BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

December 15, 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, December 15, 2016, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

> D. Shane Loper, Chairman
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> 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
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> 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

Billy Rials, Enterprise Architect

Tangela Harrion, Procurement Team Leader

Donna Hamilton, Procurement Team Leader

Renee Murray, Program and Contract Management Team Leader

Chris Grimmer, ISS Technology Consultant

Jill Chastant, ISS Technology Consultant

Patti Irgens, ISS Technology Consultant

Jordan Barber, ISS Technology Consultant

Monique Hopkins, ISS Technology Consultant

Jamekia Hilliard, ISS Technology Consultant

Cerria Walker, ISS Technology Consultant

Debra Brown, IT Planner

Jerry Guillory, Data Services Division

Gary LeBlanc, Data Services Division

Jeff Jennings, Data Services Division

Brian Norwood, Telecom Services Division

Susan Meek, Education Division

Greg Nohra, Security Services Division

Katie White, Strategic Communications Analyst

Emily Grace Cole, Internal Services Division

Others Present:

Ellen Swoger, University of Mississippi Medical Center

Jeff Grimsley, University of Mississippi Medical Center

Rick Whitehead, University of Mississippi Medical Center

Cindy Freeman, University of Mississippi Medical Center

Sondra McNeil, University of Mississippi Medical Center

Carol Northrup, University of Mississippi Medical Center

Vicki Helfrich, Mississippi Wireless Communications Commission

Karana Carroll, Mississippi Wireless Communications Commission

Cindy Crocker, Mississippi Wireless Communications Commission

Jim Hurst, Mississippi Department of Finance and Administration

Christy Gutherz, Mississippi Department of Corrections

Audrey McAfee, Mississippi Department of Corrections

Tina Ladner, Mississippi Department of Corrections

Melanie McEwen, Mississippi Department of Employment Security

Mohammed Jalaluddin, Mississippi Department of Employment Security

Rick Moore, Mississippi Attorney General's Office

Glynn McMillen, Mississippi Attorney General's Office

Kevin Gray, Mississippi State Department of Health

Joy Sennett, Mississippi State Department of Health

Valorie Woods, Mississippi State Department of Health

Angela Armstead, Mississippi State Department of Health

Matt Calvert, Mississippi State Department of Health

Rebecca String Shipp, Mississippi State Department of Health

Jeffrey McIntyre, Mississippi State Department of Health

Clay Johnston, Mississippi Department of Public Safety

Tevin Coleman, Mississippi Department of Public Safety

Sheila Kearney, Mississippi Division of Medicaid

Rob McClure, AT&T

Bill Wiltshire, C Spire

Nathan Slater, C Spire

Kevin Hankins, C Spire

Kameron Ball, C Spire

Chris Salmon, Dell EMC

Heath Walters, Dell EMC

Brad Stroup, Dell

Karen Newman, The Clay Firm

Evelyn Johnson, Capitol Resources

Jonathan Hollingshead, Logista

Bryce Yelverton, Yelverton Consulting

Joel Yelverton, Yelverton Consulting

Mary Tucker, BCI

Jordan Norha, BCI

Paula Merritt, Motorola

Armaan Anding, Motorola

Kristen Hinton, Cisco

Laddie Kelly, Cisco

Mark Hollingsead, Ciber

Ryan Allen, Venture Technologies

Allen Norris, HPE

Paul Pocharo

Wes Talbert, NetApp SolidFire

Deb Sharon, NetApp SolidFire

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

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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 November 17, 2016.

On motion by Rodney Pearson and second by Keith Van Camp that the minutes of the meeting on November 17, 2016 be approved as written:

Motion carried; unanimously, with Tom Wicker abstaining from the vote.

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Agenda Item No. 2:   Cerria Walker and Roger Graves presented an overview and request to issue RFP No. 3963-40997 for the acquisition of a Hybrid Infrastructure Solution for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES** (ITS). The staff of ITS requests approval to advertise and publish RFP No. 3963-40997 for the acquisition of a Hybrid Infrastructure Solution for ITS.

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

Motion carried; unanimously.

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Agenda Item No. 3:   Chris Grimmer, Christy Gutherz, Deputy Commissioner Community Corrections, and Audrey McAfee, Director, Management Information Systems, presented the overview and request to issue 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). The staffs of ITS and MDOC jointly request approval to publish Solicitation Number 42702 for the acquisition of electronic

monitoring equipment and services for MDOC to the awarded vendors on the NASPO Electronic Monitoring of Offenders Cooperative Contract Number 00212.

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. 4: Patti Irgens, Melanie McEwen, Project Manager, and Mohammed Jalaluddin presented an overview and request to issue Letter of Configuration (LOC) No. 43163 based on General RFP No. 3849 for the acquisition of Mainframe Hosting for the **MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY** (MDES). The staffs of ITS and MDES jointly request approval to publish LOC No. 43163 for the acquisition of mainframe hosting services for MDES.

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

Motion carried; unanimously.

