

Business Equity/Diverse Business Inclusion Committee Capital Projects Advisory Review Board

06 May 2022

Committee focus:

- Comprehensive review of RCW 39.10 with the lens of equity (include RCW 39.04 & 39.80).
- Create consistency in statutory language.
- Evaluate and bring forth effective strategies and opportunities for firms to compete.

<input checked="" type="checkbox"/> Olivia Yang	Washington State University	CPARB /Committee Member
<input checked="" type="checkbox"/> Santosh Kuruvilla	Exeltech	CPARB /Committee Member
<input checked="" type="checkbox"/> Lisa Van der Lugt	OMWBE	CPARB /Committee Member
<input checked="" type="checkbox"/> Charles Wilson	DES	CPARB /Committee Member
<input checked="" type="checkbox"/> Irene Reyes	Excel Supply Company	CPARB /Committee Member
<input checked="" type="checkbox"/> Janice Zahn	Port of Seattle	CPARB /Committee Member
<input type="checkbox"/> Jackie Bayne	WSDOT OEO	Committee Member
<input type="checkbox"/> Cheryl Stewart	Inland Northwest AGC	Committee Member
<input checked="" type="checkbox"/> Chip Tull	Hoffman Construction	Committee Member
<input checked="" type="checkbox"/> Aleanna Kondelis	Akana	Committee Member
<input checked="" type="checkbox"/> Brenda Nnambi	Sound Transit	Committee Member
<input type="checkbox"/> Linda Womack	MBDA	Committee Member
<input checked="" type="checkbox"/> Cathy Robinson	City of Lynnwood	Committee Member
<input type="checkbox"/> Shelly Henderson	Mukilteo School District	Committee Member
<input type="checkbox"/> Keith Michel	Forma	Committee Member
<input checked="" type="checkbox"/> Young Sang Song	Song Consulting	Committee Member
<input checked="" type="checkbox"/> Stephanie Caldwell	Absher Construction	Committee Member
<input type="checkbox"/> Bill Dobyns	Lydig	CPARB
<input type="checkbox"/> Bobby Forch	Forch Consulting	CPARB
<input type="checkbox"/> Lily Keefe	USDOT - Northwest SBTRC	
<input type="checkbox"/> Sarah Erdman	OMWBE	
<input type="checkbox"/> Van Collins	ACEC Washington	
<input type="checkbox"/> Cathy Ridley	Exeltech	
<input checked="" type="checkbox"/> Maja Huff	Washington State University	
<input type="checkbox"/> Jerry Vanderwood	AGC of Washington	
<input type="checkbox"/> Timolin Abrom	OMWBE	
<input type="checkbox"/> Melissa Van Gorkom	Senate Committee Services	
<input type="checkbox"/> Amy Stenvall	Mukilteo School District	
<input type="checkbox"/> Cindy Magruder	University of Washington	
<input checked="" type="checkbox"/> Carrie Whitton	Forma	
<input checked="" type="checkbox"/> Rachel Murata	OMWBE	Representing Lisa
<input type="checkbox"/> Jon Rose	MRSC	
<input type="checkbox"/> Jolene Skinner	LnI	
<input type="checkbox"/> Curt Gimmestad	Absher Construction	
<input type="checkbox"/> Eric Alozie	NEW Construction	
<input type="checkbox"/> Jerry Vanderwood	AGC	
<input type="checkbox"/> Hans Hansen	Bailey Construction	
<input type="checkbox"/> Bill Frare	DES	
<input type="checkbox"/> Andrea Ornelas	Union	
<input type="checkbox"/> Rebecca Keith	Seattle City	
<input type="checkbox"/> Greg Bell	Pierce County	
<input checked="" type="checkbox"/> Kara Skinner	Integrity Surety	
<input type="checkbox"/> Julie Campos	OMWBE	
<input checked="" type="checkbox"/> Mallorie Davies	Senate Committee Services	
<input checked="" type="checkbox"/> Bob Armstead		

