

## **BOARD MEETING MINUTES**

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

July 16, 2015

The Mississippi Department of Information Technology Services Board met in Conference Room 106 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, July 16, 2015, at 10:30 a.m.

#### Members Present:

June Songy, Chairman

D. Shane Loper, Vice-Chairman

J. Keith Van Camp

Thomas A. Wicker

#### Members Not Present:

Rodney Pearson

#### Legislative Advisors Not 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  
Jay White, Information Security Division Director  
David Johnson, Internal Services Division Director  
Debra Brown, IT Planning Coordinator

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

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The Mississippi Department of Information Technology Services Board reconvened in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, July 16, 2015, at 11:00 a.m. for 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:

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  
Steven Walker, Telecommunications Services Division Director  
Jay White, Information Security Division Director  
David Johnson, Internal Services Division Director  
Laura Pentecost, Data Services 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  
Paula Conn, ISS Technology Consultant  
Teresa Washington, ISS Technology Consultant  
Debra Spell, ISS Technology Consultant  
Cerria Walker, ISS Technology Consultant  
Anthony Hardaway, EPL Team Leader  
Debra Brown, IT Planning Coordinator  
Caren Brister, Strategic Communications  
Alice Claire Scott, Strategic Communications  
Billy Rials, Data Services Division  
Pam Sinclair, Data Services Division  
Sandy Stacy, Data Services Division  
Alan Collums, Data Services Division  
Jerry Guillory, Data Services Division

Mike Lang, Data Services Division  
Gary LeBlanc, Infrastructure Planning Architect  
Greg Nohra, Information Security Division  
Ravaughn Robinson, Emerging Technology Coordinator  
Jeff Jennings, Data Center Infrastructure Manager  
Jeff Mayeaux, Intern  
Emily Grace Cole, Internal Services Division  
Gina Sullivan, Internal Services Division

Others Present:

Karana Carroll, Mississippi Wireless Communication Commission  
Kevin Yearick, University of Mississippi Medical Center  
David Pitcock, Mississippi Department of Finance and Administration  
Bill Buffington, GS Holdings, Inc.  
Rob McClure, AT&T  
Alan Hasling, Microsoft  
James Rankin, Microsoft  
Javier DeRossette, Microsoft  
Brad Stroup, Dell  
Karen Newman, The Clay Firm  
Terrell Knight, CSpire  
Jordan Nohra, BCI  
Evelyn Johnson, Capitol Resources

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

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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 June 18, 2015.

On motion by Tom Wicker and second by Shane Loper that the minutes of the meeting on June 18, 2015 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Debra Spell and Laura Pentecost, Data Services Division Director, presented an overview and request to issue Letter of Configuration (LOC) Number 42000, based on General RFP No. 3774, for the acquisition of hardware and software maintenance for infrastructure equipment located in the State Data Center for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS). The staff of ITS requests approval to publish LOC No. 42000 for the acquisition of hardware and software maintenance for infrastructure hardware and software located in the State Data Center for ITS.

On motion by Keith Van Camp and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 3: Paula Conn and Karana Carroll presented the recommendation for RFP No. 3639-41107 for an increase to the Agreement with Motorola Solutions, Inc. for the deconstruction of the MSWIN Broadband Long Term Evolution (LTE) network for the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION** (WCC). The staffs of ITS and WCC jointly recommend approval of the increase to the Agreement with Motorola Solutions, Inc. through September 30, 2015, in an amount not to exceed \$819,360.00, to deconstruct the LTE network. With this increase, the revised total lifecycle not-to-exceed cost of this project is \$56,906,996.00.

On motion by Tom Wicker and second by Shane Loper that the staff recommendation be

approved:

Motion carried; unanimously.

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Agenda Item No. 4: Michele Blocker presented the recommendation for Approval of State Retirees hired under Contract(s) exceeding \$20,000.00 for Fiscal Year 2016 for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS) in compliance with Miss. Code Ann. § 27-104-17 (3). The Executive Director and staff of ITS jointly recommend approval of State Retiree Ginger Breland hired under Contract(s) exceeding \$20,000.00 for Fiscal Year 2016 for ITS for a total not-to-exceed amount of \$31,500.00.

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

Motion carried; unanimously.

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Agenda Item No. 5: David Johnson presented a summary of the FY2017 **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS) budget request. The staff of ITS requests approval to submit the FY2017 ITS budget.

On motion by Tom Wicker and second by Shane Loper that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 6 regarding the IT Consulting Services Reports for January 2015 through June 2015.

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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, August 20, 2015.

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On motion by Shane Loper and second by Keith Van Camp that the following per diem and expenses be approved:

Shane Loper - per diem and expenses for 1 day;

Board Meeting, July 16, 2015.

June Songy - per diem and expenses for 1 day;

Board Meeting, July 16, 2015.

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

Board Meeting, July 16, 2015.

Tom Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

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

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June Songy, Chairman

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Shane Loper, Vice-Chairman