

# Capital Projects Advisory Review Board (CPARB)

## JOC Evaluation Committee

### Meeting Minutes

*Date | time* 1/20/2022 2:00 PM | *Call in number:* 1-206899-2838, Conf ID 186 632 59#

*Location:* Microsoft Teams

Meeting called by	Linda Shilley
Type of meeting	Monthly Committee
Facilitator	Quinn Dolan
Note taker	Jessica Georg

#### Voting Members:

✓ Quinn Dolan ✓ Randy Horn ✓ Aleanna Kondelis ✓ Beck Eatch ✓ Brent LeVander ✓ Eric Lindstrom  Gina Owens ✓ Linda Shilley  
✓ Brian Thomas ✓ Amanda Lanier  Maja Huff

#### Invitees:

✓ Bramby Tollen  Garrett Buckingham  Debra Delzell  Michel Ligtenberg  Diana Peterson  Jena Richmond  Melissa Van Gorkom  Amanda Witt  Norman Glover  Rex Brown  Melissa Jordan  Cindy Magruder  Angela Peterson  Dan Seydel  
✓ Jason Harper ✓ Rob Wettleson ✓ Jessica Georg  
✓ Michael Tarantino

#### Agenda Items

Topic	Presenter	Time allotted
✓ Welcome and Roll Call	Linda	3 Minutes
✓ Committee Membership Changes	Linda	15 Minutes
✓ BPG Workshops Scheduled for 2022	Quinn	20 Minutes
✓ Data Collection	Quinn	10 Minutes
✓ General Items	All	10 Minutes

#### Notes

- Purpose of this Meeting:  
Discuss requested Committee Voting Membership Changes. Maja Huff replaced with Jason Harper (WSU), Anna Daeuble replaced with Beck Eatch (UW), and any other changes requested by the Committee.  
Discuss scheduled BPG Workshops to date for 2022. Discuss additional workshop ideas.

Meeting Notes:

- Linda-2 requests for UW & WSU committee member switches Beck & Jason.
- Voting board discussion, Brent to step down from voting and adding Bramby to voting.
- 2022 Best Practices Workshops - 4 hour total virtual Workshop on May 19<sup>th</sup> for APWA's CAEC Committee for government agency contract handlers; large group.
- A practice dry run to present the Workshop TBD.
- 4/6 and 10/12 AGC tentative Workshops; upon confirmation will decide on presenters.
- Bramby suggested recording the Workshops
- Quinn- Tentatively Linda presenting with Quinn, Randy, Rob and Aleanna for CAEC presentation. Quinn, Linda, Rob and Amanda for AGC presentation.
- Linda-Data collection report status; awaiting CPARB direction on this. Quinn will reach out to CPARB chair for advice.
- Brian to send contact lists out to the committee and other members can amend with their contacts. Adding this list to the next meeting agenda. Linda to collect list of companies that started project in Secure Access (SAW) for a JOC contract.

General Items:

- Aleanna-meeting invite for prep sessions and dry run. Stratigize how to distribute the presentation.
- Linda will send URL link for registration to the CAEC workshop in May as soon as APWA has it posted so members can register.

Next Meeting: April 21, 2022 – Debrief of AGC Workshop on 4/6.