

Capital Projects Advisory Review Board
BE/DBI Committee Special Meeting
Meeting Notes September 4, 2024
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Location: via Teams

Meeting ID: 286 966 538 619 **Passcode:** 528oxQ

Committee Members: (20 members, 11 = Quorum)

	Lekha Fernandes, OMWBE, Chair	x	Santosh Kuruvilla, Exeltech, Co-Chair
x	Irene Reyes, Excel Supply Company, Co-Chair	x	Cathy Robinson, University of WA
	Frank Boykin, MBDA	x	John Salinas II, Specialty Contractors
x	Jackie Bayne, WSDOT OEO	x	Young Sang Song, Song Consulting
	Stephanie Caldwell, Absher Construction	x	Jerry Vanderwood, (Proxy for Cheryl Stewart, Inland Northwest AGC)
	Bobby Forch, CPARB DBE Representative	x	Chip Tull, Hoffman Construction
	Shelly Henderson, Mukilteo School Dist.	x	Bill Frare (Proxy for Charles Wilson), DES
x	Aleanna Kondelis, Hill International		Olivia Yang, WA State University
x	Keith Michel, Forma Construction	x	Janice Zahn, Port of Seattle
x	Brenda Nnambi, Sound Transit		Matt Rasmussen, Benton County

Guests and Stakeholders:

	Monica Acevedo-Soto		Patrick McQueen, PCL Construction
	Shari Bartell, DES	x	Monique Martinez, DES
	Jennifer Brower	x	Jack Donahue, MFA
	Michelle Fa'amoe		Reasa Pearson, LNI
x	Bill Frare, DES		Rachael Pease, BNBuilders, Vendor Diversity Director
	Erin Frasier, WA State Building & Construction Trades Council	x	Cathy Ridley
	Curt Gimmetstad, Absher Construction		Vicky Schiantarelli, Schiantarelli & Associates
x	Maja Sutton Huff, WSU, Higher education	x	Kara Skinner, Integrity Surety
	Tennille Johnson, OMWBE	x	Robin Strom, Anderson Construction
	Bryan Kelley, Howard S. Wright		Ethan Swenson, OMWBE
	Denia Lanza-Campos	x	Jerry Vanderwood, AGC
x	Cindy Magruder, UW		Carrie Whitton, Forma Construction
	Edwina Martin-Arnold		Edson Zavala, Sound Transit

The meeting began at 1:31 p.m.

Welcome & Introductions

Co-Chair Santosh Kuruvilla welcomed everyone and thanked them for attending the meeting.

Approve Agenda

Santosh Kuruvilla motioned to approve the agenda, seconded by Bill Frare. The motion passed with a voice vote.

Approve Minutes from 8/21/2024

Minutes by Jack Donahue, MFA, edited by Monique Martinez or Talia Baker

Cathy Robinson motioned to approve the minutes from 8/21, seconded by Young Sang Song. The motion passed with a voice vote.

Review of Draft Report

Co-Chair Kuruvilla asked Keith Michel and Cindy Magruder to summarize the changes they made to the language on the 1% interest application. The language that Cindy had highlighted as potentially problematic was removed, and the section now has her approval.

The group reviewed the other changed text, which had been highlighted in the pre-read. Aleanna Kondelis thanked the group for their contributions and stated that she thought the changes really reflected and addressed the concerns brought up in the last meeting.

Vote to send Draft Report to CPARB

Bill Frare motioned to approve the report as written, remove the yellow highlights, and submit to CPARB, seconded by Brenda Nnambi. The motion passed through a voice vote.

The meeting was adjourned at 1:44 p.m.

Next Meeting Agenda

- Welcome & Introductions
- Review & Approve Agenda and Minutes from 9/04/2024
- Review Draft Report
- Workgroup Next Steps
- Next Meeting Agenda
- Adjourn

Action Items

1. The report will be submitted to CPARB.