

THE SQUARED SCOOP

Volume 3, Issue 3 | Third Quarter 2010

Save the Date: Annual Holiday Party is Dec 5

The 2010 M Squared Annual Holiday Party will take place on Sunday, December 5, 2010, at The Darlington House. A "Save the Date" invite went out to all employees and formal invitations will follow over the next couple of weeks. If you have any questions, suggestions or if you'd like to get involved in the planning of this event, please contact Sarah Nurse or Jen Mroczek for details!

We're on the Move: A Clean, Well-Lighted Place...

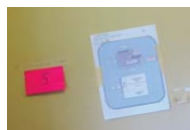
M Squared is levitating... OK, just to the tenth floor of the Grange Building at 1616 H Street, but after negotiations with Grange Building Managers and former tenants of the space, M Squared Strategies has now laid claim to the expansive suite 1030 directly across the hall from our front office in suite 1010.

Not only can the newly outfitted Staff Room fit all of the form and function of both rooms of the Annex, but suite 1030 will also include a Service Line Room to house our growing service offerings, an IT Services Room for inventory and tinkering, and a Board Room for M Squared Management, and client focused meetings. All of the rooms are furnished according to function ranging from counter space, couch and fridge to a long cherry stained wood board room table with executive level chairs. Each of the rooms offers natural light and all day sun exposure. The Staff Room is the largest room featuring a stunning view of Lafayette Park and glimpses of the White House with the best set of windows, and with keyless entry biometric locks, the space is open to all employees (see Andrew to set up access). This room will

be a collaborative working space for all employ use featuring two large white boards, ample counter space, a center working table, wireless internet, a conference phone, projection, and a book nook where you can reference SharePoint, or catch up on Malcolm Gladwell's latest observations about how spaghetti sauce changed the world we live in.

Andrew Slawter, our Director of IT Services assumed the role of Project Manager for the move, and created a project plan detailing the scope, schedule, budget, paint proposal, and furniture proposal. After several stakeholder interviews, the final list of requirements was gathered and incorporated into the plan. Whereas initial planning and scheduling began in August the project entered the execution phase during the month of September. Suite 1030 is scheduled to be inhabitable by October 1. Stop in and have lunch, collaborate with your team, or take a conference call while

you print off some materials for your next client meeting. Either way, we are excited about the new space and we are confident that the change of scenery along with the larger more functional space will encourage elevated collaboration and communication.



M Squared Awarded Registered Trademark

On October 19, the US Patent and Trade Office granted M Squared Strategies a trademark for its core logo design. Corporate Marketing has posted the updated logo on the SharePoint site. Use it proudly!!

Business Development: Always Going

Autumn ushers in a flurry of Business Development activities, starting with volunteer committee work for the ACT-IAC Executive Leadership Council (ELC) Outreach Committee, the AFFIRM Sustaining Partners Membership Drive and AFFIRM Turkey Shoot Golf Tournament Sponsorship Committees. Active participation in organizations like ACT-IAC and AFFIRM not only allows M Squared to give back to the organizations through our time and services, but also enables us the opportunity to work side-by-side and network with some of the beltway's top Federal Government executives and industry members.

This year the ELC 2010 Outreach Committee is co-chaired by Pete Tseronis, Acting Associate Chief Information Officer for Advanced Technology & Systems Integration at Department of Energy and Rosemarie Franz, Business Development Manager for RCG. Our Outreach Committee goal this year is to set a conference record for Government attendees that will include representatives from all agencies.

The 2010 ELC scheduled for October 24-26 in Williamsburg, VA, will focus on Delivering Transformation, with agenda highlights that include: Cloud Computing, Sustainability, Cyber Security, Health IT, Transparency and Web 2.0.

The 2010 AFFIRM Sustaining Partner Membership Drive and Turkey Shoot Golf Tournament Sponsorship Committees are both Chaired by Tom Ragland, Vice President of Business Development for CACI. By serving on both AFFIRM committees, we are able to connect with industry leaders who also share in M Squared Strategies' commitment to public service. Proceeds from Turkey Shoot Golf Tournament will go directly to the AFFIRM Scholarship Fund. AFFIRM maintains partnerships with six Universities to provide scholarships to undergraduate students studying some aspect of information technology. These Universities are also partnered with the Federal CIO Council to deliver Federal Executive IT Competencies through the CIO University.



