



STATE OF WASHINGTON
Capital Projects Advisory Review Board

September 6, 2018

Dear CPARB Board Members,

Welcome everyone to a new season of CPARB board meetings. We hope that you each enjoyed summer and had some time to recreate and relax. Our committees have been busy since our board meeting last May. We are excited to hear about their work. We also want to hear from you as together we prepare for the coming year of the board's work.

We look forward to an engaged, productive dialogue among board members. Our success depends upon your involvement. We encourage everyone to attend board meetings in person. Direct participation facilitates our ability to work collaboratively and enhances the quality of interaction among board members and with members of the public.

SEPTEMBER 13 MEETING AGENDA

A draft agenda for the September 13 meeting agenda is posted on the CPARB website. Please take a moment to review it along with the pre-reads in advance of the meeting. Last May, the board voted to extend the time of the September meeting until 2:00 pm. After refining the agenda, we have scheduled the meeting to start promptly at 8:00 am and end at 1:30 pm.

We will spend the first portion of our meeting on strategic planning for the year ahead – laying out the board calendar, identifying our mission and goals, and discussing our committee structure. The second half of the meeting will focus on committee reports including selection of PRC members and proposed bills for the upcoming 2019 legislative session.

In order to create an environment of common understanding we are asking each of you to come prepared to talk briefly about the sector you represent and the tools you use to reach out to your stakeholders, your interest in and experience with alternative project delivery methods, and your thoughts about CPARB's strengths and weaknesses.

UPCOMING MEETINGS

Please put these confirmed dates for board meetings on your calendar: October 11 and December 13. In 2019, CPARB is tentatively scheduled to meet on February 14 and May 9. We will confirm the 2019 dates later this fall.

We welcome your input, comments and suggestions. Please do not hesitate to reach out to us at any time.

Yours truly,

Walter Schacht, FAIA
Chair

Rebecca Keith
Vice-Chair