



MAXIMUM FLOAT

Michigan Capital Area Chapter Newsletter

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November's Featured Speaker

Charlie Kidd of EDS

"When Good Projects Go Bad"

Even though you may not have a Titanic project, as a project manager you need to keep your project afloat and get it safely into port. Charlie will discuss early warning signs and preventative actions to keep project managers from getting in over their heads.

(I can picture the graphic already!!!!)

Charles J. Kidd, PMP

Charlie is a senior consultant at Electronic Data Systems (EDS) in E.solutions Project Management Consulting. He has provided project management including planning, relationship management with customers and vendors, procurement and resource management, testing, and training for over 35 projects. These include the implementation of executive videoconferencing collaboration rooms for the General Motors (GM) Corporate Board of Directors and the GM Chief Information Officer (CIO), as well as managing two software upgrade projects for over 100 GM locations worldwide, and a North American Y2K network compliance upgrade project. Charlie's experience at EDS also includes process development, account management, and implementation.

Charlie has worked at EDS for almost 15 years and has over 18 years of telecommunication experience. He passed the PMP certification exam in June of this year and holds a Master of Arts Degree in Telecommunication and two Bachelor of Arts degrees in Journalism and Social Science from Michigan State University. He is a Charter Member of the Michigan Capital Area Chapter of PMI.

Inside this Edition

Featured Speaker	1
Closing the Loop	2
Officer's Corner	3
Maximum Float Advertising Policy	4
Max & Maxine	4
Grey Matters	5
Tips, Quips, and Quotes	6
Program Events Schedule	6





Closing the Loop

by Laurie Gonzalez and Cathy Pelham

As a way of closing the loop to the presentation we viewed at the last PMI dinner, we decided to analyze the presentation given in terms of the PMI model.

How has Jennifer Grau from Habitat for Humanity implemented the various elements that make up good Project Management, without knowing the contents of the PMBOK? Below are the examples of challenges she has faced and her solution to those challenges:

Knowledge Area	Challenges	Solution
Scope Management	<ul style="list-style-type: none"> Limiting scope with volunteer labor 	<ul style="list-style-type: none"> Contract between Habitat for Humanity and recipient – Work 500 hours on their home and another Require volunteer commitment
Time Management	<ul style="list-style-type: none"> Building a home within 3, 5 or 15 days 	<ul style="list-style-type: none"> Use standardized build schedules
Cost Management	<ul style="list-style-type: none"> Containing costs using unreliable funding sources 	<ul style="list-style-type: none"> Allocate fixed percentage for overruns (note: outcome more important than cost containment)
Quality Management	<ul style="list-style-type: none"> Adhering to local & state building codes 	<ul style="list-style-type: none"> One professional builder on staff for quality assurance function/role Professional builders donate their time
Human Resource Management	<ul style="list-style-type: none"> Getting volunteers and prisoners to work as teams 	<ul style="list-style-type: none"> Team building exercises for 1 year prior to build
Communication Management	<ul style="list-style-type: none"> Keeping all volunteers up to date without additional support staff or status report mailings 	<ul style="list-style-type: none"> Newsletter mailed out regularly
Risk Management	<ul style="list-style-type: none"> Funding and environmental issues Avoiding delays in project 	<ul style="list-style-type: none"> Funding in place before starting project Neighborhood canvassing to encourage community support of project Planning, planning, planning
Integration Management	<ul style="list-style-type: none"> Coordinating planning, execution & change control in a not for profit environment 	<ul style="list-style-type: none"> Project plans in place ahead of time Strong policies Strong director role
Procurement Management	<ul style="list-style-type: none"> Disseminating info in a not for profit environment Securing funding 	<ul style="list-style-type: none"> Presentations to get the word out and secure funding Eight fund raising projects per year

While Jennifer may not have been schooled formally in the PMI methodology, it is clear that she is familiar with the skills that make project management successful.

Out of town during one of our monthly meetings?

by Judy Walsh

Look for the neighboring chapters to visit. The city locations of the chapter meetings in Michigan are Great Lakes Chapter in Southfield, Western MI in Grand Rapids and Michigan Thumb in Frankenmuth. Great Lakes and Western MI meet on the 2nd Monday and MI Thumb meets on the 2nd Tuesday . All chapters welcome reciprocating members, so, don't miss the monthly chance to network with fellow national and state PMI members.

