

EFCOG Project Management Working Group
Midyear Meeting
Irvine, CA, July 26-27, 2005

The Working Group Midyear Meeting took place in the offices of ABS Consulting in Irvine, California on Tuesday, July 26 and Wednesday, July 27, 2005. The meeting agenda and roster of attendees is attached.

The objectives of the meeting were:

1. Further develop the 3 Focus Areas for 2005.
2. Review and improve the deliverables for each of the areas to ensure a quality product is delivered by year-end.

The morning of the first day was devoted to gathering information based on the EVMS Certification Reviews conducted to date and presentation of best practices and tools available. Presentations were given by Mike Donnelly of OECM, a contractor panel (Lynne Schleuter, Clay Jones, Pete Offringa) and Valerie Carter of PMI. Copies of these presentations were provided to attendees and are available to others on disk (contact Pete Offringa at 510-987-0565). This information was available for application to the Focus Area working sessions that followed.

Focus Area 1: Clearing House for EVM. Clay Jones presented the EVMS Web Site that his group has developed for the contractor community to obtain the latest information on preparing for, conducting and following up on the DOE/DCMA EVMS Certification Review. The web site is operational, but the link to the EFCOG Website must still be made. The Working Group provided additional suggestions to Clay to improve the website. This Focus Area is near completion and with the incorporation of the working group comments, will be an outstanding resource for use by contractors in certifying their EVMS and maintain proficiency in EVM.

Focus Area 2: How to Prepare for EVMS Certification. Lynne Schleuter provided the group a detailed listing of preparatory actions gathered from those sites/companies that have already undergone certification. The group refined the list; Lynne will update it. The listing will be placed on the EVM Website, when completed.

Focus Area 3: Extension of EVM to other areas. Mark Sueksdorf briefed the group on progress to date and provided an outline of future deliverables. The group decided that Focus area 3 should concentrate on IT, EM and R&D in that priority. Case Studies have been assigned to George Hansrote (IT), Clay Jones (EM) and Tom Brown (R&D). For CY 2005, the Focus Area 3 deliverable will be a white paper presenting the approach to extension of EVM to other areas, with the Case Studies in the paper as deliverables in CY2006.

Other subjects discussed during the meeting included:

- Next Meeting. The group agreed to hold the next meeting in January 2006 on the East Coast. Possible locations are Washington, DC or Oak Ridge, TN. Pete Offringa and Jennifer Bates will develop options for these two sites. Periodic telephone conferences will be held between these meetings.
- Membership. The group reviewed the list of current members. Some members who have changed positions within their companies will be contacted to determine continued availability. Pete Offringa will offer invitations to EFCOG member companies who do not currently have PMWG representation.
- Logo. EFCOG would like the PMWG to develop a logo. Pete Offringa will provide some sample logos for the group to evaluate.
- EFCOG Website. The group reviewed the EFCOG website to determine areas where PMWG input would be beneficial. The PMWG members will work to increase the number of project management entries on the site.
- The group conducted a “brainstorming” session to identify subjects for next year’s Focus Areas. The results of the session are attached. Pete Offringa will expand each of the topics and provide a revised listing. PMWG members will vote on those they desire to do next year.

Attendees reviewed the efforts over the 2 days of the meeting and agreed that the objectives had been achieved. The PMWG thanks ABS Consulting for their outstanding support of this meeting.