



MANITOBA CHAPTER

2019 ANNUAL REPORT

Board of Directors Discussion and Analysis

PROJECT MANAGEMENT INSTITUTE MANITOBA CHAPTER

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PMI MANITOBA CONFIDENTIAL & PROPRIETARY WARNING

This material is the confidential and proprietary property of PMI Manitoba, a chapter of the Project Management Institute.

PRESIDENT'S MESSAGE

2019 turned out to be a very busy, yet exciting year for PMI Manitoba. Kudos are in order for the hard work the Board and volunteers did to bring quality programs and service changes to the Chapter.

Together with celebrating our 25th anniversary, PMI celebrated its 50th anniversary and introducing exciting changes to the PMI organization. Forging partnerships with Agile organizations, different credentials and online offerings bringing the project community more resources, better tools, larger networks and broader perspectives. It is truly a great time to be part of the Project Economy.

In April 2019 the Chapter hosted more than 60 visitors from PMI Region 2 to our city. We believe they had a great time and was treated to the best Canadian hospitality while in Winnipeg.

The Manitoba Chapter is appreciative for the support we received from our Sponsors. These organizations support our members by providing training, work and network opportunities and great projects. Their support help fund the operations of the Chapter and will be instrumental in providing the resources needed to make the changes in 2020.

On the financial side the Board was successful in the recovery and elimination of over-due outstanding accounts receivables. Fiscal accountability and quality programs resulted in a positive financial position for the Chapter.

In closing it was a privilege to be President for the Chapter and to represent all the members at different events. This opportunity introduced me to all the great work and people in the project world in Winnipeg and Manitoba and I look forward to be an ambassador for the Chapter in the years to come.

Christa Ferreira



2019-2020 PMI MANITOBA BOARD OF DIRECTORS



Christa Ferreira PMP
President



Michael Hanna PMP
VP Operations, President
Elect



Leanne Edwards PMP
VP Member Services



Juan Saldivar PMP
Governance



Karen Cormier PMP
Monthly Programs



Rafiq Lakhani PMP
IT



Jackson Bruno PMP
Prof Development



Peter Owode
Networking Events



Kim Baxter
Membership



Jeff Grevstad
Finance



Connie Lemoine
Marketing



Kyle Molotkin PMP
Past-President

PURPOSE OF PMI MANITOBA

As defined in the by-laws for PMI Manitoba the purpose of the PMI Manitoba Chapter – a non-profit, tax-exempt corporation (or equivalent) chartered by PMI, is to advance the practice, science and professionalism of project management in a conscientious and proactive manner. Consistent with the terms of the Charter executed between the Chapter and PMI and these by-laws, the purposes of the Chapter shall include the following:

1. To foster professionalism in the management of projects;
2. To contribute to the quality and scope of project management;
3. To stimulate appropriate global application of project management for the benefit of the general public;
4. To provide a recognized forum for the free exchange of ideas, applications and solutions to project management issues among its members and others interested and involved in project management;
5. To identify and promote the fundamentals of project management and advance the Body of Knowledge for managing projects successfully;
6. To collaborate with universities, other educational institutions, and corporate entities to encourage appropriate education and career development at all levels of project management activities.

PMI Manitoba Mission:

“We are the premier enabler and advocate of project management in Manitoba.”

PMI Manitoba Vision:

“We will broaden the understanding of the value and application of project management by:

- Increasing the awareness of PMI-MB;
- Maintaining and evolving quality products and services;
- Building strategic alliances with stakeholders; and,
- Expanding and diversifying our membership, geographic and industry representation...while maintaining a sustainable and fiscally responsible organization.”

OPERATING THE CHAPTER MEMBER SERVICES

Leanne Edwards - Vice-President, Member Services



The work of PMI Manitoba continues to be engaging and challenging as we focus on member engagement and customer value. The key initiatives this past year included enhancing member value through a streamlined process for earning PDU's after events, creating membership email templates to increase member engagement and continued partnerships with industry leading companies to offer our members a wide variety of speakers and events to foster networking opportunism.

This year we saw an increase in retention of membership, as the overall membership surpassed 900. We continue to encourage new members to participate in multiple events throughout the year to integrate into the chapter community and expand their network.

As always, if you feel you have the opportunity to give back to your profession, we welcome volunteers and new ideas for engagement and value.

Thank you for your continued participation and support.

OPERATIONS

Michael Hanna - Vice-President, Operations/President Elect



The chapter continued to focus on improving the operation in 2019 while aligning to PMI Global strategic plan. The board and volunteers efforts in offering quality programs and marketing were evident in the steady growth of our membership and attendance to our events.

