

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

December 15, 2015

The Mississippi Department of Information Technology Services Board met in Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Tuesday, December 15, 2015, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

June Songy, Chairman

D. Shane Loper, Vice-Chairman

Rodney Pearson

Thomas A. Wicker

J. Keith Van Camp

Legislative Advisors Present:

Representative Gary V. Staples

Senator Sampson Jackson, II

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

Laura Pentecost, Data Services Division Director

David Johnson, Internal Services Division Director

Steven Walker, Telecomm Services Division Director
Jay White, Information Security Division Director
Donna Nead Rogers, Special Assistant Attorney General
Tina Wilkins, Procurement Process Specialist
Tangela Harrion, Procurement Team Leader
Renee Murray, Procurement/Consulting Team Leader
Anthony Hardaway, EPL Team Leader
Bill Brinkley, ISS Technology Consultant
Ceria Walker, ISS Technology Consultant
Jill Chastant, ISS Technology Consultant
Donna Hamilton, ISS Technology Consultant
Paula Conn, ISS Technology Consultant
Debra Brown, IT Planning Coordinator
Ravaughn Robinson, Data Services Division
Sandy Stacy, Data Services Division
Jerry Guillory, Data Services Division
Jeff Jennings, Data Center Infrastructure Manager
Caren Brister, Strategic Communications Manager
Gary LeBlanc, Infrastructure Planning Architect
Emily Grace Cole, Internal Services Division
Gina Sullivan, Internal Services Division

Others Present:

LeKisha Evans, Jackson State University
Deborah Dent, Jackson State University
Matt Taylor, Jackson State University

Philip Hairston, Jackson State University
Bo Dickerson, Mississippi Department of Transportation
Ben Cohen, Mississippi Department of Transportation
Mike Roberts, Mississippi Department of Transportation
Alex Costillo, University of Mississippi Medical Center
Dr. John Showalter, University of Mississippi Medical Center
Cliff Triplett, Mississippi Department of Education
Wes Tolbert, Dell
Chris Salmon, Dell
Terrell Knight, C Spire
Bill Wiltshire, C Spire
Mike Kling, Cisco
Evelyn Johnson, Capitol Resources
Rob McClure, AT&T
Karen Newman, The Clay Firm
Hope Ladner, The Clay Firm
Bryce Yelverton, Yelverton Consulting
Joel Yelverton, Yelverton Consulting
Heath Walters, EMC
Chelsi Taylor, Geocent
Terry Levasseur, Geocent
Mark Hollingsead, Ciber

June Songy called the meeting to order and asked guests to introduce themselves.

Agenda Item No. 1: June Songy directed the Board's attention to the first agenda item,

approval of the minutes from the ITS Board Meeting on November 19, 2015.

On motion by Rodney Pearson and second by Tom Wicker that the minutes of the meeting on November 19, 2015 be approved as written:

Motion carried; unanimously.

Agenda Item No. 2: Jill Chastant and LeKisha Evans, Business Manager, presented Project No. 42495, requesting approval of an exemption for **JACKSON STATE UNIVERSITY (JSU)** to lease copier equipment from the Mississippi Department of Finance and Administration (DFA), Office of Purchasing, Travel and Fleet Management (OPTFM) State Contract. The staffs of ITS and JSU jointly recommend approval of the exemption request at a total estimated 5-year lifecycle cost of \$2,526,180.00. JSU will lease these devices from DFA OPTFM's state contract for the leasing and rental of multi-function copiers/printers, in compliance with all statutory requirements for such acquisitions.

On motion by Shane Loper and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Cerria Walker, Ben Cohen, CIO, and Mike Roberts presented the recommendation for Project No. 42358, submitted under the ITS Planned Purchases Procedure for Fiscal Year 2016 by the **MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)**. The staffs of ITS and MDOT jointly recommend approval of the Planned Purchases Request to purchase hardware using the IT Hardware Express Products List at a cost not to exceed \$2,357,923.50 during Fiscal Year 2016.

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

Motion carried; unanimously.

Agenda Item No. 4: Bill Brinkley and Michele Blocker, Chief Administrative Officer, presented an overview and request to issue RFP No. 3863-42478 for a local training provider for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)** – Eastwood Education Center. The staff of ITS requests approval to advertise and publish RFP No. 3863-42478 for the acquisition of professional services for ongoing educational training for the ITS Eastwood Education Center.

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

Motion carried; unanimously.

Agenda Item No. 5: Jill Chastant and Dr. John Showalter, Director of UMMC Center for Informatics and Analytics, presented Project No. 3845-42294, requesting approval for the sole-source acquisition of Qlik Enterprise software, maintenance and services from QlikTech, Inc. for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly recommend QlikTech, Inc. as the sole source provider of Qlik Enterprise software, maintenance and services, at a total 3-year lifecycle cost of \$1,871,085.32.

On motion by Shane Loper and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 6: Cerria Walker and Cliff Triplett, Director of Infrastructure and Support Services, presented the recommendation for RFP No. 3672-42497 for the continuation of the Agreement with Ciber for statewide network and technical support services for local school districts for **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**. The staffs of ITS and MDE jointly recommend approval of the continuation of this Agreement with Ciber through December

31, 2016, in an amount not to exceed \$481,361.67 for statewide network and technical support services for local school districts. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$2,287,658.67.

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

Motion carried; unanimously, with June Songy abstaining from the vote.

Agenda Item No. 7: Donna Hamilton and Renée Murray, Procurement/Consulting Team Leader, presented the recommendation for Project No. 3564-42484 for an increase to the Agreement with Mississippi Interactive, Inc. for eGovernment applications and services for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly recommend approval of the increase to the Agreement with Mississippi Interactive LLC through December 2017, in an amount not to exceed \$2,850,000.00 for eGovernment applications and services. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$5,060,611.14.

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

Motion carried; unanimously.

Agenda Item No. 8: Craig Orgeron presented the *FY15 Annual Report*. The staff of ITS requests approval to publish the *FY15 Annual Report*.

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. 9 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. 10 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, January 21, 2016.

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

Shane Loper - per diem and expenses for 1 day;

Board Meeting, December 15, 2015.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, December 15, 2015.

June Songy - per diem and expenses for 1 day;

Board Meeting, December 15, 2015.

Keith Van Camp - per diem and expenses for 1 day;

Board Meeting, December 15, 2015.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, December 15, 2015.

Motion carried; unanimously.

The Mississippi Department of Information Technology Services Board reconvened in Conference Room 106 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Tuesday, December 15, 2015, immediately following the regularly scheduled monthly meeting.

Members Present:

- June Songy, Chairman
- D. Shane Loper, Vice-Chairman
- J. Keith Van Camp
- Thomas A. Wicker

Members Not Present:

- Rodney Pearson

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
- Steven Walker, Telecommunications Services Division Director
- Laura Pentecost, Data Services Division Director
- David Johnson, Internal Services Division Director
- Jay White, Information Security Division Director

June Songy called the meeting to order and directed the Board's attention to the topic of the meeting, a Planning Session.

There being no further business, the meeting was adjourned by June Songy.

June Songy, Chairman

Shane Loper, Vice-Chairman