BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

April 21, 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, April 21, 2016, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

    June Songy, Chairman

    Rodney Pearson

    Thomas A. Wicker

    J. Keith Van Camp

Members Not Present:

    D. Shane Loper, Vice-Chairman

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

    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, 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

Donna Hamilton, ISS Technology Consultant

Jordan Barber, ISS Technology Consultant

Patti Irgens, 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

Brian Norwood, Telecomm Services Division

Gary LeBlanc, Infrastructure Planning Architect

Emily Grace Cole, Internal Services Division

Gina Sullivan, Internal Services Division

Caren Brister, Strategic Communications Manager

Others Present:

 Audrey McAfee, Mississippi Department of Corrections

 Sean K. Smith, Mississippi Department of Corrections

 Angela Armstead, Mississippi State Department of Health

 Tracy Etier, University of Mississippi Medical Center

 Russell Donald, University of Mississippi Medical Center

 Steve Waite, University of Mississippi Medical Center

 David Sliman, University of Southern Mississippi

 Greg Gregory, Public Employees' Retirement System of Mississippi

 Walter Hille, Public Employees' Retirement System of Mississippi

 Pete Smith, Mississippi Department of Education

 Ravaughn Robinson, Mississippi Department of Education

 Cliff Triplett, Mississippi Department of Education

 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

 Chris Larson, Mississippi Department of Human Services

 Nick Bridge, Mississippi Department of Human Services

 Bart Uharriet, Mississippi State Hospital

 Mike Kling, Cisco

 Clinton Dear, Cisco

 Mark Hollingsead, Ciber

 Chris Salmon, Dell

 Hermalinda Shirley, SHI

 Paul Flood, Verizon

Bonnie Welch, Verizon

Terrell Knight, C Spire

Janice Fitzgerald, C Spire

Bill Wiltshire, C Spire

Bertram Jenkins, Logista

Mary Tucker, BCI

James Rankin, Microsoft

Rob McClure, AT&T

Karen Newman, The Clay Firm

Kris Gautier, AT&T

Scott Cook AT&T

Jeannie P. Gustafson, AT&T

Tony Wattrick, AT&T

Chris Pennington, AT&T

Chris Smith, RJ Young

Andrew Annison, RJ Young

Chester Wasser, RJ Young

Dwight Manning, VSS

Meredith Gunn, Capitol Resources

Heath Walters, EMC

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June Songy called the meeting to order and asked guests to introduce themselves. Ms. Songy recognized Craig Orgerton for being named as a Top 25 Doer, Dreamer & Driver by *Government Technology* magazine.

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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 March 17, 2016.

On motion by Tom Wicker and second by Keith Van Camp that the minutes of the meeting on March 17, 2016 be approved as written:

Motion carried; unanimously, with Rodney Pearson abstaining from the vote.

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Agenda Item No. 2:   Donna Hamilton, Sean Smith, and Audrey McAfee, Director – Management Information Systems, presented an overview and request to issue RFP No. 3897-42385 for the acquisition of Inmate Communication Services for the **MISSISSIPPI DEPARTMENT OF CORRECTIONS** (MDOC). The staffs of ITS and MDOC jointly request approval to advertise and publish RFP No. 3897-42385 for the acquisition of Inmate Communication Services for MDOC.

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

Motion carried; unanimously.

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Agenda Item No. 3:   Donna Hamilton and Angela Armstead, presented an overview and request to issue RFP No. 3892-42421 for the acquisition of an Incident Management System for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH) – OFFICE OF EMERGENCY PLANNING AND RESPONSE** (OEPR).   The staffs of ITS and MSDH jointly request approval to advertise and publish RFP No. 3892-42421 for the acquisition of an Incident Management System for the MSDH.

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

Motion carried; unanimously.

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Agenda Item No. 4:   Jordan Barber and Tracy Etier, Director of IT Enterprise Services and Integration, presented the recommendation for Project No. 42444, submitted under the ITS

Planned Purchases Procedure for Fiscal Years 2016 and 2017 by **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend approval of the Planned Purchases request to purchase Cisco Catalyst 6800 Series Switches using the IT Hardware EPL No. 3760 from CDWG at a cost not to exceed $1,379,816.15 during Fiscal Year(s) 2016 and 2017.