AGENDA

Item	Purpose	Start
Welcome and committee member introductions	Information	10:00 am
Review & approve agenda	Action	10:05 am
Review & approve 4/22/2022 meeting minutes	Action	10:10 am
Comments on Draft Section 20 Report	Discussion	10:15 am

Last thoughts on Concepts of Section 20 Report (Culture and Accountability. Access to Capital, Training and Opportunity)	Discussion	10:45 am
Potential Legislative Proposals	Discussion	11:10 pm
New Business	Discussion	11:40 am
"Final word" (from committee members)	Discussion	11:45 am
Adjourn	Action	12:00 pm

DIGITAL CONFERENCE ACCESS

The committee meeting will be conducted entirely by Zoom digital conferencing.

Online <https://wsu.zoom.us/j/97615048848>

Meeting ID: 976 1504 8848

Join by telephone

Dial: US: +1 253 215 8782 or +1 669 900 9128 or +1 646 558 8656

Meeting ID: 976 1504 8848

Olivia Yang - Washington State University

206 718 0787 olivia.yang@wsu.edu

Santosh Kuruvilla – Exeltech Consulting

206 713 1241 santosh@xltech.com

Item: **Welcome and committee member introductions**

- Call to Order
- Quorum confirmed.

Action by: BE/BDI Committee

Status: Approved and complete

Item: **Review & approve agenda**

- Agenda Approved.

Action by: BE/BDI Committee

Status: Approved and complete

Item: **Review & approve 4/22/2022 meeting minutes**

- Minutes approved.

Action by: BE/DBI Committee

Status: Approved

Item: **Comments on Draft Section 20 Report**

- Equity – move towards pro-equity and anti-racists terminology?
- Confirm inclusion of the PEAR Report.
- Add PEAR into executive summary - working with the office of equity to embrace the PEAR.
- PEAR links in between OMWBE and Mentor-Protégé.
- PEAR Plan and Playbook two-page document shared.
- OMWBE checking with Dr. J out of courtesy to include in the report.
- Question – resource and reference material section linking? Yes – will be included in the final version and include links and navigation within the section.
- Add in PEAR into the Pre-Read for CPARB.
- Ask that people make the time to review thoroughly.

- Point the reader in the direction of focus on chapter? Discussion around reviewing the document.
- Discussion around listening – beginning and middle, later part people don't listen. Be more creative, use color, emphasis. Use footnotes and references within document – on core subjects and messages we want to convey.
- Content is important. Ask to focus on content, by intent and impact. The narrative is long yes. Try not to get too overwhelmed by the page numbers.
- Resources section, how do we bring these resources to the people? Asked Kara to specifically review page 24.
- FAQ's and glossary? Addressed by formatting or within a new section?
- Who are the most important individuals reading this document? Legislators or CPARB board?
- DES Government affairs person may be able to help with socialization?
- Do we need to do a road show of sorts to prepare with introducing the document?
 - Primary audience is legislators, but CPARB needs to approve and a product from CPARB.
 - Beginning of trying to change a bias and culture shift. Don't think this is a one and done. Look at content and think about how to socialize. May need a introduction PowerPoint?
 - If the greatest barrier is bias and anything else – it is a journey. Not a one and done.
- Audience – is there a part that talks about next steps? Is there an easy highlight of direction?
- A little soft – stating facts. If I am a legislator – where should I focus my time?
- Need to say that this is a work in progress? Or not? Power Conclusion? How to make it more obvious that Section 3 of each Chapter is the proposed direction that is more obvious?
 - What is the next steps? Is there anything else that needs to be said?
- Add to the executive summary? - sections about potential changes – legislative section CPARB takes on for the 2022 legislative session – work. If the report could say – after session is over- spring 2023 perhaps go back to discussion about non-legislative work. Such as, training opportunities? Single directory? So there is both ideas and time for next steps – added into executive summary?
- Call to action? Use of stronger word for “Potential”? Would it be too strong to say “recommended”? More profound word that will catch their attention about what is needed to do.
 - Journey from Idea to finished RCW. Report doesn't say here is the finished RCW.
 - Include timeline and specific work – managing expectations?
 - Want them to hear there is a challenge and we need legislative actions.
- Edits to executive summary:
 - Include PEAR
 - Culture shift – meaningful change.
 - Next steps clarity
- Suggestion – hit the highlights. Minimize the background information?
- Shorten the Paragraphs around access?
- Executive summary – what do they HAVE to know? Anything that we think they don't absolutely need to know?
- Third Paragraph content necessary?
 - Tighten Up.
 - How to make the point around cross state succinctly. Imbalance is key. Entire state, owners, and contractors.
- Five seconds, five minutes, five hour scaling within the report.
- Can we insert culture shift into paragraph 2? Edit to talk about culture and PEAR! Use the word culture shift.
- Deadline for comments by second week of May.

