

Capital Projects Advisory Review Board
Board Development Committee

DRAFT Meeting Agenda
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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)

	Robynne Thaxton Co-Chair	Thaxton Parkinson PLLC	CPARB
	Lekha Fernandes	OMWBE	CPARB
	Bill Frare	Public Owner	CPARB
	Santosh Kuruvilla	Exeltech	CPARB
	Irene Reyes	The Glove Lady	CPARB
	Linneth Riley Hall	Sound Transit	CPARB
	Kyle Twohig / Jessica Murphy	PRC Chair/Vice Chair	PRC Leadership
	Olivia Yang	WSU	CPARB
	Janice Zahn	Port of Seattle	CPARB
		Vacant General Contractors	CPARB
		Vacant Architects	CPARB

AGENDA

Item	Purpose	Presenter	Time
Welcome	Information	RT	3:00
Review and approve agenda	Action	All	3:05
Review/Approve minutes from 4/3/2024	Action	All	3:06
Invitation to public to participate	Information	RT	3:08
Co-Chair Selection	Discussion/Action	All	3:10
Structure of the PRC	Discussion/Action	All	3:30
- Owner Representation	Discussion/Action	All	
- Additional Members?	Discussion/Action	All	
New Issues – Board Recruitment	Discussion	All	4:00
- Develop Materials for Recruitment for CPARB and PRC	Discussion		
Recruit Mentors for CPARB and Open Committee Position			4:15
Set agenda for next meeting: July 3 or August 7	Discussion	All	4:25
Adjourn	Action	All	4:30

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. All committee members review the PRC-approved project list to better understand who has come to the PRC over the last couple of years and see if there are positions that are underrepresented.