

Washington Location Finder Project

Project Organization - Team Members, Roles & Responsibilities

Updated: January 22, 2007 Version 1.4

<p>Project Sponsor(s)</p> <ul style="list-style-type: none"> • Scott Boettcher, Office of Regulatory Assistance (ORA) • Fran Muskopf Washington Department of Health (WDOH) 	<p>Role/Responsibility: The Project Sponsor(s) are usually a combination of the Director, Deputy Director, and/or Program Managers who have established the priority for the project and champions the project to other agency management and staff to facilitate the required support and change to current business practices.</p>
<p>Steering Committee</p> <ul style="list-style-type: none"> • Scott Boettcher (ORA) • Debbie Stewart Enterprise Manager, Ecology Applications & Data Services (ADS) • Gene Robbins (WDOH) • Craig Erickson, (WDOH) • John Tooley, Ecology Application & Data Services - GIS (ADS-GIS) 	<p>Role/Responsibility: A small committee established to guide the project which includes: funding and resource allocation, overall schedule and scope, business requirements, change control, and issue resolution. The team usually consists of the Project Sponsor(s), Project Manager, IS Applications & Data Services Manager, and business area Program Manager(s) and Section Manager(s) of the affected business areas.</p>
<p>Project Manager</p> <ul style="list-style-type: none"> • John Tooley (ADS-GIS) 	<p>Role/Responsibility: The person(s) responsible for project planning and coordination, contract management, and budget and scope management.</p>
<p>Business Team</p> <ul style="list-style-type: none"> • Scott Boettcher (ORA), • Joyce Smith, Ecology Water Quality Program (ECY-WQ) • Patty Betts (ECY-SEA) • Craig Erickson (WDOH) • Mark Finch (WDOT) • Pat Chapman, WA Department of Fish and Wildlife (WDFW) • Brian Fairley, alternate (WDFW) • Marty Parsons, WA Department of Revenue (WDOR) ? • Joy Paulus, WA Salmon & Watershed Information Coordinator.(SWIMTAC) • David Sorrel Department of Information Services-Business Portal (DIS-BP) • Brian Criss (DIS-BP) 	<p>Role/Responsibility: A team consisting of the business lead and staff who will be using the proposed system. This team participates in requirements-gathering interviews and meetings, describes agency business rules, and confirms data requirements. Formally approves and accepts all major deliverables, including business requirements and Use Cases, detailed system design, system prototypes, and system implementation.</p>

<ul style="list-style-type: none"> • Gary Graves WA Dept. of Natural Resources (WDNR) • Deborah Naslund (WDNR) • Marlia Jenkins, (Clark County) • Randy McIntosh, North West Indian Fish Commission (NWIFC) • NWIFC Representative (pending January 17 meeting) 	
<p>Business Lead</p> <ul style="list-style-type: none"> • Scott Boettcher (ORA), 	<p>Role/Responsibility: The senior non-information technology participants of the project who understands the business of the areas affected, addresses the business rules and issues, and facilitates change in current business practices.</p>
<p>Technical Team</p> <ul style="list-style-type: none"> • John Tooley, (ECY-GIS) • Craig Erickson, (WDOH) • Dan Saul, (ECY-GIS) • Ewan Whitaker, (ECY-GIS) • Darby Veeck, (ECY-GIS) • Sharon O’Connor, (ECY-GIS) • Michael Heiser (ECY-GIS) • Brian Criss , (DIS-BP) • E-Permitting Contractor 	<p>Role/Responsibility: A team consisting of the technical lead, data/database administrator(s), programmer(s), and/or network administrators responsible for carrying out the project based on defined user requirements and agency standard IT practices and architecture. Develops the technical architecture, construction plan, system documentation, system maintenance plan, construction guidelines, class diagrams, package specifications, technology prototypes as needed</p>
<p>Systems Analyst / Technical Leads</p> <ul style="list-style-type: none"> • John Tooley (ECY-GIS) • Craig Erickson, (WDOH) 	<p>Role/Responsibility: The senior technical participant, who develops the project scope, performs the requirements analysis, develops the project plan, documents risk assessment and mitigation, manages the technical team, and oversees all iterations and data conversion.</p>
<p>Technical Review Team</p> <ul style="list-style-type: none"> • Technical Team • Don Saul, (WDFW) • Tim Young, (WDFW) • Alan Smith, (WDOT) • Joy Paulis (SWIMTAC) • Son Tran, (ECY-App Architect) • Bob Pool, (GIS Manager Clark Co) • Chad Eiken, (City of Vancouver) • Ron McFarlane (NWIFC) 	<p>Role/Responsibility: A team consisting of the technical lead, data/database administrator(s), programmer(s), GIS analysts, and application architect(s) responsible for reviewing the conceptual, logical, and physical application design, web service flow configuration, map service configuration, general technical architecture, system documentation, and data maintenance plan.</p>

Revision History

Date	Author	Changes	Version
11/29/2006	John Tooley	Removed from Project Plan -Project Participants section and created separate document	1.0
01/04/2007	John Tooley	Added NWIFC place holder WaDOT, WaDFW, added SA/Tech leads roles	1.1
01/11/2007	John Tooley	Added changes from Steering Committee & DIS, attempted to recreate document in-limbo due to SharePoint server problem	1.2
01/17/2007	John Tooley	Updated Technical Team, Technical Review team	1.3
01/22/2007	John Tooley	Updated Technical Team, Technical Review team; Revised Business Team Role	1.4