

# Minutes

NAGPI Conference Call: Wednesday, 10 August 2005, 14:00–14:30 EDT

## 1. Welcome to participants and roll call

### Participants

|                       |                     |
|-----------------------|---------------------|
| Archie Beaton         | Luz Aída Martínez   |
| Sandra Cannon         | Kelly Panciera      |
| Scot Case             | Madeleine Plouffe   |
| Elizabeth Etchells    | Stefan Reyburn      |
| Germán González       | Véronique Robichaud |
| Don Grant             | Jeff Stephens       |
| Loretta Legault       | Paul Thomson        |
| Rahumathulla Marikkar |                     |

## 2. Update on Action Plan / US comments

An updated version of the Action Plan, which included additional comments from the United States, was sent to the group a few days before the conference call. Since there were no representatives from EPA present during the conference call, the group could not discuss them.

Given that there will be a different web page for each of the three committees, all changes to the main document must also be made and fully integrated into the three product-specific action plans. Each committee should thus revise its specific action plan accordingly.

## 3. Annual NAGPI meeting

Participants agreed that the committee leaders, John Polak, Scot Case and Christine Cowan, would draft an agenda for the 28 November annual meeting, which will take place at the CEC office in Montreal. Smaller rooms have also been reserved at the CEC for committees working on renewable energy and cleaning products, if they decide to meet on the 29<sup>th</sup>.

Registration forms, additional logistic information, as well as security details (as the NAGPI annual meeting will take place during CoP11) will be sent to the group later this week.

## 4. Committees: Next steps

The Office Supply committee is getting ready for its meeting with stakeholders (Montreal, November 29<sup>th</sup>); Renewable Energy is preparing outreach material to be presented at the annual meeting; Cleaning Products is awaiting acceptance of the action plan to move forward with its pilot project.

## **5. Other**

Don Grant, from *Jacques Whitford*, briefly discussed developing a web-based training program for Eco S.A.T. Don suggested, among other things, a line-by-line assistance, a benchmarking report or record of progress made and on ways to improve, and an introduction to green procurement. It was agreed that he should contact Madeleine Plouffe and John Polak for help on defining needs and expected output.

## **6. Next Meeting**

Next conference call: Wednesday 14 September, 14:00 EDT.