MMRS Steering Committee

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 2:00 AM in the 13th Floor Conference Room, Woolfolk State Office Building, Jackson, Mississippi, on Friday, January 27, 2012.

A quorum being present, Kevin J. Upchurch, Chairman, called the meeting to order.

The following members attended:

> Kevin J. Upchurch, Chairman
> > Executive Director, Department of Finance and Administration
> Deanne Mosley, Vice-Chairman
> > Executive Director, State Personnel Board
> Craig P. Orgeron, Ph.D., Member
> > Executive Director, Information Technology Services
> Cille Litchfield, MMRS Administrator (non-voting)
> > Deputy Executive Director, Department of Finance and Administration

Others in attendance included:

> Becky Thompson, MMRS, MAGIC Project Manager, DFA
> David Pitcock, MMRS, MAGIC Deputy Project Manager, DFA
> James White, MMRS, MAGIC Basis Team Lead, DFA
> Michele Blocker, Director, Internal Services, ITS
> Lynn Ainsworth, Director, ISS, ITS
> Laura Pentecost, Director, Data Services, ITS
> Carlton Rice, SAP Delivery Executive

Mr. Upchurch called the meeting to order and opened the meeting with prayer.

Mr. Upchurch called for the first agenda item: Review and approve minutes for the November 29, 2011, meeting.

> On a motion made by Dr. Orgeron, seconded by Ms. Mosley, the minutes were approved.

Mr. Upchurch called for the next agenda item: Actions Requiring Approval

- Ms. Thompson presented a request for consideration for services with Mainline Information Systems for infrastructure related staff augmentation to accomplish eight (8) specific objectives at a total cost not to exceed $354,150.
    - On a motion made by Dr. Orgeron, seconded by Ms. Mosley, the request was approved.

- Ms. Thompson presented a series of amendment items for consideration regarding the SAP engagement:

    - $0 change order to add the SAP rate table to the contract – This is a technical correction to the Agreement as the table is referenced but was not included
        i. On a motion made by Ms. Mosley, seconded by Dr. Orgeron, the request was approved.

    - Identity Management (IdM) – MMRS is requesting that the Agreement be amended to include additional services for the implementation of IdM. This was planned from the beginning of the project but at the time the SAP professional

services amendment was approved, not enough information was available to scope these services. IdM is required to support internal control and management of user access (provisioning). The request is for the approval to amend the Agreement to include these services at a total cost not to exceed $1,986,136

    i. On a motion made by Dr. Orgeron, seconded by Ms. Mosley, the request was approved

- TDMS – Testing Tool – MMRS is requesting that the Agreement be amended to include licensing, enterprise support, and implementation services for TDMS. This tool is used to manage the building and deployment of test data in a controlled process that is not resource intensive (people). It is also used to scramble sensitive data such as SSNs, TINs, medical and legal data to protect identities of our employees and vendors. Ms. Pentecost asked if this tool could be used by other agencies in the ITS Data Center. Mr. Rice stated he would check on that within the context of our license. The request is for the approval to amend the Agreement to include the licensing and enterprise support at a total five year cost not to exceed $168,185 and implementation services at a total cost not to exceed $97,595

    i. On a motion made by Dr. Orgeron, seconded by Ms. Mosley, the request was approved

- CPS Redwood – System Scheduler – MMRS is requesting that the Agreement be amended to include licensing, enterprise support, and implementation services for CPS. This tool is used for comprehensive, integrated scheduling of all SAP software modules and is required to meet operational timelines and ensure as much "hands off" processing as possible.   The request is for the approval to amend the Agreement to include the licensing and enterprise support at a total five year cost not to exceed $373,748 and implementation services at a total cost not to exceed $85,683

    i. On a motion made by Dr. Orgeron, seconded by Ms. Mosley, the request was approve

Mr. Upchurch called for the next agenda item: Discussion Items

- Ms. Thompson and Mr. Pitcock provided an update on the overall MAGIC project status and high priority risks. The highest risks to the project remain schedule, funding and resources. Also discussed was that SAP would meet in a summit the February 1-2 to review the current schedule and make recommendations regarding the schedule presently being followed and a possible adjustment of the schedule to move to a single, "big bang" implementation rather than continuing to follow the phased approach.

- Ms. Litchfield discussed the issues that have been identified with the sizing of the MAGIC infrastructure and the impact this may have on funding and schedule. IBM, SAP, ITS and the MAGIC team will meet on Thursday, February 9, 2012, to discuss the overall sizing exercise and finalize a timeline for addressing the deficit in resources. Ms. Litchfield stated she expected to bring the recommendation for resolution of this issue to the Steering Committee at their next meeting.

- Ms. Litchfield discussed that meetings continue to occur with MDOT and steps are being taken to address their concerns by assigning a direct contact for them on the project. Ms. Litchfield also discussed that we continue to work with SPB to ensure that the proper resources are involved. Ms. Litchfield reported she met with Ms. Mosley and additional meetings continue to occur between the MAGIC team members and SPB staff to work through various issues and provide access to needed information.

- Ms. Litchfield reported that Jenny Bearss, MMRS CSIO, is not present today as she is the point person for an emergency drill at Regions. Ms. Litchfield provided status updates on the recent redeployment of ms.gov and the Governor's interest in the site. Ms. Litchfield also noted that Enroll Blue is on target for deployment, that evaluations are in process on the impact on our legacy applications should ITS upgrade the mainframe where they are hosed, and how to extend the life on MERLIN.net, ACE and some related applications.

- Ms. Litchfield also noted that there are pending bills that potentially will impact both the legacy applications and MAGIC. These include MAGIC funding, various shared services bills, budgeting process changes, and PERS changes.

Mr. Upchurch called for the next agenda item: Other Business

- Ms. Litchfield stated that the next meeting is scheduled for February 28, 2012. The tentative agenda includes the MAGIC schedule, recommendations regarding infrastructure sizing, updates on Legislative impacts; and the outcomes from the latest SAP Quality Assurance Audit for Blue Print.

There being no further items of business, Mr. Upchurch adjourned the meeting.
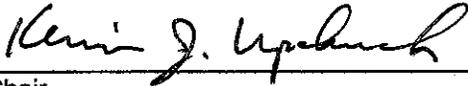
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