

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Meeting ID: 277 091 901 605 PC: kAJDkX

MEETING AGENDA

April 13, 2023

MEMBERS

Total = 25 Members: 21 Voting, 12 = Quorum

Janice Zahn (Chair)	Ports	Mark Riker	Construction Trades Labor
Bill Dobyms (Vice-Chair)	General Contractors	Linneth Riley Hall	Transportation
Corey Fedie	Public Hospital Districts	John Salinas II	Specialty Contractors
Lekha Fernandes	OMWBE	Mike Shinn	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	Josh Swanson	Construction Trades Labor
Janet Jansen	Dept. of Enterprise Services	Rep. Steve Tharinger	House of Representatives (D)
Santosh Kuruvilla	Engineers	Robynne Thaxton	Private Industry
Keith Michel	General Contractors	Sen. Judy Warnick	Senate (R)
Karen Mooseker	School Districts	Olivia Yang	Higher Education
Mark Nakagawara	Cities		
Irene Reyes	Private Industry	Vacant	Counties

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
Approve Agenda	Action	8:05	Bill Dobyms
Approve Meeting Minutes 12/8/2022 & 2/9/2023	Action	8:10	Bill Dobyms
Invitation for Public Comments	Information	8:20	Bill Dobyms
Chair Verbal Report	Information\Action	8:22	Janice Zahn

BOARD ENGAGEMENT

Board Member Opening Thoughts/ Shared Commitments	Discussion	8:26	Janice Zahn
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LEGISLATION TRACKING\ BILL PROGRESS

	Information\ Discussion	8:35	Nancy Deakins\Talia Baker
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COMMITTEE REPORTS

Project Review Committee	Information	8:40	Jeff Jurgenson\Kyle Twohig
- PRC Appointments – <i>Deferred to May 11th</i>			

Board Development Committee	Information\Action	9:55	Robynne T.\Lekha F.
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Legislative Writing\Drafting Committee	Information	10:00	Lekha Fernandes
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Subcontractor Bid Listing Policy Evaluation Committee	Information	10:05	Bill Dobyms
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13 MINUTE BREAK

		10:12	All
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Education Connections Committee	Information	10:25	Linneth Riley Hall
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WSU DB Demonstration Projects <\$2M Report	Information (20 min)	10:40	Olivia Yang
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NEW BUSINESS

Community Representative share successes and challenges	Information\Discussion		Agenda Placeholder
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SHB 1621 Review Committee set up	Information\Discussion	11:00	Janice Zahn
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ADMINISTRATIVE

Board Member Recruitment – Expiring Positions	Information	11:10	Talia Baker
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- Vice Chair nomination reminder for May 11 th			
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Budget Report	Information	11:15	Nancy Deakins
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May 11, 2023 In-Person Meeting Planning & Draft Agenda	Discussion	11:20	Bill Dobyms
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CLOSING THOUGHTS OF BOARD MEMBERS	Information	11:30	Janice Zahn
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ADJOURNMENT	Action	11:35	Janice Zahn
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Parking Lot Items:

- How to address Core Values as identified 2/11/2021;
- other Legal interpretations

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

2023 Dates: 4/13, 5/11, 9/14, 10/12, 12/14

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

Capital Projects Advisory Review Board

IMPORTANT DEADLINES

- ✓ All meeting Pre-Reads due 1 week prior to the next Board Meeting
- ✓ Legislative Regular Session Concludes 4/23/23
- ✓ PRC Letters of Interest for April due 4/6 & for May due 5/4
- ✓ Vice Chair Election Letter of Interest due May 4th
- ✓ CPARB position expirations 6/30/2023: General Contractors, Architects, Engineers, Private Industry, Specialty Contractors & Construction Trades Labor

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.

May 11th Meeting – In-Person Hybrid (at SeaTac Airport Conference Center) 9:00 – 3:00

- Minutes 4/13/2023
- Legislative Session Conclusions
- Vice Chair Election
- PRC Appointments (12 positions)
- Committee/Workgroup Reports:
 - Board Development
 - Education Connections
 - GC/CM Best Practices
 - JOC Evaluation
 - BE/DBI
 - Subcontractor Bid Listing Policy Evaluation
 - SHB 1621 Review Committee
 - Project Feedback Process Workgroup
 - Small Works Committee & SB 5268 implementation plan/status/road show
- **Celebrate with Cake!**
- New Business
- Budget Report

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