Welcome and Introductions
Committee members in attendance unless otherwise noted:

		(11 Active Members, 6 = Quorum)
Linneth Riley-Hall, Co-Chair, Owner Transit	✓	CPARB
Jessica Murphy, Co-Chair, Public Owner Cities	✓	PRC
Eza Agoes, Owner Transit	✓	PRC
Lekha Fernandes, OMWBE	*Absent*	CPARB
Bruce Hayashi, Architects/Labor/Other	✓	CPARB
Dave Johnson, General Contractors	✓	PRC
Santosh Kuruvilla, Owner Engineers	✓	CPARB
Mike Pellitteri, Specialty Subcontractors	✓	CPARB
Irene Reyes, Private Industry	✓	CPARB
Olivia Yang, Owner Higher Ed	✓	CPARB
Janice Zahn, Owner Ports	✓	CPARB Emerita

Other attendees included:
Talia Baker, CPARB Staff
Jessica Letteney, Maul Foster & Alongi, Inc.

Co-Chair Riley-Hall called the Board Development Committee (BDC) meeting to order at 4:04 p.m. A quorum was established.

Review and approve agenda – *Action*
The BDC reviewed the agenda.
Irene Reyes moved to approve the agenda, seconded by Dave Johnson. The motion was passed by a unanimous voice vote.

Review and approve minutes from 07/01/2025 – *Action*
Co-Chair Riley-Hall asked the group to review and provide any edits to the minutes from the July 1, 2025, meeting. No edits were forthcoming.

Olivia Yang moved to approve the minutes, seconded by Dave Johnson. The motion was passed by a unanimous voice vote.

Invitation to Public to Participate
Co-Chair Riley-Hall asked whether any members of the public were present at the meeting. None were present; therefore, there were no public comments.

Continue Discussion of JOC Evaluation Committee Status
Recommendation to CPARB
At the July meeting, the BDC discussed taking a recommendation to CPARB regarding the JOC Evaluation Committee. During their presentation, the JOC Evaluation Committee members planned to create a work plan with deliverables and time frames to deliver to submit to CPARB by 9/4/2025.

Members of the BDC were in agreement on the following points:

- There is no clear mandate in the Revised Code of Washington (RCW), from the Legislature, or in the form of a future deliverable that warrants the continued existence of the JOC Evaluation Committee. It has been successful in fulfilling its original charge in providing all required deliverables; it has matured past the point of meeting as a CPARB committee.
- If future deliverables are requested or warranted, CPARB could reengage the JOC Evaluation Committee.
- CPARB has an Education Connections Committee that continues to provide the design and construction community with education opportunities *(see more discussion under Training)*.
- Members of CPARB and the Department of Enterprise Services (DES) must also be mindful of endorsing activities that represent expenditures, given the need to conserve budget.

Training Discussion: Currently JOC Evaluation Committee members provide training on best practices through outreach and by request. Through their association with CPARB, they are seen as representing CPARB but there is no official relationship with CPARB and members who give the trainings. This represents a risk for CPARB.

Using the example of trainings given by the Design-Build Institute of America and the Associated General Contractors of America (AGC), if either organization updates their trainings based on new best practices from CPARB *(such as the General Contractor/Contract Manager [GC/CM] best practices)*, they do not brand them as CPARB best practices.

In spring of 2025, staff from the Municipal Research and Services Center (MRSC) reached out to Jessica Murphy and Dave Johnson *(as then-current Chair and Vice Chair, respectively, of the Project Review Committee [PRC])*. MRSC wanted to partner or do training related to CPARB's best practices for GC/CM. While it would be good provide that type of training, it's not the mission of CPARB or PRC to execute it.

Olivia Yang moved to recommend to CPARB that the JOC Evaluation Committee be sunsetted. Committee members are encouraged to continue their own discussions if they wish. If committee members are invited to present information or give trainings, they are to present under their individual names, titles, and professional affiliations, not as representatives of CPARB. The motion was seconded by Co-Chair Murphy and passed by a unanimous voice vote.

Small Works Roster Budget Recommendations
Donation
Thanks to a donation from the Washington Department of Transportation, firms registering as Public Works Small Business Enterprises on the Statewide Small Works Roster (SWR) can be registered at no cost until July 1, 2026. MRSC will request continued funding in the supplemental session.

Co-Chair Riley-Hall observed that the immediate problem has been resolved for coming year. She asked for opinions on whether members want to make a recommendation to CPARB that a committee work on the funding part for future years.

Olivia Yang observed that the SWR is a convenience for owners and an incubator for growing small businesses. Some members who are involved in the legislation are discussing what the threshold should be for the coming years. She does not; however, think CPARB should make a recommendation about funding.

Irene Reyes observed that Bill Frare, who initially championed the SWR, helped to find funding in the past. The SWR had been fully funded by the Department of Commerce, and there appears to still be lots of funding available through Commerce. Perhaps an appeal can be made to Commerce with a compelling story.

Irene Reyes moved to close out the Small Works Roster budget recommendation on the BDC agenda. The motion was seconded by Olivia Yang and passed by a unanimous voice vote.

Strategic Planning
With the vote to take the SWR off of the BDC's agenda, the topic is also no longer in the strategic plan.

Assess Where Items Need to be Added for Consideration
The group turned to the two strategic plan items on the table for discussion:

- #3 Creating a Feedback Loop for Lessons Learned
- #4 Reimagining the Project Review Committee

Members agreed that Reimagining the PRC is a higher priority.