Check out the website: www.pmi.org/chapterinfo and scroll down to Locate a PMI Chapter in the U.S. Click on Michigan and connect to the individual sites for the three other Chapters. All of the sites list lots of information on dates, location and speakers for current events. Some of information even provides detail on past speaker topics.



Officer's Corner

Finance Update

by Alan Casey, VP Finance

The Michigan Capital Area Chapter, by keeping our processes simple and avoiding any unnecessary expense, has built enough working capital to insure financial stability. We have built over \$6,000 of working capital. This means that the board may now consider increasing operating expenditures to further improve the services that we provide.

Here is a breakdown of sources and uses of funds:

1. Dinner Meetings are run at break-even. No significant increase in capital can be attributed to dinner meetings.
2. Monthly Board meetings are run without incurring expenses (board members buy their own meals).
3. Corporate Sponsorships were a major stabilizing factor in our first year. Especially gifts from EDS and SPECTRUM MAXIMUS that came with no strings attached.
4. Educational Services added several hundred dollars, mostly from a PMP Exam Preparation Class offered last year.
5. The single largest source of our capital is your annual dues, at a rate of \$20 per member. Our faster-than-expected membership growth brought in the capital that has given us this level of financial stability.

We have received tremendous support in the form of “gifts in kind.” Board Members and Committee Members have donated their time, loaned expensive audio-visual equipment, provided office supplies, and provided catering.

The Michigan Capital Area Chapter has enough capital, but not too much, to achieve its mission. Having achieved our goal of financial stability, we can begin spending more to improve our services.

Membership Update

by Rick Cummings, VP Membership

PMI volunteers have been working on companion documents that would expand on the inputs, tools, techniques and outputs in the *PMBOK® Guide*. The first of those companion documents is now ready as an Exposure Draft. PMI volunteers, under the project leadership of Kim Colenso, PMP, have stepped forward once again to aid the profession by preparing the *Project Management Institute Practice Standard for Work Breakdown Structures*.

In accord with the PMI Project Management Standards Setting Policy and Procedures, the *Project Management Institute Practice Standard for Work Breakdown Structures* is available at this web site (<http://www.pmi.org/wbsreview/>) as an Exposure Draft for your review and comment. Your thorough review of the entire document, and your submission of any recommended additions, deletions, or corrections are encouraged. Please submit your comments by following the procedures and using the forms also available below. Any suggestion(s) that you submit regarding this Exposure Draft will be reviewed carefully, and then you will be informed of the resultant decision.

The PMI Membership file was not received in time to include membership statistics for October. I will share these at the November Dinner Meeting and the next published newsletter.

Upcoming Events

9-11 November 2000

1st South East Regional Conference on Project Management.

For more information, visit: www.cd-cc.si/senet/

15 November 2000

The PMI Nashville Chapter is hosting its first SIG Extravaganza with guest speaker Michael Haig, ASC Co-Chair, at the BellSouth Building from 4:00-9:00pm. Contact Mike Staubes for more information at mstaubes@msn.com and +615-365-1336.

Maximum Float Advertising Policy

The Editorial Board developed and the Chapter Board approved the following advertising policy for Maximum Float:

Rates:

Size	Per Issue	4 Issues	8 Issues
Full Page (7 1/2 x 10 1/4)	\$100.00	\$360.00	\$640.00
1/2 Page (7 1/2 x 5 1/8)	\$50.00	\$180.00	\$320.00
1/4 Page (2 7/8 x 2 3/8)	\$25.00	\$90.00	\$160.00
Business Card (2 x 3 1/2)	\$12.00	\$43.20	\$76.80
Classified Ads: Price per issue: \$.25 per word. Minimum 20 words			

The above rate chart has an effective date of November 3, 2000. Rate changes and their effective dates will be communicated through the Chapter's *Maximum Float* Newsletter. The above stated multiple issue rates assume consecutive publications. The multiple issue discounts equal 10 percent for 4 issues and 20 percent for 8 issues. Full payment for multiple issue advertisements is required at the time the request for advertisement is made.