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Agenda Item No. 5: Chris Grimmer, Ellen Swoger, Associate CIO, and Jeffrey Grimsley, Assistant CFO Accounting and Reimbursement, presented Project No. 43262, requesting approval of an increase to the initial exemption request for credit card integration with EPIC for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend approval of this $3,500,000.00 increase to the original exemption request, for a revised not-to-exceed total estimated 5-year lifecycle cost of $4,000,000.00. UMMC 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: Jill Chastant, Rick Moore, IT Director, and Glynn McMillen presented Project No. 3356-42808, for the continuation of the Agreement with Ciber, Inc. for additional implementation and ongoing maintenance of the Case Records Information Management and Exchange System (CRIMES) application for the **MISSISSIPPI ATTORNEY GENERAL'S OFFICE** (AGO). The staffs of ITS and the AGO jointly recommend approval of the continuation of this Agreement with Ciber, Inc. through December 31, 2021, in an amount not to exceed $722,009.89 for CRIMES application implementation and maintenance. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $3,171,263.07.

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: Jamekia Hilliard, Matt Calvert, Information Resource Manager, and Valorie Woods, Director of Immunization, presented the recommendation for RFP No. 3558-43158 for the continuation of and increase to the Agreement with Scientific Technologies Corporation (STC) for ongoing maintenance and to upgrade the Mississippi Immunization Information eXchange (MIIX) to a cloud-based hosted solution with outsourced technical support for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH** (MSDH). The staffs of ITS and MSDH jointly recommend approval of the continuation of and increase to this Agreement with Scientific Technologies Corporation through December 31, 2019, in an amount not to exceed $605,000.00 for ongoing maintenance and to upgrade the Mississippi Immunization Information eXchange (MIIX) to a cloud-based hosted solution with outsourced technical support. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $15,134,610.00.

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

Motion carried; unanimously.

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Agenda Item No. 8: Jordan Barber and Clay Johnston, MIS Director, presented the recommendation for RFP. No. 3596-43168 for the continuation of and increase to the Agreement with Clerus Solutions LLC, Inc. for Project Management Services for development and implementation of various driver license identification systems for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (MDPS). The staffs of ITS and MDPS jointly recommend approval of the continuation and increase to the Agreement with Clerus Solutions LLC through September 30, 2017, in an amount not to exceed $329,992.02 for Project Management Services for development and implementation of various driver license identification systems. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $7,700,819.82.

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: Renée Murray and Jim Hurst presented the recommendation for RFP No. 3564-43300 for an increase to the Agreement with Mississippi Interactive, Inc. for eGovernment applications and services for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION** (DFA). The staffs of ITS and DFA jointly recommend approval of the increase to the Agreement with Mississippi Interactive LLC through December 2017, in an amount not to exceed $3,500,000.00 for eGovernment applications and services. With this increase, the revised total not-to-exceed lifecycle cost of this project is $8,844,611.14.

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. 10: Monique Hopkins, Vicki Helfrich, Executive Officer, and Karana Carroll presented the recommendation for RFP No. 3639-43251 for the acquisition of equipment and services to enable data functionalities to implement a middle-mile data network for the **WIRELESS COMMUNICATION COMMISSION** (WCC). The staffs of ITS and WCC jointly recommend the selection of Motorola Solutions, Inc. to provide equipment and services to enable data functionalities to implement a middle-mile data network at a total lifecycle cost of $21,533,861.00. With this approval, the revised total lifecycle cost of this project is $78,440,857.00.

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

Motion carried; unanimously.

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Agenda Item No. 11: Monique Hopkins, Vicki Helfrich, Executive Officer, and Karana Carroll presented the recommendation for RFP No. 3429-43292 for the continuation of and increase to the Agreement with Motorola Solutions, Inc. for Mississippi Wireless Information Network (MSWIN) maintenance and support and the acquisition of seven new tower sites for the **WIRELESS COMMUNICATION COMMSSION** (WCC). The staffs of ITS and WCC jointly recommend approval of the continuation of and increase to this Agreement with Motorola Solutions, Inc. through June 30, 2021, in an amount not to exceed $13,003,963.00 for continuation and support of the MSWIN project. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $237,915,057.46.

On motion by June Songy and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 12: Billy Rials presented the request to publish the *2017-2019 Master Plan*. The staff of ITS requests approval to publish the *2017-2019 Master Plan*.

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. 13: Billy Rials presented the request to publish the *FY16 Annual Report*. The staff of ITS recommends approval to publish the *FY16 Annual Report*.

On motion by Tom Wicker and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 14 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 acknowledged Agenda Item No. 15 regarding verification of a quorum for the next ITS Board Meeting scheduled for Thursday, January 19, 2017.

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On motion by Rodney Pearson 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, December 15, 2016.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, December 15, 2016.

June Songy - per diem and expenses for 1 day;

Board Meeting, December 15, 2016.

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

Board Meeting, December 15, 2016.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, December 15, 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, December 15, 2016, immediately following the regularly scheduled monthly meeting.

Members Present:

D. Shane Loper, Chairman

Rodney Pearson, Vice-Chairman

J. Keith Van Camp

Thomas A. Wicker

Members Not Present:

June Songy

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

David Johnson, Internal Services Division Director

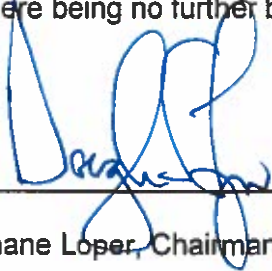Steven Walker, Telecom Services Division Director

Laura Pentecost, Data Services Division Director

Jay White, Information Security Division Director

Billy Rials, Enterprise Architect

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Shane Loper 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 Shane Loper.

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Shane Loper, Chairman

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Rodney Pearson, Vice-Chairman

December 15, 2016