

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

May 21, 2020

The Mississippi Department of Information Technology Services Board met via livestream, on Thursday, May 21, 2020, 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 Not Present:

Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

David Johnson, Information Systems Services Division Director

Laura Pentecost, Data Services Division Director

Brian Norwood, Telecom Services Division Director

Jay White, Security Services Division Director

Holly Savorgnan, Internal Services Division Director

Debra Brown, Strategic Services Division Director

Alexis Evans, Special Assistant Attorney General

Tina Wilkins, Procurement Process Specialist

Chris Grimmer, Procurement Team Leader

Tangela Harrion, Procurement Team Leader

Paula Conn, Technology Consultant

Wesley Wright, Technology Consultant

Jay Woodruff, Technology Consultant

Robert Martinez, Technology Consultant

Justin Faucette, Technology Consultant

Jamaud Bell, Technology Consultant

Alec Shedd, Technology Consultant

Jill Chastant, Technology Consultant

Renée Murray, eGovernment Program Lead

Jeanette Crawford, ISS Process Specialist

Pam Sinclair, Business Relationship Analyst

Sandy Stacy, Business Relationship Analyst

Lynn Templeton, Business Relationship Analyst

Kevin Gray, IT Planning Coordinator

Caren Brister, Project Analyst

Lori Adams, Planning and Policy Specialist

Steve Patterson, Emerging Technology Coordinator

Emily Grace Cole, Human Resources Specialist

Leslie Swilley, Administrative Specialist

Others Present:

Michael Pantin, Secretary of State's Office

Clay Johnston, Department of Public Safety

Joseph Naegele, Department of Public Safety
Ellen Swoger, University of Mississippi Medical Center
Blakeney Smith, University of Mississippi Medical Center
Rita Rutland, Division of Medicaid
Sheila Kearney, Division of Medicaid
Michael McRae, Department of Wildlife, Fisheries and Parks
Jason Thompson, Department of Wildlife, Fisheries and Parks
David Sliman, University of Southern Mississippi
Mary Tucker, Business Communications, Inc.
Evelyn Johnson, Capitol Resources
Ryan Allen, ConvergeOne
Alexia Harmon, ConvergeOne
Terrell Knight, C Spire
Chris Salmon, Dell Technologies
Julie Bielawski, Guidesoft, Inc., dba Knowledge Services
Damon Grothe, Guidesoft, Inc., dba Knowledge Services
Andrea Connell, Guidesoft, Inc., dba Knowledge Services
Doreen DeLancy, Guidesoft, Inc., dba Knowledge Services
Bertram Jenkins, Logista
Jennifer Miles, Mainline Information Systems
Eugene Astarita, Public Consulting Group
Karen Newman, The Clay Firm

Tom Wicker called the meeting to order and asked guests to send an email with name and the entity they represent to meetingminutes@its.ms.gov.

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 April 16, 2020.

On motion by Alan Lange and second by Keith Van Camp that the minutes of the meeting on April 16, 2020 be approved as written:

Motion carried; unanimously.

Agenda Item No. 2: Wesley Wright and Michael Pantin, Chief Information Officer, presented Project No. 45872, requesting approval of an exemption for **MISSISSIPPI SECRETARY OF STATE'S OFFICE (MSOS)** to request proposals for the acquisition of a paper-based voting system. The staffs of ITS and MSOS jointly recommend approval of an exemption request at a total estimated 5-year lifecycle cost of \$20,380,000.00. MSOS will solicit proposals in accordance with all statutory requirements for such acquisitions.

On motion by June Songy and second by Keith Van Camp that the staff recommendations be approved:

Motion carried; unanimously.

Agenda Item No. 3: Jay Woodruff, Clay Johnston, MIS Director, and Joseph Naegele, Director of Internal Security, presented an overview and request to issue IFB No. 4308-44926 for the acquisition of two Large Format Digital Production Printers for **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (DPS)** Support Services Division. The staffs of ITS and DPS jointly request approval to advertise and publish IFB No. 4308-44926 for the acquisition of two Large format Digital Production Printers for DPS.

