



**Breakfast Roundtable South (Mentor)  
Minutes from Meeting of  
April 1, 2005**

**Meeting Logistics:** - the meeting was hosted by Mentor Graphics Corporation and facilitated by Mark Kresge.

Subjects Considered for discussion:

1. Career development (Vote: 8)
  - What do we call a PM?
2. Communication planning (Vote: 7)
3. Selling PM (Vote: 2)
4. Responsibilities (authority vs. accountability) (Vote: 2)
5. Co-management of projects (Vote: 0)
6. Managing stakeholder expectations (Vote: 4)

**Topic 1: Career Development Topic**

1. Lots of information available from PMI
  - PMI.org
  - Career headquarters. Lists PM jobs worldwide.
  - PMI charter website.
  - PMP certification. Need 4500 hrs of experience and 35 education credits prior to PMP exam.
  - Focus on area vs. title. Strengths.
  - SIGS. Program management forum.
2. Other areas like healthcare
3. Other support areas like six sigma.
4. Opportunities within City of Portland, Federal Government, independent consulting
5. Consider type of PM: Sales vs. Implementation.
6. Rep's – Registered Education Providers
7. Track your work history and training
8. What makes you different from the other potential candidates



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9. Success and customer service = more work

**Topic 2: Communication Planning**

1. Identify stakeholders and communication strategy for each group (easel, email, website, phone call, newsletter)
2. Duplicate or redundant communications
3. Focus on key groups
4. Use "risk and mitigation/contingency" discussion to force team to think through key project communication points
5. KISS
6. Highlight changes to reoccurring messages
7. Consistency
8. Brown bag lunches
9. Skip level QA