

CAPITAL PROJECTS ADVISORY REVIEW BOARD

Board Development Committee

December 13, 2018

Introduction: New members to CPARB have received little to no training when they joined the Board. Typically, new members were directed to the CPARB website address, and told to read RCW 39.10 Alternative Public Works. Without additional resources, new members were left to their own initiative to frame their role and responsibilities as a Board member and become effective. The Board has changed significantly over the past few years. We expect membership to continue to change as current members retire or resign their positions. It is necessary to develop a plan for succession to protect the purpose and value of CPARB to the legislature and to public works contracting.

Committee Mission: Develop a program to help the Board Members effectively participate and represent their contingency to understand CPARB's role with the Legislature and the Legislative Process.

A) Candidate Outreach – Board and Committees

1. Identify how we can work with the Governor's Office to attract qualified Board members.
2. Identify/recruit Board Members that are interested in serving in leadership roles.
 - Solicit stakeholder groups and encourage them to submit their applications to the Governor's Office.
3. How can the Board provide solicitation for membership to all Committees?
4. How can the Board network to attract qualified PRC candidates?
5. Include outreach and recruiting diverse business members with intent to remove barriers.

B) New Member & Advocacy Training

1. Welcome Communication
 - Personal welcome from the Chair
 - Admin provide informational email including links to training
2. Become familiar with the Bylaws and RCWs that rule the Board and Committees
3. Intro to Project Review Committee duties and processes
4. Online Training
 - Work with Governor's Office to identify how we can verify when this has been completed.
5. Understand and represent the needs and challenges of vertical and horizontal construction.
6. Board is dynamic at addressing emerging issues that evolve within public works.
7. Align with Governor's office of Boards and Commissions

C) Officer Succession

1. Develop a Leadership Transition Plan
 - Review leadership transition & Identify improvements
 - What should we use to facilitate succession? This could be a training possibility.
 - In February, elect the next Chair/Vice Chair and train until September.
 - Alternate between Private vs. Public since they operate differently.
 - Maybe adopt a similar system to the PRC where the Vice Chair serves one year and then becomes Chair for a year.
2. Evaluate the relationship of terms to reauthorization

D) Legislative Process

1. Develop Legislative Strategy\tactics
2. What is the official Legislative Process? (timeline flowchart)
 - What happens at the Legislature when a Bill is introduced?
 - How does it evolve?
 - What can members do to support movement toward adoption?
 - This requires Chair and/or Vice Chair participation.
 - Board Members can help support if they are knowledgeable.
3. How can we train the Board members on how the bills move through the Legislature?
4. How can the Board engage the Legislative Board members?

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Suggested Members List:

Need to spread out to the Stakeholder, Minority Reps and Small Contractor groups.

1. Past CPARB Chair\Vice Chairs
 - Bob Maruska\Bill Frare\Andrew Thompson
2. Current or Past PRC Chairs
 - Linneth Riley Hall\Janice Zahn\Rustin Hall
3. Minority\Small Business Owners
 - Irene Reyes\Mike Shinn
 - Greg Fuller

Nominations & Appointed:

- Bob Maruska
- Bill Frare
- Greg Fuller
- Lisa van der Lugt
- Janice Zahn

Post meeting times on CPARB website