BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

September 21, 2023

The Mississippi Department of Information Technology Services Board met via livestream, on Thursday, September 21, 2023, at 11:00 a.m. for the regularly scheduled September monthly meeting.

Members Present:

Mark Henderson, Chair

Thomas A. Wicker, Vice-Chair

Keith Van Camp

Christa Alexander

Bill Cook

Legislative Advisors Not Present:

Chairman Scott DeLano, Technology Committee, MS State Senate

Representative Kent McCarty, MS House of Representatives

Staff Members Present:

David Johnson, Executive Director

Stephanie Hedgepeth, Chief Administrative Officer/Procurement Services Director

Jay White, Chief Information Security Officer

Brian Norwood, Chief Operations Officer

Lisa Kuyrkendall, Telecommunication Services Director

Steve Patterson, Data Services Director

Holly Savorgnan, Internal Services Director

Nita Caylor, Accounting Manager

Tabatha Baum, Legal Counsel

Michelle Smith, Procurement Process Specialist

Alec Shedd, Technology Consultant

Robert Martinez, Technology Consultant

Debbie Parker, Technology Consultant

Roshunda Mitchell, Technology Consultant

Kelsey Mathews, Technology Consultant

Janis Iskra-Coates, Procurement Project Manager

Kevin Gray, IT Planning Coordinator

Timika Franklin, Customer Service Manager

Leslie Swilley, Administrative Specialist

Others Present:

David J. Sliman, University of Southern Mississippi

Stephen L. Parrott, Mississippi State University

Jason Tiffin, Mississippi State University

Melissa Beck, Mississippi Department of Education

Jackie Sampsell, Mississippi Department of Education

Holly Spivey, Mississippi Department of Education

Kim Wood, Mississippi Department of Mental Health

Preston L. Pierce, Mississippi Department of Finance and Administration

Tangela R. Harrion, University of Mississippi Medical Center

Denise Tocco, Cognosante

Rita Rutland, General Dynamics Information Technology

Eddie Wallace, VMWare

James Barr, IBM

Brett Schelenski, MedeAnalytics
Bethany Stanfill, BSS Global

Karen Newman, The Clay Firm

Chris Salmon, Amazon

Kathryn B. Stewart, Butler Snow LLP

Caroline Wicker Sims, Butler Snow LLC

Marty Bobroske, Global Security Intelligence Practice

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Mark Henderson 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.

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Agenda Item No. 1:   Mark Henderson directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on August 17, 2023.

On motion by Keith Van Camp and second by Tom Wicker that the minutes of the meeting on August 17, 2023, be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2:   Khelli Reed and Melissa Beck, K-3 Assessment Coordinator, presented an overview and request to issue RFP No. 4542-47540 for the acquisition of a Kindergarten Readiness Assessment for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**. The staffs of ITS and MDE jointly requested approval to advertise and publish RFP No. 4542-47540 for the acquisition of a Kindergarten Readiness Assessment for the MDE.

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

Motion carried; unanimously.

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Agenda Item No. 3:   Kelsey Mathews and Kim Wood, Chief Information Officer, presented the recommendation for RFP 6100036444 for the continuation of the Agreement with FEI.Com, Inc. for WITS System Enhancement for the **MISSISSIPPI DEPARTMENT OF MENTAL HEALTH (MDMH)**. The staffs of ITS and DMH jointly recommended approval of the increase to the Agreement with FEI.Com, Inc through September 23, 2028, in an amount of $4,096,880.92 for WITS System Enhancement. With this increase, the revised total not-to-exceed lifecycle cost of this project is $9,247,675.13.

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

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 4 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 verification of quorum for next ITS Board Meeting scheduled for Thursday, October 19, 2023.

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There being no further business, the meeting was adjourned by Mark Henderson.

Mark Henderson

Tom Wicker

Mark Henderson, Chair

Tom Wicker, Vice-Chair

September 21, 2023