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. 5: Michelle Smith and David Sliman, CIO, presented Project No. 42673, requesting approval of an exemption for the **UNIVERSITY OF SOUTHERN MISSISSIPPI** (USM) to request proposals for the acquisition of Cisco SMART net Maintenance. The staffs of ITS and USM jointly recommend approval of the exemption request at a total estimated 3-year lifecycle cost of $1,319,929.43. USM will solicit proposals in accordance with all statutory requirements for such acquisitions.

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. 6: Cerria Walker, Greg Gregory, Deputy Administrator, and Walter Hille, Chief Systems Information Officer, presented Project No. 42465, requesting approval for an increase to the initial exemption request for the pension administration system for the **PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF MISSISSIPPI** (PERS).The staffs of ITS and PERS jointly recommend approval of this Change Order for $3,479,067.08; therefore, increasing the original exemption request by $2,398,233.87, for a revised not-to-exceed total estimated lifecycle cost of $27,879,067.07.

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. 7: Patti Irgens and Russell Donald presented the evaluation and recommendation of proposals received in response to RFP No. 3823-41621 for the acquisition of a Managed Document Solution for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend the selection of Toshiba Business Solutions as the lowest and best vendor responding to RFP No. 3823-41621, to provide a Managed Document Solution, at a total 5-year lifecycle cost of $6,451,629.00. With the anticipated 20% growth, the total not-to-exceed 5-year lifecycle cost $7,741,954.80.

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

Motion carried; unanimously.

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Agenda Item No. 8: Patti Irgens and Cliff Triplett, Infrastructure Manager, presented the recommendation for Project No. 41848 for the acquisition of a Statewide Managed Wi-Fi and Internet Solution for the **MISSISSIPPI DEPARTMENT OF EDUCATION** (MDE). The staffs of ITS and MDE jointly recommend the selection of ENA Solutions, Inc. to provide a statewide managed Wi-Fi and internet solution for school districts throughout Mississippi.

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. 9: Michelle Smith, Mark Allen, CSIO, and Chris Christmas, Office Director, presented the recommendation for Project No. 42552, for the acquisition of Parent Locate and

Financial Institute Data Match (FIDM) Services for the Interstate Data Exchange Consortium (IDEC) for **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS). The staffs of ITS and MDHS jointly recommend the acquisition of Parent Locate and FIDM Services for IDEC from Informatix, Inc. at a total 3-year life cycle cost of $2,859,398.49.

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. 10: Jordan Barber, Mark Allen, CSIO, and Chris Larson, NAC Coordinator, presented the recommendation for Project No. 42725 for an increase and continuation of the Agreement with Ciber Inc. for the services of a Project Lead for the National Accuracy Clearing House (NAC) for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS). The staffs of ITS and MDHS jointly recommend approval of the increase and continuation of this Agreement with Ciber Inc. pending FNS approval, through September 30, 2017, in an amount not to exceed $275,400.00, for the services of a Project Lead for the NAC. With this increase, the revised total not-to-exceed lifecycle cost of this project is $775,008.00.

On motion by Tom Wicker 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. 11 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. 12 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, May 19, 2016.

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

June Songy - per diem and expenses for 1 day;

Board Meeting, April 21, 2016.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, April 21, 2016.

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

Board Meeting, April 21, 2016.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, April 21, 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, April 21, 2016, immediately following the regularly scheduled monthly meeting.

Members Present:

June Songy, Chairman

Rodney Pearson

J. Keith Van Camp

Thomas A. Wicker

Members Not Present:

D. Shane Loper, Vice-Chairman

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

David Johnson, Internal Services Division Director

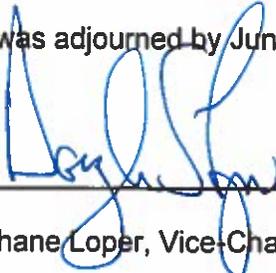Jay White, Information Security Division Director

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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.

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June Songy, Chairman

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Shane Loper, Vice-Chairman