



October 17, 2014

Hi Everyone,

Today we are launching our PMO (Project Management Office) wall and all 4 projects will have their first weekly team huddle. The huddles are regular meetings with the team to give a quick update on the project's status and raise attention to any areas that require support. The PMO Wall is the heart of our process. It acts as a dashboard, keeping everyone on track as we work toward our goals. To learn more about the PMO Wall, [click here](#) for a video explanation with KM&T CEO Steve Boam.

PMO Wall & Huddle Launch Times:

Fri Oct. 17th 11:00am – Ouellette SOP Office, Amherstburg Room
Cath Lab Table Utilization & OR Scheduling Priority Projects

Fri. Oct. 17th 1:00pm – Ouellette SOP Office, Amherstburg Room
MRI Wait Times & Med/Fluid Incidents Priority Project Huddle

Anyone is welcome to attend these huddles to check in on the projects' status.

Going forward the OR Scheduling, MRI Wait Times, and Med/Fluid Incidents projects will rotate their huddles between the Met and Ouellette SOP offices. The Cath Lab huddle will always take place at the Ouellette SOP Office.

Next week the project teams will continue to meet and solidify the project team membership, collect and analyze additional project specific data and determine dates for process mapping sessions. We'll have more information on mapping soon!

Thank you for your continued support,

The SOP & KM&T Team