



## Information Technology Investment Board

### MINUTES

#### Commonwealth IT Solutions Committee

Wednesday, July 18, 2007

Commonwealth Enterprise Solutions Center

Multipurpose Room 1221

11751 Meadowville Lane, Chester, VA 23836

### Attendance

#### Members Present:

The Honorable Aneesh Chopra, Chair  
Walter J. Kucharski  
Bertram "Bert" Reese  
Alexander "Sandy" Thomas  
Kenneth S. Johnson, Sr.

#### Absent

None

#### Others Present:

Lemuel C. Stewart, Jr., Chief Information Officer of the Commonwealth  
Jerry Simonoff, VITA IT Investment & Enterprise Solutions Director  
Dan Ziomek, VITA Associate Director for Project Management

### Call to Order

Secretary Aneesh Chopra called the Commonwealth IT Solutions Committee to order at 8:39 a.m. Following a roll call by Dan Ziomek, Secretary Chopra acknowledged that a quorum of the members were present.

### Approval of Minutes

Secretary Chopra called for approval of the minutes for the April 18, 2007, Committee meeting.

***MOTION: A motion was made by Mr. Reese that the minutes of the April 18, 2007 meeting of the Commonwealth IT Solutions Committee be approved as written. Seconded by Mr. Thomas, the motion carried unanimously.***

## Review of the Commonwealth Technology Portfolio (CTP)

Ms. Nicole Helmantoler, VITA Project Management Division (PMD), made a presentation to the CITS committee that provided an introduction to the Commonwealth Technology Portfolio (CTP) and an assessment of current portfolio maturity. The objective of the presentation was to attain portfolio management direction in terms of maturity stages and investment classification models. The presentation highlighted data collected as part of the yearly IT strategic planning cycle and analysis performed on the data. A complete copy of the Commonwealth Technology Portfolio presentation can be found on the Board Website under Documents, Reports, and Presentations.

Discussion followed.

***Staff Action: PMD staff will meet with the Commonwealth Comptroller to address the feasibility of obtaining auditable financial data for reporting of IT investments in the CTP.***

***Staff Action: PMD staff will obtain feedback from the ITIM Customer Council on the reporting of agency IT systems operation and maintenance costs.***

## Introduction to Organizational Project Management Maturity Model (OPM3)

Mr. Larry Bull, Project Management Institute, delivered a presentation on PMI's Organizational Project Management Maturity Model. *OPM3* is designed to help organizations translate strategy into successful outcomes, consistently and predictably. It utilizes a framework of globally developed best practices in organizational project management. The OPM3 framework maximizes return on investment and fulfillment of strategic business goals by aligning maturity and continuous performance improvement in the structure and execution of project, program and portfolio management. PMI developed an assessment tool that is available for purchase. The PMI assessment tool identifies best practice capabilities achieved by an organization. A complete copy of the Introduction to Organizational Project Management Maturity Model (OPM3) presentation can be found on the Board Website under Documents, Reports, and Presentations.

Discussion followed.

***Staff Action: PMD staff will identify the Commonwealth assessment criteria and associated benefits related to establishing portfolio, program, and project management maturity levels for agencies.***

## Commonwealth Major IT Project Status Report

Due to time constraints, Secretary Chopra informed the committee that there were six yellow, eighteen green and no red projects for this quarter. A complete copy of the Commonwealth Major IT Project Status report can be found on the Board Website under Documents, Reports, and Presentations.

## **Other Business**

None

## **Public Comment**

There was no public comment.

## **Adjournment**

The meeting was adjourned at 10:12 a.m.