

# MEETING AGENDA

## WASHINGTON ASSOCIATION OF CONTRACTS SPECIALISTS (WACS)

Thursday, March 4, 2021 • 10:00 AM – 12:00 PM

**Facilitator:** Jim Webster, Chairperson

**Location:** Virtual- Zoom

**Join Zoom Meeting:** <https://des-wa.zoom.us/j/93070099420?pwd=NEFoY29RU2M5RUkxSnFkL3IyVUxvUT09>

**Call In:** (877) 853-5247

**Meeting ID:** 930 7009 9420

**Password:** 144319

**Guest Speakers:** Please provide presentations to Secretary Shannon Oien ([shannon.oien@wsp.wa.gov](mailto:shannon.oien@wsp.wa.gov)) as soon as possible so they can be uploaded for the meeting. Please also ensure that all presentations meet accessibility standards so that they can be posted to the website.

TIME	TOPIC	SPEAKER
10:00 am	Greetings and Introductions	Jim Webster, Chairperson (SEC)
10:05 am	Vice Chair Nominations & Survey Results	Jim Webster, Chairperson (SEC)
10:15 am	Legislative Update	Greg Tolbert, DES
10:30 am	DES Website	Elena McGrew, DES
11:25 am	Grant Management	Blessing Guillermo, WSP
11:55 am	Call for Facilitators	Jim Webster, Chairperson (SEC)
12:00 pm	Adjourn	Jim Webster, Chairperson (SEC)

### Meeting Schedule

1 <sup>st</sup> Thursday	Facilitator(s)	Location
March 4, 2021	Jim Webster, Chairperson	Virtual- Zoom
June 3, 2021	TBD	Virtual- Zoom
September 2, 2021	TBD	TBD
December 2, 2021	TBD	TBD

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### POTENTIAL DISCUSSION TOPIC LIST

One Washington update  
DES Policy Team – Policy development updates and get us involved  
ECMS Workgroup updates  
Training Advisory Group updates  
SaaS Roundtable (suggestion in follow up from last meeting)  
Legislative Updates (seasonal)  
Contracts Resource Group  
Maintenance Contracts  
Contract warranties and licenses  
Small Works – PENDING  
Construction Contracts  
Service Level Agreements  
Interagency Agreements  
Correctional Industries  
Generic solicitation templates  
Best Practices  
Lessons Learned  
Common Headaches  
Open Discussion  
Business Diversity Update  
WEBS updates  
Data Sharing Agreements and resources for understanding when they are important vs not necessary  
legal path forward to Procurement Inclusion and Equity