

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Meeting ID: 264 745 352 925 PC: ssiost

MEETING AGENDA

April 11, 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 – New!	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 Kuruville	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		

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 2/8/2024 & 2/20/2024 & 3/18/2024	Action	8:07	Keith Michel
Invitation for Public Comments	Information	8:10	Keith Michel
3. Chair Report	Information\Action	8:12	Janice Zahn
BOARD ENGAGEMENT			
Board Member Opening Thoughts/ Shared Commitments	Discussion	8:17	Janice Zahn
4. Legislative Updates – SP Meeting Brief	Information	8:27	Janice Zahn\Nancy\Talia
5. PRC Appointments Owner-Pub. Hospitals, Owner-Ports & Owner-School Dist.	Action	8:30	
6. COMMITTEE & WORKGROUP REPORTS:			
Project Review Committee	Information	9:17	Kyle Twohig\Jessica Murphy
10 MINUTE BREAK RESUME AT 9:45		9:35	
Board Development Committee	Information\Action	9:45	Robynne\Lekha
SHB 1621 Review Committee	Information	10:03	Keith Michel\Mark Nakagawara
BE/DBI Committee	Information	10:09	Lekha\Santosh\Irene
Project Feedback Process Workgroup – <i>Deferred to May</i>			Dave Johnson\Jeff Gonzalez
JOC Evaluation Committee (see pre-read) – <i>Deferred to May</i>			Gina Owens\Aleanna Kondelis
Small Works Committee – <i>Deferred to May</i>	Information		Bill Frare\Irene Reyes
Education Connections Committee – <i>Deferred to May</i>	Information		Curt Gimmestad
WSDOT Project Delivery Method Review Task Force	Information	10:17	Linneth Riley-Hall\Tom Zamzow
7. NEW BUSINESS			
Member ideas	Information\Discussion	10:35	Janice Zahn
8. ADMINISTRATIVE			
Upcoming Tasks/Budget Report (see pre-read)	Information	10:40	Talia Baker\Nancy Deakins
Recap of Action Items	Information\Action	10:45	Nancy Deakins
9. May 9, 2024 Draft Agenda – Hybrid In-person @ Green River College	Discussion	10:50	Keith Michel
CLOSING THOUGHTS OF BOARD MEMBERS	Information	10:55	Janice Zahn
ADJOURNMENT	Action	11:00	Janice Zahn

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

2024 Dates: 5/9, 9/12, 10/10, and 12/12

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

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.

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Board Parking Lot Items:

- How to address Core Values as identified 2/11/2021
- Legal interpretations
- ~~Continuous Improvement~~
- ~~Recruitment process for committee members~~
- 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**
- ✓ July 1, 2024 – Report to Legislative Transportation Committees Regarding WSDOT Project L1000199 (June Special Meeting?)
- ✓ September 12, 2024 - SHB 1621 Review Report due to CPARB
- ✓ October 31, 2024 - SHB 1621 Review Report due to the Legislature
- ✓ November 1, 2024 - 6040 Legislative Report by the BE/DBI Committee
- ✓ December 1, 2024 – Report to Legislative Transportation Committees Regarding WSDOT Project N52600R, N00900R & M00800R (October)

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 9th Meeting: Hybrid In-Person @ Green River College

- Minutes 4/11/2024
- CPARB Leadership Elections
- Committee/Workgroup Reports:
 - Board Development (Mentors?)
 - Education Connections
 - GC/CM Best Practices (confirm any action required)
 - BE/DBI
 - Project Feedback Process Workgroup
 - Small Works Committee
 - WSDOT Delivery Method Review Task Force
 - SHB 1621 Review Committee (w/action for adding members)
- PRC Appointments (GC, Higher Ed, & Owner-Gen. Public)
- New Business (Special Meeting in June?)
- Recap of Action Items

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

2024 Dates: 5/9, 9/12, 10/10, and 12/12

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