

Capital Projects Advisory Review Board
Board Development Committee

Meeting Agenda 5/1/2024

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Committee focus:

To aid in candidate outreach, recruitment, improve transitioning, and educating new board members on the roles, operating procedures, and the scope of the board.

(8 Active Members; 5 = Quorum)

	Lekha Fernandes Co-Chair	OMWBE	CPARB
	Robynne Thaxton Co-Chair	Thaxton Parkinson PLLC	CPARB
	Bill Frare	Public Owner – DES	CPARB
	Jeff Jurgensen / <i>Stacy Shewell-Proxy</i>	OAC Services	PRC
	Santosh Kuruvilla	Exeltech	CPARB
	Irene Reyes	The Glove Lady	CPARB
	Linneth Riley Hall / <i>Proxy Eza Agoes</i>	Sound Transit	CPARB
	Olivia Yang	WSU	CPARB
	Janice Zahn	Port of Seattle	CPARB
		<i>Vacant</i> General Contractors	CPARB
		<i>Vacant</i> Architects	CPARB

AGENDA

Item	Purpose	Presenter	Time
Welcome	Information	LH	3:00 pm
Review and approve agenda	Action	All	3:05 pm
Review/Approve minutes from 4/3/2024	Action	All	3:06 pm
Invitation to public to participate	Information	RT	3:08 pm
Structure of the PRC	Discussion/Action	All	3:10 pm
- Owner Positions \Renaming Positions	Discussion/Action	All	
Board Recruitment			3:30
Mentorship and Training	Discussion		3:45
New Issues –	Discussion	All	4:00 pm
Set agenda for next meeting: 6/5/2024	Discussion	All	4:25 pm
Adjourn	Action	All	4:30 pm

The committee meeting will be conducted virtually via the TEAMS platform.

PARKING LOT:

- PRC Position Descriptions
- Resources subsection on webpage

ACTION ITEMS FROM THE LAST MEETING:

1. Co-Chair Robynne Thaxton and/or Co-Chair Lekha Fernandes to check in with CPARB Vice Chair Keith Michel to confirm his role and responsibilities in overseeing the CPARB mentorship program.
2. Talia will update the consolidated list of CPARB Committees with open positions and send it to Robynne.
3. Committee members will review the PRC position list and consider 3-4 possible Owner positions that could be added and bring that to the next meeting.