

## **BOARD MEETING MINUTES**

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

April 20, 2017

The Mississippi Department of Information Technology Services Board met in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, April 20, 2017, at 11:00 a.m. for the regularly scheduled monthly meeting.

#### **Members Present:**

D. Shane Loper, Chairman  
Rodney Pearson, Vice-Chairman  
June Songy  
J. Keith Van Camp  
Thomas A. Wicker

#### **Legislative Advisors Present:**

Representative Gary V. Staples

#### **Legislative Advisors Not Present:**

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, Telecom Services Division Director

David Johnson, Internal Services Division Director  
Laura Pentecost, Data Services Division Director  
Jay White, Security Services Division Director  
Donna Nead Rogers, Special Assistant Attorney General  
Jay Woods, Special Assistant Attorney General  
Tangela Harrion, Procurement Team Leader  
Renee Murray, Program and Contract Management Team Leader  
Chris Grimmer, ISS Technology Consultant  
Paula Conn, ISS Technology Consultant  
Jill Chastant, ISS Technology Consultant  
Michelle Smith, ISS Technology Consultant  
Jordan Barber, ISS Technology Consultant  
Wallace Burns, ISS Technology Consultant  
Debra Brown, IT Planner  
Caren Brister, Strategic Communications  
Gary LeBlanc, Data Services Division  
Brian Norwood, Telecom Services Division  
Lisa Kuyrkendall, Telecom Services Division  
Greg Nohra, Security Services Division  
Leslie Swilley, Internal Services Division  
Gary Rawson, Federal Programs Coordinator

**Others Present:**

Shana Holt, Mississippi Development Authority  
Sarita Donaldson, Mississippi Department of Education  
Charlie Case, Mississippi Secretary of State's Office

Jennifer Grider, Mississippi Secretary of State's Office  
Eric Davis, Mississippi Secretary of State's Office  
Vicki Helfrich, Mississippi Wireless Communications Commission  
Karana Carroll, Mississippi Wireless Communications Commission  
David Sliman, University of Southern Mississippi  
Clay Johnston, Mississippi Department of Public Safety  
DeWann Clark, Mississippi Department of Public Safety  
Lamond Wilson, Mississippi Department of Public Safety  
Billy Taylor, Mississippi Department of Rehabilitation Services  
Mark Winter, Mississippi Department of Rehabilitation Services  
Anita Naik, Mississippi Department of Rehabilitation Services  
Paula Brown, Mississippi Department of Rehabilitation Services  
Mike Roberts, Mississippi Department of Transportation  
Shirley Wilson, Mississippi Department of Transportation  
Ben Cohen, Mississippi Department of Transportation  
Charles Carr, Mississippi Department of Transportation  
Rita Rutland, Mississippi Division of Medicaid  
Sheila Kearney, Mississippi Division of Medicaid  
Wayne Vaughn, Mississippi State Department of Health  
Angela Armstead, Mississippi State Department of Health  
David Hall, Mississippi State Department of Health  
Teresa <last name illegible>, Mississippi State Department of Health  
Kevin Gray, Mississippi State Department of Health  
Telon Johnson, Mississippi State Department of Health  
Scott Cook, AT&T  
Rob McClure, AT&T

Jeannie Gustafson, AT&T  
Jordan Norha, BCI  
Mark Hollingsead, Ciber  
Kameron Ball, CSpire  
Bill Wiltshire, CSpire  
Terrell Knight, CSpire  
Chris Salmon, Dell EMC  
Heath Walters, Dell EMC  
Derron Johns, DocuSign  
Jimmy Webster, JFW Consulting  
Scott Sims, Iliad Group  
Karen Newman, The Clay Firm  
Evelyn Johnson, Capitol Resources  
Chris Smith, CSpire  
Ralph Germany, Bradley Arant Boult Cummings LLP  
Kristen Hinton, Cisco  
Troy Bare, Think Smart  
Bryce Yelverton, Yelverton Consulting  
Stan Flint, The Consulting Group  
Jordan Stames, The Consulting Group  
Andy Taggart, TRG  
Chris Smith, Willow Healthcare Consulting LLC  
Lisa Shoemaker, Cable Association  
Chris Solop, Biggs, Ingram and Solop  
Libby Cajoleas, Cornerstone

\*\*\*\*\*

Shane Loper called the meeting to order and asked guests to introduce themselves.

