

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Meeting ID: 292 272 108 376 200 PC: VFPDHF

MEETING AGENDA

October 10, 2024

MEMBERS

Total = 25 Members: 21 Voting, 11 = Quorum

Linneth Riley-Hall (Chair)	Transit	John Salinas II	Specialty Contractors
Keith Michel (Vice-Chair)	General Contractors	Kara Skinner	Insurance/Surety Industry
Lekha Fernandes	OMWBE	Rep. Mike Steele	House of Representatives (R)
Bobby Forch, Jr.	Disadvantaged Businesses	Robin Strom	General Contractors
Bill Frare	Dept. of Enterprise Services	Josh Swanson	Construction Trades Labor
Sen. Bob Hasegawa	Senate (D)	Rep. Steve Tharinger	House of Representatives (D)
Bruce Hayashi	Architects	Robynne Thaxton	Private Industry
Santosh Kuruvilla	Engineers	Sen. Judy Warnick	Senate (R)
Karen Mooseker	School Districts	Olivia Yang	Higher Education
Mark Nakagawara	Cities	Janice Zahn	Ports
Matt Rasmussen	Counties		
Irene Reyes	Private Industry	Vacant	Construction Trades Labor
Steven Russo	Specialty Contractors	Vacant	Public Hospital Districts

AGENDA ITEMS	Purpose	Time	Presenter
Board Members and Public joining call	Gathering	7:45 am	Teams
Call to Order & Roll Call for Quorum	Information	8:00	Linneth\Talia Baker
Welcome Board Members & Introductions	Information	8:03	Linneth Riley-Hall
Approve Agenda	Action	8:05	Keith Michel
Approve Meeting Minutes 9/12/2024	Action	8:07	Keith Michel
Invitation for Public Comments	Information	8:10	Keith Michel
Chair Report	Information\Action	8:12	Linneth Riley-Hall
COMMITTEE & WORKGROUP REPORTS:			
Board Development Committee	Information\Action	8:15	Robynne T.\Bill Frare
SHB 1621 Review Committee – Draft Report (due 10/31/2024)	Information\Action	8:30	Keith M\Mark N.
BE/DBI Committee – Draft Legislation	Information\Action	9:00	Lekha\Santosh\Irene
Project Feedback Process Workgroup	Information	9:45	Dave Johnson\Jeff Gonzalez
10 MINUTE BREAK		10:00	
Project Review Committee	Information	10:10	Jessica M.\ Dave Johnson
Education Connections Committee	Information	10:15	Curt Gimmetstad\Josh Klika
GC/CM Committee	Information	10:20	Nick Datz
JOCE Committee	Information	10:25	Gina Owen\ Aleanna
WSDOT Project Delivery Method Review Task Force	Information	10:30	Linneth \ Tom Zamzow
NEW BUSINESS			
Member Ideas \ Discussion Time	Information\Discussion	10:40	Linneth Riley-Hall
ADMINISTRATIVE			
2025 Meeting Dates/Budget Report (see pre-read)	Information\Action	10:45	Talia Baker/Nancy Deakins
Recap of Action Items	Information\Action	10:50	Nancy Deakins
December 12, 2024 Draft Agenda	Discussion	10:55	Keith Michel
ADJOURNMENT			
	Action	11:00	Linneth Riley-Hall

Board Parking Lot Items:

- How to address Core Values as identified 2/11/2021
- Legal interpretations
- Stipends for volunteers
- Bonding/retainage from other states
- Cost escalation discussion/guidance?
- Board Retreat – desire and timing
- PRC Structure and Process Review

IMPORTANT DEADLINES

CPARB Members agree to uphold the following commitments at all meetings: Respect, Purpose, Listen to Understand, Accountability, and Inclusion

2024 Dates: 12/12

2025 Proposed Dates: 2/13, 4/10, 5/8, 9/11, 10/9, 12/11

DES Support: Nancy (360) 280-6236, Talia (360) 790-8322, Monique (360) 951-5352

CPARB Mission:

To provide an evaluation of public capital projects construction processes, including the impact of contracting methods on project outcomes, and to advise the legislature on policies related to public works delivery methods and alternative public works contracting procedures.

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- ✓ All meeting Pre-Reads due 1 week prior to the next Board Meeting
- ✓ October 10, 2024 –of SHB 1621 Legislative Report Final Approval (Draft Legislation?), BE/DBI Draft Legislation; Draft of WSDOT TF Report due for review by CPARB
- ✓ October 31, 2024 – SHB 1621 Review Final Report due to the Legislature (Due to staff no later than 10/21)
- ✓ November Special Meeting (11/14?) – Final Approval of WSDOT TF final report? (Due to staff no later than 11/18)
- ✓ December 1, 2024 – Report to Legislative Transportation Committees Regarding WSDOT Project N52600R, N00900R & M00800R (per November Special Meeting)
- ✓ Periodic CPARB review of Small Works Roster limits by 2025

CPARB Member Shared Commitments:

We will embody the commitment of **Respect** by:

Listening first before speaking; Speaking respectfully with candor while being mindful of impacts and remaining open and honest; Respectfully embracing others' thoughts and opinions; Sharing your own thoughts and opinions without taking things personally; Being honest with one another; Being respectful to one another while acknowledging it's okay to disagree.

We will embody the commitment of **Purpose** by:

Staying focused on the purpose of CPARB by using agendas and engaging in board matters with a professional approach recognizing each member's personal life experiences; Ensuring meaningful, results oriented meetings; Showing up as open as possible ready to listen and learn; Coming prepared and with due diligence on meetings; Ensuring alternative delivery processes are efficient.

We will embody the commitment of **Listening to Understand** by:

Using active listening, without dominating and without judgment; Seeking to wholly understand others point of view; Listening and being considerate without negativity; Committing to exploring and understanding different viewpoints; Appreciating candor; Providing leverage for voices not being heard; Making time for conversations even if they are outside of the meeting.

We will embody the commitment of **Accountability** by:

Actively participating with clear expectations and clear responsibilities (within our statutory authority) while being unafraid to address problems; Coming to meetings, participating, following through on the work and commitments you make; Creating problem statements prior to discussions that summarize issues; Making solutions better with positive intent; Correcting factual inaccuracies with respect; Speaking with empathy and a focus on shared understanding instead of shame.

We will embody the commitment of **Inclusion** by:

Ensuring appropriate team members are included balancing the interests of different groups by seeking multiple perspectives to ensure inclusive participation; Ensuring active, early engagement for all participants; Balancing the interests of different groups; Being open to all feedback, everyone should be heard and held accountable; Acknowledging imbalances in relationships; Being comfortable with being uncomfortable.

December 12, 2024 Meeting:

- Minutes 10/10/2024
- Legislation of Interest
- Mentorship Check-in
- Committee/Workgroup Reports:
 - Board Development (Mentors?)
 - Education Connections
 - GC/CM Best Practices (confirm any action required)
 - BE/DBI Committee
 - Project Feedback Process Workgroup
 - WSDOT Delivery Method Review Task Force
 - SHB 1621 Review Committee
 - JOC Evaluation Committee
- New Business
- Recap of Action Items