Networking Dinner at Chima after the ACT-IAC General Membership Meeting, September 22, 2010 – Aaron Vicknair, Barrister Global Services Network; Brenda Maynor, M Squared Strategies; Steve Olshefski, PCPC Direct, Ltd and Carmine Tagliatela, Oakhill Farm Group.



ELC Outreach Committee Meeting members, September 22, 2010 – David Hull, EMC2; David Yang, Sapient Government Services; and Ellen Kuhn, Sapient Government Solutions

Conferences and events where you will find M Squared this Fall:

- October 24-26 ACT-IAC Executive Leadership Conference
- November 4 INPUT 8th Annual FedFocus Conference
- November 22 AFCEA Luncheon- DHS Panel
- December 7 AFCEA Winter Gala 2010

Enterprise Architecture Support Win!!

VA, OI&T, Architecture Strategy and Design (formally ESPPP), Enterprise Architecture Office

M Squared Strategies has won a new subcontract at the Department of Veterans Affairs. M Squared was part of a team of vendors primed by C2 Solutions Group, Inc. (C2) that has been awarded one of the Enterprise Architecture Support contracts within the Office of Information Technology, Architecture Strategy and Design (formerly the Office of IT Enterprise Strategy, Policy, Plans and Programs (ESPPP)), Enterprise Architecture. C2, a Service-Disabled, Veteran-Owned Company and GSA VETS GWAC prime contractor, has been M Squared's partner and sub in the VA's Enterprise Architecture office since 2007.

The winning C2-lead team for this opportunity includes M Squared Strategies, Inc., Oculus Group, LLC, SRA International, Inc., Whitney Bradley & Brown, Inc., Veterans Enterprise Technology

Services, Inc., and Innovative Management & Technology Approaches, Inc., all of whom are incumbent contractors at the VA. M Squared has been supporting the VA Enterprise Architecture effort since 2005.

M Squared will be providing support for this contract in the areas of project management and analytical support to include meeting management and organizational consulting. The win of this contract increases M Squared's current footprint in the Office of Architecture Strategy and Design (ASD) and specifically in the Enterprise Architecture Office where we will now have multiple M Squared resources. Congratulations to M Squared for building valuable partnerships, doing good work and being recognized for such. Go Team!



New Contract Award!

M Squared was awarded a new contract at the VA to support the Electronic Health Record Enterprise Architecture Summit, the FY 2011 Non-Pay Budget Operating Lockdown and the FY 2011 Payroll and Administrative Expenses Budget Operating Lockdown. This contract was a sole-sourced solicitation directly to M Squared and is representative of the traction that we have made with the Senior Executives in the offices of Architecture, Strategy and Design and Information, Technology and Resource Management.

The diverse objectives and client-bases for the Summit and Lockdowns resulted in an integrated M Squared effort and called upon the strengths and client-relationships of many of our VA-Based Team:

Electronic Health Record Enterprise Architecture Summit

- Purpose: Develop consensus on the future architecture for the Electronic Health Record
- M Squared Support: Sarah Nurse, Kendall Lott, Katie Pittman

FY 2011 Non-Pay Budget Operating Lockdown

- Purpose: Develop the draft FY 2011 Non-Pay Spend Plan for the VA's IT non-pay budget
- M Squared Support: Nina Babel, Isha Jalloh, Jen Mroczek, Mark Antoniewicz, Katie Pittman

FY 2011 Payroll and Administrative Expenses Budget Operating Lockdown

- Purpose: Establish the FY 2011 Payroll and Administrative Expense Account for the Office of Information and Technology
- M Squared Support: Nina Babel, Jen Mroczek, Mark Antoniewicz, Katie Pittman

Although our work with these clients continues, M Squared has formally closed out this whirlwind of a contract. Congratulations to all for a job well done!

