

# Capital Projects Advisory Review Board

Hybrid Meeting from Green River College & Virtual Via Teams

Meeting ID: 288 593 794 200 PC: ocXrSd

## MEETING AGENDA

May 9, 2024

### MEMBERS

Total = 25 Members: 21 Voting, 11 = Quorum

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

### 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.

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	Janice Zahn\Talia Baker
Welcome Board Members & Introductions	Information	8:03	Janice Zahn
1. Approve Agenda	Action	8:05	Keith Michel
2. Approve Meeting Minutes 4/11/2024	Action	8:07	Keith Michel
Invitation for Public Comments	Information	8:10	Keith Michel
3. Chair Report	Information\Action	8:12	Janice Zahn
<b>BOARD ENGAGEMENT</b>			
Board Member Opening Thoughts/ Shared Commitments	Discussion	8:17	Janice Zahn
4. Board Leadership Elections	Information\Action	8:27	Lekha F. or Robynne T.
5. PRC Appointments General Contractor, Owner-Higher Ed & Owner-Gen Public	Action	9:09	Janice Zahn
<b>5-MINUTE BREAK, RETURN 9:50</b>			
<b>6. COMMITTEE &amp; WORKGROUP REPORTS:</b>			
Board Development Committee	Information	10:15	Lekha\Robynne
BE/DBI Committee	Information	10:22	Lekha\Santosh\Irene
GC/CM Committee	information\Action?	10:37	Nick Datz
WSDOT Project Delivery Method Review Task Force	Information	10:44	Linneth Riley Hall
Project Feedback Process Workgroup <i>Deferred to report &amp; Sept mtg</i>	Information		Dave Johnson\Jeff Gonzalez
SHB 1621 Review Committee	Information	10:53	Keith M\Mark N.
Small Works Committee	Information\Action	11:10	Bill Frare\Irene Reyes
JOCE Committee <i>Deferred to report &amp; Sept mtg</i>	Information		Gina \Aleanna
7. Education Connections Committee <i>Deferred to Sept mtg</i>	Information		Curt Gimmestad
<b>NEW BUSINESS</b>			
	Information\Discussion		Janice Zahn
<b>ADMINISTRATIVE</b>			
8. Upcoming Tasks/Budget Report (see pre-read)	Information		Talia Baker/Nancy Deakins
Recap of Action Items	Information\Action	11:20	Nancy Deakins
September 12, 2024 Draft Agenda	Discussion	11:23	Keith Michel
<b>CLOSING THOUGHTS OF BOARD MEMBERS</b>			
	Information	11:25	Janice Zahn
<b>ADJOURNMENT</b>			
	Action	11:31	Janice Zahn

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

2024 Dates: 9/12, 10/10, and 12/12

DES Support: Nancy Deakins (360) 280-6236, Talia Baker (360) 790-8322

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### Board Parking Lot Items:

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

### IMPORTANT DEADLINES

- ✓ All meeting **Pre-Reads due 1 week prior to the next Board Meeting**
- ✓ June Special Meeting TBD – Final Approval of WSDOT TF Legislative Report for Project L1000199 (SR-18).
- ✓ July 1, 2024 – Report to Legislative Transportation Committees Regarding WSDOT Project L1000199 (per June Special Meeting)
- ✓ September 12, 2024 – draft of SHB 1621 Review Report & SB 6040 Report due for review by CPARB
- ✓ October 10, 2024 – Final Approval of Legislative Reports (SHB 1621 & SB 6040) by CPARB; Draft of WSDOT TF Report due for review by CPARB
- ✓ October 31, 2024 – SHB 1621 Review Final Report due to the Legislature
- ✓ November 1, 2024 – SB 6040 Final Report due to the Legislature
- ✓ November Special Meeting TBD – Final Approval of WSDOT TF final report.
- ✓ December 1, 2024 – Report to Legislative Transportation Committees Regarding WSDOT Project N52600R, N00900R & M00800R (per November Special Meeting)

### 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.

### September 12, 2024 Meeting:

- Minutes 5/9/2024
- Project Review Committee Report
- Committee/Workgroup Reports:
  - Board Development (Mentors?)
  - Education Connections
  - GC/CM Best Practices (confirm any action required)
  - BE/DBI (draft report)
  - Project Feedback Process Workgroup
  - Small Works Committee (potential to dissolve?)
  - WSDOT Delivery Method Review Task Force
  - SHB 1621 Review Committee (w/action for adding members) (draft report)
  - JOC Evaluation Committee
- New Business
- Recap of Action Items

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