\*\*\*\*\*

Agenda Item No. 1: Shane Loper directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on March 23, 2017.

On motion by Rodney Pearson and second by Keith Van Camp that the minutes of the meeting on March 23, 2017 be approved as written:

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 2: Michelle Smith, Steven Walker, Telecom Services Division Director, and Brian Norwood, Data Network Manager, presented the overview and request to issue RFP No. 5000-42410 for the acquisition of Statewide Telecommunication Services and to increase the amount of the protest bond for **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)** Telecom Services Division. The staff of ITS requests approval to advertise and publish RFP 5000-42410 for the acquisition of Statewide Telecommunication Services for ITS. Further, the staff of ITS requests an increase in the Protest Bond amount from the \$250,000.00 default to \$16,000,000.00 for this RFP.

On motion by Rodney Pearson and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 2.5: Chris Grimmer, Libby Cajoleas, TS Project Manager, and Charlie Case, Chief Information Officer, presented an overview and request to issue Letter of Configuration (LOC) Number 43323, based on General RFP No. 3850, for the acquisition of STAR application maintenance, support, development, and enhancement services for the **MISSISSIPPI SECRETARY OF STATE'S OFFICE (MSOS)**. The staffs of ITS and MSOS jointly request approval to publish LOC No. 43323 for the acquisition of STAR application maintenance, support,

development, and enhancements services for MSOS.

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

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 3: Jordan Barber and Vicki Helfrich, Executive Officer, presented the recommendation for Project No. 43363 for the continuation of and increase to the Agreement with G.S. Holdings, Inc. for technical project advisory services for the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION (WCC)**. The staffs of ITS and WCC jointly recommend approval of the continuation and increase to the Agreement with G.S. Holdings, Inc. through April 30, 2019, in an amount not to exceed \$525,000.00 for the technical advisory services. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$1,300,000.00.

On motion by June Songy and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 4: Jill Chastant, Anita Naik, Director of Special Disability Services, and Paula Brown, Director of Information Technology, presented the recommendation for Sole Source No. 3806-43422 for an increase to the Agreement with Alliance Enterprises, Inc. for interface enhancements to the Automated Accessible Casework Environment (AACE) system for the **MISSISSIPPI DEPARTMENT OF REHABILITATION SERVICES (MDRS)**. The staffs of ITS and MDRS jointly recommend approval of the increase to this sole source Agreement with Alliance Enterprises, Inc. in an amount not to exceed \$250,000.00 for interface enhancements to the AACE system. With this increase, the revised total lifecycle cost of this project is \$7,371,576.00.

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

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 5: Chris Grimmer and Shirley Wilson, Director, Public Transit Division, presented the evaluation and recommendation of proposals received in response to RFP No. 3770-41528 for the acquisition of Hosted Statewide GPS Public Transit Call Center Solution for the **MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)**. The staffs of ITS and MDOT jointly recommend the selection of HB Software Solutions as lowest and best vendor responding to RFP No. 3770, to provide a Hosted Statewide GPS Public Transit Call Center Solution, at a total 5-year lifecycle cost of \$2,971,174.00.

On motion by Keith Van Camp and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 6: Paula Conn and Ben Cohen, CIO, presented the recommendation for Project No. 43427 for the continuation of the Statement of Work with SAP Public Services, Inc. for consulting services for Financial Management System (FMS) enhancements for the **MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)**. The staffs of ITS and MDOT jointly recommend the approval of the continuation of this Statement of Work with SAP Public Services, Inc. through July 31, 2019, in an amount not to exceed \$297,020.00 for consulting services. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$2,290,649.60.

