BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

September 21, 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, September 21, 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

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

Jay White, Information Security Division Director

David Johnson, Internal Services 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 and Contract Management Team Leader

Chris Grimmer, ISS Technology Consultant

Cerria Walker, ISS Technology Consultant

Deb Breazeale, ISS Technology Consultant

Jamekia Hilliard, ISS Technology Consultant

Jeannie Williford, ISS Technology Consultant

Jill Chastant, ISS Technology Consultant

Jordan Barber, ISS Technology Consultant

Khelli Reed, ISS Technology Consultant

Michelle Smith, ISS Technology Consultant

Paula Conn, ISS Technology Consultant

Wallace Burns, ISS Technology Consultant

Pam Sinclair, Data Services Division

Brian Norwood, Telecom Services Division

Greg Nohra, Security Services Division

Leslie Swilley, Internal Services Division

Katie White, Strategic Communications

Jerry Guillory, Data Services Division

Sarah Perry, Internal Services Division

Others Present:

Audra Kimble, Mississippi Community College Board

Brooke Doggett, Mississippi Community College Board

Jason Carter, Mississippi Community College Board

Deborah Donovan, Mississippi Department of Education

Gretchen Cagle, Mississippi Department of Education

Madelyn Harris, Mississippi Department of Education

Monique Corley, Mississippi Department of Education

Sarita Donaldson, Mississippi Department of Education

Teresa Washington, Mississippi Department of Education

Vivian Taylor, Mississippi Department of Education

Dale Smith, Mississippi Department of Employment Security

Mohammed Jalaluddin, Mississippi Department of Employment Security

Angela Armstead, Mississippi State Department of Health

Daphne Ware, Mississippi State Department of Health

David Hall, Mississippi State Department of Health

Kevin Gray, Mississippi State Department of Health

Melissa Parker, Mississippi State Department of Health

Molly Chew, Mississippi State Department of Health

Teresa Windham, Mississippi State Department of Health

Breanne Anderson, Mississippi Department of Human Services

Chris Christmas, Mississippi Department of Human Services

Jackie Surrell, Mississippi Department of Human Services

Mark Allen, Mississippi Department of Human Services

Valeria O'Neal, Mississippi Department of Human Services

Dorothy Young, Mississippi Division of Medicaid

Jennifer Fulcher, Mississippi Division of Medicaid

Patti Irgens, Mississippi Division of Medicaid

Rita Rutland, Mississippi Division of Medicaid

Clay Johnston, Mississippi Department of Public Safety

Tevin Coleman, Mississippi Department of Public Safety

Kevin Yearick, University of Mississippi Medical Center

Kris Gautier, AT&T

Mary Tucker, BCI

Evelyn Johnson, Capitol Resources

Kristen Hinton, Cisco

Terrell Knight, CSpire

Bill Wiltshire, CSpire

Brad Barker, Dell EMC

Chris Salmon, Dell EMC

Scott Sims, Iliad Group

D. Wilemon, Microsoft

Karen Newman, The Clay Firm

Laddie Kelly, Venture

Joel Yelverton, Yelverton Consulting

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

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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 August 17, 2017.

On motion by Tom Wicker and second by Alan Lange that the minutes of the meeting on August 17, 2017 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Jordan Barber, Dale Smith, Deputy Executive Director, and Mohammed Jalaluddin, IT Director, presented an overview and request to issue Letter of Configuration (LOC) No. 43240, based on General RFP No. 3849 for the acquisition of desktop computers, monitors, and services for the **MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY** (MDES). The staffs of ITS and MDES jointly request approval to publish LOC No. 43240 for the acquisition of desktop computers, monitors, and services for MDES.

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: Khelli Reed and David Hall, Director of Acute Care Services, presented an overview and request to issue RFP No. 4020-43149 for the acquisition of a Trauma Registry System for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH** (MSDH). The staffs of ITS and MSDH jointly request approval to advertise and publish RFP 4020-43149 for the acquisition of a Trauma Registry System.

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

Motion carried; unanimously.