VA Contract Renewal

The VA contract was renewed for another fiscal year. This is the final stretch for the VA Team and we will need to re-compete in FY 2011 for the continued business supporting Information, Technology and Resource Management (ITRM) and Architecture, Strategy and Design (ASD). The reorganization within the Office of Information and Technology has the team officially split supporting both ITRM and ASD organizations. Both organizations have different lines of business and scopes of work.

VA Delivery News: VA Electronic Health Record Enterprise Architecture Summit in Cleveland



On September 7-10, thought leaders from the Department of Veterans Affairs Veterans Health Administration and the Office of Information and Technology as well as limited representation from the Department of Defense, Interagency Program Office, and Indian Health Services met in Cleveland, Ohio to: Develop consensus on the future architecture of Electronic Health Record (EHR) (VistA) and pathway forward among key government thought leaders in health informatics and information technology. The Summit opened with two guest speakers from Red Hat and Apple to discuss Open Source Development and Technology Innovation, and then Summit participants met for two and a half days at the VA Cleveland Learning Xchange to discuss and plan the future enterprise architecture for EHR. In addition to the work completed in the room, Discover.com was used for polling and surveys that measured the level of agreement with and perceived significance of assertions about VistA made during the summit planning phase as well as prioritization of the important attributes of architecture. We recommend that you become a member of this up-and-coming intergovernmental collaboration site Discover.com and check it out for useful information and potential incorporation into your delivery in the future.

Katie, Sarah and Kendall supported Dr. Paul Tibbits, DCIO, Office of Architecture, Strategy and Design, in two months of extensive and organizationally inclusive planning and pre-work, with over 25 stakeholder interviews and four planning meetings with the VA Chief Information Officer, Roger Baker. M Squared was instrumental in shaping the content leading up to the meeting, and during the meeting stepped in when called by the meeting sponsors to ensure that the meeting goals were achieved and outputs delivered.

All in all the summit was an exhausting amount of work, but well worth it! The engagement provided a unique opportunity for M Squared to strengthen its relationships with senior VA leadership such as Roger Baker, Dr. Tibbits and many other key VA thought leaders--from the Office of the Secretary to doctors in the field treating patients--at the forefront of innovation for improved ways to provide care. The summit also offered us a unique opportunity to gain insight into the dynamics between the doctors in the field and their interaction with the bureaucracy and politics of VA's central office and leadership. We look forward to leveraging our experiences and relationships from this effort as well as our previous related work in future engagements in the Health IT arena and supporting senior executives at VA.

Branding Efforts Get Noticed

The corporate marketing 'to-do' list is continually growing, but we are excited to have checked a few things off the list. In addition to this new newsletter format, we have also rolled out a corporate capabilities statement, some service line collateral, and a new business card design that have all received rave reviews. You may have also noticed (or will soon) new suite signs outside our corporate offices. To help raise brand awareness, we have provided you with new pens and portfolios, and notebooks are on the way. We are diligently working on the new website and hope to have a debut party before the end of the year.

Our our professional quality glossies have already generated complimentary words from partners, potential clients and other participants in our market. The overwhelmingly positive feedback is evidence that we have captured some attention. Our brand has been well received and evoked a high level of respect with our employees, partners and clients alike. Branding matters. Our brand is our identity, our personality, if you will—it tells who we are as a company. Consistent branding lets people know that we, too, are consistent. When they recognize consistent professionalism in our brand, they grow to expect that our delivery will be consistently professional as well.

To help maintain consistency across the board, we have developed corporate templates that are posted to the SharePoint site for you to use for all of your corporate documents and presentations.

Marketing Labor Categories are Growing

We have added 14 additional marketing labor categories.

This is valuable to M Squared because it expands our availability to the market and provides clients with another method of getting our services. These labor categories can be used to expand on our existing GSA schedule (MOBIS) labor categories under SIN-7 and will help when we prepare our second GSA schedule (AIMS) submission.