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

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 7: Paula Conn, Rita Rutland, Deputy Administrator OIT, and Chris Smith,

Project Manager, presented the recommendation for Project No. 43407 for the continuation of and increase to the Agreement with Ciber, Inc. for the services of an Interoperability Project Specialist, and for Project No. 43408 for the continuation of and increase to the Agreement with Global Information Services, Inc. for the services of a Technical Architect for the **MISSISSIPPI DIVISION OF MEDICAID (DOM)**.

The staffs of ITS and DOM jointly recommend approval of the continuation and increase to the Agreement with Ciber, Inc. through July 14, 2019, in an amount not to exceed \$622,897.60 for the services of an Interoperability Project Specialist. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$1,390,677.16. Further, the staffs of ITS and DOM jointly recommend approval of the continuation and increase to the Agreement with Global Information Services, Inc. through July 14, 2019, in an amount not to exceed \$645,985.60 for the services of a Technical Architect. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$1,442,201.44.

On motion by Keith Van Camp and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

\*\*\*\*\*

Agenda Item No. 8: Chris Grimmer, Christy Gutherz, Deputy Commissioner Community Corrections, and Audrey McAfee, Director, Management Information Systems, did not present the evaluation and recommendation of proposals received in response to Solicitation Number 42702, based on the National Association of State Procurement Officials (NASPO) Electronic Monitoring of Offenders Cooperative Agreement Contract Number 00212, for the acquisition of electronic monitoring equipment and services for the **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)**.

On motion by Rodney Pearson and second by Tom Wicker that the agenda item be tabled:

Motion carried; unanimously.



\*\*\*\*\*

Agenda Item No. 9: Paula Conn and Wayne Vaughn, Director, Emergency Planning and Response, presented the recommendation for Project No. 43465 for the acquisition of Trauma Data Collection System Maintenance for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly recommend the acquisition of Trauma Data Collection System Maintenance and Application Hosting from Digital Innovation, Inc. at a total 1-year cost of \$115,350.00. With this approval, the revised total not-to-exceed lifecycle cost of this project is \$2,551,075.00.

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

Motion carried; unanimously.

\*\*\*\*\*

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.

\*\*\*\*\*

The Board acknowledged Agenda Item No. 11 regarding verification of a quorum for the next ITS Board Meeting scheduled for Thursday, May 18, 2017.

\*\*\*\*\*

The Board considered Agenda Item No. 11.5 regarding the Request for Review by NEC Corporation of America of the ITS Executive Director's Decision regarding the Protest by 3M Cogent, Inc. of the Award for RFP No. 3894-41492.

On motion by Tom Wicker and second by Keith Van Camp that the ITS Board convene in closed session to determine the need for executive session to discuss agenda item number 11.5:

Motion carried; unanimously.

\*\*\*\*\*

The Mississippi Department of Information Technology Services Board reconvened in closed session.

**Members Present:**

D. Shane Loper, Chairman  
Rodney Pearson, Vice-Chairman  
June Songy  
J. Keith Van Camp  
Thomas A. Wicker

**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  
Jay Woods, Special Assistant Attorney General

**Others Present:**

Clay Johnston, Mississippi Department of Public Safety  
DeWann Clark, Mississippi Department of Public Safety

The Board discussed the need to go into executive session.

On motion by Tom Wicker and second by Keith Van Camp that the ITS Board reconvene in open session to vote on the need for executive session to discuss agenda item number 11.5:

Motion carried; unanimously.

\*\*\*\*\*

The Mississippi Department of Information Technology Services Board reconvened in open session.

