



Performance Budgeting

Project Q2 Summary Report

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Prepared for:
Commonwealth of Virginia
VA-090724-PPC

Prepared by:

PROJECT
performance
CORPORATION
Part of the AEA group

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Record of Changes/Version History

| Change/Version Number | Date of Change | Impacted Section/Description of Change | Person Entering Change |
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| 0.5 | 1/25/2010 | Submitted Draft for Approval | Lee Hodges |
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1 Introduction

1.1 Purpose

The Purpose of this document is to summarize the client meetings and action items that occurred during the second quarter of the Performance Budgeting (PB) project, from November 1, 2009 through January 31, 2010.

1.2 Organization

This document is intended as a summary for the COVA Project Manager and is organized into the following sections:

- Section 1, Introduction
- Section 2, Meetings Summary
- Section 3, Action Item Summary

2 Meetings Summary

Between November 1, 2009 and January 31, 2010, the following PB Project meetings took place:

- 3 PB Project Steering Committee Meetings
- 6 PB Project Management Team Meetings
- 2 Pre-Design / SME Review of Preliminary Design Document Meetings
- 11 Design Meetings
- 4 Design Document Review Meetings
- 4 Interface and Data Conversion Meetings
- 8 Organization Change Management (OCM) Meetings
- [1 Environment Meeting](#)
- 1 Second Agency Kick-Off Meeting
- 3 Security Meetings
- 6 Report Design Meetings

3 Action Item Summary

Links to the Action Items in PB Project Repository are below.

3.1 Steering Committee Action Items

<http://vitapb.cova.ppc.com/Sites/VITA%20Performance%20Budgeting/Lists/Project%20Management%20Team%20Action%20Items/AllItems.aspx>

3.2 PB Project Management Team Action Items

<http://vitapb.cova.ppc.com/Sites/VITA%20Performance%20Budgeting/Lists/Project%20Management%20Team%20Action%20Items/AllItems.aspx>