AMPs Earn Contract Extension

The AMPs at the Department of Transportation had a rewarding and successful summer. All four of the interns demonstrated their ability to quickly come up to speed in a complex and chaotic environment. Jamie McAllister, Tiffany Slayton, Katie Willoughby, Erin Farr, and Project Lead Jeremy Nurse worked together to support the DOT Chief Information Officer and his IT operations staff and contractors.



The work performed by the teams aligned well to M Squared's newly defined Service Lines. Tiffany Slayton worked in the area of Facilitation by supporting meetings and processes around a major system software upgrade. Erin Farr developed a comprehensive portfolio of marketing materials supporting the organization's identity and branding efforts with internal customers. Jamie McAllister and Katie Willoughby provided critical Marketing support by developing Communications Plans for major changes to the Infrastructure impacting all users, as well as proposing and designing a major overhaul to the organization's website.

Jeremy Nurse provided Strategic Executive Support consulting to government staff in the department by analyzing existing Cost Center and Service Catalog methodologies, and proposing alternatives that will advance the CIO's agenda of streamlining and simplifying the services and billing for customers.

The on-site team was asked to remain through the end of the fiscal year (September 30). Because the team had successfully ensconced themselves in critical projects, the prime contractor, ActioNet, requested the team stay on to continue the projects they are working on.

The team's work has been lauded by both ActioNet and the government. Congratulations to the DOT team for forging new ground for M Squared at the Department of Transportation!

AMPs Improve SLA Reporting

As a Project Manager at the Department of Energy this summer, Candice Wang had the pleasure of working with two amazing AMPs, Vicky Chiao and Kerry Kooi, on a project related to IT performance reporting. The team was tasked to improve the service-level agreement (SLA) performance reporting between their client, Energy IT Services and its customers. After conducting numerous stakeholder interviews and a thorough gap analysis, the team developed strategic recommendations and supplemental products for their client to implement. Their work received appreciation and praise from their client as well as two DOE program offices at the team's final presentation.



AMPs Deliver Value to the DOE OCFO

Micheala Brown, the AMPs government sponsor, commented that both Kaitlin Welborn and Angie Schiano produced valuable work products that were well received. Micheala especially appreciated that M Squared was able to provide the AMP support a full two weeks earlier (June 1, 2010) than the time the AMP program officially started and the enthusiasm of the AMPs to help support her efforts. Kaitlin supported the office's Enterprise Architecture (EA) program by updating several documents and developing a Wiki for the EA groups to share ideas which ultimately resulted in enhanced communication. Angie's primary focus was strategic communication for iPortal, the Department's data and dashboard system. She helped develop marketing and training materials and provided information at two "outreach" tables. While they will certainly be missed, we want to thank them, again, for a job well done!

Gone, But Not Forgotten...

Another summer has come and gone, and with it, another successful Applied Management Professional (AMP) Program has concluded. This year, the AMP Program doubled in size as we introduced eight (8) AMPs from four (4) different universities, and two (2) Project Managers (PMs) to the world of government consulting. Not only did the program see significant growth in the number of participants, but we also added an additional client and took on eight (8) projects between the two Departments. Our clients at the Department of Energy (DOE) and Department of Transportation (DOT) were very pleased with the efforts

and work products of our AMPs, which led to an extension with DOT to continue building upon the foundation that was developed by our program.

In addition to client delivery, the AMPs also produced a comprehensive report detailing which organizations of the Federal Departments M Squared should focus their business development efforts on to obtain work in the desired areas of Natural Resources / Energy, Environment, Health, and Transportation. This information will provide greater clarity and focus as we work to develop our pipeline for growth.

Keeping with Kendall's vision of exposing

our AMPs to different facets of consulting, the company provided the participants with training in a number of different subjects: Business Process Reengineering, Project Management, Strategic Planning, Government Contracting / Career Training, and Federal Employment Training.

But, the AMP Program was not all work – we also played. This year we went on three (3) excursions: a lunch cruise along the monuments, the Spy Museum, and a tour of Monticello followed by a trip to the winery next door. There were definitely good times this summer for the AMPs, but more importantly, they left with a better sense of what consulting life is all about.