**Members Present:**

- D. Shane Loper, Chairman
- Rodney Pearson, Vice-Chairman
- June Songy
- J. Keith Van Camp
- Thomas A. Wicker

**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
- Jay Woods, Special Assistant Attorney General

**Others Present:**

Clay Johnston, Mississippi Department of Public Safety

DeWann Clark, Mississippi Department of Public Safety

Ralph Germany, Bradley Arant Boult Cummings LLP

Chris Solop, Biggs, Ingram and Solop

Shane Loper announced that during closed session, the ITS Board discussed the need to convene in executive session to discuss Agenda Item 11.5, in accordance with Mississippi Code 25-41-7 (4) (b), allowing an executive session in matters involving prospective litigation.

On motion by Rodney Pearson and second by Tom Wicker that the ITS Board convene in executive session to discuss agenda item number 11.5, in accordance with Mississippi Code 25-41-7 (4) (b), allowing an executive session in matters involving prospective litigation:

Motion carried; unanimously.

\*\*\*\*\*

The Mississippi Department of Information Technology Services Board reconvened in executive session.

**Members Present:**

D. Shane Loper, Chairman

Rodney Pearson, Vice-Chairman

June Songy

J. Keith Van Camp

Thomas A. Wicker

**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

Jay Woods, Special Assistant Attorney General

**Others Present:**

Clay Johnston, Mississippi Department of Public Safety

DeWann Clark, Mississippi Department of Public Safety

Lamund Wilson, Mississippi Department of Public Safety

The Board considered the Request for Review by NEC Corporation of America of the ITS Executive Director's Decision regarding the Protest by 3M Cogent, Inc. of the Award for RFP 3894-41492.

On motion by Tom Wicker and second by Keith Van Camp that the ITS Board reconvene in open session to vote on the Request for Review by NEC Corporation of America of the ITS Executive Director's Decision regarding the Protest by 3M Cogent, Inc. of the Award for RFP 3894-41492: Motion carried; unanimously.

\*\*\*\*\*

The Mississippi Department of Information Technology Services Board reconvened in open session.

**Members Present:**

D. Shane Loper, Chairman

Rodney Pearson, Vice-Chairman

June Songy

J. Keith Van Camp

Thomas A. Wicker

**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

Jay Woods, Special Assistant Attorney General

**Others Present:**

Clay Johnston, Mississippi Department of Public Safety

DeWann Clark, Mississippi Department of Public Safety

Lamond Wilson, Mississippi Department of Public Safety

Ralph Germany, Bradley Arant Boult Cummings LLP

Chris Solop, Biggs, Ingram and Solop

Shane Loper announced that during executive session, the ITS Board considered the Request for Review by NEC Corporation of America of the ITS Executive Director's Decision regarding the

Protest by 3M Cogent, Inc. of the Award for RFP 3894-41492. Mr. Loper noted that no motions were made in executive session beyond the unanimous vote to return to open session.

On motion by Rodney Pearson and second by June Songy that the ITS Board uphold the Executive Director's decision in the protest filed by 3M Cogent, Inc. of the award of the contract for RFP 3894-41492 to NEC Corporation of America, where the Executive Director's decision is finding merit in the protest and determining the best course of action is to rescind the award to NEC and cancel the procurement:

Motion carried; unanimously.

\*\*\*\*\*

On motion by Tom Wicker 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, April 20, 2017.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, April 20, 2017.

June Songy - per diem and expenses for 1 day;

Board Meeting, April 20, 2017.

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

Board Meeting, April 20, 2017.

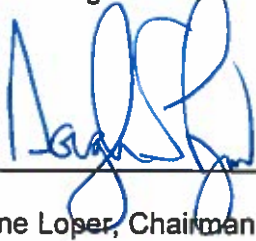
Tom Wicker - per diem and expenses for 1 day;

Board Meeting, April 20, 2017.

Motion carried; unanimously.

\*\*\*\*\*

There being no further business, the meeting was adjourned by Shane Loper.



---

Shane Loper, Chairman



---

Rodney Pearson, Vice-Chairman