
Mississippi Management and Reporting System
Steering Committee Minutes
September 27, 1996
Sillers - 9th Floor Conference Room

A called meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 3:00 p.m. in the Conference Room of the Department of Finance and Administration (DFA), 901 Walter Sillers Building, Jackson, Mississippi, on Friday, September 27, 1996.

The following members were present:

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

Also present were:

Cille Litchfield, MMRS Administrator
Lynda Dutton, MMRS Functional Director
Cliff Davidson, MMRS Technical Director
Tom Patterson, MMRS/MERLIN Project Manager
Gary Timmerman, Software AG
Tom Gorley, Software AG
Michael McDonald, Software AG
Julie Monahan, IBM
Michael Fuller, IBM
Rick Peters, IBM

A quorum being present, the meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was called to order by Dr. Ranck. Dr. Ranck directed the Committee to agenda item 1 to approve the minutes from the June 27, 1996, MMRS Steering Committee meeting. Mrs. Litchfield stated the minutes should be modified to reflect that the agreement with Phelps Dunbar, LLP, was amended to a total of \$46,000 for FY1996 and \$2,000 for FY1997. On a motion by Mr. Stringer, seconded by Mr. Litchliter, the minutes, as amended, for the June 27, 1996 meeting were approved.

Dr. Ranck presented agenda item 2: MERLIN Update - IBM. Julie Monahan, IBM Principal, overviewed the project status. Ms. Monahan stated that IBM was very pleased with MERLIN's progress and with the cooperative spirit of the combined IBM/State team. Ms. Monahan overviewed the executive review of workforce scheduled for October 10, 1996, the November 1996 delivery of the workforce model, and the Spring 1997 delivery of the financial model. Dr. Ranck questioned whether the models would use test or live data. Ms. Monahan stated that it would be production data when delivered and would be maintained once rolled out to the model users. Mr. Patterson concurred that MERLIN is moving on target, overviewed the network analysis, the way MMRS/MERLIN staff were working to control expectations, the cooperation between the Legislative and Executive branches, and the internal cooperation at MMRS with teams from SPAHRS and SAAS.

Mr. Stringer led a discussion on obstacles to be faced in getting desired data from IHL, Community and Junior Colleges, and Education. Mr. Patterson overviewed what additional information had been requested

from these agencies to supplement what is presently provided for the Governor's Morning Report.

Dr. Ranck presented agenda item 3: SPAHRS Update - Software AG. Mrs. Litchfield reported that after the termination of the Deloitte & Touche agreement and the rebid of the contract, SPAHRS was basically on schedule. Mr. Stringer asked whether we were within budget. Mrs. Litchfield replied that we are. Gary Timmerman, SPAHRS Project Manager for Software AG, reported the project a little ahead of schedule on the development aspects and a little behind on the system-wide aspects. Mr. Timmerman stated the lag in the system-wide efforts will be back on track by the end of October, if not sooner, reported good interface/interchange with State staff, and believes the April and July dates for implementation are very makeable.

Mr. Stringer requested more information concerning where we are behind on state-wide efforts. Mr. Timmerman stated his first priority was to get the development efforts on track thus he heavily oriented his initial efforts toward that. Mr. Davidson stated MMRS is actively monitoring progress on those efforts and fully expect to be back on track or ahead by the next meeting. Mr. Stringer stated that he is hearing the enthusiasm from the agencies and perceives Software AG's commitment to getting this done. Mr. Timmerman acknowledged the State has provided the right people to get this done.

Dr. Ranck commended the MMRS staff by stating that in the bigger picture, we now have approximately 80% of the state budget online in SAAS with agencies standing in line to come on, we are doing things without demanding agencies or pushing, and that MMRS is the most successful project he has seen in State government.

Dr. Ranck presented agenda item 4: SPAHRS letter to agency Executive Directors. The Committee concurred that the letter could be released after Mr. Litchliter's name and signature was added to those of Dr. Ranck and Mr. Stringer.

Dr. Ranck presented agenda item 5: Discuss possibility of contracting with SFAS to convert data for SPAHRS. Mrs. Litchfield stated that it will be more economical for MMRS to contract with SFAS on behalf of the 20 odd users of the SFAS PayPro software rather than have each agency contract with SFAS on their own. The Committee concurred that MMRS could further explore contracting with SFAS once the conversion details have been released.

Dr. Ranck presented agenda item 6: Consider Mississippi Home Corporation's (MHC) request for exemption from MMRS. The Committee concurred that because MHC is not under the purview of DFA or SPB and does not submit a budget thus does not receive an appropriation, their request for exemption could be approved. Mr. Stringer stated they should be dropped from the Governor's Morning Report state employee counts, as well. Mrs. Litchfield stated she would respond to MHC and have them dropped from the Governor's Morning Report.

Other discussion was held concerning the responses from the Port Authority and PERS to the denial of their exemption requests. Mrs. Litchfield stated that neither had communicated further and that PERS had paid their revolving fund recovery invoice for FY96.

Mr. Stringer asked whether MESC had responded to the letter stating they must come under the Treasury and through SAAS effective January 1, 1997. Mrs. Litchfield stated their response was not due until October 7, 1996. Mr. Stringer also asked if there were other agencies still not under the Treasury. Mrs. Litchfield responded that two small boards are still operating from checking accounts due to conflicts between the

language in their enabling legislation and their appropriation bills and that we plan to correct this during the 1997 session.

Dr. Ranck presented agenda item 7: Training Concerns. Mrs. Litchfield stated MMRS does not have adequate facilities to support the SAAS, SPAHRS, and MERLIN training requirements for 1997-1998. Options are being explored and include additional equipment for the existing training room, use of one or both of the ITS labs, use of outside facilities, possible use of IBM's facility for MERLIN training. Main concern is cost to be incurred. Mrs. Litchfield will keep the Committee informed on this matter.

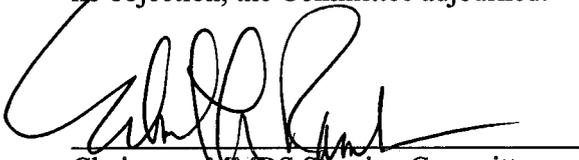
Dr. Ranck presented agenda item 8: FY1998 Budget Request Overview. Mrs. Litchfield overviewed the components of the FY1998 MMRS Budget Request. Dr. Ranck informed the Committee that MMRS would be the featured office during DFA's LBO presentation scheduled for October 2, 1996.

Dr. Ranck presented agenda item 9: SAAS Agency Implementation Update. Mrs. Litchfield stated that projects are in progress for the Office of the State Auditor, House, Senate, and the North Mississippi Regional Center. Mrs. Litchfield also stated that the Board of Nursing, the last user of the Common State Accounting system, is to be visited this month and a date set to move them to SAAS.

Dr. Ranck presented agenda item 10: Overview of Archives and History (A&H) Record Retention project. Mrs. Litchfield stated that A&H referenced MERLIN as a data source in the grant request for the electronic records retention problem and noted the MERLIN staff has been in contact and is attempting to prevent the A&H project from becoming a MERLIN scope issue.

Dr. Ranck presented agenda item 11: Date for next meeting. Mrs. Litchfield stated that she would poll committee and set an early November meeting.

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



Chairman, MMRS Steering Committee
Department of Finance and Administration



Vice-Chairman
State Personnel Board



Member
Department of Information Technology Services