

## PMO SIG February 2013 Meeting Summary

### Discussion Topic: Coordination to Roll Out Agile in Your Organization

*Continued from January 2013 PMO SIG Meeting*

#### **Introducing New Ideas to Management**

- If the new idea fits the company, introduction is straightforward. If the new idea doesn't fit the company culture, there are challenges to introducing the idea.
- ROI is usually a good influence factor
- Agile is a complete philosophy change. If different from company culture (e.g. conservative management), a 'proof of concept' trial is needed.
  - Agile trial team needs to be left alone to prove the concept

#### **Openness in Agile Philosophy**

- Openness in Team
  - Being open to acknowledging you don't know something
  - Open to seeking help or advice from someone else
  - Open to helping team members, ensuring team success
- Openness in Planning
  - Do we know how to do the task?
    - If not, how do we learn what we need to know?
    - Learning sprint is a 'spike' in Agile terminology
  - Does the task fit within sprint period?
    - If not, break task into smaller parts (deliverables) that fit sprints
- Transparency to Management
  - Keep executives informed of exact status (e.g. spike in project)
  - Promising only what can be delivered, and why

#### **Agile Release Planning**

- Early step in Agile method
- Define what can be accomplished in each sprint
- Need 2-3 sprints to gauge 'velocity' of team
- Use velocity to determine how many more sprints needed to complete the project
- Project can be expedited by removing features from sprints to increase velocity
  - Defer some features to later sprints

### **Agile Development Project Teams**

- Team focuses only on what is in the current sprint
- Daily updates from team in Standup meetings
  - What was done
  - What will be done next
  - What problems need help
- Any problem that any team member encounters is handled as a team issue

### **Agile Presentation to Chapter**

- Stan Ioffe will be presenting Agile at an upcoming PMI Westchester Chapter meeting (possibly May meeting)

### **Next Meeting**

Next meeting in March. Topic TBD.

### **PMO SIG Discussion Topics to Consider**

1. PMO Practice
  - a. PMO Resources - Templates, Websites, etc.
  - √ b. PMO Best Practices to support learning and process improvement within project teams
  - ★ c. Coordination to roll out Agile in your organization
  - d. PMO Governance and Portfolios
2. PMO Promotion
  - a. Looking at the PMO from the Outside
  - b. PMO Promotion in the Academic World
  - c. Promoting the value of the PMO
  - d. Explaining the benefits of the PMO
3. Organizing and Starting the PMO
  - a. Defining the Role of the PMO
  - b. Supporting Organizational Decisions
  - c. The PMO and Cross Organizational Matrix Management
  - d. Lifecycle of a PMO, how to start one and pitfalls at different stages of the lifecycle
  - e. Where should the PMO be migrated into with a company that re-organizes, downsizes?
  - f. Criteria to establish a PMO in your organization - When does it NOT make sense to have a PMO?
  - g. Should the PMO be in-sourced or out-sourced? Why?
4. Other
  - a. PMO Practices vs. Upper Management
  - b. Client Cultures
  - c. Model PMO Job Descriptions (Maude Fribourg has sample, find others)
  - d. Keeping PMOs Active

- e. PMO – Current and Future
- √ f. Working with a Multi-generational Workforce
- g. PMO Myths

★ In progress

√ Completed

Attending: Adella Rosenthal, Carl Gessman, David Kabat, David Rabinowitz, Dorothy Cunha, Howard Paul, Jason Fox, Marlo Moss, Mayra Rodriguez, Richard Loeb, Stan Ioffe, Tina Podhaiski

February 12, 2013  
8:15 – 9:15 PM

Chair: Richard Loeb, PMP  
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