BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

November 17, 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, November 17, 2016, 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

Members Not Present:

    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

    Lynn Ainsworth, Information Systems Services (ISS) Division Director

    Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Jay White, Security Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Tangela Harrion, Procurement Team Leader

Donna Hamilton, Procurement Team Leader

John McManus, Development Team Leader

Michelle Smith, 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

Sandy Stacy, 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

Pat Little, University of Mississippi Medical Center

Kevin Yearick, University of Mississippi Medical Center

Cindy Freeman, University of Mississippi Medical Center

Eric Wippo, University of Mississippi Medical Center

Rick Reno, Mississippi Fair Commission

Umesh Sanjanwala, Mississippi Department of Agriculture and Commerce

Rob McClure, AT&T

Bill Wiltshire, C Spire

Chris Salmon, Dell EMC

Heath Walters, Dell EMC

Brad Stroup, Dell

Karen Newman, The Clay Firm

Evelyn Johnson, Capitol Resources

Javier DeRossette, Microsoft

Donnie Wilemon, Microsoft

Hermalinda Shirley, SHI

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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 October 20, 2016.

On motion by June Songy and second by Keith Van Camp that the minutes of the meeting on October 20, 2016 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2:   Michelle Smith and Pat Little, Senior Telecom Engineer/Analyst, presented the evaluation and recommendation of proposals received in response to RFP No. 3871-42188, for the acquisition of a Statewide Paging Services for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend the selection of

Critical Alert as lowest and best vendor responding to RFP No. 3871, to provide paging services, at a total 5-year lifecycle cost of $1,281,000.00.

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. 3:   Michelle Smith, Rick Reno, Executive Director, and Umesh Sanjanwala, Information Management Director, presented the evaluation and recommend designation of approval in response of 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 recommend delegation to the ITS Executive Director for vendor selection and award for RFP No. 3907, to provide a complete ticking solution.

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. 4:   Cerria Walker and Lynn Ainsworth presented the recommendation for RFP No. 3708-43108 for the continuation of the Agreement with HTC Global Services Inc., for .NET Development Service for the **MISSISSIPPI DEPARTEMNT OF INFORMATION TECHNOLOGY SERVICES** (ITS) Information System Services. The staff of ITS recommends approval of the continuation of this Agreement with HTC Global Services Inc., through December 31, 2017, in an amount not to exceed $180,564.80 for .NET Development Services. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $672,339.20.

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. 5:   Ellen Swoger, UMMC Associate CIO, provided an overview and update on the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC) EPIC Electronic Medical Record Project.

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The Board acknowledged Agenda Item No. 6 regarding Information Technology Positions by Agency and Occupational Analysis Reports as of October 31, 2016.

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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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The Board acknowledged Agenda Item No. 8 regarding verification of a quorum for the next ITS Board Meeting scheduled for Thursday, December 15, 2016.

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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, November 17, 2016.

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, November 17, 2016.

June Songy - per diem and expenses for 1 day;
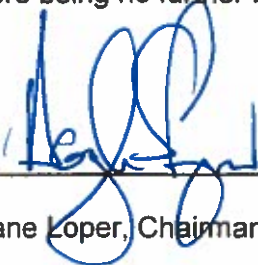
Board Meeting, November 17, 2016.

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

Board Meeting, November 17, 2016.

Motion carried; unanimously.

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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