

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

September 18, 2014

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 18, 2014, at 11:00 a.m.

Members Present:

Thomas A. Wicker, Chairman

June Songy, Vice-Chairman

D. Shane Loper

Rodney Pearson

Members Not Present:

J. Keith Van Camp

Legislative Advisors Present:

Senator Sampson Jackson, II

Representative Gary V. Staples

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

Roger Graves, ITS Chief Operations Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Jay White, Information Security Division Director

David Johnson, Internal Services Division Director
Renee Murray, ISS Procurement/Consulting Team Leader
Polly Moon, LAN/Desktop Support Team Leader
Donna Nead Rogers, Special Assistant Attorney General
Tangela Harrion, ISS Technology Consultant
Paula Conn, ISS Technology Consultant
Debra Spell, ISS Technology Consultant
Anthony Hardaway, ISS Procurement/EPL Team Leader
Teresa Washington, ISS Technology Consultant
Ben Garrett, ISS Technology Consultant
Patti Irgens, ISS Technology Consultant
Debra Brown, IT Planning Coordinator
Gina Sullivan, Internal Services Division
Leslie Swilley, Internal Services Division
Caren Brister, Strategic Communications
Alice Claire Thompson, Strategic Communications
Gary LeBlanc, Infrastructure Planning Architect
Pam Sinclair, Data Services Division
Ravaughn Robinson, Emerging Technology Coordinator
Jeff Jennings, Data Center Infrastructure Manager
Jerry Guillory, Data Services Division
Mike Hatch, Data Services Division
Lynn Templeton, Data Services Division
Billy Rials, Data Services Division

Others Present:

Walter Hille, Mississippi Public Employees Retirement System
Randy Speights, Mississippi Public Employees Retirement System
Torome Porter, Mississippi Public Employees Retirement System
David Ezell, Mississippi Department of Public Safety
Mark Allen, Mississippi Department of Human Services
Chris Christmas, Mississippi Department of Human Services
Valeria O'Neal, Mississippi Department of Human Services
Mike Bullard, Mississippi Department of Human Services
William Ogie, Mississippi Department of Human Services
Karen Newman, The Clay Firm
Scott Cook, AT&T
David Lynn, Dell
Wes Talbert, Dell
Brad Stomp, Dell
Jordan Nohra, BCI
Nathan Slater, CSpire
Terrell Knight, CSpire
Janice Fitzgerald, CSpire
William Holiman, CSpire
Joel Yelverton, Pileum / Yelverton Consulting
Tim Ross, Presidio
Jim Stuart, Ricoh
John LeBlume, Ricoh
Javier DeRossette, Microsoft
Alan Hastings, Microsoft
James Rankin, Microsoft

Tom Wicker called the meeting to order and asked guests to introduce themselves.

Agenda Item No. 1: Tom Wicker directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on August 21, 2014.

On motion by Rodney Pearson and second by Shane Loper that the minutes of the August 21, 2014 meeting be approved as written:

Motion carried; unanimously.

Agenda Item No. 2: Ben Garrett and Walter Hille, CIO, presented the overview and request to issue Letter of Configuration Number 41539, based on General RFP No. 3741, for the acquisition of Oracle Software support for the **MISSISSIPPI PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)**. The staffs of ITS and PERS jointly request approval to publish LOC No. 41539 for the acquisition of Oracle Software support.

On motion by Rodney Pearson and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Teresa Washington and David Ezell, Business Analyst, presented the recommendation for Project No. 41554 for the continuation of the Agreement with American Association of Motor Vehicle Administration (AAMVA) for services to operate, maintain, and support the Verification of Lawful Status/Passport system for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The ITS Board originally approved the Professional Services Agreement in August 2012 for a lifecycle cost of \$1,443,900.00. The staffs of ITS and MDPS jointly recommend approval of the continuation of this Agreement with AAMVA through June 30, 2016, in an amount not to exceed \$713,760.00 for services to operate, maintain, and support

the Verification of Lawful Status/Passport system. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$2,157,660.00.

On motion by June Songy and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Tangela Harrion and Mark Allen, Chief Systems Information Officer, presented the recommendation for Project No. 41569 for the continuation of the Agreement with BCS Systems, Inc. for on-going document management services, support and licenses, the continuation of the Agreement with HP Autonomy for Worksite Licenses; and the continuation of the Agreement with Kodak for hardware maintenance and support for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The staffs of ITS and MDHS jointly recommend approval of the continuation of the Agreement with BCS Systems, Inc. through December 31, 2019, in an amount not to exceed \$4,556,250.00 for on-going document management services, support and licenses. The staffs of ITS and MDHS jointly recommend approval of the continuation of the Agreement with HP Autonomy through December 31, 2019, in the amount not to exceed \$1,674,000.00 for Worksite licenses. The staffs of ITS and MDHS jointly recommend approval of the continuation of the Agreement with Kodak through December 31, 2019, in the amount not to exceed \$475,000.00 for hardware maintenance and support. With these recommendations, the revised total not-to-exceed lifecycle cost of this project is \$18,209,215.29.

On motion by Rodney Pearson and second by Shane Loper that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Debra Spell presented an overview of the Microsoft contracting process

and request for delegating to the ITS Executive Director approval of all planned purchase requests for Microsoft software acquisitions. The staff of ITS requests that the approval of all planned purchase requests be delegated to the ITS Executive Director for Microsoft software acquisitions in accordance with the Microsoft Express Products List (EPL) Instructions for Use document.

On motion by Rodney Pearson and second by June Songy that the approval of all planned purchase requests up to \$3,000,000.00 per 3-year life cycle per project be delegated to the ITS Executive Director for Microsoft software acquisitions in accordance with the Microsoft Express Products List (EPL) Instructions for Use document be approved:

Motion carried; unanimously.

Agenda Item No. 6: Patti Irgens and Polly Moon, LAN/Desktop Support Team Leader, did not present the recommendation for Project No. 41101, submitted under the ITS Planned Purchase Procedure for Fiscal Years 2015 through 2017 by the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**, as originally planned as this request fell within the delegation approval granted in Agenda Item 5.

Agenda Item No. 7: Craig Orgeron presented the Mississippi 2015–2017 Strategic Master Plan for Information Technology. The staff of ITS requests approval to publish the Mississippi 2015–2017 Strategic Master Plan for Information Technology.

On motion by Shane Loper and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 8 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive

Director.

The Board discussed Agenda Item No. 9 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, October 16, 2014.

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

Shane Loper - per diem and expenses for 1 day;

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Rodney Pearson - per diem and expenses for 1 day;

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June Songy - 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 Tom Wicker.



Tom Wicker, Chairman



June Songy, Vice-Chairman