Irene observed that, to reimagine the PRC, members need to understand the main purpose of the PRC prior to the passing of RCW 39.10 in 2007. Her understanding is that smaller agencies did not know how to do procurement, so the PRC was formed to help them.

Dave Johnson added that contractors were also concerned that the change from low-bid to qualification-based procurement also required some guidance and guardrails for owners to support fair procurements. Now, after 28 years of using alternative delivery, the group should evaluate whether PRC is serving the same needs or other needs. This relates to the list of lessons learned and how long it remains active. The current mission of

the PRC appears to be to prevent problems from happening. There have been times when PRC evolved out of its original boundaries of the original intent.

Reimagining the PRC should include:

- An evaluation of the current issues in the industry.
- How and whether the guardrails are adapting to issues.
- Whether there is a better way to monitor or evaluate public projects for approval.

The CPARB_ISSUES_2-8-07 document was displayed during the meeting. Co-Chair Riley-Hall read from proposed language in a section on page 2 of the document (c) Effectiveness of the Review Committee: *"The Board shall evaluate the effectiveness of the PRC, how well the committee is functioning, timeliness of reviews and identify any problem areas."* This is what the BDC is doing as members think about reimagining the PRC.

Co-Chair Murphy observed that PRC's presentations to CPARB include what the PRC reviewed and hot-button topics. CPARB can choose one of those topics to study. In other words, the feedback for PRC is being done continuously as part of the existing process.

Talia Baker has the original documents regarding CPARB decisions made on February 8, 2007. She can review archived minutes for the original discussions on the need for the PRC and forward to members. The original language of the establishing statute had some language that may provide more information on the initial vision for PRC. The initial group was called the Alternative Public Works Oversight Committee. Then in 2007, RCW 39.10 was reauthorized and CPARB was formed.

Since 2007 there have been two reauthorization efforts for CPARB because of RCW 39.10 sunsets. Reauthorization involves a Joint Legislative Audit and Review Committee (JLARC) study that reviews everything that CPARB does, including PRC activities. There was a reauthorization in 2021 during the 2021–2023 session during COVID. Talia shared links to relevant JLARC reports from 2013 and 2020. The group should review past studies of the PRC's performance to consider what can be learned.

Dave Johnson has been on the PRC for four years. It has evolved and it should evolve. It's different from how it was even four or five years ago. They should pat themselves on the back that it's not static, that it evolves. It's working pretty well right now.

Irene will get some information from Janice, one of the founders of the original group, about the intent of the group.

The next meeting should be about reimagining the PRC, as Dave Johnson and Eza Agoes are the current Chair and Vice Chair, respectively, and Jessica Murphy is the recent past Chair. All members should attend next month to engage in the PRC discussion. They should think of current ideas for PRC and come prepared to share the ideas and consider how complaints and evaluations would be handled if the PRC did not exist.

Set Agenda for Next Meeting, 10/07/2025

Next Meeting Agenda

- October 7, 2025, 4:00 – 5:00 p.m.
- Review Agenda
- Approve Minutes – September 2, 2025
- Reimaging the Project Review Committee (Co-Chair Murphy)
- Continue to review list and assess where items need to be added for consideration

Action Items

1. Talia Baker will look through CPARB archives to find documents related to starting the review committee and she will forward them to members.
2. Talia Baker will provide links to the JLARC reports from 2013 and 2020 that are relevant to PRC.
3. Irene Reyes will discuss the history of PRC with her former architect.
4. All current and recent past members of the PRC should plan to attend the October 7 discussion on reimagining the PRC.
5. All BDC members should think of current ideas for PRC and come prepared to share the ideas.

Olivia Yang moved to adjourn the meeting, seconded by Irene Reyes. The motion was passed by a unanimous voice vote.

The meeting was adjourned at 5:09 pm.

Resources
CPARB Decision Issues 2007
JLARC Report from 2013 JLARC-Report13-2APW-ProcedSunsetRvw_2-20-13.pdf
JLARC Report from 2020 JLARC Report
Background & Reference | Department of Enterprise Services (DES) the link under Sunset Reviews includes the last several JLARC Reports

STRATEGIC PLANNING ISSUES LIST

Issue	Objectives	Action Needed:	Completed
1. Owner\stakeholder readiness 2. Determining who is the 'public works cop\enforcement' *(How to report potential violations)* 3. Creating a feedback loop for lessons learned	***Provide guidance to public agencies and collective construction industry for successful accountable public works contracting.***	(1) Education • Other Owners • MRSC – Webinar Owner\Owner • Attend PRC reviews • Mutual 'report cards'? *(consider small firms as well)* (2) Use potential violation report form – *online*	(1) In process (2) In process
4. Reimagining the PRC a. What is the role of the PRC? *i. Original intent?* *ii. Current Role?* *iii. Future?* b. Having the right people on the PRC…	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 a. Taking stock of accomplishments b. Standardize decision-making in committees and on the board *(recommendations include legislative reports)*	# of reports / recommendations to the Legislature that have been adopted ***Advise the legislature on policies related to public works delivery methods and alternative public works contracting procedures.***		
6. Conducting an outcome-oriented review of the strategic plan *(sequential with priority 1 & 2)* 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 *(bringing in individuals to participate)*	Ethics Board presentation annually at CPARB and PRC BMs.	ECC take on?	
8. Reauthorization and how to streamline it; *(sequentially dependent on other issues being addressed) – Report due by 2031 (2-yrs to dev)* a. What should the Board Development Committee's role be? *(regarding strategic plan and reauthorization)* b. Setting the number of years for reauthorization c. Reading the JLARC studies to see what they said in 2019 and 2012			