Advertisements must be received prior to the first of the month to be considered for that month's *Maximum Float* publication. All advertisements are to be submitted to the Maximum Float Managing Editor in JPEG format. This file is to be sent to the VP Publicity via email.

If for any reason an issue has to be cancelled, the advertisement will be published in the next issue. Generally, *Maximum Float* is published in September, October, November, January, February, March, April, and May. A "spoof" issue of *Maximum Float* is published in December. No real advertising will be published in this edition.

All Advertisements and Classifieds are subject to review for appropriateness by the *Maximum Float* Editorial Board.

Send payment to: Michigan Capital Area PMI Chapter, PO Box 19075, Lansing, MI 48909-9075. Make checks payable to Michigan Capital Area PMI Chapter

Michigan Capital Area Chapter's Mission

The Michigan Capital Area Chapter is established to provide a professional forum dedicated to promoting project management excellence by:

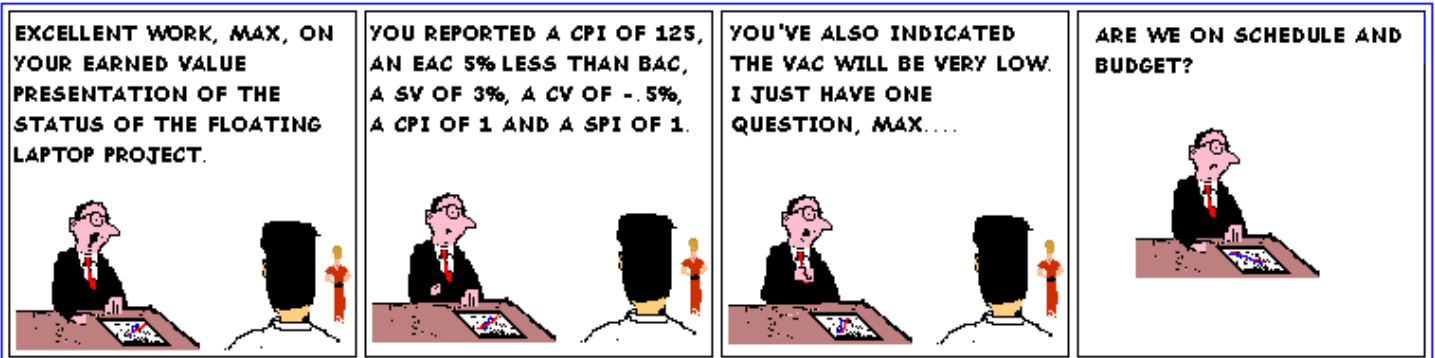
- Encouraging the development of professional project management
- Sharing project management expertise
- Providing project management education and training
- Supporting the application of project management standards

Michigan Capital Area Chapter Vision

The Michigan Capital Area Chapter is the professional organization of choice for project management professionals.

MAX & MAXINE

BY LARRY SELVAGE & DAN BELCHER





Grey Matters

Random Thoughts on Project Management

by Dan Belcher

I recently considered treating an upcoming mother in-law visit as a project. Typically I can endure the first hour (car ride from the airport) and spend the remaining endless days of the visit avoiding the mother in-law and apologizing to my wife. I thought that if I planned out the visit as a project, maybe things would go better. Here is an outline of what I considered for the project:

Project Scope: Survive the visit with a happy wife.

Key Deliverable: Make sure mother in-law makes the return flight and thinks that I am sad to see her leave.

Duration: 1 week of constant and meaningless chatter.

Hands on Time: The bare minimum.

Key Tasks:

1. Spend quality time in first few days before I've had enough.
2. Set up budget for wife's spending/shopping spree (this eliminates a big argument, in front of her mother, about the money they just paid for all the cute little nick knacks that I love so much).
3. Schedule seemingly life altering projects (ideally in the garage) to start once quality time is expended.
4. Smile once in a while.
5. Constantly remind myself that there is hope (10% chance) that my wife will not turn into her mother.
6. Get a letter from Supervisor stating that an important classified assignment requires me to work overtime (get out of jail free card).

