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Date: 6/29/2007 3:41:52 PM

Subject: CIO Report

Attachments: Draft Report on CIO (2).doc

Marcia

Here is my latest version of the report on the CIO. I'm still not really happy with it but I am not sure how to make it any better. I would appreciate any comments/changes you have. Not having been involved in one of these before I am not certain about what it should look like.

I am not sure what Sarah wants as far as time we spent on this and how many people we interviewed. I had: four meetings with the agency CIO's which I suspect totaled about 18 different folks in total; met twice with CIO and staff about 12 people; 10 folks at the SCEIS EOS meeting; and total phone and person interviews of about 15. Considering some possible duplications I probably talked to about 45 folks and have looked at about 40 of the surveys.

On time I have averaged one and a half to two days a week meeting, reading and writing since we started this in March with several weeks being more than that. In writing the report I have put in at least 80 hours just writing and editing. This would be somewhere around 330 hours.

Does that sound about right to you?

Thanks

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