“Thank you to all AMPs, mentors, and clients for making this program such a great success!”

–Kendall Lott



A Project Manager Reflects

Kerry and Vicky are two of the most dedicated individuals I have ever worked with. They excelled in their assignment at DOE and I am grateful to have the opportunity to play a part in their growth and success. Since their first day at DOE, Vicky and Kerry were committed to creating valuable deliverables for our client, even when our assignment was not fully defined. Because of their unwavering dedication and diligence, our team was able to successfully produce valuable analysis and recommendations for our client.

– Candice Wang, 2010 AMPP Project Manager

From a Mentor's Perspective

This summer I mentored Kaitlin Welborn as she participated in the M Squared AMP Program. Kaitlin recently finished her first year in the Masters of Public Administration Program at the George Washington University (GW) here in Washington D.C. Initially after meeting Kaitlin, who is an engaging and energetic young woman, I felt as though I might learn as much from her as she would from me. This turned out to be true. I was very interested in hearing about her experience in the Masters degree she is pursuing at GW, a program that I have looked into attending myself. As much as she told me all about the program and the type of school work that she has been doing, I told her about my nearly 5 years of professional work and life in Washington. She was intrigued about my work in the legislative branch and now in the federal government consulting world. In June we both participated and learned a great deal in Business Process Reengineering and Project Management Corporate Trainings that we took along with the other AMPs. During break time at these sessions, I learned another thing about Kaitlin; she loves sports, and I was blown away by her knowledge on World Cup soccer. What I most liked about being an AMPP mentor was that it felt great being able to share my knowledge and experience with someone who will utilize it in the future. And, in return, she shared her graduate school experience and knowledge with me. In the end, I was very impressed with what I learned and the work that the AMP group provided to M Squared and our clients. I look forward to being involved with next year's AMP class and being a AMP mentor again.

– Mark Antoniewicz, 2010 AMPP Mentor



SharePoint Emissary

In 2009 M Squared IT Services (MITS) enabled SharePoint by handing the admin keys over to Client Delivery and Corporate Development Managers within the company. Over the past year and a half content and usage of the new tool have grown, but are we indeed more collaborative as a result? Wes Cronkite has teamed up with MITS to review the use of SharePoint both as a collaboration tool and as a means for disseminating important company information for internal consumption. Wes has a background in web web-based project management, communications, and the careful use of web analytics to understand web usage and appropriate marketing strategies. So in an effort to match Wes' valuable skill set with an increase of requests from SharePoint users to understand how to make better use of the tool, MITS has commissioned him to do a series of stakeholder interviews with the M Squared SharePoint user community. SharePoint Administrators, and a handful of users should expect to hear from the latest edition of the MITS staff at some point this Fall. He may ask some pressing questions about technical usage, business requirements, and why you still aren't using wiki's, but staff is asked to kindly remember one thing during the interview with Wes: don't shoot the Emissary.

Welcome, New Hires!

Jennifer Hawkins started with M Squared in July, supporting VA and facilitation. Jennifer is currently completing her Law degree at Georgetown and has an undergrad from some small unknown school up in Boston that starts with 'H'. She currently provide support to the VA's Technical Reference Model Management Group (and related sub-groups) and the Business Relationship Management team. This support includes meeting management, process development and improvement, and deliverables management and record-keeping.

Renu Ahluwalia started September 27. Renu comes to M Squared with a background in Federal consulting, most recently a Communications Specialist and Program Manager supporting USCIS/DHS and has degrees in International Commerce and Policy. She is working on the VA contract providing a breadth of expertise in EA and Knowledge Management.

Wesley Cronkite joined the VA team in September. Wes comes to M Squared from the Corporate Executive Board where he was the Web Content Manager. Wes gained his BA from Penn State in English (writing and editing) and has additional work experience as a Communications Coordinator.

