BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

June 16, 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, June 16, 2016, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

>   June Songy, Chairman

>   D. Shane Loper, Vice-Chairman, via conference call

>   Rodney Pearson

>   Thomas A. Wicker

Members Not Present:

>   J. Keith Van Camp

Legislative Advisors Present:

>   Senator Sampson Jackson, II

Legislative Advisors Not Present:

>   Representative Gary V. Staples

Staff Members Present:

>   Craig Orgeron, ITS Executive Director

>   Michele Blocker, ITS Chief Administrative Officer

>   Roger Graves, ITS Chief Operations Officer

>   Donna Nead Rogers, Special Assistant Attorney General

David Johnson, Internal Services Division Director

Laura Pentecost, Data Services Division Director

Jay White, Information Security Division Director

Tangela Harrion, Procurement Team Leader

Anthony Hardaway, EPL Team Leader

Monica Ritchie, ISS Technology Consultant

Chris Grimmer, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Michelle Smith, ISS Technology Consultant

Cerria Walker, ISS Technology Consultant

Donna Hamilton, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Debra Brown, IT Planner

Billy Rials, Data Services Division

Alan Collums, Data Services Division

Mike Lang, Data Services Division

Pam Sinclair, Data Services Division

Emily Grace Cole, Internal Services Division

Caren Brister, Strategic Communications Manager

Others Present:

Jason Carter, Mississippi Community College Board

Krista LeBrun, Mississippi Community College Board

Rick Reno, Mississippi Fair Commission

Tracey Rogers, Mississippi Fair Commission

Pete Dembowshi, Mississippi Fair Commission

Umesh Sanjanwala, Mississippi Department of Agriculture and Commerce

John Cagill, Mississippi Department of Agriculture and Commerce

Charlie Case, Mississippi Secretary of State's Office

Kim Turner, Mississippi Secretary of State's Office

Joseph Naegele, Mississippi Department of Public Safety

Major Ken Brown, Mississippi Department of Public Safety

Tracy Etier, University of Mississippi Medical Center

Barbara Inman, University of Mississippi Medical Center

Monica Baldwin, University of Mississippi Medical Center

Karl Gilner, University of Mississippi Medical Center

Audrey McAfee, Mississippi Department of Corrections

Bart Uharriet, Mississippi State Hospital

Chris Salmon, Dell

Javier DeRossette, Microsoft

Alan Hasling, Microsoft

Donnie Wilemon, Microsoft

Mike Kling, Cisco

Mary Tucker, BCI

Rob McClure, AT&T

Karen Newman, The Clay Firm

Heath Walters, EMC

Joel Yelverton, Yelverton Consulting

Scott Sims, Adobe

Terry Levasseur, Geocent

John LeFaas, Geocent

David Herndon, Kronos

Jonathan Hollingsworth, Logista

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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 May 19, 2016.

On motion by Rodney Pearson and second by Tom Wicker that the minutes of the meeting on May 19, 2016 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2:   Donna Hamilton, Rick Reno, Executive Director, and Umesh Sanjanwala, Information Technology Director, presented an overview and request to issue RFP No. 3907-42729, for the acquisition of an E-Ticket solution for the **MISSISSIPPI FAIR COMMISSION** (MFC). The staffs of ITS and MFC jointly request approval to advertise and publish RFP 3907-42729, for the acquisition of an E-Ticket solution for MFC.

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:   Cerria Walker, Charlie Case, CIO, and Kim Turner presented Project No. 42920, requesting approval of an exemption for the **MISSISSIPPI SECRETARY OF STATE'S OFFICE** (MSOS) Elections Division to request proposals for the acquisition of support, enhancements, and services to the existing Statewide Elections Management System (SEMS). The staffs of ITS and MSOS jointly recommend approval of the exemption request at a total estimated 5-year lifecycle cost of $4,440,000.00. MSOS will solicit proposals in accordance with all statutory requirements for such acquisitions.

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. 4:   Michelle Smith, Joseph Naegele, Internal Security Director, and Major Ken Brown presented Project No. 42831, requesting approval of an exemption for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (DPS) to acquire digital copier/multi-function equipment, supplies and services from Mississippi Department of Finance and Administration (DFA), Office of Purchasing, Travel, and Fleet Management (OPTFM) State Contract. The staffs of ITS and DPS jointly recommend approval of the exemption request at a total estimated 5-year lifecycle cost of $1,417,076.00. DPS 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 Tom Wicker and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5:   Teresa Washington, Tracy Etier, Director of IT Enterprise Services and Integration, and Barbara Inman presented Project No. 3895-42472, requesting approval for the sole source acquisition of Vocera badge equipment, software, accessories, extended warranties, and maintenance from Vocera Communications, Inc. for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend Vocera Communications, Inc. as the sole source provider of Vocera badge equipment, software, accessories, extended warranties, and maintenance through July 31, 2020, in an amount not to exceed $3,866,075.82.

