

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

November 16, 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, November 16, 2017, at 11:00 a.m. for the regularly scheduled monthly meeting.

Members Present:

Rodney Pearson, Chairman

J. Keith Van Camp, Vice-Chairman

Alan Lange

June Songy

Thomas A. Wicker

Legislative Advisors 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

Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Jay White, Information Security Division Director
Laura Pentecost, Data Services Division Director
Donna Nead Rogers, Special Assistant Attorney General
Jay Woods, Special Assistant Attorney General
Tina Wilkins, Procurement Process Specialist
Tangela Harrion, Procurement Team Leader
Renee Murray, Program & Contract Management Team Leader
Jill Chastant, ISS Technology Consultant
Michelle Smith, ISS Technology Consultant
Jamekia Hilliard, ISS Technology Consultant
Jeannie Williford, ISS Technology Consultant
Debra Brown, IT Planner
Jerry Guillory, Data Services Division
Gary LeBlanc, Data Services Division
Pam Sinclair, Data Services Division
Sandy Stacy, Data Services Division
Brian Norwood, Telecomm Services Division
Lisa Kuyrkendall, Telecomm Services Division
Greg Nohra, Security Services Division
Leslie Swilley, Internal Services Division
Jeff Jennings, Data Services Division
Billy Rials, Enterprise Architect

Others Present:

Krista M. LeBrun, Mississippi Community College Board
Jason Carter, Mississippi Community College Board

Jennifer Wentworth, Mississippi Department of Revenue

Jennifer Morgan, Mississippi Department of Revenue

Clay Johnston, Mississippi Department of Public Safety

Mandy Davis, Mississippi Department of Public Safety

Claudia Garrett, Mississippi Department of Public Safety

Audrey McAfee, Mississippi Department of Corrections

Sean Smith, Mississippi Department of Corrections

Gretchen Cagle, Mississippi Department of Education

Teresa Washington, Mississippi Department of Education

Madelyn Harris, Mississippi Department of Education

Scott Cook, AT&T

Rob McClure, AT&T

Terrell Knight, CSpire

Brian Caraway, CSpire

Brigg Horne, Dell EMC

Chris Salmon, Dell EMC

Andrew Henderson, Dell EMC

Karen Newman, The Clay Firm

Evelyn Johnson, Capitol Resources

Ryan Beckett, Butler Snow

Mark Garriga, Butler Snow

Mario Ward, Securus Technologies

Todd Stutts, Global Tel*Link

Denise Winkler, Unisys

Emily Cooper, SpedTrack

Steve Browning, Hayes Dent Public Strategies

Hayes Dent, Hayes Dent Public Strategies

Kristen Hinton, Cisco

Rodney Pearson called the meeting to order and asked guests to introduce themselves.

Agenda Item No. 1: Rodney Pearson directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on October 19, 2017.

On motion by Tom Wicker and second by Alan Lange that the minutes of the meeting on October 19, 2017 be approved as written:

Motion carried; unanimously with Keith Van Camp abstaining from the vote.

Agenda Item No. 2: Michelle Smith, Jason Carter, and Krista M. LeBrun, Ph.D., Assistant Executive Director for eLearning and Instructional Technology, presented the evaluation and recommendation of proposals received in response to RFP No. 3955-42894 for the acquisition of a Web-Conferencing and Instant Messaging solution for the **MISSISSIPPI COMMUNITY COLLEGE BOARD (MCCB)**. The staffs of ITS and MCCB jointly recommend the selection of NWN Corporation as lowest and best vendor responding to RFP No. 3955, to provide Web-Conferencing and Instant Messaging, at a total 5-year lifecycle cost of \$1,059,600.00..

On motion by June Songy and second by Alan Lange that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Jamekia Hilliard, Jennifer Morgan, and Jennifer Wentworth, Associate Commissioner, presented the recommendation for RFP No. 3830-44009 for an increase to the Agreement with FAST Enterprises, LLC to add Levels 2 & 3 maintenance and support along with remote batch monitoring for the Mississippi Automated Registration Vehicle Information Network (MARVIN) for the **MISSISSIPPI DEPARTMENT OF REVENUE (DOR)**. The staffs of ITS and DOR

jointly recommend approval of the increase to the Agreement with FAST Enterprises, LLC through September 30, 2021, in an amount not to exceed \$8,045,000.00 for Levels 2 & 3 maintenance and support along with remote batch monitoring for MARVIN. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$28,045,000.00.

On motion by Alan Lange and second by Keith Van Camp that the staff recommendation be tabled until additional information is available for consideration during the ITS Board Meeting in December 2017:

Motion carried; unanimously.

Agenda Item No. 4: Jill Chastant and Clay Johnston, CIO, presented the recommendation for RFP No. 3641-42879 for a Change Order to the Agreement with MorphoTrust USA, Inc. to increase functionality, add equipment and meet legislative mandates for the Driver License System for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The staffs of ITS and MDPS jointly recommend approval of this Change Order Request in the amount of \$395,008.28, to increase functionality, add equipment and meet Legislative mandates for the Driver License System. With this Change Order, the revised total lifecycle cost of this project is \$44,709,202.22.

On motion by Alan Lange and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Michelle Smith, Audrey McAfee, Deputy Administrator, and Sean Smith, Corrections Investigation Division Director, presented the evaluation and recommendation of proposals received in response to 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 recommend the selection of Global Tel*Link as lowest and

best vendor responding to RFP No. 3897, to provide Inmate Communication Services, at an estimated 3-year lifecycle cost of \$1,414,749.61.

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

Motion carried; unanimously.

