**BOARD MEETING MINUTES**

**MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES**

May 19, 2016

The Mississippi Department of Information Technology Services Board met in Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, May 19, 2016, 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 Not Present:

Representative Gary V. Staples

Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Donna Nead Rogers, Special Assistant Attorney General

David Johnson, Internal Services Division Director

Steven Walker, Telecom Services Division Director

Jay White, Information Security Division Director

Tina Wilkins, Procurement Process Specialist

Tangela Harrion, Procurement Team Leader

Renee Murray, Procurement/Consulting Team Leader

Anthony Hardaway, EPL Team Leader

Monica Ritchie, ISS Technology Consultant

Chris Grimmer, ISS Technology Consultant

Jordan Barber, ISS Technology Consultant

Bill Brinkley, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Michelle Smith, ISS Technology Consultant

Cerria Walker, ISS Technology Consultant

Debra Brown, IT Planner

Jerry Guillory, Data Services Division

Billy Rials, Data Services Division

Mike Hatch, Data Services Division

Brian Norwood, Telecomm Services Division

Greg Nohra, Information Security Division

Emily Grace Cole, Internal Services Division

Gina Sullivan, Internal Services Division

Caren Brister, Strategic Communications Manager

Others Present:

Clay Johnston, 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

Jackie Surrell, Mississippi Department of Human Services

Rita Rutland, Mississippi Division of Medicaid

Ian Morris, Mississippi Division of Medicaid

Angela Waller, Mississippi State University

Michael Gonzalez, Mississippi Department of Finance and Administration

David Pitcock, Mississippi Department of Finance and Administration

Cliff Triplett, Mississippi Department of Education

Scott Clements, Mississippi Department of Education

Lynn Burris, Mississippi Library Commission

Tracy Carr, Mississippi Library Commission

Kevin Gray, Mississippi State Department of Health

Dale Smith, Mississippi Department of Employment Security

Danny Lynch, Mississippi Department of Employment Security

Bart Uharriet, Mississippi State Hospital

Denise Jones, Mississippi Department of Mental Health

John Scott, Mississippi State Veterans Affairs Board

Chris Smith, Willow Healthcare Consulting, LLC

James Dunaway, JFW Consulting LLC

Mike Kling, Cisco

Mark Hollingsead, Ciber

Terrell Knight, C Spire

Janice Fitzgerald, C Spire

Mary Tucker, BCI

Rob McClure, AT&T

Karen Newman, The Clay Firm

Kris Gautier, AT&T

Scott Cook AT&T

Tony Warwick, AT&T

Chris Pennington, AT&T

Meredith Gunn, Capitol Resources

Heath Walters, EMC

Bryce Yelverton, Yelverton Consulting

Boyd Summers, IBM Curam

Scott Sims, Adobe

Blake Jeter, Cambria

Terry Levasseur, Geocent

Chelsi Taylor, Geocent

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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 April 21, 2016.

On motion by Tom Wicker and second by Rodney Pearson that the minutes of the meeting on April 21, 2016 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Renée Murray presented the overview and request to issue RFP No. 3894-41492 for the acquisition of a Fingerprint Matching System for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (DPS). The staffs of ITS and DPS jointly request approval to advertise and publish RFP No. 3894-41492 for the acquisition of a Fingerprint Matching System for DPS.

Discussion on the agenda item was tabled until later in the meeting.

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Agenda Item No. 3: Teresa Washington, Mark Allen, Chief Systems Information Officer, and Chris Christmas, Chief Financial Officer, presented an overview and request to issue Letter of Configuration (LOC) Number 42527, based on General RFP No. 3850, for the acquisition of consulting services for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS). The staffs of ITS and MDHS jointly request approval to publish LOC No. 42527 for the acquisition of consulting services for MDHS.

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

Motion carried; unanimously.

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Agenda Item No. 4: Bill Brinkley, Chris Smith, and Rita Rutland, Deputy Administrator, OIT, presented an overview and request to issue RFP No. 3911-42583 for the acquisition of a Clinical Data Infrastructure (CDI) program for the **MISSISSIPPI DIVISION OF MEDICAID** (DOM). The staffs of ITS and DOM jointly request approval to advertise and publish RFP No. 3911-42583 for the acquisition of a Clinical Data Infrastructure (CDI) system for DOM.

On motion by Rodney Pearson and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5: Michelle Smith and Angela Waller, Associate Director of Business Operations, presented Project No. 42812, requesting approval for an increase to the initial exemption request for a facility management system for **MISSISSIPPI STATE UNIVERSITY** (MSU). The staffs of ITS and MSU jointly recommend approval of this $1,933,685.00 increase to the original exemption request, for a revised not-to-exceed total estimated 26-year lifecycle cost of $2,058,685.00.

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

Motion carried; unanimously, with Rodney Pearson recusing himself from the meeting for the duration of the agenda item.

