

## State of Montana Project Management Advisory Workgroup (SMPMAW)

### Minutes

April 16, 2018

3:00 p.m. to 4:00 p.m.

Cogswell Building Room 151

#### Members Present

Bill Jarocki, DOR – Chair  
Justyn Katsilas, DPHHS  
Jerry LaChere, MDT  
Greg Pierson, DOJ  
Kathy Ralston, COR

Greg Smith, DEQ  
Tammy Stuart, LEG  
Michael Sweeney, OPI  
Matt Van Syckle, SITSD

#### Welcome

- (00:00:03) Chair Remarks, Bill Jarocki
  - (00:00:14) Introductions
  - (00:01:04) Review and Approve April 11, 2018 Minutes
    - **(00:01:10) Motion:** Jerry LaChere made a motion to approve the workgroup minutes. Greg Smith seconded the motion. Motion carried.

#### Business

- (00:01:28) Information Technology Project Management and Reporting Policy
  - **(00:08:55) Action Item:** CIO Support Staff will change the draft policy title to read Legislative Finance Committee Reporting Policy on Information Technology Project Management.
  - **(00:09:15) Action Item:** CIO Support Staff will change the policy title in the purpose to read Legislative Finance Committee Reporting Policy on Information Technology Project Management.
  - **(00:41:45) Action Item:** CIO Support Staff will edit the draft policy language related to independent verification and validation (IV&V) to mimic Kansas State's language.
  - **(00:50:35) Action Item:** The workgroup will make recommendations related to the project health indicator language to be discussed at a future workgroup meeting. Changes to this section will not occur during this policy change process.
  - **(00:56:24) Action Item:** The workgroup will make recommendations related to the re-baseline criteria and definition for review at the next workgroup meeting.

#### Adjournment (00:58:20)

- Next Meeting  
April 19, 2018  
4:00 p.m. to 5:00 p.m.  
Cogswell Building Room 151