Jim Jamieson comes to M Squared as an experienced information and healthcare technology and sales professional with practical knowledge of the public and private sectors, IT and Enterprise Resource Planning industries, and project management practices. He joins the ISI team where his military background, as well as his healthcare IT knowledge, will be immensely valuable as the effort continues its momentum moving into the technical requirements phase.



On to a New Chapter...

M Squared would like to wish Bianca Adkins the best of luck with her stay-at-home-mom career. Bianca has left M Squared effective September 20.

Happy Anniversary!

Thank you to each of you for your continued commitment and service to M Squared Strategies.

Andrew MacDonald, 2 years in October

Evan Olson, 2 years in October

Whitney Starring, 2 years in August

Spotlight on Slayton

Apologies to Tiffany Slayton, as she participated in the AMP Program this summer and was left out of the AMPs at DOT article in the last newsletter. So, here is her spotlight...

Tiffany Slayton is an MBA Candidate at Johns Hopkins Carey Business School. She has a strong interest in green initiatives, the environment and energy. She has a BA in International Relations with Spanish and Environmental Studies from Mt. Holyoke College, and she owned and operated a professional photography business for ten years. She also owns a 31 year old Paso Fino horse.



New Performance Management Program

M Squared is pleased to announce a new comprehensive Performance Management program. The Performance Management program will better support and facilitate the professional development of all employees and positively impact our service to our clients through both the development and alignment of employee's skills and effort. The four artifacts that form the program are: the Introductory Period Review; the Performance Review; the Professional Development Plan; and the Performance Improvement Plan.

The Introductory Period will be provided to all new M Squared team members. The purpose of the three-stage Introductory Period is to validate candidate's progressive capacity to meet the requirements of the position, expectations of the manager and client/s, and to confirm the candidate's alignment with the organization's mission, ethics and values. Successful progression through each of the three-stages of this review will confirm permanent employment status at M Squared Strategies.

The Performance Review (PR) is a mechanism to plan, observe, record and evaluate work performance and professional compliance. It is also specifically the tool that provides the requisite information to conduct an informed and constructive discussion around performance and compliance in relation to each employee's Responsibilities and Key Activities. The PR is an essential tool for updating and aligning effort and compliance with the organization's mission and its proper functioning.

The M Squared Professional Development Plan (PDP) is a communication tool for employees to

identify, define and achieve valuable skills for their career development. The PDP provides the forum to plan, observe, record and evaluate employee professional progress and skill development. The PDP also an integral tool for updating and aligning goals and efforts with the organization's mission. The PDP comprises of two sections: the Employee Development Plan and Performance Goals and Results.

The final artifact in the Performance Management portfolio is the Performance Improvement Plan (PIP). The PIP is a mechanism for mitigating identified performance deficiencies, including discrepancies in client delivery and or failure to meet or adhere to the values and behaviors that are at the core of our organization and success. The PIP ultimately is an apparatus to enhance the performance of employees and our service to our clients. The PIP is not a punitive tool but rather a tool for communicating expectations, constructing performance goals and establishing accountability between manager and employee when performance issues have already been identified and addressed through email and or conversation.

As a comprehensive system of performance management we are confident that all employees will find the new system supportive, informative and rewarding. The artifacts and the overarching integrated program of performance management aligns with the values of M Squared Strategies by helping to construct and cultivate accountability, responsibility, integrity and awareness, as well as ultimately assisting the company to fulfilling its mission to transform the effectiveness and quality of federal government.

M Squared Rolls Out WebEx Online Conferencing

After extensive research and comparative testing among online conferencing solutions, M Squared IT Services is pleased to announce a new capability to schedule, host, and attend internal meetings online through WebEx. WebEx is a well known online conferencing tool and is currently used by thousands of organizations, both large and small, across the world. Its unmatched functionality will allow M Squared employees to schedule meetings in advance or on the fly, and more conveniently than ever. Scheduling the meeting, inviting attendees, and sending out agendas or other meeting materials can all be done all in one easy step with WebEx's scheduling software.



