

Mississippi Management and Reporting System
Steering Committee Minutes
March 10, 1997
Sillers Building - 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 9th Floor Conference Room of the Department of Finance and Administration, Sillers Building, Jackson, Mississippi, on Monday, March 10, 1997.

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
Cliff Davidson, MMRS Technical Director / SPAHRS Project Manager
Michael McDonald, Software AG
Doug Benson, Software AG
Rick Garner, Software AG
Stan Mozeleski, Software AG
Gary Runnels, Director, SPB/MIS

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 December 19, 1996, MMRS Steering Committee meeting. On a motion by Mr. Stringer, seconded by Mr. Litchliter, the minutes were approved as presented.

Dr. Ranck presented agenda item 2: SPAHRS Update.

- Mrs. Litchfield introduced Software AG (SAG) staff present and reported that the questions and problems concerning SAG's failure to provide a working project plan have been resolved and that the plan is now the driving document for the project.
- Mr. Davidson summarized the State's issues and concerns:
 - SPAHRS has lost ground during March due to condition of data being converted. Steps were taken late last week to bring SPB and SPAHRS staff together to review data mapping and work through problems. Mr. Davidson reported we had hoped to have clean data by this morning (3/10/97) but still appear to have problems.
 - Believe we are approximately 2 weeks behind where we need to be but hopefully are still within a buffer of time included in schedule for acceptance testing.
 - Stated if data problems are mostly resolved today, then by Friday (3/14/97), system testing should be almost complete and training can proceed according to plan. If not, we will have to revise the schedule.
- Mr. Mozeleski summarized SAG's concerns:

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- Agreed with the issues discussed by Mr. Davidson.
 - Noted that 11 reports included in the Deloitte & Touche inventory for Selection are not present and are having to be revisited.
 - 85% of construction of payroll segments is complete.
 - As of the meeting, 210 or 240 reported problems have been corrected.
 - Data conversion is priority one. Data conversion impacts training database build, systems testing, training.
 - SAG is prepared to move technical staff from payroll to human resource side to supplement test teams and catch up; this will delay payroll progress and will have to be made up later.
 - Training is priority two. Training plan draft was redistributed this morning and final training decisions must be reached by 3/14/97 for training to begin 3/19/97.

Mrs. Litchfield summarized support issues impacting SPAHRS:

- Problems continue at State Computer Center and MMRS staff and ITS staff are working to get these resolved.
- Biggest immediate problem is with dial up connectivity. Hydra was down most of past two weekends and access is very poor. This has to improve for us (State and SAG) staff to hope to finish on time. Is particularly critical since security around the Barefield Complex is not good.

Dr. Ranck presented agenda item 3: MERLIN Update.

- Mrs. Litchfield stated that MERLIN would be demonstrated at the March 21, 1997, meeting of the Information Resource Council. This meeting will be held in Room 403, Barefield Complex at 10:00 a.m.
- Mrs. Litchfield reported that MMRS is discussing plans for previewing MERLIN to state agency executive directors and members of the Legislature beginning this summer.
- Mrs. Litchfield reported that Phase II is tracking close to schedule for delivery of the Financial Model. (due April 1997) and that the SP2 production system is due to be delivered and installed the last part of March.
- Mrs. Litchfield summarized issues and concerns:
 - Data integrity and validity is the number one concern. MMRS must insure that the data is correct prior to releasing the data into the MERLIN production warehouse; If users cannot trust the data, they will not use MERLIN;
 - MMRS must implement controls to ensure that changes affecting feeder applications (SAAS, SPAHRS, etc.) are correctly rolled into the MERLIN warehouse;
 - MMRS has concerns that we are adequately staffed for long term support and continue to look at this issue.

Dr. Ranck presented agenda item 4: SAAS Update.

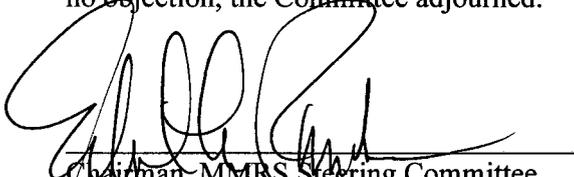
- Mrs. Litchfield reported that the Year 2000 project is still on target; Conversion is scheduled to begin May 15, 1997;
- Mrs. Litchfield discussed risks SPAHRS imposes on SAAS; Of particular concern is the volume of transactions to be passed between the systems on a payroll processing night and how a problem in one system can definitely impact the nightly production schedule of the other. Mr. Litchliter asked whether there were concerns about the length of the batch window. Mrs. Litchfield responded yes.

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- Mrs. Litchfield reported that East Mississippi State Hospital is now scheduled to become an online SAAS user as of January 1, 1997.

Dr. Ranck presented agenda item 5: Other Issues and Concerns.

- Dr. Ranck stated that the Committee needs to look at meeting again around April 1 to discuss progress on SPAHRS. A date will be determined later.
- Committee asked to be updated on Friday, March 14, 1997, concerning the SPAHRS status. Mrs. Litchfield stated she would do this by e-mail.
- Mr. Stringer expressed concern about coordination between MMRS and SPB. Mr. Davidson reported that close contact is being maintained with John Mulholland.

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