With the introduction of project economy and the new PMI global Brand, the board started working on rebranding our chapter and introducing our new logo. The board will launch the new rebranded website as a fast follower in 2020.

The board reviewed and updated all policies to align chapter operation and policy manual from PMI global. The board also recently revised the chapter bylaws to tighten the language around board positions and to streamline the current operational model.

Project of the Year saw another success with three nominations featuring great projects.

OTHER

In April PMI Manitoba hosted the PMI Region 2 Meeting at the Fort Garry Hotel. Heather Charles with her team of Les Howard and Brad Mundy ensured that the visitors from Region 2 were welcomed, thoroughly entertained and fed with the best food Winnipeg could offer.

In October Christa Ferreira, Michael Hanna and Leanne Edwards attended the North American Leadership Institute Meetings in Philadelphia, Pennsylvania.

Special thanks to the Workers Compensation Board and Work Place Education Manitoba for allowing the Board to use their facilities for the monthly Board Meetings and Planning Sessions. To Sierra Systems for their support in hosting the CAPM/PMP study group information sessions.

GOVERNANCE

- ✓ April 2019: The Celero ITSM Project Phase I was named as the 2019 Project of the Year.
- ✓ Dec 2019: Five projects were submitted for the 2020 Project of the Year which will be announced in April 21, 2020.
- ✓ The chapter developed and implemented a new volunteer management process that leverage PMI's volunteer management system (VRMS) to provide an enhanced volunteer experience and achieve internal process efficiencies.
- ✓ The chapter developed Board transition guidelines and processes for a smoother Board transition and succession planning.
- ✓ The chapter performed a review of the bylaws and obtained approval from PMI on the suggested changes.

MONTHLY PROGRAMS

- ✓ January 2019 Day of Service at Siloam Mission (20 attendees)
- ✓ January - Chapter Lunch - PMI Talent Triangle (50 attendees)
- ✓ February - Chapter Lunch – Project Management: The Importance of Leadership (65 attendees)
- ✓ March - Annual General Meeting (85 attendees)
- ✓ April - Chapter Lunch – How to be your clients' Superhero: Project Management, Leadership & Saving the Day! (58 attendees)
- ✓ May - Chapter Lunch – How to Think Like an Innovator (55 attendees)
- ✓ May - Tour & Networking Event - Torque Brewery (35 attendees)
- ✓ June - Chapter Lunch – How to do an ERP transformation and have no one hate you...(60 attendees)
- ✓ September - Cocktail Reception Event: The Manitoba Museum Bringing our Stories Forward Capital Renewal Project (55 attendees)
- ✓ October - Chapter Lunch – Achieving Productivity through Effective Time Management for PM's: A 5-Step System to Get More Done (57 attendees)
- ✓ November - Chapter Lunch – The Power of Collaboration: Lessons Learned from the 2019 POY Winner (55 attendees)
- ✓ December - Chapter Lunch – Delivering Digital Transformation - How organizations are adapting, changing and innovating to achieve their digital potential (77 attendees)

NETWORKING

- ✓ Networking event on June 27 @ Tavern United MTS Center
About 30 to 35 chapter members and non-members were in attendance at the Tavern United MTS center for the networking event
- ✓ Networking event in October 24 @ TransCanada Breweries
About 35 chapter members and non-members were in attendance at the TransCanada Breweries for the networking event. There was also a brewery tour and presentation for all the attendees
- ✓ Networking event on November 20th, 2019, combined with PMI Global 50th anniversary and PMI Manitoba 25th anniversary.
This event was right after the 2019 Fall workshop at the Canad Inns polo park, and also complimentary to the Fall workshop attendees.
There was fun question and answer session with some of the speakers from the Fall workshop, and there were two special guests from the Valour Football Club - Rob Gale, Head Coach & GM Valour FC and Damian Rocke, Assistant Coach & GM Valour FC. They shared their experience bringing professional soccer to Canada

MEMBERSHIP

- ✓ February - Developed a membership Volunteer handbook
- ✓ March - Increased social media presence
- ✓ April - Planning membership related newsletter articles and social media posts;
Kim Baxter appointed as Director, Membership

- ✓ May - Created membership email templates to increase member engagement and integrated the renewal reminder process into our website
- ✓ June - Operationalized the integration of the renewal reminder process into our website backend.
- ✓ August - Finalized streamlined PDU reporting process after events
- ✓ September - Increased member satisfaction with quality speakers at chapter events, networking opportunities and increased engagement.
- ✓ October - Director Membership presented award to top Project Management student at University of Winnipeg
- ✓ November - 2020 NexGen strategy continued with Effective Networking Event for PACE U of W students and guest speaker Geoff Ryan, Chief People Officer, SkipTheDishes

MARKETING

Regretfully, Samantha Martin, Director of Marketing, was unable to complete the full term of her role and had to step down due to personal reasons. We thank Samantha for her contributions on the board. Connie Lemoine stepped up as the interim Marketing Director. A big “thank you” to Connie and her team to achieve and exceed the Marketing targets.

