

Capital Projects Advisory Review Board (CPARB)

JOC Evaluation Committee

Meeting Minutes

Date | time 4/15/2021 2:00 PM | *Call in number:* 1-206-899-2838, Conf ID 421 544 356#

Location: Microsoft Teams

Meeting called by	Linda Shilley	Voting Members:
Type of meeting	Monthly Committee	<input type="checkbox"/> Quinn Dolan ✓ Randy Horn Gordian) ✓ Aleanna Kondelis <input type="checkbox"/> Michael LaVielle <input type="checkbox"/> Brent LeVander <input type="checkbox"/> Eric Lindstrom ✓ Gina Owens ✓ Linda Shilley ✓ Brian Thomas ✓ Amanda Lanier
Facilitator	Quinn Dolan	Invitees:
Note taker	Linda Shilley	<input type="checkbox"/> Tollen Bramby <input type="checkbox"/> Garrett Buckingham <input type="checkbox"/> Debra Delzell <input type="checkbox"/> Michel Ligtenberg ✓ Diana Peterson <input type="checkbox"/> Jena Richmond <input type="checkbox"/> Melissa Van Gorkom <input type="checkbox"/> Amanda Witt <input type="checkbox"/> Norman Glover <input type="checkbox"/> Rex Brown ✓ Melissa Jordan ✓ Maja Huff <input type="checkbox"/> Jason Harper

Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Welcome and Roll Call	Linda	5 Minutes
<input type="checkbox"/> Approve Agenda	Linda	5 Minutes
<input type="checkbox"/> SB 5032 Amendment & Adoption Discussion	All	40 Minutes
<input type="checkbox"/> CAEC Workshop Plan Update	Linda & Melissa	20Minutes
<input type="checkbox"/> General Items	All	20 Minutes

Notes

- **Purpose of this Meeting:**
- Discuss the adopted reauthorization of 39.10: required changes to the Guidelines, how it impacts all of us.
- Discuss May CAEC Workshop. Melissa Jordan, CAEC Chair will be joining us.

Meeting Notes:

1. Meeting convened at 2:04 pm
2. Agenda was approved unanimously.

3. Membership changes were discussed. Michael LaVielle (WSU) will be leaving WSU soon and proposed Maja Huff or Jason Harper as his replacement. Aleanna Kondelis is now working for Akan, a Native American owned professional consulting firm. Both of these changes will be reported to CPARB at May meeting. Approval will be requested for Michael's replacement.
4. SB 5032 Adoption was discussed. Changes will be made to the Best Practices Guidelines to incorporate changed legislation. Emphasis will be on requirement that an evaluation committee member have experience and knowledge in addition requirement, addressing apprenticeship utilization. Emphasize that agency must articulate how the person on the evaluation committee meets the requirements.
5. Brian mentioned apprenticeship utilization requirements. It was suggested that we be sure to address this in the guidelines since it doesn't apply to all agencies. A cover sheet for submittal of utilization was also suggested.
6. CAEC May workshop discussion. Melissa Jordan, CAEC Chairperson was in attendance. Linda and Melissa asked the committee to consider approving a presentation of JOC 101 – High Level Overview short webinar on May 20th. There has been increased interest and request from many different public procurement professionals around the state. This webinar will not include the use of our draft Best Practices Guidelines, but will focus on high-level requirements, benefits and challenges, difference between JOC and Unit Price contracting, and comments from some of our committee members on their experiences with using JOC. A motion was made and approved to allow voluntary participation of practitioners to present the JOC 101 webinar on May 20th sponsored by APWA and MRSC.
7. Linda will prepare May CPARB meeting pre-reads, asking for consideration of: 1) Best Practices guidelines, 2) Committee member changes.
8. Brian asked about due dates for reporting data. It was agreed that FY2020 data be requested and submitted and legislative changes for data reporting will be effective after this reporting period. There was no specific due date set for FY2020.
9. The meeting was adjourned at 3:16 p.m.

General Items – Members input

Next Meeting

May 20, 2021 at 2:00 p.m.