

MINUTES
MISSISSIPPI MANAGEMENT AND REPORTING SYSTEM
STEERING COMMITTEE MEETING
JANUARY 19, 1994

The meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 4:30 p.m. in the conference room of the Department of Finance and Administration, 550 High Street, 901 Walter Sillers Building, on Wednesday, January 19, 1994.

The following members were present, constituting a quorum:

Edward L. Ranck, Chairman and Executive Director of the
Department of Finance and Administration
J. K. Stringer, Vice Chairman and Executive Director of the
State Personnel Board
John Ruffin, Executive Director of the Central Data
Processing Authority

Also present were:

Pery B. Winegarden, MMRS Administrator
Kathy Howard, State Personnel Board
Cille Litchfield, MMRS Technical Director
Lynda Babin, MMRS Functional Director
David Litchliter, Central Data Processing Authority
Carol Jean Everitt, MMRS
Tracie Dickerson, SPAHRS Project Director

The first order of business was to ratify the Minutes of the November 9, 1993 meeting. On motion of Mr. Ruffin, seconded by Mr. Stringer, the Minutes were approved as previously distributed.

The Committee then considered approval of an agreement with the College of Business at Mississippi State University to conduct an assessment of agencies' perceptions of SAAS as a prelude to developing a long range implementation plan. Total cost will be \$29,904. On motion of Mr. Stringer, seconded by Mr. Ruffin, the Committee approved entering into the agreement provided that a provision is included to allow the project to be terminated if the results being obtained will not be of practical use to MMRS.

The Committee next discussed the letter that was received from KPMG Peat Marwick requesting the State's specifications for magnetic media, including the format and/or layout of reporting requirements, for a new Human Resources/Payroll software package they are developing. Mr. Winegarden requested the Committee's permission to inform KPMG Peat Marwick that, because of SPAHRS, state agencies would not be allowed to purchase their new system and to refer them

to the State Tax Commission for the specifications for commercial applications. Since we are unsure of exactly what the company is requesting, the Committee directed Mr. Winegarden to contact the company for additional information and deferred a decision on our response pending receipt of additional definition about the request.

The Committee then addressed the problem that arises when both a CP-1 approval and a State Personnel Board approval are entered in the SAAS price agreement tables for the same contract. It was agreed by Mr. Ruffin and Mr. Stringer that SPB would enter the price agreement in these instances.

Mr. Winegarden then presented a revised basic organizational structure (down to the manager level) for Committee approval. Mr. Winegarden also presented the entire organizational structure for the Committee's information. A copy of both are attached and made a part of these Minutes. The revised structure includes 44 total positions, which includes 10 temporary positions and eight new positions. Two short term contracts with the Bureau of Systems Policies and Planning are not included on the charts. These contracts are for work to be done in the areas of fixed assets and capacity planning. On motion of Mr. Stringer, seconded by Mr. Ruffin, the Committee approved the basic organizational structure.

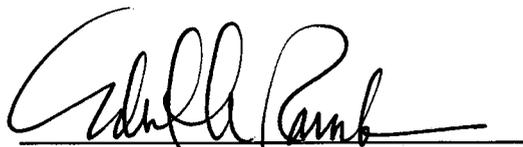
Mr. Winegarden then distributed copies of the FY 1993 Annual Report on the Status of the MMRS Revolving Fund that Dr. Ranck is required to submit to the State Bond Commission and to the Legislature. A copy of the report is attached and made a part of these Minutes.

The Committee then received status reports on various MMRS projects including the SAAS Upgrade, SAAS documentation, agency implementation and SPAHRS.

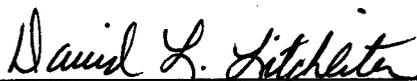
Proposals for SPAHRS were received on December 29, 1993 from American Management Systems for the installation of their Governmental Human Resources System (GHRS) and from Deloitte & Touche (with Software AG as a subcontractor) to install a custom designed system. The Committee had previously directed that a package solution be pursued before turning to a custom design. Mr. Winegarden requested guidance from the Committee on how to proceed, since only two proposals were received and eliminating the custom design proposal would leave only one, thus possibly endangering our competitive position. Following a protracted discussion, it was a consensus of the Committee that evaluation of both proposals should proceed.

The date of the next meeting was tentatively scheduled for Friday afternoon March 4, 1994, unless the need for a called meeting prior to March 4 arises.

There being no further business to come before the Committee, and upon motion of Mr. Stringer, seconded by Mr. Ruffin, the Committee voted to adjourn.



Chairman, MMRS Steering Committee
Department of Finance and Administration



Member, Central Data Processing Authority
(Ruffin)



Member, State Personnel Board