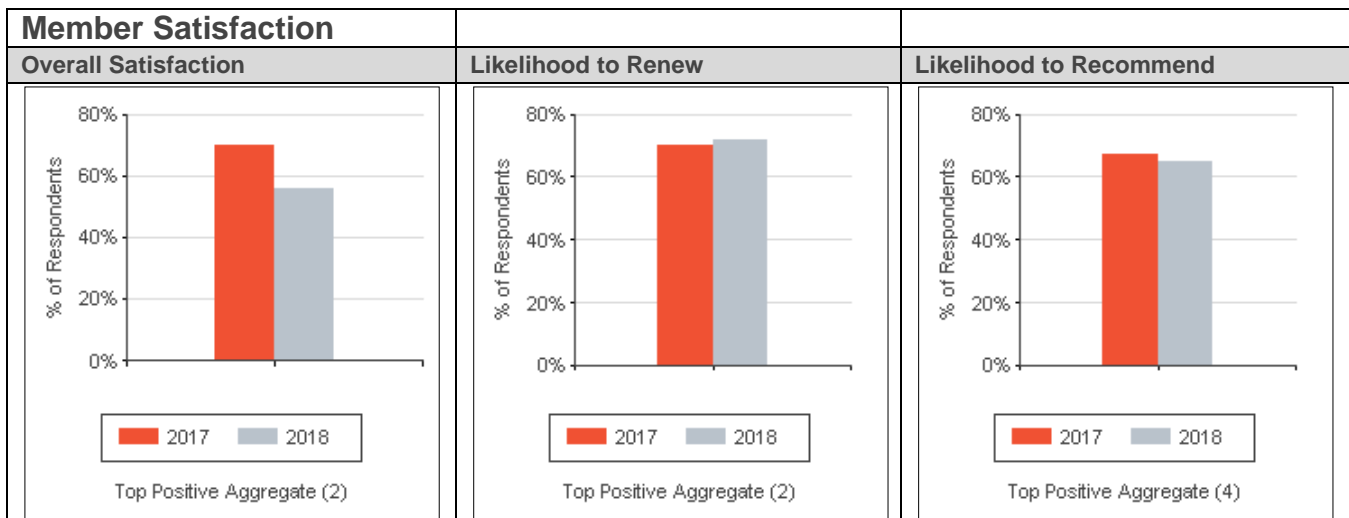
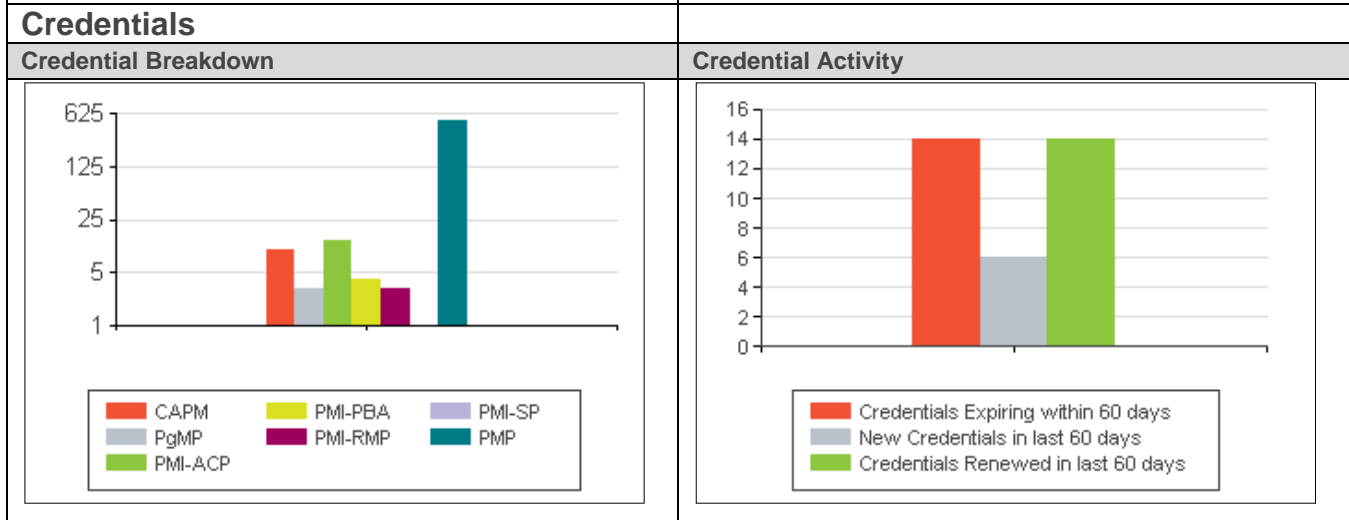
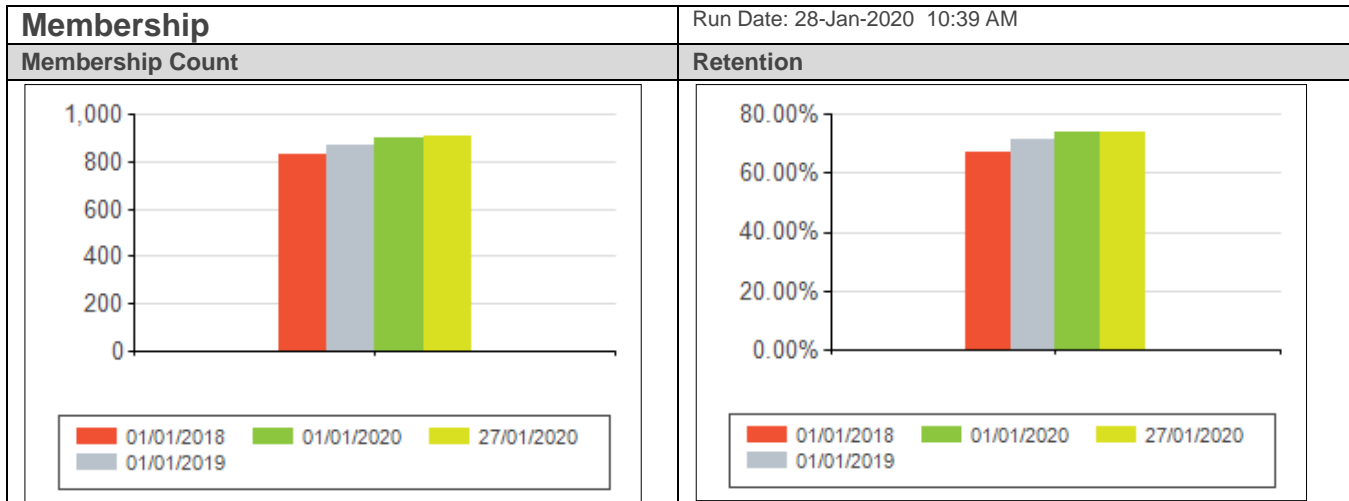
Simplifying the sponsorship offering was key in attracting more sponsors to the chapter. We continue to look for ways to create more value to our sponsors. On that path, the board held a Sponsor Recognition Summit in November at DeLuca’s to share the chapter plan and to hear from the sponsors.

