

## **BOARD MEETING MINUTES**

### **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES**

September 20, 2012

The Mississippi Department of Information Technology Services Board met in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, September 20, 2012, at 11:00 a.m.

#### Members Present:

Derek Gibbs, Chairman

Rodney Pearson, Vice-Chairman

Lynn C Patrick

Thomas A. Wicker

#### Members Not Present:

John Hairston

#### Legislative Advisors Present:

Senator Sampson Jackson, II

#### Legislative Advisors Not Present:

Representative Gary V. Staples

#### Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, Chief Administrative Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Jimmy Webster, Strategic Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Roger Graves, Telecomm Services Division Director

David Johnson, Internal Services Division Director

Tina Wilkins, ISS Technology Consultant

Anthony Hardaway, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Stephen Houston, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Donna Hamilton, ISS Technology Consultant

Renee Murray, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Jerry Guillory, Data Services Division

Lisa Kuyrkendall, Telecomm Services Division

Ravaughn Robinson, Strategic Services Division

Others Present:

Tim Ragland, Mississippi Department of Human Services

Chris Christmas, Mississippi Department of Human Services  
Valeria O’Neal, Mississippi Department of Human Services  
Veronica Lockett, Mississippi State Department of Health  
Anthony Brown, Mississippi State Department of Health  
Marc Wilson, Mississippi State Department of Health  
Lela Carter, Mississippi State Department of Health  
Karolyn Bridges-Jordan, Mississippi Department of Education  
Kegila Lyles, Mississippi Department of Education  
Ray Barksdale, Mississippi Department of Transportation  
Mike Roberts, Mississippi Department of Transportation  
Justin Stepp, Mississippi Department of Transportation  
Becky Thompson, Mississippi Department of Finance and Administration  
David Pitcock, Mississippi Department of Finance and Administration  
Jenny Bearss, Mississippi Department of Finance and Administration  
John Sullivan, Presidio  
Ed Gogoh, Presidio  
Karen Newman, The Clay Firm  
Scott Cook, AT&T  
Nathan Frye, STA Consulting  
Mark Hollingsead, Ciber  
Terrell Knight, CSpire Wireless

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Derek Gibbs called the meeting to order, and introduced Lisa Kuyrkendall to lead the Pledge of

Allegiance to the United States Flag. Lisa Kuyrkendall led the audience in the Pledge of Allegiance.

Guests introduced themselves.

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Agenda Item No. 1: Derek Gibbs directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on August 16, 2012.

On motion by Lynn Patrick and second by Rodney Pearson that the minutes of the August 16, 2012 meeting be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Teresa Washington and Tim Ragland, Chief Information Systems Officer, presented the overview and request to issue Letter of Configuration (LOC) No. 40048 for the acquisition of professional services to manage and support the EBT/e-Payment Systems for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The staffs of ITS and MDHS jointly request approval publish LOC No. 40048 for the acquisition of professional services to manage and support the EBT/e-Payment Systems for MDHS.

On motion by Rodney Pearson and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 3: Teresa Washington, Marc Wilson, IT Director, and Veronica Luckett, Systems Manager, WIC IT, presented the overview and request to proceed with Project No. 40084 for the acquisition of hardware and software for the implementation of the SPIRIT WIC

Clinical System for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)** and request for delegating to the ITS Executive Director approval of the awards. The staffs of ITS and MSDH jointly request approval to proceed with Project No. 40084 for the acquisition of hardware and software for the implementation of the SPIRIT WIC Clinical System. In addition, the staffs of ITS and MSDH jointly request that each of the resulting procurement awards be delegated to the ITS Executive Director at an amount not to exceed \$1,117,813.95.

On motion by Tom Wicker and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 4: Stephen Houston, Kegila Lyles, and Karolyn Bridges Jordan, Project Manager Officer, presented an overview and request to issue RFP No. 3699-39773 for the acquisition of a web-based Medicaid system to perform administrative activities in schools for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**. The staffs of ITS and MDE jointly request approval to advertise and publish RFP No. 3699-39773 for the acquisition of a web-based Medicaid system to perform administrative activities in schools for MDE

On motion by Rodney Pearson and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5: Stephen Houston, Mike Roberts, Purchasing, and Ray Barksdale, Chief Information Officer, presented the recommendation for Project No. 40129 submitted under the ITS Planned Purchases Procedure for Fiscal Year 2013 by the **MISSISSIPPI DEPARTMENT**

**OF TRANSPORTATION (MDOT).** The staffs of ITS and MDOT jointly recommend approval of the planned purchases request to purchase hardware, software, and support from the IT Hardware, Software, Microsoft, and Intergraph Express Products Lists at a cost not to exceed \$2,707,554.29.

On motion by Tom Wicker and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 6: Donna Hamilton, David Pitcock, MAGIC Deputy Project Director, and Becky Thompson, Deputy Executive Director, presented the recommendation for RFP No. 3542-39804 for a Change Order to the Agreement with Salvaggio, Teal, and Associates, to extend the Independent Verification and Validation (“IV&V”) services for the MAGIC Project for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA).** The staffs of ITS and DFA jointly recommend approval of this Change Order Request in the amount of \$1,800,000.00, to provide Independent Verification and Validation services for the MAGIC project. With this Change Order, the revised total life cycle cost of this project is \$9,149,881.35.

On motion by Rodney Pearson and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 7 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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The Board discussed Agenda Item No. 8 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, October 18, 2012.

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On motion by Rodney Pearson and second by Tom Wicker that the following per diem and expenses be approved:

Derek Gibbs - per diem and expenses for 1 day;

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Lynn Patrick - per diem and expenses for 1 day;

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Rodney Pearson - per diem and expenses for 1 day;

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Tom Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

There being no further business, the meeting was adjourned by Derek Gibbs.

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Derek Gibbs, Chairman

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Rodney Pearson, Vice-Chairman