

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

Meeting Agenda  
 July 1, 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 Chair       | PRC Leadership |
|  | Santosh Kuruvilla            | Exeltech\Engineers                    | CPARB          |
|  | Eza Agoes                    | PRC 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                 | Emeriti        |

**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 6/3/2025                                                                                                                                                                      | Action      | All       |      |
| <b>Invitation</b> to public to participate                                                                                                                                                                    | Information | LRH       |      |
| <b>JOC Evaluation Committee</b>                                                                                                                                                                               | Information |           | 4:10 |
| <b>Strategic Planning</b> ( <i>Continue Discussion</i> )<br>#1 - Owner\stakeholder readiness<br>#3 - Creating a feedback loop for lessons learned<br>#4 – Reimagining the Project Review Committee            | Discussion  |           | 4:25 |
| <b>New Issues</b><br>- Update to BDC Mission?                                                                                                                                                                 | Discussion  |           |      |
| <b>Set agenda for next meeting 8/5/2025:</b><br>- Approve Agenda & Minutes from 6/3/2025<br>- Continue to review list and assess where items need to be added for consideration<br>- 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. (*from April*)
2. Explore having a big tent event to talk about lessons learned and continuous improvement to advance industry readiness. (*from March*)
3. Talia Baker will invite members of the JOC Evaluation Committee to attend the July BDC meeting and present their current projects and activities and answer questions. ✓
4. Co-Chairs Riley-Hall and Murphy will develop an email to help JOC Evaluation Committee members understand why they are being invited and what information they will be asked to share. ✓
5. Lekha Fernandes will help track time during the presentation portion of the July meeting.

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 Page 2 of 2

**STRATEGIC PLANNING ISSUES LIST**

| Issue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Objectives                                                                                                                                                                                                                 | Action Needed:                                                                                                                                                                                                                                                                     | Completed                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 1. Owner\stakeholder readiness<br>2. Determining who is the 'public works cop/enforcement' ( <i>How to report potential violations</i> )<br>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 – <i>online</i> | (1) In process<br>(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.<br>Provide resources \ opportunity for project success                                                                                                       | Review the whole PRC process<br>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<br><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