Action by: Committee

Status: N/A

Item: **Last thoughts on Concepts of Section 20 Report (Culture and Accountability, Access to Capital, Training and Opportunities)**

- Included in above.

Action by: Committee

Status: None

Item: **Potential Legislative Proposals**

- Talk about look ahead – expectation for the future beyond the report.
- The importance is cash flow in a business to stay alive and starts with being paid on time. Prompt Payment. Ramifications of that current payment processes. What are the changes we can make to payment easier? What permissive change would be necessary?
 - Do the ideas need legislative changes?
 - Are SOV line items that allow for prompt payment to subtiers allowable? Mobilization line item.
 - Pay with credit card? There are challenges around the fees associated with cc payments.
 - Sureties -don't want a huge advance payment. Scares sureties if 50% advance payment.
 - Contractors financing subcontractors. Joint venture, mou with DBE.
 - Other legal regulations impacts – ie intents, etc.
 - Seeded the discussion around access to capital (not for the report)
- Training – programs, PTAC, MRSC, mentor protégé. Spring of 23 once we are assured that it doesn't need legislation. Existing training available? What level of standardization and consistence is needed in alternative public works training? If you unbundle training or provide additional training, where does the cost lie?
 - MRSC resource and training budget. There are a lot of over lapping training offerings. How we should describe underway efforts? MRSC is a one time funding.
 - Dormant CPARB committee – Web development and training. Having a discussion about how we are centered on looking at training, consistency of training.
 - If there is a legislative need – we don't want to lose the opportunity.
 - Opens funding by including conversation.
 - What's the cost involved in the non participation? Framing is really important – sustainable training and funding resources. Do not diminish the importance in training.
 - Make sure the report reflects this!
 - Don't want recommendations to be conditioned on funding. Funding should not be a precursor to action.
- Opportunities – benefit to a statewide definition of small business?
- Make sure that we specifically state that it is an “and” not an “or” when presenting to CPARB.
- Opinion around opportunity being the most important presented by Bob Armstead. Minority community does not have control or input to opportunity. Agencies such as WSDOT has federal oversight, but others do not, such as CPARB. Cities out of the MRSC study with low utilization example. Accountability from CPARB. Feels that access to opportunities is key to all of it.
- Meaningful access. But we have to define meaningful. Not just one contract but many. Push on this because it is just not enough.
- Meaningful and sustained access to opportunities is important. May need to rethink the three pillars visual... put more emphasis on opportunities?
- It appears that there is a finger pointing and blame attempt. Honest effort on individuals understand the impact of actions and non-actions. Impact on the minority business community is horrific – king county Seattle area. Demographic has changed. COVID 19 impact affected some communities more than it did others. Long term impacts to whole communities.

