

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

December 13, 2018

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, December 13, 2018, at 11:30 a.m. for the regularly scheduled monthly meeting.

Members Present:

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

Legislative Advisors Not Present:

Senator Sampson Jackson, II
Representative Gary V. Staples

Staff Members Present:

Craig Orgeron, ITS Executive Director
Michele Blocker, ITS Chief Administrative Officer
Laura Pentecost, Data Services Division Director
Steven Walker, Telecom Services Division Director
Jay White, Security Services Division Director
David Johnson, Internal Services Division Director

Tommy Goodwin, Special Assistant Attorney General
Tina Wilkins, Procurement Process Specialist
Michelle Smith, Procurement Process Specialist
Renée Murray, Program and Contract Management Team Leader
Debra Brown, IT Planning Coordinator
Jamekia Hilliard, Technology Consultant
Jordan Barber, Technology Consultant
Jill Chastant, Technology Consultant
Gary LeBlanc, Operations Manager
Lisa Kuyrkendall, Voice Network Manager
Brian Norwood, Data Network Manager
Greg Nohra, Enterprise Security Architect
Jeff Jennings, Data Center Infrastructure Manager
Andrew Westerfield, Systems Specialist
Leslie Swilley, Administrative Specialist

Others Present:

Audrey McAfee, Department of Corrections
Gwendolynn Santos, Department of Corrections
Vicki Helfrich, Wireless Communication Commission
Karana Carroll, Wireless Communication Commission
Bill Buffington, Wireless Communication Commission
Grant Banks, Division of Medicaid
Brad Estess, Division of Medicaid
Rob McClure, AT&T
Karen Newman, The Clay Firm

Brad Barker, Dell EMC
Chris Salmon, Dell EMC
Terrell Knight, C Spire
Bill Wiltshire, C Spire
Javier DeRossette, Microsoft
Bertram Jenkins, Logista
Ted Yura, Unisys
Adair Cunningham, Capitol Resources

Keith Van Camp called the meeting to order and asked guests to introduce themselves.

Agenda Item No. 1: Keith Van Camp directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on November 15, 2018.

On motion by Alan Lange and second by Rodney Pearson that the minutes of the meeting on November 15, 2018 be approved as written:

Motion carried; unanimously, with Keith Van Camp abstaining.

Agenda Item No. 2: Jamekia Hilliard and Audrey McAfee, Deputy Administrator, presented Project No. 44917, requesting approval of an exemption for **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)** to acquire digital copier/multifunction equipment from Mississippi Department of Finance and Administration (DFA), Office of Purchasing, Fleet, and Travel Management State Contract. The staffs of ITS and MDOC jointly recommend approval of the exemption request at a total estimated 3-year lifecycle cost of \$2,920,000.00. MDOC will lease these devices from DFA OPTFM's State Contract in compliance with all statutory requirements for such acquisitions.

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

approved:

Motion carried; unanimously.

Agenda Item No. 3: Jamekia Hilliard, Audrey McAfee, Deputy Administrator, and Gwendolynn J. Santos, Director of the Office of Mississippi SAVIN, presented Project No. 4139-44530, requesting approval for the sole source acquisition for support and maintenance for the Statewide Automated Victim Information and Notification program (SAVIN) and Victim Information and Notification Everyday (VINE) System and enhancements to the VINE System from Appriss, Inc. for the **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)**. The staffs of ITS and MDOT jointly recommend Appriss, Inc. as the sole-source provider of support and maintenance for the Statewide Automated Victim Information and Notification program (SAVIN) and Victim Information and Notification Everyday (VINE) System and enhancements to the VINE System, at a total 3-year lifecycle cost of \$3,254,980.43.

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

Motion carried; unanimously.

Agenda Item No. 4: Jordan Barber, Vicki B. Helfrich, Executive Officer, and Bill Buffington, Technical Director, presented the recommendation for Project No. 44302 for the continuation of the lease agreements for 37 tower sites with SpectraSite Communications LLC d/b/a American Tower Corporation for the **WIRELESS COMMUNICATION COMMISSION (WCC)**. The staffs of ITS and the WCC jointly recommend approval of the continuation of the lease agreements for 37 tower sites with SpectraSite Communications LLC d/b/a American Tower Corporation in an amount not to exceed \$13,460,040.00 for 5 years. With this continuation, the revised total lifecycle cost of this project is \$37,746,183.87.

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

Motion carried; unanimously.

Agenda Item No. 5: Jill Chastant and Grant Banks, Lead Systems Administrator, presented the recommendation for RFP No. 3761-44946 for the continuation of the Agreement with SHI International Corp for Microsoft Premier Support and specialty service hours for the **MISSISSIPPI DIVISION OF MEDICAID (DOM)**. The staffs of ITS and DOM jointly recommend approval of the continuation of this Agreement with SHI International Corp through January 31, 2020, in an amount not to exceed \$665,834.80 for Microsoft Premier Support and specialty service hours. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$1,088,849.10.

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

Motion carried; unanimously.

Agenda Item No. 6: Debra Brown, IT Planning Coordinator, presented the *2018 ITS Annual Report*. The staff of ITS requests approval to publish the *2018 ITS Annual Report*.

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

Motion carried; unanimously.

Agenda Item No. 7: Debra Brown, IT Planning Coordinator, presented the *2019-2021 Mississippi Strategic Master Plan for Information Technology*. The staff of ITS requests approval to publish the *2019-2021 Mississippi Strategic Master Plan for Information Technology*.

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

Motion carried; unanimously.

Agenda Item No. 8: Debra Brown, IT Planning Coordinator, presented the *2018-2020*

Mississippi Statewide Architecture & Technology Infrastructure Plan. The staff of ITS requests approval to publish the *2018-2020 Mississippi Statewide Architecture & Technology Infrastructure Plan.*

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

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 9 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

The Board discussed Agenda Item No. 10 regarding verification of quorum for the next ITS Board Meeting scheduled for Thursday, January 17, 2019.

On motion by Rodney Pearson and second Tom Wicker that the following per diem and expenses be approved:

Rodney Pearson - per diem and expenses for 1 day;

Board Meeting, December 13, 2018.

June Songy - per diem and expenses for 1 day;

Board Meeting, December 13, 2018.

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

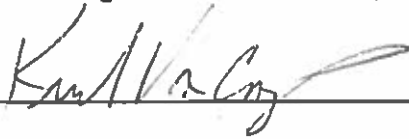
Board Meeting, December 13, 2018.

Tom Wicker - per diem and expenses for 1 day;

Board Meeting, December 13, 2018.

Motion carried; unanimously.

There being no further business, the meeting was adjourned by Keith Van Camp.



J. Keith Van Camp, Chairman



Thomas A. Wicker, Vice-Chairman