

Subject	Partnering Committee Meeting
Link to Outlook Item	Click here
From	Keeth, Jon
Required attendees	Keeth, Jon Brandon Dully Phil Wallace (phil.wallace@Kiewit.com) (Accepted in Outlook) Shannon, MaryLou (Accepted in Outlook) Waugh, Greg czepernick@KraemerNA.com (Accepted in Outlook) Christopher, Chris (Tentative in Outlook) John Salinas II Blegen, Robert (Accepted in Outlook)
Optional attendees	Deffenbacher, Jon (Accepted in Outlook) Clarke, Brenden
Meeting Date	12/15/2022, 1:00:00 PM
Location	Fabulich Center (3600 Port Of Tacoma Rd, Tacoma, WA 98424)

Attachments

<<AGC-WSDOT Partnering Facilitator List-10-1-19 - Copy.docx>>

<<AGENDA 2022-12.docx>>

12/15 update: Agenda attached.

12/6 UPDATE: Please take a look at the facilitator list. If you have used a facilitator that's not on the list and you'd recommend them, please get Brandon and I their contact information.

Based on the feedback provided, this appears to be the best opportunity to get as many people as possible to attend. If you're not going to be able to physically make it let me know and I will set up a virtual option. You will be shunned. Just kidding, but seriously, it'd be great to see you.

Notes

- Update on Partnering workshops
 - The team discussed a related topic that Greg brought up regarding needing to meet more often in person and/or on the project site.
 - Benefits and reasons mentioned
 - Better communication, more engagement, focused discussion
 - Construction is physical and being able to see an issue in person helps.
 - Drawbacks
 - Excludes people that can't attend in person

- May be in conflict with WSDOT initiative to promote telework
 - Tips
 - Invite people to attend in person. Don't setup a virtual option if that's not what you want
 - WSDOT managers encourage PEs/PE Staff to find a balance.
 - Use good ettiquitte – if someone travels to a meeting then you probably should too, especially if you're local.
 - Have standing/regularly scheduled meetings so people can plan for travel
 - **ACTION ITEMS**: All team members look at CH 4 Partnering Field Guide and update with some information on proper communications.
 - Jon and Brandon work with Renee to continue to promote the "hierarchy of communication" (I.e. in person/face to face=best, then down to a letter or email.)
- The group also discussed Executive Oversight Committees
 - The topic has been brought up a couple times in past meetings. Need to consider adding guidance in the PFG.
 - The team discussed whether there should be something added to require them in the Contract(s) or if this should just be guidance/best practice. Team leaned toward starting out with guidance/best practice.
 - **ACTION ITEM**: Phil will send Jon some more information. Jon will compile and team will discuss potential changes at next meeting.
- The group discussed facilitator list. List looks good but some contact information may be out of date. Jon will try to contact companies to confirm.
- Recognition for Partnering on the Project
 - Recognition for partnering is part of the process. The question of what could be paid for under the bid item was posed. The team agreed we need some guidance and some side rails, but that this was a good task for the team to take on.
 - **ACTION ITEM**: Brandon and Robert will work on a proposal and Jon will help circulate it and get appropriate people on board when ready.
- Training Plans for 2023
 - WSDOT/AGC Annual Partnering Training – February 1,2,3
 - Facilitator training?
 - There was some interest in training for internal facilitators to improve our self-facilitated partnering sessions.

- **ACTION ITEM:** Jon will research and see what is available through our partnering trainers.
- Excellence in Contract Admin Awards for 2022
 - Topic was deferred until next meeting. Jon mentioned he would like to debrief after the awards. Judges had suggestions for improving the process. Jon said he intended to invite one of them to give feedback at the next meeting. Also, need to think about the categories that had one or zero nominations.
- Subcommittee Membership Discussion
 - Do we want to expand AGC/WSDOT membership? Brandon and Phil said they would recommend another AGC member. Graham employee would attend as a guest at next meeting.
 - WSDOT will look for a PE and maybe one other person to join. Invite them to attend as guest next meeting.
 - Team will institute an attendance rule.
- Other topics for 2023? {These were not covered due to time}
 - Contractor's Performance Report?
 - Annual Partnering Event?
- Annual Meeting discussion – AGC feedback
 - Team discussed AGC feedback at the annual meeting. Chris will set the stage for the program and challenges coming in the years ahead. The team will help pass the mics around the crowd.
 - **ACTION ITEM:** Jon D will summarize the plan and send it out to the planning team members. Agenda updates will be coordinated between Sedra and Michele.
- **Next Meeting Date [need to confirm with team]**
- Recurring every 3 months third Thursday? February 16, May 18, August 17, November 16 (all)
- <https://wsdot.wa.gov/publications/fulltext/construction/WSDOTProjects-Partnering-FieldGuide.pdf>