Action by: Committee

Status: in process

Item: **New Business**

- What can we do to make this meeting even better as we move to finishing up the report?
 - Agenda and materials out in advance. Kuddos to Santosh and Olivia in getting the meetings organized.
 - Ability to have conversation around priorities, content and discussion.
 - Change minds and hearts lens. Think about the impact of what is being said and how it transfers to the CPARB audience. Visual what those words are intended to do. And the potential impact of those words. Write and speak toward an end other than completing the document.
- Visual elements into the report. Call to people to send graphics if they have them.
- Crystalizing into a summarizing graphic.
- Calendar:
 - CPARB Meeting to vote – is June 9. Pre-read due end of day June 2.

- May 19 CPARB comments needed.
- Next BE/DBI Meeting is May 27th.

Action by: Committee

Status: in process

Item: **Final Word**

- Thank you to the committee and we look forward to feedback.
- It would be great see continuation of peer conversation like this committee.
- This is an opportunity to make a difference. Done correctly it will.
- Last couple of meeting has been really insightful.
- Kara Skinner offered to help with visuals.
- Grateful for inputs and conversations today.
- Congratulation to Stephanie for her recent Award!
- Offer by Young to connect OWMBE to Firms going through the application process to provide feedback.

Action by: Committee

Status: N/A

Adjourn 12:01 pm

From Young Sang Song to Everyone 10:02 AM

Young-Sang Song - Song Consulting, LLC

From Kara Skinner to Everyone 10:02 AM

Kara Skinner - Integrity Surety

From Cathy Robinson to Everyone 10:03 AM

Cathy Robinson, City of Lynnwood

From Stephanie Caldwell to Everyone 10:03 AM

Stephanie Caldwell, Absher Construction Company

From Mallorie Davies to Everyone 10:03 AM

Mallorie Davies- WANIDC

From Carrie Whitton (she/her) FORMA - Outreach + Inclusion Manager to Everyone 10:12 AM

Carrie Whitton - FORMA Construction

From Kara Skinner to Everyone 10:18 AM

Removing my video to increase internet bandwidth, I am still here and fully present

From Stephanie Caldwell to Everyone 10:25 AM

My apology I haven't had a chance to review as well. Thank you Maja and Rachel for your work organizing.

From Aleanna Kondelis to Everyone 10:26 AM

Aleanna Kondelis, Akana - DBE

From Lisa van der Lugt to Everyone 10:42 AM

I heard back from Dr. Johnson. Totally fine to use the PEAR document. she asks that we acknowledge it is a final draft because they could make changes down the road.

From Brenda Nnambi to Everyone 10:53 AM

Should we at least go over the Executive Summary in this meeting?

From Me to Everyone 10:54 AM

Thank you Lisa!

From Janice Zahn to Everyone 11:03 AM

Hello BE/DBI team. Janice Zahn, CPARB Chair

From Stephanie Caldwell to Everyone 11:03 AM

Liked: Owners and Prime Contractors/Consultant content. I think the report hits on key points prompt payment, joint check agreements etc.

From Lisa van der Lugt to Everyone 11:27 AM

it is not one or the other.

From Lisa van der Lugt to Everyone 11:37 AM

survive and thrive

I took that from you Janice!

From Irene Reyes to Everyone 11:37 AM

We should add then that creating meaningful and sustainable access to opportunities is key to providing equity and inclusion.