PROFESSIONAL DEVELOPMENT

- ✓ March - Online instructor-led PMP/CAPM Exam Preparation Bootcamp-2 started
- ✓ April - Elevate, PMI's most important event of the year, in its 20th year, was held at CanadInns Polo Park and featured changes in the session’s format to 2h to help participants focus on learning. This event had a total of 85 people in attendance.
University of Winnipeg Top Student recognized at Elevate 2019
- ✓ May - PMP information session and kick-off of the spring study group hosted at Sierra Systems
- ✓ September - PMP information session and kick-off of the spring study group hosted Online
- ✓ November - Reignite, our Fall Workshop, found a new home at CanadInns Polo Park, after many requests from our attendees for a location that could provide better parking. The event had a total of 64 people in attendance.

IT/COMMUNICATION

- ✓ We created 3 subsites within the chapter website during the last year. It started with PMI Region 2 Meeting and after the success, we did similar projects for our 2 conferences i.e. Elevate and Reignite. Each site can have its own customizable layout and details.
- ✓ Google Analytics was incorporated with the chapter website, to analyze the traffic and user behavior when visiting the website.
- ✓ The chapter developed and implemented new processes for Social Media and Email communication to members and subscribers.
- ✓ New payment merchant was configured to allow processing of payments of different events and programs.
- ✓ Assessment of multiple vendors to reduce the cost of hosting the chapter website. The migration project will be executed in 2020.



SPONSORS

Champion



**THE UNIVERSITY OF
WINNIPEG**
PROFESSIONAL, APPLIED AND CONTINUING EDUCATION



Leader



Builder



Educational Providers



The Agile Agonist



Partners



APPENDICES

Appendix A

PMI Manitoba audited 2019 financial statement as provided by Lazer Grant

Appendix B

PMI Manitoba 2020 Budget