



Oct 9, 2024

CM Committee Meeting Minutes

ITEMS FOR DISCUSSION

Take a moment to introduce each member of the committee.

- Attendees:
 - Kellie
 - Matthew
 - Julie
 - Brandon
 - Jeff
 - Micheal
 - Darin
 - Brianna
 - Sara
 - Terry
 - Ashley
 - Jody
- Committee leadership
 - Brianna Navarro (KPFf), Chair - Present
 - Sara Meilandt (WSP), Co-Chair - Present
 - Jamison Baker (KPG Psomas), Secretary - Present
 - Julie Hamon (Kitsap County), Event Coordinator - Present
 - Chris Brown (Perteet), Training Coordinator
 - Darin Stephens (Perteet), Treasurer - Present
 - Social Media Coordinator? [Kellie is new Social Media Coordinator](#)

Potential responsibilities include: Add content to website/web page (Just send in info. No computer/coding skills necessary), update Linkdin page, update Instugram, announcements.



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AGENDA

Public Works: Education, Advocacy, Public Awareness

- Toolbox talk –
 - Darin - project show and tell presentation. Darin gave a presentation on PPC concrete used at the Spokane St Viaduct project.
 - Julie - Slideshow of APWA CM tours and events from 2024. Julie presented photographs from various CM committee events to include: Closing the Gap, technical tours, waterfront, Redmond Ped Bridge, Ash Grove Cement Plant, etc.
- APWA **SPRING** Conference Session:
 - Collab with Technology Committee about tech in construction management.
 - Importance of Notices - Spring of 2025
- Future events
 - Idea: CM project award @ conference. Inspector of the Year? Up & Coming CM?
 - Have been working with Tammy on doing Kudos for the time being. Have already submitted the first Kudos.
 - Brandon is willing to spearhead this but needs more information. He will investigate and figure out the process.
 - Trainings/presentations
 - Periodic mini inspector training at some of the “big firms” (HNTB, WSP, Jacobs, Parametrix). In works led by Chris Brown. What topics are people interested in? Should we do a roadshow (multiple locations)?
 - Project spotlight session & lunch
 - Change Order Pitfalls – Agency that uses consultant CM (Sara – SDOT)
 - Timeline of upcoming events
 - More project tours?
 - Lacey Police Station
 - Oldcastle (Auburn. How much interest in this?)
 - Next committee meeting in November
 - Other Topics:
 - Leadership term limits and transition plan: How does the committee feel about term limits, etc.
 - Plan needs to be submitted. It was mentioned that terms could be 2-4 years. There could also be a hierarchy of positions where officers move from one position to next after some time. As



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discussed having back-up/trainee for positions. This topic has already been tabled for a later date.

- Committee members please help with ideas and bring them to the next meeting for discussion.
- Committee is still in need of a Social Media Coordinator. Any volunteers? Kellie is now Social Media Coordinator
- Annual Plan
- Shoreline tour a possibility for future event.
- Training on CS vs CM “Closing the Gap” - Brandon?
- Closing the Gap Design Vs. CM - Brandon? Micheal? Jeff?