

### **MMRS Steering Committee**

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 9:00 AM in the 13<sup>th</sup> Floor Conference Room, Woolfolk State Office Building, Jackson, Mississippi, on Monday, October 15, 2012.

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  
Executive Director, Information Technology Services  
Becky Thompson, MMRS Administrator (non-voting)  
Deputy Executive Director, Department of Finance and Administration

The following member was not in attendance:

Deanne Mosley, Vice-Chairman  
Executive Director, State Personnel Board

Others in attendance included:

Lynn Ainsworth, Director, ISS, ITS  
Jenny Bearss, MMRS, CSIO, DFA  
Bill Bevil, SAP Project Director, SAP Public Services  
Michele Blocker, Chief Administrative Officer, ITS  
Cindy Crocker, MMRS, MAGIC Project Director, DFA  
David Pitcock, MMRS, MAGIC Deputy Project Director, DFA

Mr. Upchurch called the meeting to order and opened the meeting with prayer.

Mr. Upchurch called for the first agenda item: Review and approve minutes for the September 27, 2012, meeting.

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

Mr. Upchurch called for Agenda Item #2: Actions for Approval Consideration

Project 39704 (RFP 3696) ~ Ms. Thompson requested approval for ITS to acquire, on behalf of DFA, additional infrastructure resources from Mainline Information Systems. The additional upgrade cost is a five year life-cycle cost not to exceed \$3,035,880.02.

Ms. Thompson stated that two options were received in the proposal from Mainline Information Systems. Option 1 is to provide 100% capacity across all landscapes. Option 2 is to provide a smaller capacity to run across all landscapes.

Ms. Thompson stated that based on DFA and ITS' experience to date, the best strategic decision for the project and long term production stability is to select Option 1. Option 1 will ensure that the system will have the necessary capacity to run for a five-year lifecycle.

On a motion made by Dr. Orgeron, seconded by Mr. Upchurch, the request was approved to pursue Option 1.

Mr. Upchurch called for Agenda Item #3: Discussion Items

MAGIC Project Update – Ms. Crocker reported that the project team, since the last Committee meeting, has made the following achievements:

- There was an Agency Readiness Manager (ARM) meeting with 137 attendees representing approximately 60 agencies.
- The SuperUser program is scheduled to begin later this month.
- There will be a 2<sup>nd</sup> round of system demonstrations during the first week in November. The project team and the Business Process Owners (BPO) will be in attendance.
- The project team is in the process of beginning integration testing. There will be approximately 100 scenarios tested throughout the testing process.

Ms. Crocker also provided an update on the change control requests that have been submitted since the last Committee meeting. Ms. Crocker reported that 16 additional change requests for a total of 300 development hours have been submitted and approved. The State has a total development credit of 6,000 hours that can be used, at the State's discretion, for additional SAP development work. Ms. Crocker also stated that the change requests approved to date are at no additional cost to the State.

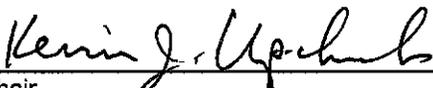
Mr. Upchurch called for Agenda Item #4: Other Business

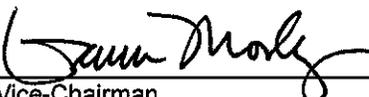
There were no other items of business.

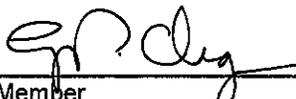
Next Meeting:

Ms. Thompson stated that there are currently no proposed agenda items for the scheduled Tuesday, November 27, 2012 meeting. If no agenda items are identified the meeting can be canceled.

There being no further items of business, Mr. Upchurch adjourned the meeting.

  
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Chair  
Finance and Administration

  
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Vice-Chairman  
State Personnel Board

  
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Member  
Information Technology Services