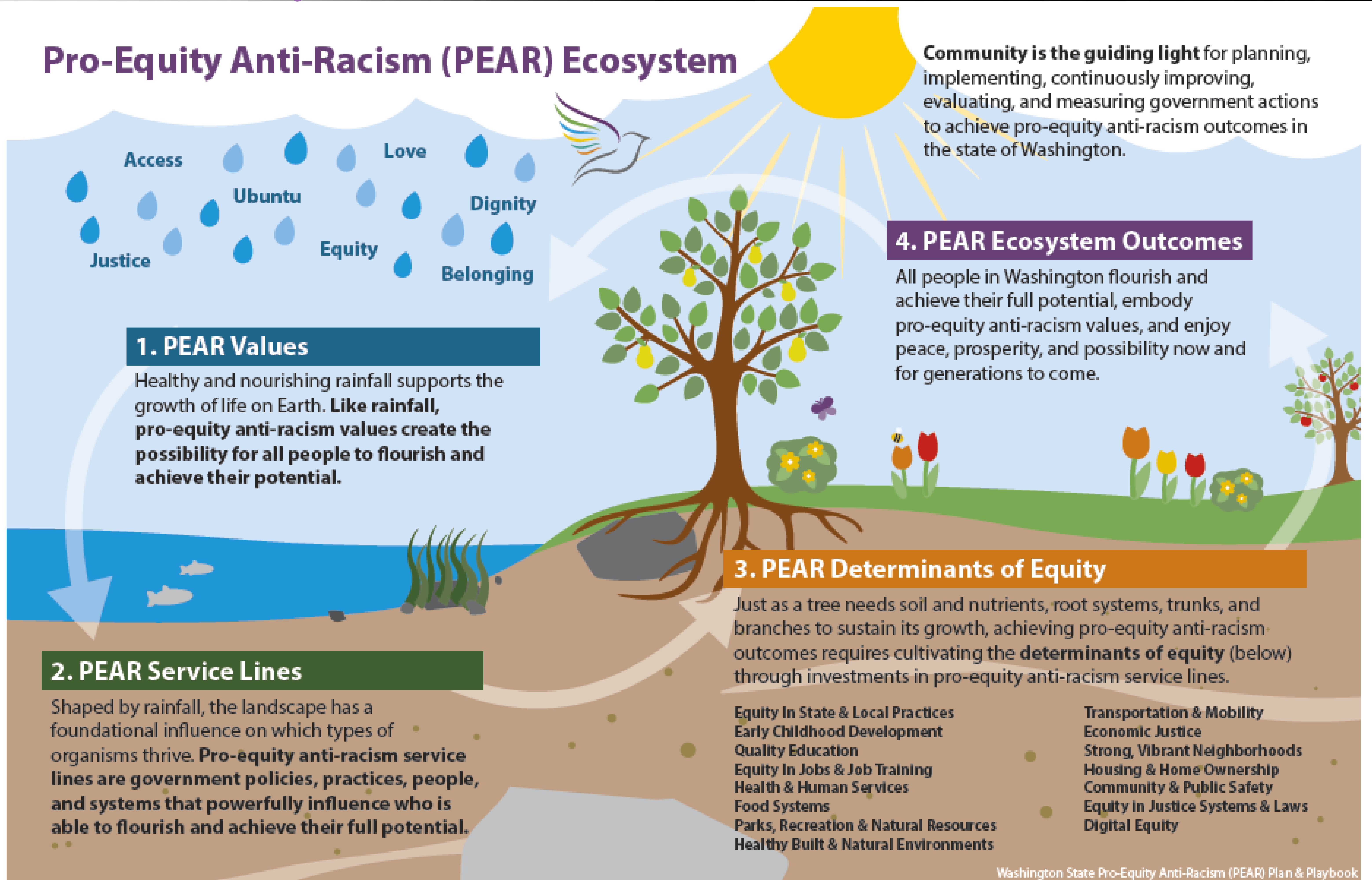
From Brenda Nnambi to Everyone 11:44 AM

Thanks to all involved! I also appreciated the opportunity to start this effort working with Aleanna and others in developing problem statements, etc.

Washington State Pro-Equity Anti-Racism (PEAR) Plan & Playbook



Pro-Equity Anti-Racism (PEAR) Ecosystem



Our Vision

Everyone in Washington has full access to the opportunities, power, and resources they need to flourish and achieve their full potential.

Our Mission

To promote equitable access to opportunities, power, and resources across government that reduce disparities and improve outcomes statewide.

