



STATE OF WASHINGTON

WASHINGTON TECHNOLOGY SOLUTIONS
Office of the Chief Information Officer

1500 Jefferson Street SE • Olympia, Washington 98504-1501

June 30, 2020

TO: Sarian Scott, Fiscal Analyst
Senate Ways & Means Committee

Jessica Van Horne, Fiscal Analyst
House Appropriations Committee

FROM: James A. Weaver, State Chief Information Officer

A handwritten signature in black ink that reads "James A. Weaver".

SUBJECT: Quarterly Best Practices Summary and Update on Independent Oversight Recommendations for IT Projects

We are pleased to share this report, per Section 149(1) of the 2020 Supplemental Operating Budget:

(ii) Consider statewide best practices from the public and private sectors, independent review and analysis, vendor management, budget and timing quality assurance and other support of current or past IT projects in at least Washington state and share these with agency IT stakeholders and legislative fiscal staff at least quarterly, beginning July 1, 2020.

(iii) Beginning December 31, 2019, provide independent 12 recommendations to legislative fiscal committees by December of each calendar year on oversight of IT projects.

The 2019-21 Operating Budget provided funding to the Office of the Chief Information Officer (OCIO) for master level project managers to provide consultation and advice to gated funding projects. The attached report:

- Summarizes key activities and accomplishments of the master level project managers.
- Highlights selected best practices shared with agencies.
- Provides a status update on the recommendations and next steps identified in the December 2019 Independent Recommendations on Oversight of IT Projects report.
- Identifies several project manager resources, reference materials and document templates in development, to be made available later this year.
- Presents performance measures for the OCIO master level project management team.

This report also introduces a new online [lessons learned repository](#) compiled from learnings from Washington state IT projects under OCIO oversight completed since fiscal year 2019. It provides a tool for project managers to learn from other's experiences to reduce project risk and reinforce positive outcomes. It is searchable by project type, project phase and lesson learned category. It is a work in progress and we welcome your feedback to improve usability in future versions.

Please remember that our master level project managers are available to support your gated funding projects. They are temporary resources who bring professional expertise and industry best practices to support your project manager.

If you have any questions regarding this Quarterly Best Practices Summary and Update on Independent Oversight Recommendations for IT Projects, or how to engage a master level project manager to support your gated funding project, please contact Nicole Simpkinson, Assistant Director, Office of the Chief Information Officer (OCIO) at 360-407-8735 or via email at Nicole.Simpkinson@ocio.wa.gov.

Attachment

cc: Agency CIOs