

**Mississippi Management and Reporting System
Steering Committee Minutes
December 14, 1999
Sillers 9th Floor Conference Room**

A called meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 10:00 a.m. in the Silfers 9th Floor Conference Room, Jackson, Mississippi, on Tuesday, December 14, 1999.

The following members were present:

Edward L. Ranck, Chairman and Executive Director, Finance and Administration
J. K. Stringer, Vice-Chairman and Executive Director, State Personnel Board
David L. Litchliter, Executive Director, Information Technology Services

Also present were:

Cille Litchfield, MMRS Administrator
John McManus, MMRS/SPAHRS Manager
Leila Malatesta, Director, DFA Office of Fiscal Management
Katie Womack, I2K Project Manager, DFA/MMRS

A quorum being present, Dr. Ranck called the meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee to order.

Dr. Ranck presented agenda item 1: Review and approve the minutes of the meeting of the MMRS Steering Committee for April 13, 1999.

On a motion by Mr. Stringer, seconded by Mr. Litchliter, the minutes were approved as presented.

Dr. Ranck presented agenda item 2: Review FY1999 Bond Commission Report.

There were no issues for discussion regarding this report. The report will be issued on January 15, 2000, as prescribed in the Mississippi Code.

Dr. Ranck presented agenda item 3: SPAHRS Update

Ms. Litchfield and Mr. McManus presented the SPAHRS update. The following points were noted:

- DECD, Military, MDHS paid in SPAHRS for first time October 1999
- On track for Legislative Pay/Travel
 - LBO briefed 10/12/99
 - Training and data entry in process in both the House and Senate
 - Preliminary payrolls scheduled for this week with final to be done not later than 12/26
- On track for Contract Worker payments - pilot in December
 - Pilots include: DFA, Treasury, Boswell

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- On track for taxable, contract worker, and Legislative Travel payments live in January
 - Basic travel postponed until after the first of the year
 - Pilots include - Tax Commission, SMRC, Supreme Court

Dr. Ranck presented agenda item 4: SPAHRS \$0 Change Order to Restructure Payment Deliverables.

The Committee discussed a \$0 Change Order to restructure payment deliverables in the Software AG Americas Agreement for SPAHRS. There was no objection.

Dr. Ranck presented agenda item 5: SPAHRS Advisory Group recommendation regarding payment of unused leave at termination.

The SPAHRS Advisory Committee recommends that SPAHRS be modified to use the same formula as under FLSA to determine the rate to pay for unused leave at an employee's termination. Recommendations from the SPAHRS Advisory Committee only require concurrence from the Executive Directors of DFA and SPB. Dr. Ranck and Mr. Stringer concurred that this recommendation should be implemented.

Dr. Ranck presented agenda item 6: Image 2000 Update.

Ms. Womack updated the committee on the outcome of the initial issuance of the Image 2000 BFP.

Mrs. Litchfield reported that all systems are tested and ready for Y2K and that the contingency plan is fully in place.

Dr. Ranck presented agenda item 8: Update by Mrs. Litchfield on miscellaneous issues.

PEER Report #397: Major Computer Systems in Mississippi's State Agencies: A Review of Their Development and Implementation has been formally published.

Ernst & Young (E&Y) will conduct an external information systems audit on behalf of the Office of the State Auditor. The E&Y team will be on site at MMRS beginning January 4, 2000.

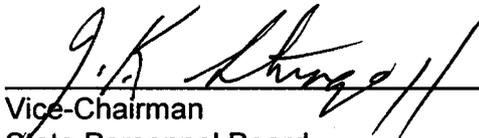
The Department of Environmental Quality is progressing with their implementation as an online user of SAAS effective January 1, 2000.

The move to the Woolfolk Building will be a major effort for MMRS and there are still many unknowns regarding timing and technology issues.

Invoices were issued for recovery of FY1999 MMRS Revolving Fund expenditures in mid November:

There being no further business to come before the Committee, Dr. Ranck moved to adjourn, and, there being no objection, the Committee adjourned.

Chairman
Finance and Administration


Vice-Chairman
State Personnel Board


Member
Information Technology Services