Risk Analysis: If the visit goes really well, my mother in-law could decide to come more often.

What was I thinking? I concluded to be my warm grumpy self and abandon all thoughts about treating the visit as a project.

Author's Note: The content of this article is completely fictional and in no way can be used as grounds for divorce or argument.

History Repeats Itself!!!

History repeats itself. Microsoft only needs to look back to the American automotive industry of the 1970's to see it's own future. Then, we had little choice but to purchase big gasoline addicted automobiles.

They were finally forced to respond as the market changed in favor of the smaller, fuel efficient imports. No longer are they the 'Big Three'. Today they are only three of many.

The days of 'what you see is what you get' are coming to an end. I hope Microsoft realizes it in time.

But what does this have to do with winning the October monthly free dinner drawing?? Read on...

Rick Cummings is Director of the Project Office at Jackson National Life Insurance Company in Lansing is a repeat winner in the monthly dinner drawing. Rick's primary line of business is insurance / annuities. Rick is currently building and managing a newly formed Project Office at Jackson National. The objective of the Office is to mentor/coach new (and experienced) Project Managers, oversee Project Management practices, facilitate post implementation reviews and monitor projects for Senior Management.

Rick is a charter member of the chapter. Rick is the Vice President of Membership for the next two years.

Rick wants to be actively involved in the professional organization of Project Managers. The networking and experience you can gain from interacting with other members of your profession is priceless.

Other information that Rick has shared with us: He is enjoying the new Jackson National Life Headquarters in Okemos at the I-96 Exit.

Rick is one of many winners at our monthly PMI meeting. Please introduce yourself to Rick at a future dinner meeting.

Tips, Quips, and Quotes

Compiled by Liz Chaney

"Among my most prized possessions are words that I have never spoken." --Orson Rega Card

"Diamonds are nothing more than chunks of coal that stuck to their jobs." --Malcolm Forbes

"When you come right down to it, the secret of having it all is loving it all." --Dr. Joyce Brothers

"In the bigger scheme of things, the universe is not asking us to do something, the universe is asking us to be something. And that's a whole different thing." --Lucille Clifton

"To have a reason to get up in the morning, it is necessary to possess a guiding principle. A belief of some kind; A bumper sticker if you will." --Judith Guest

"There is no greatness where there is not simplicity." --Leo Tolstoy

"What else are we gonna live by if not dreams?" --Jill Robinson

"I have learned this at least by my experiment: that if one advances confidently in the direction of his dreams, and endeavors to live the life he has imagined, he will meet with a success unexpected in common hours." --Henry David Thoreau

"There are some people who live in a dream world, and there are some who face reality; and then there are those who turn one into the other." --Douglas Everett

"Patience is a bitter plant, but it has sweet fruit." --German proverb

"Time deals gently only with those who take it gently." --Anatole France

"I'm not going to limit myself just because people won't accept the fact that I can do something else." --Dolly Parton

"We must have courage to bet on our ideas, to take the calculated risk, and to act. Everyday living requires courage if life is to be effective and bring happiness." --Maxwell Maltz

Program Events Schedule

The Chapter Dinner Meetings are held on the third Tuesday of each month, September through May, excluding December. The Dinner Meetings are held at the Lansing Sheraton Hotel and Convention Center. Bonus Programs are held prior to dinner meetings from 5:15 to 6:00.

Costs: Dinner costs are \$25 for members and \$30 for non-members. Anyone who does not pay in advance will be charged an additional \$5 at the door. If you are not pre-registered, we may be unable to accommodate you due to restaurant limitations.

December 25, 2000 -- Santa's Big Project (Fast Tracking!)

January 16, 2000 -- Mark Wesley, Emergency Management Division, Michigan State Police, "Emergency Management Project Strategies"

February 20, 2000 -- Mr. Steve Trecha, CEO, *Integrated Strategies Incorporated*, "Transforming Your Organization through Project Management"

March 20, 2000 -- Mr. Dave Davis, AT&T, "Schmoozing and the Art of Project Management"

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