

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

Meeting Agenda  
 June 3, 2025  
 Page 1 of 2

**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)

	Linneth Riley-Hall, Co-Chair	Sound Transit\Owner Transit	CPARB
	Jessica Murphy, Co-Chair	Public Owner – Cities	PRC
	Lekha Fernandes	OMWBE	CPARB
	Bruce Hayashi	Architects/Labor/Other	CPARB
	Dave Johnson	General Contractors	PRC
	Santosh Kuruvilla	Exeltech\Engineers	CPARB
	Dave Johnson / Eza Agoes	PRC Chair\Vice Chair	PRC Leadership
	Mike Pellitteri	Private Industry/Specialty Contractor	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	LRH	4:00
<b>Review</b> and approve agenda	Action	All	
<b>Review</b> / Approve minutes 5/6/2025	Action	All	
<b>Invitation</b> to public to participate	Information	LRH	
<b>CPARB Request</b> – <i>Current and Needed ad hoc Committees</i> - Review current ad hoc committees to determine if they are still needed or if they just need a refresh. - Determine if there is a need for new committees and recommend stakeholder positions.	Discussion\Action	LRH	4:05
<b>Strategic Planning</b> ( <i>Continue Discussion</i> ) #1 - Owner\stakeholder readiness #3 - Creating a feedback loop for lessons learned #4 – Reimagining the Project Review Committee	Discussion		4:30
<b>New Issues</b> - Update to BDC Mission? - Supplemental Bidder Best Practices for State & Municipalities	Discussion		
<b>Set agenda for next meeting 7/1/2025:</b> - Approve Agenda & Minutes from 6/3/2025 - Continue to review list and assess where items need to be added for consideration - Continue tackling issues	Discussion	All	4:55
<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. Olivia will find someone from the Ethics Commission to address this committee on the topic of ethics.
2. Explore having a big tent event to talk about lessons learned and continuous improvement to advance industry readiness.
3. Talia Baker will add updating best practices to the Education Connections Committee agenda. ✓
4. Consider ad hoc committee to develop Supplemental Bidder Best Practices for State & Municipalities (2025 - HB 1549) and develop a timeline for prioritization of BP in the strategic plan. (JZ suggested elevating in priority)

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

Meeting Agenda

June 3, 2025

Page 2 of 2

**STRATEGIC PLANNING ISSUES LIST**

Issue	Objectives	Action Needed:	Completed
1. Owner\stakeholder readiness 2. Determining who is the 'public works cop/enforcement' ( <i>How to report potential violations</i> ) 3. Creating a feedback loop for lessons learned	<b><i>Provide guidance to public agencies and collective construction industry for successful accountable public works contracting.</i></b>	(1) Education <ul style="list-style-type: none"> <li>• Other Owners</li> <li>• MRSC – Webinar Owner\Owner</li> <li>• Attend PRC reviews</li> <li>• Mutual 'report cards'? (<i>consider small firms as well</i>)</li> </ul> (2) Use potential violation report form – <b>online</b>	(1) In process (2) In process
4. Reimagining the PRC <ul style="list-style-type: none"> <li>a. What is the role of the PRC?               <ul style="list-style-type: none"> <li>i. <i>Original intent?</i></li> <li>ii. <i>Current Role?</i></li> <li>iii. <i>Future?</i></li> </ul> </li> <li>b. Having the right people on the PRC...</li> </ul>	Control to ensure alternative delivery is used appropriately.  Provide resources \ opportunity for project success	Review the whole PRC process  Consider Public Bodies who have had (a certain #) certifications w/o issue to no longer need to go to the PRC.	
5. Defining CPARB's value add for public works <ul style="list-style-type: none"> <li>a. Taking stock of accomplishments</li> <li>b. Standardize decision-making in committees and on the board (<i>recommendations include legislative reports</i>)</li> </ul>	# of reports / recommendations to the Legislature that have been adopted  <b><i>Advise the legislature on policies related to public works delivery methods and alternative public works contracting procedures.</i></b>		
6. Conducting an outcome-oriented review of the strategic plan ( <i>sequential with priority 1 &amp; 2</i> ) <ul style="list-style-type: none"> <li>a. Defining measurable goals</li> <li>b. Describing interim steps</li> <li>c. Creating actionable outcomes</li> </ul> 7. Discussing ethical considerations for membership for CPARB, PRC or Committees <ul style="list-style-type: none"> <li>a. Building in capacity (<i>bringing in individuals to participate</i>)</li> </ul>	Ethics Board presentation annually at CPARB and PRC BMs.	ECC take on?	
8. Reauthorization and how to streamline it; ( <i>sequentially dependent on other issues being addressed</i> ) – <i>Report due by 2031 (2-yrs to dev)</i> <ul style="list-style-type: none"> <li>a. What should the Board Development Committee's role be? (<i>regarding strategic plan and reauthorization</i>)</li> <li>b. Setting the number of years for reauthorization</li> <li>c. Reading the JLARC studies to see what they said in 2019 and 2012</li> </ul>			

**Vision:**

- What CPARB should be doing (4 themes/guiding principles)
  - Betterment of Public Contracting / Improving Outcomes
  - Active Industry Engagement
  - Help Legislators make good laws / Improve the process
  - Maintaining and measuring accountability and transparency