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Agenda Item No. 6: Cerria Walker, Michael Gonzalez, MAGIC BASIS Team Lead, and David Pitcock, MAGIC Training and Communications Lead, presented the recommendation for Project Number 42200 for continued maintenance and enterprise support with SAP Public Service for software maintenance and enterprise support for **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINSTRATION** (DFA). The staffs of ITS and DFA jointly recommend approval of continued maintenance and enterprise support with SAP through June 30, 2020, in an amount not to exceed $5,824,624.52. With this increase, the revised total not-to-exceed lifecycle cost of this project is $68,984,652.63.

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

Motion carried; unanimously.

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Agenda Item No. 2: Renée Murray and Clay Johnston, MIS Director, continued to present the overview and request to issue RFP No. 3894-41492 for the acquisition of a Fingerprint Matching System for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (DPS). The staffs of ITS and DPS jointly request approval to advertise and publish RFP No. 3894-41492 for the acquisition of a Fingerprint Matching System for DPS.

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

Motion carried; unanimously.

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Agenda Item No. 7: Michelle Smith and Scott Clements, Director, Office of Child Nutrition and Health Schools, presented the recommendation for Project No. 42767 for the continuation of the Agreement with Ciber, Inc. for support services for the contract and claims payment system known as OCeaN for the **MISSISSIPPI DEPARTMENT OF EDUCATION** (MDE). The staffs of ITS and MDE jointly recommend approval of the continuation of this Agreement with Ciber, Inc. through July 31, 2017, in an amount not-to-exceed $150,072.00 for support services for the contract and claims payment system known as OCeaN. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $639,710.08.

On motion by Rodney Pearson and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 8: Michelle Smith, James Dunaway, Technology Services Director, and Tracy Carr, Library Services Bureau Director, presented the recommendation for RFP No. 3387-42629 for the continuation of the Agreement with Auto-Graphics, Inc. for a Catalog and Loan Management System for **MISSISSIPPI LIBRARY COMMISSION** (MLC). The staffs of ITS and MLC jointly recommend approval of the continuation of this Agreement with Auto-Graphic, Inc. through June 30, 2021, in an amount not to exceed $760,683.00 for the Catalog and Loan Management System. With this continuation, the revised total not to exceed lifecycle cost of this project is $1,662,058.00.

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. 9: Cerria Walker and Kevin Gray, Director of Office of Health Informatics, presented the recommendation for Project No. 42443 for the continuation of the Agreement with

Advanced System Designs for a Systems Network Engineer for **MISSISSIPPI STATE DEPARTMENT OF HEALTH** (MSDH). The ITS Executive Director originally approved the Systems Network Engineer in November 2013, for a lifecycle cost of $477,048.00. The staffs of ITS and MSDH jointly recommend approval of the continuation of this Agreement with Advanced Systems Design through November 16, 2018, in an amount not to exceed $318,032.00 for a Systems Network Engineer. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $795,080.00.

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

Motion carried; unanimously.

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Agenda Item No. 10: Chris Grimmer, Dale Smith, COO, Deputy Executive Director, and Danny Lynch presented the recommendation for RFP No. 3587-42790 for the continuation of the Agreement with Xerox State and Local Solutions for a 2nd generation Electronic Benefit Transfer (EBT) System for the **MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY** (MDES). The staffs of ITS and MDES jointly recommend approval of the continuation of this Agreement with Xerox State and Local Solutions through June 30, 2018, for 2nd generation Electronic Benefit Transfer System.

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

Motion carried; unanimously.

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Agenda Item No. 11: Jordan Barber, Denise Jones, Chief Information Officer, Mississippi Department of Mental Health, and Bart Uharriet, Director of Information Management, Mississippi State Hospital, presented the recommendation for Project No. 42705 for a Change Order to the Agreement with CoCentrix to add DrFirst Licenses and Professional Services for the

**MISSISSIPPI STATE HOSPITAL** (MSH). The staffs of ITS and MSH jointly recommend approval of this Change Order Request in the amount of $1,016,100.00, to DrFirst Licenses and Professional Services. With this Change Order, the revised total lifecycle cost of this project is $2,764,632.98.

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. 12: Paula Conn presented the evaluation and recommendation of proposals received in response to RFP No. 3820-42030 for the acquisition of Statewide Cellular Voice and Data Services and Equipment for the **STATE OF MISSISSIPPI**. The staff of ITS recommends the selection of AT&T Mobility and C Spire Wireless as the lowest and best vendors responding to RFP No. 3820-42030 to provide Statewide Cellular Voice and Data Services and equipment for the State of Mississippi.

On motion by Rodney Pearson and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 13 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. 14 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, June 16, 2016.

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

Shane Loper - per diem and expenses for 1 day;

Board Meeting, May 19, 2016.

June Songy - per diem and expenses for 1 day;

Board Meeting, May 19, 2016.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, May 19, 2016.

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

Board Meeting, May 19, 2016.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, May 19, 2016.

Motion carried; unanimously.

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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 Thursday, May 19, 2016, immediately following the regularly scheduled monthly meeting.

Members Present:

June Songy, Chairman

D. Shane Loper, Vice-Chairman

Rodney Pearson

J. Keith Van Camp

Thomas A. Wicker

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

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

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

June Songy, Chairman

Shane Loper, Vice-Chairman