

Capital Projects Advisory Review Board
Board Development Committee

Meeting Agenda
 April 1, 2025
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Committee focus:

To aid in candidate outreach, recruitment, improve transitioning, and educating new board members on the roles, operating procedures, and the scope of the board.

(11 Active Members; 6 = Quorum)

Bill Frare, Co-Chair	Public Owner \Owner State	CPARB
Linneth Riley-Hall, Co-Chair	Sound Transit\Owner Transit	CPARB
Lekha Fernandes	OMWBE	CPARB
Bruce Hayashi	Architects/Labor/Other	CPARB
Dave Johnson	General Contractors	CPARB/PRC
Santosh Kuruvilla	Exeltech\Engineers	CPARB
Jessica Murphy / Dave Johnson	PRC Chair\Vice Chair	PRC Leadership
Mike Pellitteri	Private Industry\Specialty Contractor	CPARB/PRC
Irene Reyes	The Glove Lady\Private Industry\MBE	CPARB
Olivia Yang	WSU\Higher Education	CPARB
Janice Zahn	Port of Seattle\Ports	CPARB

AGENDA

Item	Purpose	Presenter	Time
Welcome	Information	BF/LRH	4:00
Review and approve agenda	Action	All	
Review / Approve minutes 3/4/2025	Action	All	
Invitation to public to participate	Information	BF/LRH	
Strategic Planning Startup - Confirm Grouping Sequence & Topics - Continue tackling issues			
Strategic Planning (<i>pick one to discuss</i>) #4 – Reimagining the Project Review Committee #5 – Defining CPARB’s value add for Public Works	Discussion		
New Issues to report back to CPARB - <i>Review Current CPARB Committees to determine if they can be still relevant.</i>			
Set agenda for next meeting 5/6/2025: - Approve Agenda & Minutes from 4/1/2025 - - Continue tackling issues	Discussion	All	
Adjourn	Action	All	5:00

The committee meeting will be conducted virtually via the TEAMS platform.

PARKING LOT:

- PRC Position Descriptions
- Resources subsection on webpage
- Recruitment material for CPARB & PRC

ACTION ITEMS FROM THE LAST MEETING:

1. Olivia will find someone from the Ethics Commission to address this committee on the topic of ethics.
2. Someone should reach out to the State Auditor to find out if they agree that their role is enforcement.
3. Explore having a big tent event to talk about lessons learned and continuous improvement to advance industry readiness.

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STRATEGIC PLANNING ISSUES LIST

Issue	Objectives	Action Needed:	Completed
1. Owner\stakeholder readiness 2. Determining who is the 'public works cop\enforcement' 3. Creating a feedback loop for lessons learned	Provide guidance to public agencies and collective construction industry for successful accountable public works contracting.	Education Use potential violation report form	
4. Reimagining the PRC a. What is the role of the PRC? <i>i. Original intent?</i> <i>ii. Current Role?</i> <i>iii. Future?</i> b. Having the right people on the PRC...	Control to ensure alternative delivery is used appropriately. Provide resources \ opportunity for project success	Review the whole PRC process	
5. Defining CPARB's value add for public works a. Taking stock of accomplishments b. Standardize decision-making in committees and on the board (<i>recommendations include legislative reports</i>)	# of reports / recommendations to the Legislature that have been adopted Advise the legislature on policies related to public works delivery methods and alternative public works contracting procedures.		
6. Conducting an outcome-oriented review of the strategic plan (<i>sequential with priority 1 & 2</i>) a. Defining measurable goals b. Describing interim steps c. Creating actionable outcomes 7. Discussing ethical considerations for membership for CPARB, PRC or Committees a. Building in capacity (<i>bringing in individuals to participate</i>)	Ethics Board presentation annually at CPARB and PRC BMs.	ECC take on?	
8. Reauthorization and how to streamline it; (<i>sequentially dependent on other issues being addressed</i>) a. What should the Board Development Committee's role be? (<i>regarding strategic plan and reauthorization</i>) b. Setting the number of years for reauthorization c. Reading the JLARC studies to see what they said in 2019 and 2012			

Vision:

- What CPARB should be doing (4 themes/guiding principles)
 - Betterment of Public Contracting / Improving Outcomes
 - Active Industry Engagement
 - Help Legislators make good laws / Improve the process
- Maintaining and measuring accountability and transparency