BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

August 16, 2007

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, August 16, 2007, at 1:30 P.M.

Members Present:

Derek Gibbs, Chairman

Cecil Watkins, Vice-Chairman

Steve Adamec

Thomas A. Wicker

Legislative Advisors Present:

Representative Gary Staples

Senator Billy Thames

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Division Deputy Director

Claude Johnson, Strategic Services Division Director

Mitchell Bounds, Data Services Division Director

Michele Blocker, Internal Services Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director

Donna Rogers, Special Assistant Attorney General

Bill Roach, ISS Technology Consultant

Tina Wilkins, ISS Technology Consultant

Jane Woosley, ISS Technology Consultant

Cheryl Yelverton, ISS Technology Consultant

Jeff Jennings, ISS Technology Consultant

Jimmy Webster, Telecomm Services Division

Craig Orgeron, Strategic Services Division

Laura Pentecost, Data Services Division

Debra Brown, Strategic Planning Coordinator

Sheila Kearney, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Mike Hatch, Data Services Division

Caren Brister, Strategic Services Division

Others Present:

Mark Hollingsead, Ciber, Inc.

Tamara Grimes, Mississippi Wireless Communication Commission

Bill Buffington, Mississippi Wireless Communication Commission

Greg Gregory, Mississippi Public Employees Retirement System

JoAnn Mulvihill, Mississippi Public Employees Retirement System

Jerry Guillory, Mississippi Public Employees Retirement System

Joe Blount, Mississippi State Tax Commission

Alice Gorman, Mississippi State Tax Commission

Susan Wilks, Mississippi State Tax Commission

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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 July 19, 2007.

On motion by Cecil Watkins and second by Tom Wicker that the minutes of the July 19, 2007 meeting be approved:

Motion carried; unanimously.

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Agenda Item No. 2: Gary LeBlanc presented the evaluation and recommendation of proposals received in response to RFP No. 3526-36963 for the acquisition of consulting services for the **MISSISSIPPI PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS).** The staffs of ITS and PERS jointly recommend the selection of R.L. Wechsler, Inc. as the lowest and best vendor responding to RFP No. 3526, to provide consulting services in support of the selection of a new pension administration information system as well as project management services through system implementation, at a total 5 year life cycle cost of $2,136,972.00.

On motion by Steve Adamec and second by Cecil Watkins that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 4: Bill Buffington, Director of the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION (WCC),** presented a briefing on the current status of the

MSWIN project for the development of a statewide wireless voice and data capable infrastructure.

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Agenda Item No. 3: Commissioner Joe Blount presented a briefing on the status of the Phoenix Project and on plans for the acquisition of a collection system and an integrated tax system for the **MISSISSIPPI STATE TAX COMMISSION (MSTC).**

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Agenda Item No. 5: Debra Brown presented an overview of the *2007-2008 State of Mississippi Technology Infrastructure and Architecture Plan* published by the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS).** The staff of ITS recommends the document be published as presented.

On motion by Steve Adamec and second by Tom Wicker that the document be revised to reflect recent migration of the state backbone to newer network technologies and be submitted for final review by the ITS Board prior to publication:

Motion carried; unanimously.

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Agenda Item No. 6: Martha Pemberton presented the recommendation to revise the Board Reporting Requirements originally approved May 26, 2004, for annual and semi-annual reporting of consulting services and IT positions. The staff of ITS recommends approval to modify the reporting requirements based on available data and on the current objectives of the Board.

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

Steve Adamec - per diem and expenses for 1 day;

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Derek Gibbs - per diem and expenses for 1 day;

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Cecil Watkins - 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.

Derek Gibbs, Chairman

Cecil Watkins, Vice-Chairman