

## **BOARD MEETING MINUTES**

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

June 17, 2021

The Mississippi Department of Information Technology Services Board met via livestream, on Thursday, June 17, 2021, at 11:00 a.m. for the regularly scheduled June monthly meeting.

#### Members Present:

June Songy, Chair

Keith Van Camp, Vice Chair

Bill Cook

Mark Henderson

Thomas A. Wicker

#### Legislative Advisor Present:

Chairman Scott DeLano, Senate Technology Committee

#### Staff Members Present:

David Johnson, Executive Director

Michele Blocker, Chief Administrative Officer

Sheila Kearney, Procurement Services Director

Jay White, Data Services Director

Holly Savorgnan, Internal Services Director

Steve Patterson, Digital Services Director

Debra Brown, Communication Services Director

Michelle Smith, Procurement Process Specialist

Tangela Harrion, Procurement Team Leader

Leah Kathryn Anzenberger, Policy Analyst  
Renee Murray, E-Government Program Lead  
Paula Conn, Technology Consultant  
Kimberly Parker, Technology Consultant  
Debbie Parker, Technology Consultant  
Bill Brinkley, Technology Consultant  
Jeannie Williford, Technology Consultant  
Robert Martinez, Technology Consultant  
Justin Faucette, Technology Consultant  
Jeanette Crawford, ISS Process Specialist  
Kevin Gray, IT Planning Coordinator  
Lynn Templeton, Business Relationship Manager  
Leslie Swilley, Administrative Specialist  
Emily Grace Cole, Human Resources Specialist

Others Present:

Mark Allen, Mississippi Department of Human Services  
Jackie Surrell, Mississippi Department of Human Services  
Hadley Eisenberger, Mississippi Department of Human Services  
Clay Johnston, Mississippi Department of Public Safety  
Tevin Coleman, Mississippi Department of Public Safety  
David Ezell, Mississippi Department of Public Safety  
Jeff Grimsley, University of Mississippi Medical Center  
Gail Scarboro-Hritz, University of Mississippi Medical Center  
Edwin Craft, Delta State University  
David Sliman, University of Southern Mississippi

Andrew Henderson, Dell Technologies

Laura Killebrew, IBM

Violet Morgan, M & S Mobile Notary

Hope Ladner, The Clay Firm

June Songy called the meeting to order and asked guests to send an email with their name and the entity they represent to [meetingminutes@its.ms.gov](mailto:meetingminutes@its.ms.gov).

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Agenda Item No. 1: June Songy directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on May 20, 2021.

On motion by Keith Van Camp and second by Mark Henderson that the minutes of the meeting on May 20, 2021 be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2: Jeannie Williford and Mark Allen, Chief Information Officer, presented an overview and request to issue RFP No. 4383-46354 for the acquisition of a Case Management Solution for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**, Office of the Inspector General (OIG). The staffs of ITS and MDHS jointly requested approval to advertise and publish RFP No. 4383-46354 for the acquisition of a Case Management Solution for the MDHS.

On motion by Tom Wicker and second by Mark Henderson that the staff recommendation be approved:

Motion carried; unanimously.

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June Songy recognized Senator Scott DeLano for a Legislative Update then returned to the agenda as published.

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Agenda Item No. 3: Robert Martinez, Gail Scarboro-Hritz, Interim Chief Revenue Cycle Officer, Jeff Grimsley, Chief Financial Officer, and Ellen Swoger, CIO-Applications, presented Project No. 46492, requesting approval of an exemption for **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)** to request proposals for the acquisition of Revenue Cycle Automation. The staffs of ITS and UMMC jointly recommended approval of the exemption request at a total estimated 5-year lifecycle cost of \$1,225,000.00. UMMC will solicit proposals in accordance with all statutory requirements for such acquisitions.

On motion by Keith Van Camp and second by Bill Cook that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 4: Kimberly Parker and Clay Johnston, MIS Director, presented the recommendation for Project Number 46430-3596, for the continuation of and increase to the Agreement with Clerus Solutions, LLC for program management and monitoring of the State-to-State Verification Service (S2S) Verification Service for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The staffs of ITS and DPS jointly recommended the approval of the continuation of and increase to this Agreement with Clerus Solutions, LLC through December 31, 2021 in an amount not to exceed \$96,860.80. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$9,489,373.55.

On motion by Bill Cook and second by Mark Henderson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5: Holly Savorgnan presented the recommendation for approval of State Retirees hired under Contract(s) exceeding \$20,000.00 for Fiscal Year 2022 for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)** in compliance with Miss. Code Ann. § 27-104-17 (3). The staff of ITS recommended approval of State Retirees Melissa Booth, Ginger Breland, Frank ‘Dee’ Conerly, Roger Graves, Tina O’Neal, Gary Rawson, and Steven Walker hired under Contract(s) exceeding \$20,000.00 for Fiscal Year 2022 for the Mississippi Department of Information Technology Services (ITS) for a total not-to-exceed amount of \$292,700.00.

On motion by Keith Van Camp and second by Bill Cook that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 6 regarding the Acknowledgement of Information Confidentiality Officer Report.

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The Board acknowledged Agenda Item No. 7 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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Agenda Item No. 8: June Songy directed the Board’s attention to the need for nomination of a Chairman and Vice-Chairman to begin serving July 1, 2021.

On motion by June Songy and second by Bill Cook that Keith Van Camp serve as Chairman of

the ITS Board for one year, effective July 1, 2021:

Motion carried; unanimously.

On motion by June Songy and second by Tom Wicker that Bill Cook serve as Vice-Chairman for one year, effective July 1, 2021:

Motion carried; unanimously.

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The Board discussed Agenda Item No. 9 regarding authorization of per diem, travel and other expenses for ITS Board members through June 30, 2022. The staff of ITS recommends a motion to authorize per diem, travel and other expenses as required for ITS Board members to attend the scheduled monthly meetings of the ITS Board through June 30, 2022, along with other meetings as required in the performance of their duties.

On motion by Tom Wicker and second by Mark Henderson that the staff recommendation be approved:

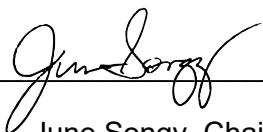
Motion carried; unanimously.


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The Board discussed verification of quorum for next ITS Board Meeting scheduled for Thursday, July 15, 2021, and confirmation of the Board Meeting Schedule for Fiscal Year 2022.

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There being no further business, the meeting was adjourned by June Songy.

  
June Songy, Chair

  
Keith Van Camp, Vice-Chair