On motion by Tom Wicker and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Robert Martinez, Ellen Swoger, Chief Information Officer, and Blakeney

Smith, IT Contract Administrator, presented Project No. 45778, requesting approval for an increase to the initial exemption request for Healthcare Vendor Consulting Services for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly recommend approval of this \$528,000.00 increase to the original exemption request, for a revised not-to-exceed total estimated 5-year lifecycle cost of \$2,296,000.00.

On motion by Keith Van Camp and second by Mark Henderson that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Justin Faucette and Rita Rutland, Deputy Administrator of Information Technology Management Services presented the recommendation for Project Number 45729 for an increase to the Agreement with Public Consulting Group, Inc. for the establishment of eIV&V services for **MISSISSIPPI DIVISION OF MEDICAID (DOM)**. The staffs of ITS and DOM jointly recommend approval of the increase to the Agreement with PCG through December 31, 2022 in an amount not to exceed \$5,336,000.00 for the establishment of eIV&V services. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$11,686,600.45.

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

Motion carried; unanimously.

Agenda Item No. 6: Jamaud Bell, Michael McRae, Director of Information Technology and Jason Thompson, Director of License and Boating Services, presented the recommendation for RFP Numbers 3492-45777 and 3493-45777 for the continuation of and increase to the Agreements with RA Outdoors, LLC d/b/a Aspira for the Hunt/Fish Point-of-Sale Application and Park Reservation System for the **MISSISSIPPI DEPARTMENT OF WILDLIFE, FISHERIES, AND PARKS (MDWFP)**. The staffs of ITS and MDWFP jointly recommend approval of the continuation

of and increase to these Agreements with RA Outdoors, LLC d/b/a Aspira through January 31, 2022, in an amount not to exceed \$1,702,594.78 for transaction fees for the Hunt/Fish Point-of-Sale Application and Park Reservation System. With this continuation, the revised total not-to-exceed lifecycle cost of these projects is \$17,791,029.14.

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

Motion carried; unanimously.

Agenda Item No. 7: Alec Shedd and Laura Pentecost, Director Data Services Division, presented the evaluation and recommendation of bids received in response to IFB No. 4291-45013 for the acquisition of Equipment, Software, Services, and Support for the Virtual Tape Library System for **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**. The ITS staff recommends the selection of Mainline Information Systems, Inc., as lowest and best vendor responding to IFB No. 4291-45013, to provide equipment, software, services and support for the Virtual Tape Library System, at a total 1-year life cycle cost of \$1,404,607.47.

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

Motion carried; unanimously.

Agenda Item No. 8: Jill Chastant, David Johnson, Information Systems Services Director, and Jeanette Crawford, ISS Process Specialist, will present the recommendation for Project Number 45508 for the continuation of the Master Consulting Services Agreement with Guidesoft, Inc. dba Knowledge Services for a Managed Service Provider solution for **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**. The ITS staff recommends approval of the continuation of this Agreement with Guidesoft Inc., dba Knowledge Services for a Managed Service Provider solution for the agencies and institutions of the State of Mississippi through June

20, 2023.

On motion by Mark Henderson and second by June Songy that the staff recommendation be approved:

Motion carried; unanimously.

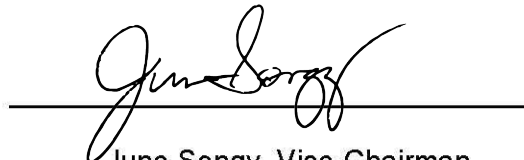
The Board acknowledged Agenda Item No. 9 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

The Board discussed Agenda Item No. 10 regarding verification of quorum for the next ITS Board Meeting scheduled for Thursday, June 18, 2020.

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



Thomas A. Wicker, Chairman



June Songy, Vice-Chairman