

## **BOARD MEETING MINUTES**

### **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES**

December 19, 2019

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 19, 2019, at 11:00 a.m. for the regularly scheduled monthly meeting.

#### **Members Present:**

Thomas A. Wicker, Chairman

June Songy, Vice-Chairman

Mark E. Henderson

Alan Lange

J. Keith Van Camp

#### **Legislative Advisor Present:**

Representative Gary V. Staples

#### **Legislative Advisor 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  
David Johnson, Information Systems Services Division Director  
Laura Pentecost, Data Services Division Director  
Steven Walker, Telecom Services Division Director  
Debra Brown, Strategic Services Division Director  
Jay Woods, Special Assistant Attorney General  
Alexis Evans, Special Assistant Attorney General  
Tina Wilkins, Procurement Process Specialist  
Paula Conn, Procurement Process Specialist  
Tangela Harrion, Procurement Team Leader  
Robert Martinez, Technology Consultant  
Khelli Reed, Technology Consultant  
Jordan Barber, Technology Consultant  
Jill Chastant, Technology Consultant  
Alec Shedd, Technology Consultant  
Renée Murray, eGovernment Program Lead  
Brian Norwood, Data Network Manager  
Betsy Ward, Security Operations Analyst  
Steve Patterson, Emerging Technology Coordinator  
Kevin Gray, IT Planning Coordinator  
Jalisia Manning, Technical Writer  
Lori Adams, Planning and Policy Specialist  
Katie White, Strategic Communications Analyst  
Lynn Templeton, Business Relationship Analyst

**Gary LeBlanc, Operations Manager**

**Leslie Swilley, Administrative Specialist**

**Others Present:**

**David Sliman, University of Southern Mississippi**

**Kate Howard, University of Southern Mississippi**

**Sheila Kearney, Division of Medicaid**

**Rita Rutland, Division of Medicaid**

**Misty Jenkins, Division of Medicaid**

**Brad Estess, Division of Medicaid**

**Tracy Buchanan, Division of Medicaid**

**Vicki Helfrich, Wireless Communication Commission**

**Rob McClure, AT&T**

**Evelyn Johnson, Capital Resources**

**Terrell Knight, C Spire**

**Ryan Allen, ConvergeOne**

**Teresa Karnes, FEI Systems**

**Rick Henley, FEI Systems**

**Gwen Williams, FEI Systems**

**Bill Buffington, G. S. Holdings, Inc.**

**Chris Neumeyer, HPE**

**Bertram Jenkins, Logista**

**Carl Sockwell, Logista**

**Karen Newman, The Clay Firm**

**Bryce Yelverton, Yelverton Consulting**

Tom Wicker called the meeting to order and asked guests to introduce themselves.

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Agenda Item No. 1: Tom Wicker directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on November 21, 2019.

On motion by Alan Lange and second by Keith Van Camp that the minutes of the meeting on November 21, 2019 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Robert Martinez, David Sliman, Chief Information Officer, and Kate Howard, Assistant Vice Principal, presented Project No. 45540, requesting approval of an exemption for **UNIVERSITY OF SOUTHERN MISSISSIPPI (USM)** to continue the existing agreement with EAB for the acquisition of enrollment support services. The staffs of ITS and USM jointly recommend approval of the exemption request at a total estimated 5-year lifecycle cost of \$3,218,464.00. USM will use the exemption to extend the agreement with EAB without ITS involvement.

On motion by Alan Lange 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 Roger Graves presented an overview and request to issue RFP No. 4246-44639 for the acquisition of a Managed Secure Web Gateway Solution for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**. The staff of ITS requests approval to advertise and publish RFP No. 4246-44639 for the acquisition of a Managed Secure Web Gateway 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: Jordan Barber and Misty Jenkins, Bureau Director II, Office of Long Term Care, presented the recommendation for RFP No. 4011-43912 for a Change Order to the Agreement with FEI.com, Inc. DBA FEI Systems, for Electronic Long Term Supports (eLTSS) Certification system enhancements and CareVisit Electronic Visit Verification (EVV) system upgrade for **MISSISSIPPI DIVISION OF MEDICAID (MDOM)**. The staffs of ITS and MDOM jointly recommend approval of this Change Order Request in the amount of \$3,152,204.25 to provide Electronic Long Term Supports (eLTSS) Certification system enhancements and CareVisit Electronic Visit Verification (EVV) system upgrade. With this Change Order, the revised total lifecycle cost of this project is \$18,394,963.65.

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

Motion carried; unanimously.

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Agenda Item No. 5: Alec Shedd and Brad Estess, Chief Technology Officer, presented the recommendation for RFP No. 3761-45555 for the continuation of and increase to the Agreement with SHI International Corp for Microsoft Premier Support for the **MISSISSIPPI DIVISION OF MEDICAID (MDOM)**. The staffs of ITS and MDOM jointly recommend approval of the continuation of and increase to the Agreement with SHI International Corp through January 31, 2021, in an amount not to exceed \$1,499,185.79 for Microsoft Premier Support. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$2,684,121.80.

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

Motion carried; with Keith Van Camp opposed.

Agenda Item No. 6: Jill Chastant, Vicki Helfrich, Executive Officer, and Bill Buffington, Technical Director, presented the recommendation for Project No. 45514 for the continuation of and increase to the lease Agreements for 24 tower sites with SBA Towers VIII, LLC for the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION (WCC)**. The staffs of ITS and WCC jointly recommend approval of the continuation of and increase to the lease Agreements for 24 tower sites with SBA Towers VIII, LLC through January 15, 2025 in an amount not to exceed \$12,305,700.00. With this continuation, the revised not-to-exceed lifecycle cost of this project is \$46,948,085.00.

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

Motion carried; unanimously.

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Agenda Item No. 7: Debra Brown presented the *2020-2022 Mississippi Statewide Architecture and Technology Delivery Plan*. The staff of ITS requests approval to publish the *2020-2022 Mississippi Statewide Architecture and Technology Delivery Plan*.

On motion by Alan Lange and second by Mark Henderson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 8: Debra Brown presented the *2019 ITS Annual Report*. The staff of ITS requests approval to publish the *2019 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. 9: The Executive Director and ITS Board recognized and commended Representative Gary V. Staples for over 15 years of distinguished service in an advisory capacity to ITS and the ITS Board.

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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.

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The Board discussed Agenda Item No. 11 regarding verification of quorum for the next ITS Board Meeting scheduled for Thursday, January 16, 2020.

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There being no further business, the meeting was adjourned by Tom Wicker.

  
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Thomas A. Wicker, Chairman

  
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June Songy, Vice-Chairman