

Capital Projects Advisory Review Board  
**Board Development Committee**

Meeting Agenda  
 February 4, 2025  
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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.

(11 Active Members; 6 = Quorum)

Bill Frare, Co-Chair	Public Owner \Owner State	CPARB
Linneth Riley-Hall, Co-Chair	Sound Transit\Owner Transit	CPARB
Lekha Fernandes	OMWBE	CPARB
Bruce Hayashi	Architects/Labor/Other	CPARB
Dave Johnson	General Contractors	CPARB/PRC
Santosh Kuruvilla	Exeltech\Engineers	CPARB
Jessica Murphy / Dave Johnson	PRC Chair\Vice Chair	PRC Leadership
Mike Pellitteri	Private Industry\Specialty Contractor	CPARB/PRC
Irene Reyes	The Glove Lady\Private Industry\MBE	CPARB
Olivia Yang	WSU\Higher Education	CPARB
Janice Zahn	Port of Seattle\Ports	CPARB

**AGENDA**

Item	Purpose	Presenter	Time
<b>Welcome</b>	Information	BF/LRH	4:00
<b>Review</b> and approve agenda	Action	All	
<b>Review</b> / Approve minutes 1/7/2025	Action	All	
<b>Invitation</b> to public to participate	Information	BF/LRH	
<b>Strategic Planning Startup</b> - Confirm Grouping sequence and topics - Begin tackling issues			
<b>Strategic Planning</b> - Vision, Mission, Goals - What CPARB should be doing (4 themes/guiding principals) o Betterment of Public Contracting / Improving Outcomes o Active Industry Engagement o Help Legislators make good laws / Improve the process o Maintaining and measuring accountability and transparency	Discussion		
<b>New Issues</b> -			
<b>Set agenda for next meeting 3/4/2025:</b> - Approve Agenda & Minutes - Confirm Grouping sequence and topics - Continue tackling issues	Discussion	All	
<b>Adjourn</b>	Action	All	5:00

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

**PARKING LOT:**

- PRC Position Descriptions
- Resources subsection on webpage
- Recruitment material for CPARB & PRC

**ACTION ITEMS FROM THE LAST MEETING:**

1. None

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**STRATEGIC PLANNING ISSUES LIST**

Issue	Action Needed:	Completed
1. Owner readiness 2. Determining who is the 'public works cop' 3. Creating a feedback loop for lessons learned		
4. Reimagining the PRC a. What is the role of the PRC?		
5. Defining CPARB's value add for public works a. Taking stock of accomplishments b. Standardize decision-making in committees and on the board <i>(recommendations include legislative reports)</i>		
6. Conducting an outcome-oriented review of the strategic plan <i>(sequential with priority 1 &amp; 2)</i> a. Defining measurable goals b. Describing interim steps c. Creating actionable outcomes 7. Discussing ethical considerations for membership for CPARB, PRC or Committees a. Building in capacity <i>(bringing in individuals to participate)</i>		
8. Reauthorization and how to streamline it; <i>(sequentially dependent on other issues being addressed)</i> a. What should the Board Development Committee's role be? <i>(regarding strategic plan and reauthorization)</i> b. Setting the number of years for reauthorization c. Reading the JLARC studies to see what they said in 2019 and 2012		