Agenda Item No. 6: Jill Chasant, Audrey McAfee, Deputy Administrator, and Sean Smith, Corrections Investigation Division Director, presented the recommendation for Project Number 43282 for the continuation of the Agreement with DatamanUSA, LLC for network support services for **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)**. The staffs of ITS and MDOC jointly recommend approval of the continuation of this Agreement with DatamanUSA, LLC through December 31, 2020 in an amount not to exceed \$530,400.00, for network support services. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$813,280.00.

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

Motion carried; unanimously.

Agenda Item No. 7: Billy Rials, Enterprise Architect, presented the request to publish the *FY17 Annual Report*. The staff of ITS requests approval to publish the *FY17 Annual Report*.

On motion by Keith Van Camp and second by Alan Lange that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8: Billy Rials, Enterprise Architect, presented the request to publish the *2018-2020 Mississippi Strategic Master Plan for Information Technology*. The staff of ITS requests approval to publish the *2018-2020 Mississippi Strategic Master Plan for Information Technology*.

On motion by Tom Wicker and second by Alan Lange that the staff recommendation be approved:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 9 regarding Information Technology Positions by Agency and Occupational Analysis Reports as of October 31, 2017.

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, December 21, 2017.

The Board considered Agenda Item No. 12 regarding the Request for Review by SpedTrack of the ITS Executive Director's Decision regarding the Protest by SpedTrack of the Award of Contract for RFP No. 3947-42928.

On motion by June Songy and second by Tom Wicker that the ITS Board convene in closed session to determine the need for executive session to discuss Agenda Item No. 12:

Motion carried; unanimously.

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

Members Present:

Rodney Pearson, Chairman

J. Keith Van Camp, Vice-Chairman

Alan Lange

June Songy

Thomas A. Wicker

Legislative Advisors 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

Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay Woods, Special Assistant Attorney General

Tina Wilkins, Procurement Process Specialist

Michelle Smith, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Others Present:

Gretchen Cagle, Mississippi Department of Education

Teresa Washington, Mississippi Department of Education

Madelyn Harris, Mississippi Department of Education

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 No. 12:

Motion carried; unanimously.

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

Members Present:

- Rodney Pearson, Chairman
- J. Keith Van Camp, Vice-Chairman
- Alan Lange
- June Songy
- Thomas A. Wicker

Legislative Advisors 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
- Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director
Jay White, Information Security Division Director
Laura Pentecost, Data Services Division Director
Donna Nead Rogers, Special Assistant Attorney General
Jay Woods, Special Assistant Attorney General
Tina Wilkins, Procurement Process Specialist
Michelle Smith, ISS Technology Consultant
Leslie Swilley, Internal Services Division

Others Present:

Gretchen Cagle, Mississippi Department of Education
Teresa Washington, Mississippi Department of Education
Madelyn Harris, Mississippi Department of Education

Other members of the audience from the initial Open Session returned as well.

Rodney Pearson announced that during closed session, the ITS Board discussed the need to convene in executive session to discuss Agenda Item No. 12, in accordance with Mississippi Code 25-41-7 (4) (b), allowing an executive session in matters involving prospective litigation.

On motion by Tom Wicker and second by Alan Lange that the ITS Board convene in executive session to discuss Agenda Item No. 12, 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:

Rodney Pearson, Chairman

J. Keith Van Camp, Vice-Chairman

Alan Lange

June Songy

Thomas A. Wicker

Legislative Advisors 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

Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay Woods, Special Assistant Attorney General

Tina Wilkins, Procurement Process Specialist

Michelle Smith, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Others Present:

Gretchen Cagle, Mississippi Department of Education

Teresa Washington, Mississippi Department of Education

Madelyn Harris, Mississippi Department of Education

The Board considered the Request for Review by SpedTrack of the ITS Executive Director's Decision regarding the Protest by SpedTrack of the Award of Contract for RFP No. 3947-42928. 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 SpedTrack of the ITS Executive Director's Decision regarding the Protest by SpedTrack of the Award of Contract for RFP No. 3947-42928:

Motion carried; unanimously.

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

Members Present:

Rodney Pearson, Chairman

J. Keith Van Camp, Vice-Chairman

Alan Lange

June Songy

Thomas A. Wicker

Legislative Advisors 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

Steven Walker, Telecom Services Division Director

David Johnson, Internal Services Division Director

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay Woods, Special Assistant Attorney General

Tina Wilkins, Procurement Process Specialist

Michelle Smith, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Others Present:

Gretchen Cagle, Mississippi Department of Education

Teresa Washington, Mississippi Department of Education

Madelyn Harris, Mississippi Department of Education

Other members of the audience from the initial Open Session returned as well.

Rodney Pearson announced that during executive session, the ITS Board considered the Request for Review by SpedTrack of the ITS Executive Director's Decision regarding the Protest by SpedTrack of the Award of Contract for RFP No. 3947-42928. Dr. Pearson noted that no

motions were made in executive session beyond the unanimous vote to return to open session. On motion by Tom Wicker and second by June Songy that the ITS Board uphold the Executive Director's decision in the protest submitted by SpedTrack of the Award of Contract for RFP No. 3947-42928:

Motion carried; unanimously.

On motion by Keith Van Camp and second by June Songy that the following per diem and expenses be approved:

Rodney Pearson - per diem and expenses for 1 day;

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June Songy - per diem and expenses for 1 day;

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


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Tom Wicker - per diem and expenses for 1 day;

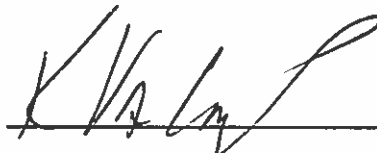
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Motion carried; unanimously.

There being no further business, the meeting was adjourned by Rodney Pearson.



Rodney Pearson, Chairman



Keith Van Camp, Vice-Chairman