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Agenda Item No. 4: Wallace Burns, Dale Smith, Deputy Executive Director, and Mohammed Jalaluddin, IT Director, presented the evaluation and recommendation of proposals received in response to Letter of Configuration (LOC) No. 43163-B based on General RFP No. 3849 for the acquisition of Mainframe Hosting Services for the **MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY** (MDES). The staffs of ITS and MDES jointly recommend the selection of Data Management Associates of Brevard, Inc., as lowest and best vendor responding

to this LOC, to provide application migration and external mainframe hosting services, at a total 2-year lifecycle cost of $1,405,947.00.

June Songy acknowledged the necessity of this contract and expenditure of federal funds with an outside, third party as required solely due to the passage of Senate Bill 2362 during the 2016 Legislative Session, that prevents ITS from performing services on behalf of agencies like MDES and recouping the cost of such services through a billing/cost recovery model. Kevin Van Camp and Tom Wicker also acknowledged the necessity of this contract as unfortunate for the reason outlined by Mrs. Songy.

On motion by Tom Wicker and second by June Songy that the staff recommendation be approved: Motion carried; unanimously.

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Agenda Item No. 5:   Chris Grimmer and Kevin Yearick, Chief Technology Officer, presented the recommendation for RFP No. 3761-43732 for the continuation of the Agreement with SHI International Corp. for Microsoft Premier Support for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER** (UMMC). The staffs of ITS and UMMC jointly recommend approval of the continuation of this Agreement with SHI International Corp. through September 30, 2018, in an amount not to exceed $126,812.22 for Microsoft Premier Support. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $554,564.22.

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. 6:   Cerria Walker and Gretchen Cagle, State Director of Special Education, presented the evaluation and recommendation of proposals received in response to RFP No. 3947-42928 for the acquisition and implementation of a Special Education Data Management System for **MISSISSIPPI DEPARTMENT OF EDUCATION** (MDE). The staffs of ITS and MDE

jointly recommend the selection of Public Consulting Group Inc. as the best vendor responding to RFP No. 3947, to provide a Special Education Data Management System, at a total 5-year lifecycle cost of $5,550,000.00.

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. 7:   Michelle Smith, Rita Rutland, OIT Deputy Administrator, and Jennifer Fulcher, Community Based Services Director, presented the evaluation and recommendation of proposals received in response to RFP No. 4011-42954 for the acquisition of a No-Wrong-Door Information and Tracking System for the **MISSISSIPPI DIVISION OF MEDICAID** (MDOM). The staffs of ITS and DOM jointly recommend the selection of FEi, Inc. as lowest and best vendor responding to RFP No. 4011, for a No-Wrong-Door Information and Tracking System at a total 5-year lifecycle cost of $15,242,759.40.

On motion by Keith Van Camp and second by Alan Lange 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 Sole Source No. 4030-43737 for an increase to the Agreement with American Association of Motor Vehicle Administrators (AAMVA) for State-to-State (S2S) Verification Service Enhancements for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY** (MDPS). The staffs of ITS and DPS jointly recommend approval of the increase to this sole source Agreement with American Association of Motor Vehicle Administrators in an amount not to exceed $3,861,699.00 for State-to-State (S2S) Verification Service enhancements. With this increase, the revised total lifecycle cost of this project is $34,914,632.72.

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. 9: Jordan Barber and Molly Chew, Director of Fingerprinting Division, presented the recommendation for RFP No. 3460-43712 for the continuation of the Agreement with Automation Designs & Solutions, Inc. for background check fingerprint transmissions for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH** (MSDH). The staffs of ITS and MSDH jointly recommend approval of the continuation of this Agreement with Automation Designs & Solutions through September 30, 2020, in an amount not to exceed $900,000.00 for background check fingerprint transmissions. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $2,960,600.00.

