

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
x	Frank Boykin, MBDA		John Salinas II, Specialty Contractors
x	Jackie Bayne, WSDOT OEO	x	Young Sang Song, Song Consulting
x	Stephanie Caldwell, Absher Construction		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	x	Olivia Yang, WA State University
x	Keith Michel, Forma Construction	x	Janice Zahn, Port of Seattle
	Brenda Nnambi, Sound Transit	x	Matt Rasmussen, Benton County

Guests and Stakeholders:

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

The meeting began at 1:33 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 9/04/2024

Cathy Robinson motioned to approve the minutes from 9/04/2024, seconded by Frank Boykin. The motion passed with a voice vote.

CPARB Update

Co-Chair Kuruvilla shared that he and Co-Chair Irene Reyes presented the report to CPARB at their September 12 meeting. CPARB approved the report and now the next task at hand is to draft the legislation.

Bill Frare noted that the report is essentially finished. What happens now is a transmittal letter from the Chair of CPARB to the committees, with the Office of Financial Management copied, which completes that task. The legislation is currently in draft form. It appeared that Senator Hasegawa offered his staff to take it from its current state to the final form. He noted uncertainty regarding the task in front of this committee at the moment.

Janice Zahn said one thing that has been done in the past is develop a short one-pager that goes along with the report, as well as FAQs. Now that CPARB has unanimously adopted the best practice and legislative bill language, this committee should discuss whether they would like to supplement with other artifacts or documents. Janice noted this report was very well received by CPARB, with no questions or pushback about recommendations. She applauded the efforts of this committee and the level of outreach they conducted.

Co-Chair Kuruvilla asked when this committee would need to get the one-pager to the legislature. Janice recommended having it be sent at the same time as the report, noting that having shorter key points in that one-pager is helpful for legislators.

Co-Chair Reyes pointed out that there is already an executive summary within the report, and there may not be a need for a one-pager. Regarding the FAQs, she noted that the results from the survey are included in the report. She posed the question about whether other FAQs should be included.

Regarding the coordination with Senator Hasegawa, Co-Chair Reyes asked who the point of contact from CPARB would be. Janice said in the past it has been the chair of CPARB. Chair Linneth Riley Hall would be the one working with Senator Hasegawa. It was noted that there is also a new person in the government relations position for the Department of Enterprise Services (DES).

Monique Martinez shared that she is working with Talia Baker and Nancy Deakins to develop the cover letter, which will include information from the executive summary. She assumed the next steps would be working with Senator Hasegawa's staff to get that information to the code reviser. Co-Chair Kuruvilla agreed that the points in the report's executive summary, including the best practices and recommendations, would be good to include in the cover letter.

Bill volunteered to set up a meeting between him, Linneth, and the new legislative coordinator, Ashlee Delaney, to discuss Senator's Hasegawa's offer to help. Co-Chair Kuruvilla offered that he and Co-Chair Reyes can support if needed.

Jackie Bayne asked whether the legislature asked that this committee work on the legislation for the bill, or if this committee would be providing the report itself to the legislature, who would then work on the bill from there. Her concern was that this group may be getting involved in the lobbying process. Co-Chair Kuruvilla said that the report has proposed legislative language. She noted concern still with coordinating with the legislature throughout this process and provided a word of caution for the group.

Bill said he is not concerned about this process, noting that it's been done in the past with reauthorization and small works. While the committee's responsibility was to develop a report, the report follows with a recommendation for legislative changes. As a policy advisory board, if this group is proposing changes to statute, this work would follow with an actual bill on which they can take action. While this is not a direction from the legislature, it is a responsibility.

Jackie noted that other legislators are waiting for this report as well. She's received inquiries from the legislative representatives requesting updates on this report. Bill noted that Senator Valdez is likely the person interested in the report. He and the DES agency director spoke about this not too long ago. His personal preference was to send the report over to the legislature right away. He noted that part of the transmittal will indicate that the intent is to follow up with a draft of the possible proposed legislation. Then members can work with Senator Hasegawa to develop it.