Andrew Slawter and Wes Cronkite have enabled a WebEx Wiki User Guide with all the information you'll need to get started <https://m2strat.hostpilot.com/WebEx User Guide Wiki/Home.aspx>. Employees are advised to review the Wiki prior to scheduling any meetings through WebEx. The guide contains information on how to get started using the WebEx software, including many helpful tips, tutorials, and links to other resources already available on the WebEx website. For your next internal meeting don't just tell your team about that innovative solution you've implemented show them through WebEx!



WebEx software offers M Squared useful new functionality and tools for meetings.

- Option of phone dial-in or computer audio
- Automatic document sharing
- Sharing of a single desktop screen for all participants
- Automatic email invite generation to all attendees

Team Updates

Department of Transportation

At the Department of Transportation, Jamie McAllister and Katie Willoughby performed cutting edge work as part of the upgrade of Remedy CRM--a major software upgrade affecting the entire support organization.



Because issue resolution is the primary concern for the IT Support organization, providing the right information at the right time for support staff is critical. Jamie and Katie worked tirelessly to create something that had never existed at DOT—a comprehensive library of common support issues and their resolutions. These were developed as templates in Remedy so that support staff needs only to type in a key word, and the appropriate resolution instructions will appear and lead the user through a step-by-step process to fix the problem. The project closed on September 30th, but the impact will continue in DOT's Infrastructure for years to come.

Department of Veterans Affairs

We have just gotten through a hurricane season of Lockdown meetings during this Congressional budget season ranging from Non-Pay and Pay Lockdown meetings. The Non-Pay Lockdown spanned over a period of 5 all-day meetings and the Pay Lockdown was one all day meeting. Thank you team for all of your efforts and support!



Department of Energy

On September 20, two things happened at DOE: the first is that our contract supporting the OCIO ended, and the second is that we are still supporting the OCIO through our OCFO vehicle. The OCIO contract began in October 2008 with 4 resources and at its peak there were around 12 resources all contributing in valuable ways to improve the efficiency and effectiveness of IT Support Services through multiple projects. Both Evan Olson and Whitney Starring will continue to provide their outstanding skill and support to the OCIO at their clients' request. And, thank you to Andrew MacDonald for his strong engagement leadership skills and continued support through this transition.



Corporate Gifting Program

As part of M Squared's commitment to service, the company introduced the Corporate Gifting Plan at this year's Interim All Hands Meeting. M Squared will formally support employees' dedication to serve their communities by authorizing time off for volunteer activities in addition to introducing a matching donation program. Here's how it works:

- Employees are given 20 "volunteer hours" to use each calendar year.
- Employees are invited to donate to their favorite charity and M Squared will match up to \$300 in contributions.
- All charities must be an approved 501(c)(3) and cannot be affiliated with any religious organization or political entity.

To learn more about the Corporate Gifting Program, please visit the SharePoint site under the HR Tab. For specific questions, you can e-mail Jen Mroczek, Corporate Gifting Program Chair, at Jen.Mroczek@m2strat.com.

If you are looking for a place to start, www.greaterdccaes.org is a very helpful resource. Greater DC Cares has an online calendar that posts tons of upcoming volunteer events, and you can sign-up directly from their site. Thanksgiving is just around the corner—why not buy your holiday pies and provide one full day of meals to a DC area resident? More information can be found at: http://www.foodandfriends.org/site/c.puLWJ6MMKpH/b.4619093/k.5DA4/Slice_of_Life_Homepage.htm.

When Squares Meet Up

On July 22, the company held its annual Interim All Hands Meeting where we came together to discuss pertinent client information and relevant marketplace opportunities, as they related to our company's values. We also engaged in fun interactive learning exercises that taught us how to best communicate with different personalities. It's not all business...so in true style we ended the day with a fabulous happy hour excursion to Taberna del Alabardero where we celebrated and got to know our newest team members.

Mark your calendar for our annual All Hands Meeting on February 21. Attendance is required and you get to use President's Day as a floating holiday in the future. The meeting is typically packed with corporate information and is also a great opportunity for collaboration and cross contract participation. If there are any topics that you are interested in discussing please feel free to let us know.



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