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. 10: Jamekia Hilliard and Dr. Daphne Ware, Director of the Mississippi Public Health Laboratory, presented the recommendation for Project No. 43679 for an increase to the Agreement with Common Cents Systems, Inc. for additional Instrument and Bi-Directional Interfaces for the current LIMS system for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH - MISSISSIPPI STATE PUBLIC HEALTH LABORATORY** (MSDH-MPHL). The staffs of ITS and MSDH jointly recommend approval of the increase to the Agreement with Common Cents Systems, Inc. through June 30, 2020, in an amount not to exceed $123,076.80 for additional Instrument and Bi-Directional Interfaces for the current LIMS system. With this increase, the revised total not-to-exceed lifecycle cost of this project is $1,095,926.90.

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. 11: Jamekia Hilliard, Brooke Doggett, Director of Instructional Design and Development, and Audra Kimble, Assistant Executive Director of Academic and Student Affairs, presented the recommendation for RFP No. 3452-43898 for the continuation of the Agreement with Blackboard Inc. for web conferencing and hosting for the **MISSISSIPPI COMMUNITY COLLEGE BOARD** (MCCB). The staffs of ITS and MCCB jointly recommend approval of the continuation of this Agreement with Blackboard Inc. through September 30, 2018, in an amount not to exceed $191,154.00 for web conferencing and hosting. With this increase, the revised total not-to-exceed lifecycle cost of this project is $1,153,344.53.

On motion by Tom Wicker and second by Alan Lange that the staff recommendation be approved: Motion carried; unanimously.

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Agenda Item No. 12: Paula Conn, Brooke Doggett, Director of Instructional Design and Development, and Audra Kimble, Assistant Executive Director of Academic and Student Affairs, presented the recommendation for RFP No. 3692-43882 for the continuation of the Agreement with Instructure, Inc. for Learning Management System support services for faculty and students for the **MISSISSIPPI COMMUNITY COLLEGE BOARD** (MCCB). The staffs of ITS and MCCB jointly recommend approval of the continuation of this Agreement with Instructure, Inc. through June 30, 2018, in an amount not to exceed $490,000.00 for Learning Management System support for faculty and students. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $5,654,891.20.

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. 13: Jill Chastant, Brooke Doggett, Director of Instructional Design and Development, and Audra Kimble, Assistance Executive Director of Academic and Student Affairs, presented the recommendation for Sole Source No. 4025-43584 for an increase to the Agreement with Turnitin, LLC for Turnitin Software for the **MISSISSIPPI COMMUNITY COLLEGE BOARD** (MCCB). The staffs of ITS and MCCB jointly recommend approval of the increase to this Sole Source Agreement with Turnitin, LLC in an amount not to exceed $330,921.13. With this increase, the revised total lifecycle cost of this project is $1,144,437.58.

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

Motion carried; with Alan Lange opposed.

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Agenda Item No. 14: Jill Chastant, Mark Allen, Chief Information Officer, and Chris Christmas, Director of Budgets and Accounting, presented the recommendation for RFP No. 3587-43560 for the continuation of the Agreement with Conduent State & Local Solutions, Inc. for an Electronic Benefit Transfer (EBT) System for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES** (MDHS). The staffs of ITS and MDHS jointly recommend approval of the continuation of the Agreement with Conduent State & Local Solutions, Inc. through January 31, 2019, in an amount not to exceed $2,160,000.00. With this continuation, the revised total not-to-exceed lifecycle cost of this project is $33,953,600.00.

On motion by Alan Lange and second by Tom Wicker that the staff recommendation be approved: Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 15 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. 16 regarding verification of a quorum for the next ITS

Board Meeting scheduled for Thursday, October 19, 2017.

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

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, September 21, 2017.

June Songy - per diem and expenses for 1 day;

Board Meeting, September 21, 2017.

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

Board Meeting, September 21, 2017.
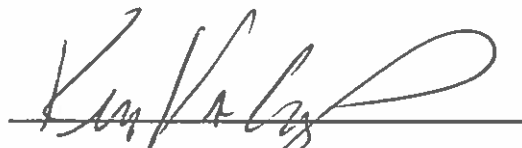
Tom Wicker - per diem and expenses for 1 day;

Board Meeting, September 21, 2017.

Motion carried; unanimously.

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

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Rodney Pearson, Chairman   Keith Van Camp, Vice-Chairman