to and current status of the SPA program.