Information Technology (IT) Projects: Project Review Board Risk Based Oversight

Reduce risk and help with solutions to common project problems.

King County

IT Project

- Monthly Status Reports
- Funding Releases
- CIO/PRB Recommendations
- Project Documents

Risk Assessment

Risk Level 1:

- No Monthly Status Update in PPM Pro Portfolio System
- Yellow Status on any of: Scope, Schedule, Budget, Milestones, Resources, Benefits
- No Report on CIO or PRB Recommendations
- No Baseline Schedule at Implementation Phase
- No Planned PRB Funding Release Dates
- Expenses Exceed Funding Release Amount
- No Project Start Date
- Issues around Funding Release by PRB Staff
- No project response to External QA recommendations within 30 days

PEER SUPPORT

Project meets with staff: PRB, PSB, and PMO to determine the course of action. CIO support as needed.

Escalate as Necessary

Risk Level 2:

- Failure to Alleviate Level 1 Risk (3 consecutive months)
- Red Status on any of: Scope, Schedule, Budget, Milestones, Resources
- Sponsor Change
- Stakeholders input to PRB Chair &/or PRB Staff

CIO SUPPORT

Project meets with the CIO as needed to discuss a plan to address risks.

Escalate as Necessary

Risk Level 3:

- Failure to Alleviate Level 2 Risk (3 consecutive months)

EXECUTIVE LEVEL SUPPORT

Project meets with full PRB and Leadership for direction. At CIO discretion.

Successful Project

PRB – Project Review Board
CIO – Chief Information Officer
PSB – Office of Performance, Strategy and Budget
PMO – Project Management Office
QA – Quality Assurance

September 2023