

MINUTES
MISSISSIPPI MANAGEMENT AND REPORTING SYSTEM
STEERING COMMITTEE MEETING
OCTOBER 12, 1993

The meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 2:00 p.m. in the conference room of the Department of Finance and Administration, 550 High Street, 901 Walter Sillers Building, on Tuesday, October 12, 1993.

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
Frank Stebbins, Executive Director of the Central Data
Processing Authority

Also present were:

Pery B. Winegarden, MMRS Administrator
John Ruffin, Central Data Processing Authority
Kathy Howard, State Personnel Board
Tracie Dickerson, SPAHRS Project Director
Cille Litchfield, MMRS Technical Director
Lynda Babin, MMRS Functional Director

The first order of business was to ratify the minutes of the September 20, 1993 meeting. On motion of Mr. Stebbins, seconded by Mr. Stringer, the minutes were approved as previously distributed.

Mr. Winegarden presented the recommendation of the SPAHRS Steering Committee that the following agencies serve as pilots for the installation of SPAHRS:

Department of Finance and Administration
Central Data Processing Authority
State Personnel Board
Mississippi Department of Health
State Department of Education

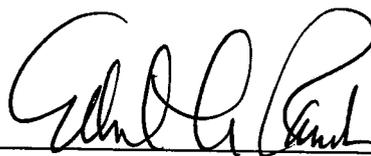
Following a brief discussion of the proposed pilot agencies the Committee, by consensus, concurred in the selection of the five pilot agencies.

The Committee then discussed the need to make the agency numbers used by the DFA Payroll Section and the State Personnel Board match in SPAHRS. An effort will be made to bring the agency numbers used by SPAHRS, SAAS, and the Legislative and Executive Budget Offices into agreement. The creation of a common agency number for use by these central control agencies will facilitate reporting and information exchange, as well as simplify things for the agencies. The Committee consented to allow MMRS to proceed with the effort to create a common numbering scheme.

Mr. Winegarden then asked the Committee for guidance on the issue of whether or not agencies would be required to implement SPAHRS, or whether it would be voluntary. Following a protracted discussion, a consensus was reached that, while agencies would not be required to use SPAHRS as their internal management system, we can require that raw agency personnel and payroll data be entered in SPAHRS, that SPAHRS perform the payroll calculations, and that the only paychecks that go out will be ones that SPAHRS calculates. Payroll information then can be downloaded or otherwise made available to agency's internal management systems for those agencies that elect not to use SPAHRS for that function. Compliance can be obtained by policy statements issued by DFA, SPB and the MMRS Steering Committee under existing authority. Anticipating that statewide implementation will occur, and pending final resolution by the Steering Committee, the SPAHRS RFP will include an item for the contractor to develop a statewide implementation plan.

The date of the next meeting was set for 2:00 p.m., Tuesday, November 9, 1993 in Room 901 of the Walter Sillers Building.

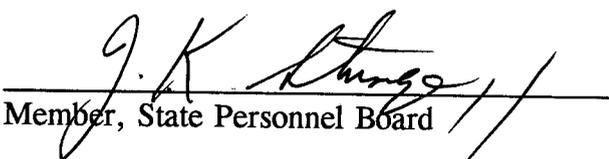
There being no further business to come before the Committee, and on motion of Mr. Stebbins, seconded by Mr. Stringer, the Committee adjourned.



Chairman, MMRS Steering Committee
Department of Finance and Administration



Member, Central Data Processing Authority



Member, State Personnel Board