Our Values

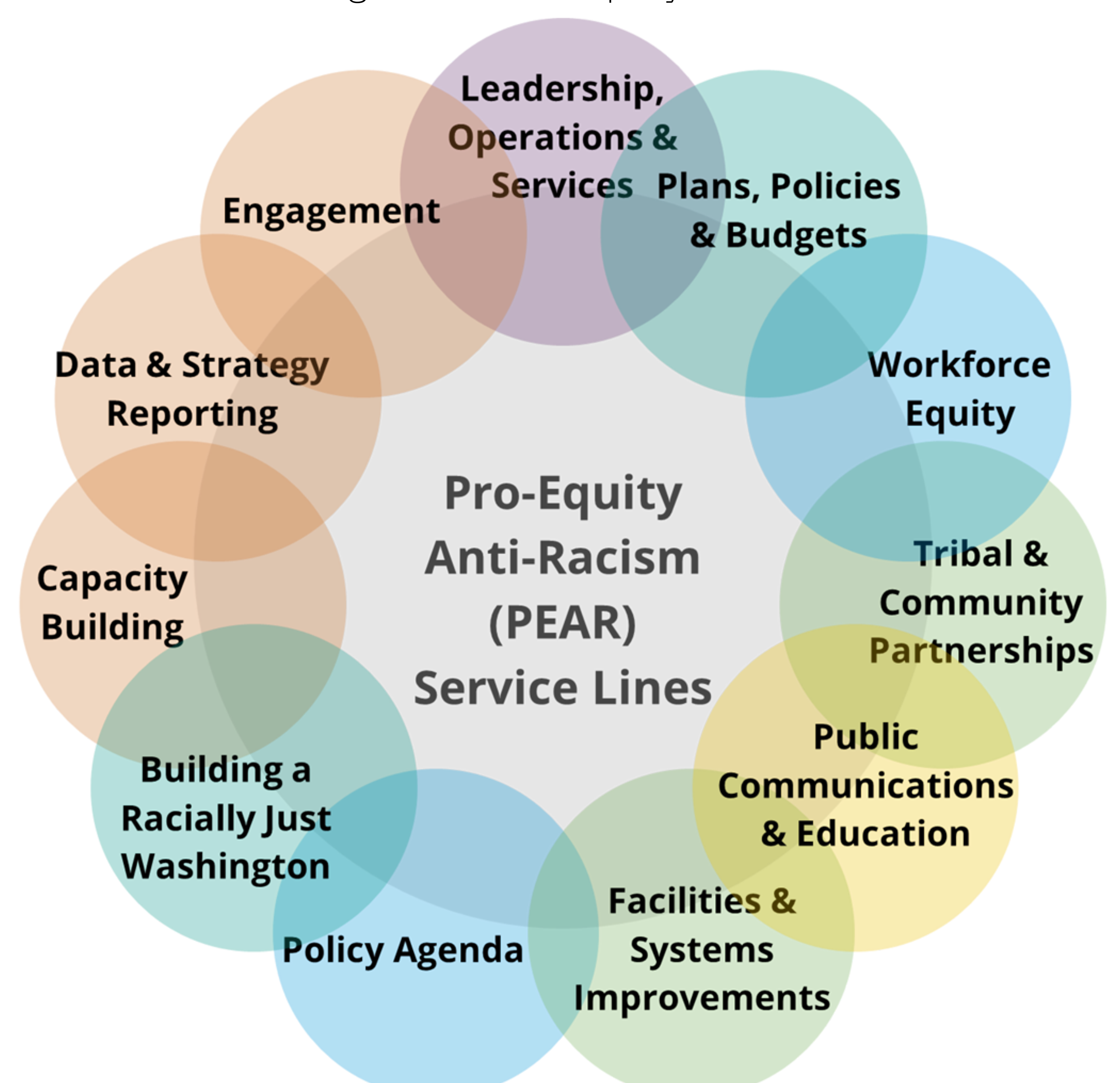
Access + Belonging + Dignity + Equity + Justice + Love + Ubuntu

Our Goals

1. **DRIVE** pro-equity and social justice for all.
2. **CENTER** racial justice.
3. **ENSURE** equitable access.
4. **BUILD** a culture of belonging.
5. **END** disparities, including racial and ethnic disparities, to achieve equitable outcomes. We will convene teams of employees and communities to prioritize hiring and promotions; state spend for public works, goods and services (including client services), and procurement; and access to services.

