

Capital Projects Advisory Review Board

Virtual Meeting Via Teams

Meeting ID: 282 969 536 303 PC: 83TuVa

MEETING AGENDA (AMENDED)

September 14, 2023

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.

MEMBERS

Total = 25 Members: 21 Voting, 11 = Quorum

Janice Zahn (Chair)	Ports	Linneth Riley Hall	Transportation
Keith Michel (Vice-Chair)	General Contractors	John Salinas II	Specialty Contractors
Corey Fedie	Public Hospital Districts	Mike Shinn	Specialty Contractors
Lekha Fernandes	OMWBE	Kara Skinner	Insurance/Surety Industry
Bobby Forch, Jr.	Disadvantaged Businesses	Rep. Mike Steele	House of Representatives (R)
Sen. Bob Hasegawa	Senate (D)	Robin Strom	General Contractors – <i>New!</i>
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
Karen Mooseker	School Districts	Sen. Judy Warnick	Senate (R)
Mark Nakagawara	Cities	Olivia Yang	Higher Education
Irene Reyes	Private Industry		
Mark Riker	Construction Trades Labor	<i>Vacant</i>	Counties

AGENDA ITEMS	Purpose	Time	Presenter
Board Members and Public joining call	Gathering	745 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	Keith Michel
Approve Meeting Minutes 5/11/2023	Action	8:07	Keith Michel
Invitation for Public Comments	Information	8:10	Keith Michel
Chair Report	Information\Action	8:12	Janice Zahn
BOARD ENGAGEMENT			
Board Member Opening Thoughts/ Shared Commitments	Discussion	8:17	Janice Zahn
PRC APPOINTMENTS: OWNER-HIGHER EDUCATION	Action	8:30	Janice Zahn
UPDATES TO THE BIDDER RESPONSIBILITY GUIDELINES (SB 5088)	Information	9:06	Nancy Deakins
COMMITTEE & WORKGROUP REPORTS:			
Board Development Committee	Information\Action	9:24	Robynne T.\Lekha F.
JOC Evaluation Committee	Information	9:46	Quinn Dolan\Linda Shilley
Small Works Committee	Information	9:50	Bill Frare\Irene Reyes
Project Review Committee	Information	10:11	Kyle Twohig\Jessica Murphy
BREAK		10:29	
GC/CM Committee	Information	10:40	Nick Datz
BE/DBI Committee	Information\Action	10:46	Lekha\Santosh\Irene
Education Connections Committee	Information	10:56	Curt Gimmestad
SHB 1621 Review Committee	Information\Action	11:02	Keith M.\Mark N.
Project Feedback Process Workgroup	Information	11:29	Dave Johnson\Jeff Gonzalez
NEW BUSINESS			
Member ideas	Information\Discussion	11:35	Janice Zahn
ADMINISTRATIVE			
2024 Scheduled Meeting Dates (see bottom of back page)	Information\Action	11:36	Talia Baker
Budget Report	Information	11:38	Nancy Deakins
October 12, 2023 Draft Agenda	Discussion	11:40	Keith Michel
CLOSING THOUGHTS OF BOARD MEMBERS	Information	11:45	Janice Zahn
ADJOURNMENT	Action	11:54 am	Janice Zahn

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

2023 Dates: 10/12, 12/14

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

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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*
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IMPORTANT DEADLINES

- ✓ **All meeting Pre-Reads due 1 week prior to the next Board Meeting**
- ✓ SHB 1621 Review Report due 12/31/2023

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.

October 12th Meeting:

- Minutes 9/14/2023
- Committee/Workgroup Reports:
 - Board Development (By Laws info)
 - Education Connections
 - GC/CM Best Practices
 - BE/DBI
 - PRC
 - SHB 1621 Review Committee
 - Project Feedback Process Workgroup
 - Small Works Committee
- PRC Appointment – move to Dec.
- Bidder Responsibility Guidelines
- New Business
- Budget Report
- Recap of Action Items

Proposed Meeting Dates for 2024

- February 8, April 11, May 9, September 12, October 10, and December 12, 2024

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