



The Project Management Institute

Washington DC Chapter

2009 Summary

December8, 2009



2009



- 2009 Objectives
 - Implement new board structure
 - Work transition issues
 - Celebrate the service of our volunteers
- 2009 Accomplishments
 - Operational accomplishments
 - Governance accomplishments



Operations



- Membership – Molly Swenson
 - Successfully ran the 3rd annual Career Day - sold out in record time and broke even! (Madeline Delahan)
 - Launched New Member Orientation which got rave reviews in the annual Membership Survey and will continue in January of 2010 (Paula Haedel)
 - Expanded Networking Programs



Operations



- Networking Programs – Jim Slider
 - Raised the bar (again) on monthly dinner programs and PMTools
 - Transitioned PMTools leadership to Samir Mazmudar
 - Smartly reorganized the group to give the right level of visibility for the Local Communities efforts



Operations



- Local Communities – Catherine Sweeney
 - Established two additional communities (USMS and US PTO) near a Metro and in Alexandria (where we had no luncheons previously)
 - Consistently offered 34 PDU opportunities a quarter throughout the year (that's 136 PDUs!)
 - Established a strategic alliance with Keller Graduate School of Management



Operations



- Professional Development – Kevin Zygmontas
 - Updated and improved PMP exam prep courses
 - Expanded Seminar offerings (Dot Johnson), including offering seminars on Saturdays in response to member requests
 - Continued scholarship offerings



Operations



- Volunteers – Diana Castaldo
 - Established new Volunteer Management System (with other BOD members Glen Shreirer, Naresh Saharya, Steve Bittner, Bob Etris, Karen Browne)
 - Established long term volunteer program
 - Established volunteer recruiting committee and table at all dinner meetings
 - Expanded leadership training (Bob Etris)
 - Established formal “badge management” process (Naresh Saharya)



Operations



- Outreach – Greg Caramanica
 - Educational Outreach (Kal Majumdar)
 - Reached out Thomas Jefferson High School students this year and held three workshops
 - Established new relationship with GWU and GMU this year as well as continued our relationship with NOVA
 - Supported NOVA's project management training program funded by Federal stimulus package as well as PM conference held by GWU
 - Supported Future Cities competition (David Offenkrantz, Roy Burton)



Operations



- Outreach – Greg Caramanica
 - Chapter to Chapter (Efrain Pacheco)
 - Managed existing and established numerous new C2C agreements; expanded program above and beyond previous years
 - Hosted Chinese delegation in April
 - Represented the chapter at all global congresses and at regional C2C activities
 - Established global speaker exchange webinars
 - Project Manager of the Year Award (Michiko Diby)

Operations



- Outreach – Greg Caramanica
 - Corporate Outreach (Jeff Hallett)
 - Continued COC program
 - Celebrated the service of COCs
 - Community Outreach
 - Maintained/managed strategic alliances
 - Laid foundation for improvements in the future
 - Virtual Community Outreach (Vikas Sharma)
 - Established foundation for future relations with VCs and LIGs



Operations



- Records Management (Jay Demas)
 - Established schedule for SAPR submission
 - Formalized SharePoint site from beta (John Hoskins) and aligned site with 2009 board structure
 - Laid foundation for future “organizational maturity” (Elizabeth McQueen)



Operations



- Business Services – Karen Browne
 - Succession planning - Shannon Murray as VP and Leigh Albert in AVP Event Management
 - Implemented Contracting Officer role in support of the expanding PMR support contract. Supported numerous contract addendums with the Operational VPs
 - Reviewed, revised and streamlined the Event Management process and provided training in the process. Developed plan for ongoing reviews and training for the coming term.

Operations

- Technology – Steve Bittner
 - Supported the VMS group in working through a complete RFP process to create an RFP/requirements document, select vendors, categorize requirements.
 - Customized the technology Sharepoint site to track initiatives for the technology operational area (Andrew Payze)
 - Created an operations guide for the group to identify the day to day tasks under the domain of the technology operational area



Operations



- Finance – Kawaljit Singh
 - Created new monthly reports with detail needed to manage chapter finances
 - Established credit card policy
 - Supported board structure transition through developing VP Finance role vs. CFO



Operations



- Marketing/PR – Kendall Lott
 - Developed new promotional material with chapter's mission/vision statements
 - Established plan and contract for the improvement of sponsorship program
 - Continued to develop new sponsors for the chapter

Governance

- Implemented new board structure (all)
- Established new vision, mission, strategic plan, and policies (AV, risk, budget)
- Trip to GOC (Barbara Polansky)
- LIM submissions (David Offenkrantz)
- Successful elections (Roy Burton)
- Management of reserves (Tom Bishop)
- Successful in implementing new succession planning (all)



Governance

- Served in the hardest job in the chapter (Rich Marinucci)