Meeting Notes

New Projects/At Risk/Failing projects review.

- Review Audit response
    - Page A-4: Recommendation 8: Response A
    - Page A-5: Recommendation 9: Response D
- Review SITSD Request of SMPMAW
- Review SMPMAW Mission and objective.
- Recommendation to SITSD Audit Request:
    - Re-initiate the SMPMAW Group to meet on a monthly basis for 1.5 hours.
        - Group mission statement, objectives, and roles & responsibilities provide the need SITSD and DoA are looking for in their audit responses related to engaging the SMPMAW for at risk and failing projects.
        - All agencies are represented by their designated delegate and alternate. Other employees in the project management community are also encouraged to attend.
        - Offer peer review for the initiation and development of projects, Implementation of projects for corrective actions.
        - Topics will be determined at least one week in advance.
        - Time will be dedicated at the beginning of the meeting to review any projects requiring LFC reporting and wanting SMPMAW to provide recommendations.
        - Projects not requiring LFC reporting can also be reviewed. LFC reporting will take priority.
        - Meeting can be canceled by the chair if no items are listed on the agenda.
    - For additional project review needs where additional costs are required outside the SMPMAW group (Additional time for review, additional costs like consulting, etc) the requesting agency will be responsible. Cost estimates will be provided to the requesting agency prior to initiation.
    - SMPMAW would like to review and provide recommended changes to some reporting parameters in the near future starting with status indicators.