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. 6: Michelle Smith and Bart Uharriet, Director of Information Management, presented the recommendation for Project Number 42798 for the increase and continuation of the Agreement with Kronos, Inc. for upgrade and migration services to the Kronos Cloud for the **MISSISSIPPI STATE HOSPITAL** (MSH). The staffs of ITS and MSH jointly recommend approval of the increase and continuation of this Agreement with Kronos, Inc. through June 30, 2021, in an amount not-to-exceed $889,979.60 for upgrade and migration services to the Kronos Cloud. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $2,659,658.11.

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. 7: Michelle Smith and Audrey McAfee, MIS Director, presented the recommendation for Project Number 42813 for an increase and continuation of the Agreement with CNC Consulting, Inc. for the services of Programmer Analyst for the **MISSISSIPPI DEPARTMENT OF CORRECTIONS** (MDOC) Management Information Systems. The staffs of ITS and MDOC jointly recommend approval of the increase and continuation of this Agreement with CNC Consulting, Inc. through August 31, 2020, in an amount not to exceed $537,409.60, for the services of a Programmer Analyst. With this increase, the revised total not-to-exceed lifecycle cost of this project is $668,449.60.

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

Motion carried; unanimously.

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Agenda Item No. 8:   Michelle Smith, Krista LeBrun, Assistant Executive Director for eLearning and Instructional Technology, and Jason Carter, Director of Finance, presented the recommendation for Sole Source No. 3843-42860 for an increase to the Agreement with Link-Systems International for additional online tutoring hours for the **MISSISSIPPI COMMUNITY COLLEGE BOARD** (MCCB). The staffs of ITS and MCCB jointly recommend approval of the increase to this Agreement with Link-Systems International through July 31, 2019, in an amount not to exceed $1,267,916.00, for online tutoring hours. With this increase, the revised total not to exceed lifecycle cost of this project is $2,176,524.00.

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

Motion carried; unanimously.

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Agenda Item No. 9:   Chris Grimmer and Laura Pentecost, Director of Data Services, presented the evaluation and recommendation of proposals received in response to RFP No. 3856-40732 for the acquisition of two Mainframe-Class Storage Systems for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS).   The staff of ITS recommends the selection of Mainline Information Systems, Inc., as lowest and best vendor responding to RFP No. 3856, to provide two mainframe-class disk storage systems, at a total 5-year life cycle cost of $1,224,676.53.

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

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 10 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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June Songy directed the Board's attention to the need for nomination of a Chairman and Vice-Chairman to begin serving July 1, 2016.

On motion by Tom Wicker and second by Rodney Pearson that Shane Loper serve as Chairman of the ITS Board for one year, effective July 1, 2016:

Motion carried; unanimously.

On motion by Tom Wicker and second by Shane Loper that Rodney Pearson serve as Vice-Chairman for one year, effective July 1, 2016:

Motion carried; unanimously.

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The Board discussed Agenda Item No. 12 regarding authorization of per diem, travel and other expenses for ITS Board members through June 30, 2017. The staff of ITS recommends a motion to authorize per diem, travel and other expenses as required for ITS Board members to attend the scheduled monthly meetings of the ITS Board through June 30, 2017, along with other meetings as required in the performance of their duties.

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

Motion carried; unanimously.

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The Board discussed Agenda Item No. 13 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, July 21, 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, June 16, 2016.

June Songy - per diem and expenses for 1 day;

Board Meeting, June 16, 2016.

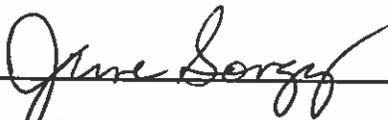Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, June 16, 2016.
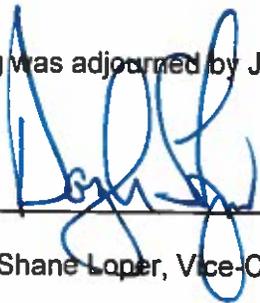
Tom Wicker - per diem and expenses for 1 day;

Board Meeting, June 16, 2016.

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   Shane Loper, Vice-Chairman