

## NW Breakfast Meeting Mins 5-13-05

There were 17 attendees at the NW Portland Breakfast meeting today. There were also coffee, bagels, donuts and breakfast sandwiches, which are courtesy of Con-Way Transportation.

### Carry Over Topics:

1. Understanding Techies
2. PM industries other than IT
3. Managing your boss's expectations

### New Suggested Topics:

4. PM without power
5. Conflict in projects
6. Business case study – Communication between functional areas and not getting the team to keep the PM in the loop of information flow

### *Communication between functional areas*

Case study: An acquisition has been made by our company and we are moving the Distribution Center from LA to Kentucky. There are high expectations for early results. There are 3 PM's and one project lead. The PM 's are from different functional areas and the so is the lead. Example of problem is we have a short lead time, and testing needs to be completed on the systems. They did testing without the knowledge of one department and continue to do so after this PM has asked to be informed when testing is being done. Now they have tested and need to do it again because the PM has not tested their areas functionality on the system, otherwise go live without testing. This PM is also the note taker at the meetings. How do to get the team to cooperate with the needs of the one area and keep the PM in the communication loop?

- Are roles clearly defined? Clarify and agree
- Assign a non-PM as scribe
- Get buy in from both direct mgr and top PM
- Change your image and take control of your responsible schedule items
- Record the tasks that are concerns and push back to the lead PM
- Depending on type of meeting, get their early and sit at head of table (shows control)
- Project sponsor needs to be brought into the cycle
- No user acceptance or change control program
- Have mutual goals defined when approaching lead PM]
- Include some solutions-proposals for improvement
- Insert yourself (whether they want you or not) into the testing process
- Company is investing time in resources so validate what is important to the company
- How are we going to measure success?
- Make the business case that this is not working
- Techies will NOT go out and look for people they may conflict with

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- Ask the PM lead to go to a PMI meeting with you so he can learn more about process
- Make the PM managers aware of PMI standards and use forms
- Introduce them to the PMBOK
- Simplified action plan process work in more PM processes

We would like to hear the results of 15 different consultants providing help to resolve the issues in this business case.