

MMRS Steering Committee

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 9:00 AM in the 13th Floor Conference Room, Woolfolk State Office Building, Jackson, Mississippi, on Tuesday, September 27, 2011.

A quorum being present, Kevin J. Upchurch, Chairman, called the meeting to order.

The following members attended:

Kevin J. Upchurch, Chairman
Executive Director, Department of Finance and Administration
Craig P. Orgeron, Ph.D., Member (attending remotely)
Executive Director, Information Technology Services
Cille Litchfield, MMRS Administrator (non-voting)
Deputy Executive Director, Department of Finance and Administration

Others in attendance included:

Becky Thompson, MMRS/MAGIC Project Director, DFA
Jenny Bearss, MMRS CSIO, DFA
Michele Blocker, Director, Internal Services, ITS
Deanne Mosley, Chief of Staff, SPB (attending remotely)

The following member was absent:

Lynn Fitch, Vice-Chairman
Executive Director, State Personnel Board

Mr. Upchurch called for agenda item number one: Review and approve minutes for the August 30, 2011, meeting.

On a motion made by Dr. Orgeron, seconded by Mr. Upchurch, the minutes were approved.

Mr. Upchurch called for agenda item number two: Actions Requiring Approval

- MMRS Revolving Fund
 - Ms. Litchfield requested approval to invoice \$5,326,389.53 eligible expenses for FY2011 for the MMRS Revolving fund. Ms. Litchfield gave an overview of the invoicing process and answered general questions. She reported the invoices would be mailed on Friday, September 30, 2011, if approved.
 - On a motion made by Dr. Orgeron, seconded by Mr. Upchurch, the request was approved.

Mr. Upchurch called for agenda item number three: Discussion Items

- Ms. Thompson provided the MAGIC status update and highlighted the events of the past month. She reported the project is in good standing and that blueprinting sessions will begin October 10th internally and with using agencies on October 11th. General discussion occurred regarding agency participation. Dr. Orgeron reported he had received great feedback from the procurement work session.

Ms. Thompson reported no material changes in risks though an additional item regarding the publishing of changes to policy via the Administrative Rules process has been added to the list as requested by SPB. Ms. Thompson also reported that some discussion is occurring regarding the possibility of a single GO LIVE for all phases but that no final recommendation

on this would be made until after the completion of blueprinting (March 2012).

Ms. Thompson reported four staffing vacancies and that infrastructure is currently on target. Ms. Thompson also reported that Martha Pemberton has been engaged as a contract worker to assist with project communications as a part of the Organizational Change Management Team. Ms. Litchfield requested assistance from Dr. Orgeron on closing the loop on issues with open systems requirements and with the Service Level Agreement.

- Ms. Bearss reported the request of the Office of Insurance to de-implement the Blue Cross Blue Shield Mississippi interface for SPAHRS in order that "Enroll Blue" can be deployed to State Agencies. While there is some coding required, this is a low risk, high win scenario for MMRS and per Ms. Blocker, a low impact issue for State Agency human resources staff. Ms. Bearss will proceed to notify the Office of Insurance that MMRS will commit to a February 1, 2012 date for this interface to terminate. Ms. Thompson reported that the implications for MAGIC are minimal.
- Ms. Litchfield reported on AssetWORKS and pending requests for the Bureau of Fleet Management and possibly the Bureau of Building. Her report was in context with the increasing number of times we now have to say no to user requests. A discussion occurred regarding Kronos implementations by multiple state agencies and the impact of those on MAGIC as well as on SPAHRS. Ms. Litchfield noted that if the standard interface is to be used there is no issue.

Mr. Upchurch called for agenda item number four: Other Business

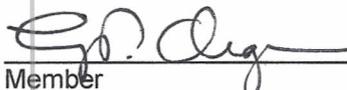
- Ms. Litchfield discussed the proposed agenda for the October 25, 2011, meeting. The proposed agenda includes MAGIC Project Status and Risk Update. Ms. Litchfield also noted she would like to be able to bring the ITS Service Level Agreement to the Committee for approval at that meeting.

There being no further items of business, on a motion made by Dr. Orgeron, seconded by Mr. Upchurch, the meeting was adjourned.



Chair
Finance and Administration

Vice-Chairman
State Personnel Board



Member
Information Technology Services