

## MMRS Steering Committee

A called meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 10:00 AM in the 13<sup>th</sup> Floor Conference Room, Woolfolk Building, Jackson, Mississippi, on November 1, 2005.

A quorum being present, J. K. "Hoopy" Stringer, Jr, Chairman, called the meeting to order.

The following members were in attendance:

J. K. "Hoopy" Stringer, Chairman  
Executive Director, Department of Finance and Administration  
Robert Bass, Vice-Chairman  
Executive Director, State Personnel Board  
David L. Litchliter, Member  
Executive Director, Department of Information Technology Services  
Cille Litchfield, MMRS Administrator (non-voting)  
CSIO, Department of Finance and Administration

Mr. Stringer called for agenda item number one: review and approve minutes for the June 21, 2005, meeting of the Steering Committee.

On a motion by Mr. Bass and seconded by Mr. Litchliter, the minutes were approved with the changes noted in the submitted copy.

Mr. Stringer called for agenda item number two: FY2006 MMRS Project Priorities.

Mrs. Litchfield reported on the following projects in progress:

- o. Pathlore Enterprise Learning Management System – Pathlore has been acquired by SumTotal Systems. Phase I is nearing completion with the migration of SPB and DFA from ASSET targeted for late November. There is no migration date set for ITS at this time. The State is holding \$340,489 in payments for Phase I.

Mrs. Litchfield requested that the MMRS Steering Committee withdraw their prior approval to proceed with Phase II for implementing the Pathlore Skills Management seats (Phase II) but allow for up to \$50K of the Phase II authority to be used for MindLeaders integration and post deployment support.

On a motion by Mr. Bass and seconded by Mr. Litchliter, the motion was approved as presented.

- o. Tier Technology's WebProcure – WebProcure is in production and bids are being received electronically by DFA's Office of Purchasing and Travel. Additionally, DFA/MMRS is using WebProcure as the vehicle for managing the solicitation for services for the production of W2s/1099s for tax year 2005 to test the use of the product for agency specific procurement activities. MMRS is still holding \$60K in retainage due to some outstanding Phase I implementation issues. This retainage should be released to the vendor by the end of January.

The Phase II kickoff meeting occurred 10/12/2005 and Project Workshops began 10/26/2005. The initial release of the Application Specification Document for this Phase is due this week. There is an authorization of \$1.072M for Phase II but MMRS plans to cap the project expenses at \$750K for the phase. There are new risks in that both the Account Manager and Project Manager have changed. The Agreement with Tier is being modified to adjust for scope adjustments and to fully incorporate Phase II needs.

- o Bank of America E-invoicing – State team members traveled to Portland, Maine, to review the design and process particulars in mid October. The Bank of America team will be in Mississippi on November 2-3 to further refine the design and make some critical decisions on integration issues. The production target for this new function is March 31, 2006.
- o Replacement of MERLIN and TSM servers – A Letter of Configuration was issued 9/15/2005. The State responded to questions from two potential bidders but only received one bid. Mrs. Litchfield requested that the Committee approve the acquisition of the new MERLIN and TSM servers from Agilysys at a 5-year life cycle cost of \$610,781, with an acquisition cost of \$514,433. The servers are targeted for implementation in December 2005.

On a motion by Mr. Bass and seconded by Mr. Litchlitter, the motion was

~~approved as presented~~

- o Other hardware upgrades in process are the MMRS-wide PC replacement project which is being staggered over the remainder of the year due to cash issues and the blade

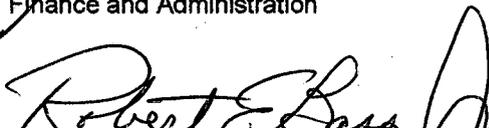
payment would be June 2006, but that will leave us with less than \$100K for operational startup for FY2007. To accommodate this shortfall, a number of options are being explored:

1. Recovery during FY2007 for FY2006 expenditures may have to move to monthly billing and collection;
2. The loan payment may not be made at all this fiscal year or would only be made at a token level;
3. We may have to advance the agency assessments to recover all of FY2006 and a portion of FY2007 expenses during FY2007 that in effect increases the agency assessments.

Mrs. Litchfield reported that specific cash monitoring processes have been implemented to closely monitor cash against the planned expenditures for the year. She additionally reported that work is being done on the loan repayment model to determine what adjustments could be made. Mr. Stringer asked if the repayment plan were in statute. Mrs. Litchfield stated that the only thing in writing (Bond Commission resolution) was when the repayment was to begin (2003) and that we had abided by that directive.

There being no further items of business, Mr. Stringer asked for a motion for the meeting to be adjourned. On a motion made by Mr. Litchlitter, seconded by Mr. Bass, the meeting was adjourned.

  
Chairman  
Finance and Administration

  
Vice-Chairman  
State Personnel Board

  
Member  
Information Technology Services