

PMO SIG June 2012 Meeting Summary

Starting Topic: Review PMO SIG June 2012 PMI Westchester Chapter Meeting

Tonight's chapter meeting was run by the PMOSIG, featuring:

1. Introduction: (What is a PMO?)
2. PMO Game Show (Chapter participation)
3. Summary and Conclusion (Resources)

Thanks to all PMO SIG members who contributed to planning, developing and running the June chapter meeting.

Main Topic: PMO Lifecycle, Part 3- Promoting the PMO

How to ensure the PMO is recognized?

- Use metrics to measure value
- Communicate what the PMO is doing:
 - Accomplishments, e.g. standards
 - Show bottom line value, e.g. discontinuing the right projects
 - Streamlining, finding ways to save time, simplifying practice

Organizational Dependencies and Factors

- PMO Sponsor - strong sponsor helps promote PMO, executive sponsor with previous experience with PMOs; otherwise can be challenge
- PMO and Company Organization; centralized PMO or local PMO within smaller organization
- Organization's need/drive for standards, e.g. heavily audited organizations will rely more on PMO
- Proliferation of project management throughout the organization

PM Bottom Up vs. Top Down approaches

- Promotional success better with "Supporting PMOs" vs. "Directing and Standardizing PMOs"

Project/Portfolio Management Decision Factors

How to promote depends on style of project management decision making

- Portfolio Management – prioritizing, deciding best ROI; sometimes separate from PMO
- Budget Owners – decide which projects go or wait; factors include cost, ROI, business conditions

Driving Factors, Different forms of ROI

- Compliance and regulatory focus
- ROI from business growth or cost reduction
- Time can be the driver - speed of delivery, delivery in phases, quick wins

Promotional Methods

- Integrating PMO with other PM interests in the company, e.g. internal Project Management Society
- Sponsored “Project Management Day”
- Published newsletters, book reviews, Sharepoint blasts
- PMO mentoring project managers
- Bringing PM training into the organization
- Encouraging staff to earn PMP certifications
- Including PM skills, certifications in job descriptions
- Leveraging Social Media technology, e.g. for PM database
- Building relationships to help sell the PMO
 - Non-threatening to workforce
 - Helping success for Executives, Business leaders
- Using the above to bring silo organizations together on best processes

Asking is Important Promotional Tool

- Promote how PMO adds value, but also important to consider how PMO *could* add value
- Ask “What do you need that PMO could help with?”
 - Good way to promote the PMO
 - Matches the needs, appreciated
 - Finds new ways to contribute, serve, add value

Next Meeting

Chapter summer hiatus for July & August. Next meeting in September.

Future Topics to Consider

1. PMO Best Practices to support learning and process improvement within project teams
2. Coordination to roll out Agile in your organization
3. Defining the Role of the PMO
4. Looking at the PMO from the Outside
5. Supporting Organizational Decisions
6. PMO Governance and Portfolios
7. PMO Resources - Templates, Websites, etc.
8. Client Cultures
9. The PMO and Cross Organizational Matrix Management
10. Model PMO Job Descriptions (Maude Fribourg has sample, find others)
11. Keeping PMOs Active *ref: June 2011 PMO SIG minutes*
12. PMO – Current and Future *ref: June 2011 PMO SIG minutes*
13. PMO Practices vs. Upper Management *ref: June 2011 PMO SIG minutes*

14. PMO Promotion in the Academic World *ref: June 2011 PMO SIG minutes*
 15. ★ Lifecycle of a PMO, how to start one and pitfalls at different stages of the lifecycle
 16. Trend for PMOs toward coaching role *ref: Charlene Draine, November 2011*
- ★ *In Progress*

Attending: Carl Gessman, Carol Gingold, Daniel Walsh, David Kabat, David Morgen,
Dennis Robins, Gina Burnett, Gina Callendr, Howard Paul, Jason Fox,
Joseph Sherman, Louis Kural, Marlo Moss, Mayra Rodriguez, Patricia Tamowski,
Paul Gioviwco, Richard Loeb, Stan Ioffe, Wayne Winders

June 12, 2012
7:45 – 8:45 PM

Chair: David Morgen, PMP
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Scribe: Jason Fox, PMP
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