Our Methodology

As a government system, we are **investing** in our **Pro-Equity Anti-Racism Service Line priorities** to achieve Pro-Equity Anti-Racism **outcomes** that we will **measure** using values-driven, community-centered data and reinforce through our Pro-Equity Anti-Racism **habits**.



Our PEAR Commitments Now & Future Generations

We are committed to reframing state government to work in a way that reduces disparities and improves equitable and just outcomes for everyone in Washington now and for future generations by creating a state culture that centers equity and belonging to sustain workplace diversity.

We are committed to manifesting a pro-equity anti-racism ecosystem in a multicultural Washington state where everyone flourishes and achieves their full potential now and for future generations.

Equity Impact Reviews

A five-step equity impact review (EIR) process that blends numerical (quantitative) data and descriptive community language (qualitative) to inform agency planning, decision-making, and implementation of actions that achieve equitable access to opportunities and resources that reduce disparities and improve equitable outcomes statewide.

Equitable Lean Continuous Improvement

We are committed to using Lean principles and tools to create and continuously improve equitable processes and practices that embed Pro-Equity, Racial Justice, Access, and Belonging into the culture of our state's public service delivery system.

PEAR Competencies

1. Knowledge, Understanding & Commitment
2. Self-Awareness & Commitment to Growth
3. Cultivating Mutually Beneficial & Trusting Strategic Partnerships
4. Equitable & Accessible Excellence & Allyship
5. Measuring for Success & Improvement

1. SCOPE

Scope the reach, intensity, and duration of the proposed action.

2. ANALYZE & PARTNER

Analyze equity conditions and partner with community.



5. COMMIT

Commit to equitable lean continuous improvement.

4. IMPLEMENT

Are we staying connected (e.g., communicating, engaging, assessing efficacy) in the advancement of pro-equity anti-racism with the employees and/or communities impacted by the proposed action?

3. CO-CREATE

Co-create and partner in decision-making (design, planning, and implementation) with employees and/or communities impacted by the proposed action (e.g., plans, policies, and practices).

Impact of Service Line Investments on Determinants of Equity

What will your agency investments impact?

Everyone in Washington has full access to:

- Opportunity, power, and resources to flourish and achieve their full potential
- Health, wealth, and well-being
- Peace, prosperity, and possibility for generations to come

Trunk

Main systems for supporting the growth of individuals, families and communities.

Equity in Community Support Systems

- Healthy Built & Natural Environments
- Early Childhood Development
- Quality Education
- Food Systems

Soil & Nutrients

Strong investments in government policies, practices, people, and systems (PEAR service lines) nourish a pro-equity antiracism system.

Equity in Government Policies, Practices, People & Systems

- Equity in state and local practices (including regional, county, city & municipal practices)

Community is the guiding light for planning, implementing, continuously improving, evaluating, and measuring government actions to achieve pro-equity anti-racism outcomes in the state of Washington.

Branches

Strong individual and family systems and community investments that help people grow and flourish.

Equity in Family Support Systems

- Community & Public Safety
- Health & Human Services
- Housing & Home Ownership
- Strong, Vibrant Neighborhoods
- Parks, Recreation & Natural Resources

Root System

Fortifies and distributes opportunity throughout support systems, families, and communities.

Equity in Community Infrastructure

- Economic Justice
- Digital Equity
- Equity in Justice Systems & Laws
- Transportation & Mobility
- Equity In Jobs & Job Training