Frank Boykin echoed the concerns that Jackie was raising. He believed the remedy is to get the report out there. He noted they could be in a compromising position that Senator Hasegawa would be unable to shield them from if the committee is working outside of a process.

Co-Chair Reyes agreed with Jackie's concerns and suggested that she and Bill meet so that she has an opportunity to discuss further details.

Bill noted he needs to set up a short meeting with the senator's office so he can better understand how this group can help. The immediate task is to set up a meeting with Linneth, himself, Co-Chairs Reyes and Kuruvilla, and Ashlee Delaney to discuss the mechanism of how this group can work with Senator Hasegawa's office. This group will then move forward based on the direction that comes from that conversation.

Co-Chair Kuruvilla asked whether Monique would be able to have the one-pager ready prior to that meeting so that Senator Hasegawa can have it on hand. Monique clarified that the one-pager document will be based on the executive summary that is in the report. All of that information will be going into the cover letter, and she will send a draft of that to Bill once it's ready. She noted that, due to upcoming meetings with the Project Review Committee, the cover letter will likely be ready in early October. This would be the timeframe for Bill to set up the meeting as well.

Co-Chair Reyes asked Bill whether he had a tentative date by which they'd like everything done, reviewed, and approved. Bill responded that he wanted the report sent out as soon as possible. As far as the legislation goes, this will depend upon the meeting they have with the committee chairs, Linneth, Ashlee, and Hasegawa's office.

Co-Chair Reyes would like to establish a deadline by which they can aim to have this completed and transmitted. Bill said that a definite goal for the transmittal letter is feasible, but not for drafting the legislation.

Next Steps

At the next BE/DBI Committee meeting, there will be a report back on the meeting between Ashlee and Senator Hasegawa's office. That discussion will determine next steps. It was suggested that this committee keep their October 16 meeting.

Chip Tull asked whether it was reasonable to say that this committee fulfilled their obligation and the mandate that they were given. If this committee did fulfill their obligation, he asked whether there would be another focus and what the future of this committee would look like. One possible direction could be reverting back to previous work around prompt pay.

Co-Chair Kuruvilla noted this was a good point and suggested adding an agenda item to discuss the future of this committee and next steps.

Olivia Yang suggested one next step for this committee might be to connect with the Education Connections committee to disseminate the information that is in this report.

Co-Chair Reyes acknowledged that there is still a lot of work to be done by this committee. She would like to continue working towards the mission and vision of this committee and/or reevaluate what needs to be tackled next time.

Co-Chair Kuruvilla suggested bringing this inquiry to CPARB to better understand their thoughts on what should be handled next. Olivia countered and suggested having a proposed solution to bring to CPARB, rather than asking them what to do.

Frank asked about the Legislative Writing\Drafting Committee and whether CPARB would direct this committee to work on the legislation based on this report.

Bill noted he hadn't considered this. When setting up the workgroups for prompt pay under the BE/DBI Committee, one of those was a legislative drafting workgroup. He thought the task would land with that group, but he's somewhat indifferent as to which group picks it up to finalize it. He thought it would better for the workgroup to keep it as they have more familiarity with the content.

Co-Chair Kuruvilla suggested adding this to the discussion for the next meeting.

The meeting was adjourned at 2:11 p.m.

Next Meeting Agenda

- Welcome & Introductions
- Review & Approve Agenda and Minutes from 9/18/2024
- CPARB Update
- Workgroup Next Steps
- Next Meeting Agenda
- Adjourn

Action Items

1. Bill Frare will set up a meeting between him, Linneth Riley Hall, Co-Chairs Irene Reyes and Santosh Kuruvilla, Ashlee Delaney, and Senator Hasegawa's office.
2. Monique Martinez will work with Talia Baker and Nancy Deakins to develop one-pager for the report, and send it to Bill Frare once completed.