

Meeting Minutes
 Prevailing Wage Advisory Committee
 August 18, 2015

Attendees:

Prevailing Wage Advisory Committee Members: Josh Swanson (Operating Engineers Union IUOE Local 302), Monty Anderson (Seattle Building Trades), Neil Hartman (for Lee Newgent WSBCTC), Jerry Vanderwood (AGC), Denys Tak (WSDOT),

L&I Staff: Liz Smith, Jim Christensen, Jamie Blacksmith, Marnie Morris, Debbie Loomis, Marcus Ehrlander, Laura Herman, Ramona Christensen-Russell, Reasa Pearson, Leeann Bosshard, Allison Drake, Matthew Erlich, Chuck Ziegert, Desiree Schott, Aimee Nunes, Angela McNeil, Russ Hauss, Chastity Walck, Jennifer Schoonmaker

Others Present: Chris McLain, Don DeMulling, Tom George, Glenn Curry, Ed Kommers, Mike Root, Gregory McClure, Winona Furgeson, Jimmy Osborne, Lindsey Shafar, Scott Davis, Jaycene Marini, Kim Burdette, Jeff Douglas, Miriam Israel-Moses.

Agenda Item	Discussion	To Dos
Opening Remarks Introductions	<p>Jim Christensen</p> <ul style="list-style-type: none"> • Opened the meeting at 9:05 a.m. • Expressed his thanks for Kathleen Garrity’s leadership and service on the committee. • Introduced Ed Kommers (MCA of Western WA). Jim said he is considering expanding the PWAC to include a representative of specialty contractors (e.g. electrical, plumbing, etc.) and Mr. Kommers was present to see what the committee is about. • Discussed the format for the second part of the meeting, a feedback workshop session • Reminded the committee that the scopes subcommittee would be meeting in the afternoon beginning at 1:00. 	
Review and approve minutes from last meeting – 12/19/13	<p>Jim Christensen</p> <ul style="list-style-type: none"> • Miriam Israel-Moses commented that her name was spelled incorrectly in the minutes and also requested a 10-15 minute recap at each committee meeting to recap the highlights of the minutes. • Jerry Vanderwood motioned to approve the minutes. Denys Tak seconded the motion. The motion carried and the minutes were approved. 	
Program Updates	<p>Jim Christensen</p> <ul style="list-style-type: none"> • Legislative changes - <ul style="list-style-type: none"> ○ No filing fee for contracts under \$750 - The legislative passed a proviso directing the department to waive or adjust fees for the filing of Statements of Intent and Affidavits of Wages Paid for contracts under \$750. The program has until January 	

	<p>1, 2016 to put into place. Gives time to see what this is going to look like. This will affect about 5% of projects with contracts under \$750. Jim discussed some ideas on how this could work. Jim pointed out that the contract amount is not always known when the Statement of Intent is filed. The contract could be a time & materials. The Intent allows for this, but the Affidavit must have a dollar amount. A project thought to be under \$750 could turn out to be \$800. One idea is to waive the fee on the Affidavit if the contract is under \$750. Another idea is to not charge for certain kinds of Intents and if the Affidavit is filed for over \$750 then we can charge the \$80 fee. Jim asked for any comments on how to shape this going forward. Miriam raised a concern that projects may be broken up to avoid going over the \$750 and suggested using a policy on how to deal with job order contracts (JOCs). Jim suggested that he and Miriam talk about this offline. The committee discussed the different type of projects and how they would affect this change. Josh Swanson liked the 1st option (favor filing the Intent as normal but waiving the fee with the Affidavit, if needed) and stated that he understands this will cost the program dollars but that it sounds like a small number and it is only lasting through the length of this budget. It gives the program a chance to see how this system will work.</p> <ul style="list-style-type: none">○ Electronic Surveys – Jim reported that another change made by the legislature is to provide a way for contractors to respond to surveys electronically. This mandate did not get funded but the program will do it anyway. It won't be a fancy system, but will be a simple way to file the form electronically in a way that the data can be moved easily into a database. The question was raised about tracking the number of surveys so we'd know if there was a significant uptake, with good data we could go back to the legislature to get it funded. Jim thought there would be a way for the computer to do this and that this was a good idea.● New Policies<ul style="list-style-type: none">○ Survey Methodology – Jim reported that this is posted on the website. Miriam stated that according to law, the first part is to identify the contractor being surveyed. She also stated that in regards to the calculation section on page two at the bottom, there	
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

	<p>was some information missing if there are not sufficient hours in the city. Jim said this document can be edited and that they can talk offline.</p> <ul style="list-style-type: none"> ○ Topical Outline – There were no copies available at the meeting however the committee has seen this before. This document goes across a number of topics; policy passage, collection of excerpts of department correspondence that lays out policies on topical areas. This is moving toward being posted on the website, as well. ● Upcoming Policies <ul style="list-style-type: none"> ○ Overtime-4/10 Agreements – Jim provided a handout and reported that this will be getting posted to the website. There is one for annual and one is for project work. If this form is used it will be recognized as a 4/10 agreement. Miriam requested that she would like to see a policy that when an investigator requests these documents that they cannot be created after the investigation begins. Jim replied that they can sit down and talk about that. ○ Jim also reported that improvements are being made to policies and procedures. Meetings have been held to review standard correspondence for investigators to use. Five letters were reviewed in this first group meeting. A single example was provided as a handout which was for when an investigator finds a company owes money. PW staff is working hard to improve investigator procedures. 	
<p>PWAC Meeting Schedule</p>	<p>The next meeting is scheduled for:</p> <ul style="list-style-type: none"> ● Thursday, November 19, 2015, 9:00 – 12:00 at the Tukwila Service Location. <p>The 2016 PWAC meeting schedule will be discussed at this meeting. It was noted that Monty Anderson has a standing Tuesday meeting. Jim stated that the meetings will not be scheduled for Tuesdays.</p>	
<p>Scopes</p>	<p>Jim reported that there are 6 scopes of work descriptions still up in the air. Three are headed for rulemaking, two are in the pipeline and the one to put in the pipeline today is the Truck Driver scope. Jim, Tom George and Bruce Chatten have gotten together to make additional changes to the draft truck driver scope. Jim reported that the stakeholders that care about this scope the most are comfortable with this scope. Jim will entertain any concerns anyone might have to this scope. A Scopes Subcommittee meeting will be held this afternoon following the lunch break.</p>	

Meeting Minutes
Prevailing Wage Advisory Committee
August 18, 2015
Page 4

Feedback Workshop Session	A workshop was held to solicit and gather feedback from PWAC members and attendees about administrative agency actions going forward. The format included the following four topics: 1) Enforcement, 2) Policy, 3) Technology, and 4) Communication. Themes were identified and reported.	
Adjournment	The meeting adjourned at 11:50 a.m.	