

**A quorum was established, and the meeting was called to order at 12:09 p.m.**

### 1. Welcome and introductions

Committee members in attendance unless otherwise noted: (7 members, 4 = Quorum)

- Mark Nakagawara, *Co-Chair*, Cities
- Keith Michel, *Co-Chair*, General Contractors
- Sharon Harvey, OMWBE
- Bruce Hayashi, Architects
- Irene Reyes, Private Industry
- Mark Riker, Construction Trades Labor *Absent*
- Michael Transue, MCA

Other attendees include:

- Talia Baker, DES
- Nancy Deakins, DES
- Colleen Newell, MFA
- Joren Clowers, Sno-King Water District Coalition
- Diane Pottinger, North City Water District
- Randy Black, Lakewood Water District
- Rob Wettelson, FORMA Construction Company
- Janice Zahn, Ports and CPARB Chair

### 1. Review and approve agenda

Talia Baker reviewed the agenda and asked the group if there were any edits or additions before proceeding. *Michael Transue moved, seconded by Bruce Hayashi, to approve the agenda. The motion was approved by a voice vote.*

### 2. Review and approve last meeting's minutes

Talia reviewed the minutes from the meeting on May 2, 2023, and asked the group to provide any edits. *Sharon Harvey moved, seconded by Bruce Hayashi, to approve the meeting minutes. The motion was approved by a voice vote, with one abstention.*

### 3. Establish leadership

The group began discussion on how they would establish leadership for this committee. Responsibilities for the role of Co-Chair would include facilitating the meetings and working with Talia to schedule meetings, draft agendas, and gather any documentation needed.

Michael Transue pointed out that the group should be mindful of those who had advocacy positions throughout the bill's legislative process, noting that they may not bring a neutral perspective as Co-Chair. Joren Clowers agreed that someone with a neutral position would be a good candidate for leadership.

Keith Michel indicated he is willing to contribute to the leadership effort but is concerned with capacity due to time commitment for meetings, noting that a Co-Chair would help to disperse the responsibilities. Mark Nakagawara said he is willing to serve as Co-Chair but would like clarification around certain aspects of the bill.

Michael suggested including in the next meeting agenda time to discuss background of the bill and its intent, especially from the perspective of special purpose districts. Mark reiterated a need for clarification on the portion of the bill pertaining to “prudent utility management,” regarding the \$300,000 limit on the value of materials.

Talia shared that the purpose of this committee is to make recommendations to CPARB and the appropriate committees by December 31, 2023. There is a need to establish background and what the bill entails and discuss the role of CPARB in making a recommendation. Next steps include determining a timeline for when the committee should meet and for how long. Bruce Hayashi suggested first establishing Keith and Mark as Co-Chairs and then focus on discussing the background of the bill so that the committee can make informed recommendation.

*Michael Transue moved, seconded by Sharon Harvey, to establish Mark Nakagawara and Keith Michel as Co-Chairs of the SHB 1621 Review Committee. A voice vote approved the motion.*

Co-Chair Michel interpreted that this committee can identify and suggest possible updates to the bill as it is currently written. He noted that those who were a part of the legislative process will be beneficial in giving their perspective for potential provisions.

Randy Black sought clarification regarding his role as an interested member of the public. Typically, CPARB committees are set up in a way that allows for discussion amongst all attendees, with stakeholder voices being valued just as much as members. For those who are interested in becoming an official member, the Co-Chairs can make a recommendation to CPARB to be added to the committee. It may make sense to add members with specific seats that have an interest in this bill. Diane Pottinger suggested adding Joren and Randy as committee members because they have background and knowledge of the bill. Michael noted that having a good understanding of the bill from the perspective of the Cities, Water/Sewer Districts, and Ports is important before looking more in depth at various sections of the bill.

Joren said he was willing to be a part of the committee to be a representative of the special purpose districts, and that he could provide a historical background of the bill during the next meeting. Joren will create a summary of the bill and send to Talia to include in the agenda for discussion next time.

The number of committee members currently sits at seven, with the expectation of adding two additional members for special purpose district representatives at the September CPARB meeting. Janice Zahn noted that there have been challenges in the past with large committees as it is difficult to reach quorum and recommended keeping the committee smaller.

#### **4. Review timeline and establish meeting schedule**

The final review and report is due December 31, 2023, which will have to be voted on at the December 14<sup>th</sup> CPARB meeting. With this in mind, a draft of the report will need to be ready for review for the October 12<sup>th</sup> CPARB meeting. Diane suggested meeting twice a month through the end of the summer may be necessary to meet the projected timeline. It was agreed upon that 90 minutes for the meeting length would be adequate to get through the necessary content. The proposed meeting time was established to begin on Tuesday, June 20<sup>th</sup> from 11:30am – 1:00pm and will occur every two weeks, with the exception of July 4, which will be shifted to July 5. Talia will schedule out those meetings.

#### **5. Review Stakeholders for input**

Co-Chair Michel noted it's important for committee members to reach out to those who might be beneficial in contributing to the discussion. Diane noted that PUDs and Fire Protection Districts are identified in the bill and asked whether it would be beneficial to recommend contacts from other parts of the state. Talia requested that anyone with potentially interested contacts send them to her and she will pass that information along to the Co-Chairs. Joren will reach out to his two contacts from the PUDs and Fire

Protection District to see if they are interested in participating or if they would have recommendations for participants.

#### **6. Establish next Agenda (6/20/23)**

Members discussed the agenda for the next meeting:

- Time: 11:30am – 1:00pm
- Agenda
- Minutes 6/6/2023
- Education background and purpose of the inclusion of the CPARB review
  - Answer questions that came up during session
  - Provide examples of types of projects envisioned
- Outline goals for next meetings
  - Clarification of language
  - Noting best practices and policy
- Next agenda

#### **7. Adjournment at 1:10 pm**

##### **Action items**

1. Joren, working with Randy, will summarize the bill and send to Talia to include in the next agenda for discussion.
2. Talia will schedule recurring meetings for committee.
3. Joren will reach out to his two contacts from the PUDs and Fire Protection District to see if they are interested in participating.