

MMRS Steering Committee

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 9:00 AM in the 13th Floor Conference Room, Woolfolk State Office Building, Jackson, Mississippi, on Tuesday, April 22, 2014.

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
Becky Thompson, MMRS Administrator (non-voting)
Deputy Executive Director, Department of Finance and Administration

Others in attendance included:

Jenny Bearss, CSIO, Department of Finance and Administration
Michele Blocker, Chief Administrative Officer, Information Technology Services
Cindy Crocker, MAGIC Project Director, Department of Finance and Administration
Tom Fischer, Delivery Executive, SAP Public Services
Nathan Frey, Engagement Partner, ISG-One (STA)
Lisa McCann, National Vice President, SAP Public Services
David Pitcock, MAGIC Deputy Project Director, Department of Finance and Administration
Cindy Vautrin, SAP Project Director, SAP Public Services

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

Mr. Upchurch called for the first agenda item: Review and approve minutes for the February 14, 2014, meeting.

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

Mr. Upchurch called for Agenda Item #2: Discussion Items

MAGIC Project Update

Ms. Crocker reviewed the attached MAGIC Executive Dashboard.

Dr. Orgeron asked if some of the remaining test were larger than others. Ms. Crocker stated that the Laspe testing was a very involved process. Ms. Thompson stated that the team should be commended for the amount of testing that has been completed.

Mr. Upchurch asked why the payroll testing would not be 100% accurate instead of 90%. Ms. Crocker stated that it mainly had to do with how overtime is processed and that the team is evaluating this process. Mr. Upchurch asked what the impact of insurance changes would be on the testing. Ms. Crocker stated that the agencies have made insurance changes throughout the year and the project team is reviewing this information.

Mr. Upchurch asked how many parallel payroll testing cycles will be completed. Ms. Crocker stated that two test cycles are standard. She added that we are testing every employee for every agency.

Mr. Upchurch asked when dry run 3 was scheduled to take place. Ms. Crocker

stated that the team is in the process of doing that work now and that team is working twelve hour shifts to complete the work.

Mr. Upchurch asked if there was going to be any User Acceptance Testing (UAT). Ms. Crocker stated that yes there were going to be agencies coming in for UAT.

Mr. Upchurch asked for an update on training. Mr. Pitcock stated that training registration has been going well and the end-user training classes are scheduled to start on Tuesday. The training materials are being finalized and will be posted on the web for agency access this week.

Mr. Upchurch asked what was included in the 174 reports being developed. Ms. Crocker stated that it was a combination of transparency, CAFR, standard, and other types of reports.

Mr. Upchurch asked what was involved in performance testing. Ms. Crocker stated that it was to make sure that the system will support the volume of users at go-live.

Dr. Orgeron asked if all the stress testing was script based. Ms. Crocker stated that we are using a tool called Load Runner to test and to mirror what production would be like. Dr. Orgeron asked if there would be metrics that would be reviewed. Ms. Crocker stated that we would make adjustments to the system as needed and re-run the test.

Ms. Thompson stated that on Thursday, May 1, MMRS will be conducting a User Group Meeting for all the agencies. The purpose of this meeting is to discuss what business processes are going to be different in MAGIC. She stated that the agencies are getting involved in MAGIC and we had record attendance at the last ARM meeting.

Ms. Thompson stated that Mississippi Industries for the Blind (MIB) will provide a first level of MAGIC support at go-live.

Ms. Mosely complimented the project team. She stated that they have worked very hard and worked long hours. She wanted to take this opportunity to formally thank the team and asked for the project leadership to let the project team know that SPB appreciates all the hard work that has gone into MAGIC.

Next Meeting:

Ms. Thompson stated that the agenda for the next scheduled meeting, Tuesday, May 27, 2014, included:

1. MAGIC Project Update

Ms. Thompson will send an updated agenda before the scheduled meeting.

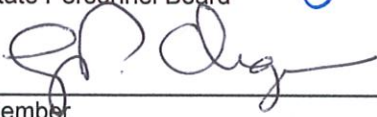
There being no further items of business, Mr. Upchurch adjourned the meeting.



Chair
Finance and Administration




Vice-Chairman
State Personnel Board

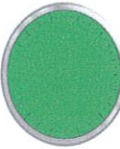



Member
Information Technology Services





MAGIC Executive Dashboard – April 22, 2014


	Integration Test Cycle 2 for Phase I	
	<u>Key Metric:</u> 3050 test completed	<u>Due Date:</u> 4/4/14
Status: Yellow Trending Up	<u>Key Points:</u> 1) 3004 tests have been completed 2) A detailed plan for remaining test will be completed by 4/21 3) Teams have worked four weekends (Saturday and Sunday) in a row	

	Data Collection/Validation (Phase I) – Go Live	
	<u>Key Metric:</u> 100% data received	<u>Due Date:</u> 6/15/2014
Status: Green Trending Up	<u>Key Points:</u> 1) Represents data needed before go-live 2) 45 Tasks; 95% received; 93% validated	

	Data Conversion (Phase I) – Dry Run 3	
	<u>Key Metric:</u> 100% data received	<u>Due Date:</u> 4/4/2014
Status: Green Trending Up	<u>Key Points:</u> 1) 8 MRTL Tasks; 98% received; 93% validated 2) Dry Run 3 conversion plan on track 3) Staff is working twelve hour days during this period	

	Phase II Overall	
	<u>Key Metric:</u> Parallel Payroll Cycle I completed	<u>Due Date:</u> 5/30/2014
Status: Yellow Trending Up	<u>Key Points:</u> 1) Formally exited ITC2 <ul style="list-style-type: none"> • Nine LSO (training) test being deferred pending development completion 2) Parallel Payroll testing started 3) Comp budget still being tested	

	Data Collection/Validation (Phase II)	
	<u>Key Metric:</u> 100% data received	<u>Due Date:</u> 8/1/2014
Status: Green Trending Up	<u>Key Points:</u> 1) Some tasks to be completed prior to due date 2) 5 Tasks; 98% received; 95% validated	

	B/I/BW Reporting for Phase I	
	<u>Key Metric:</u> 174 reports completed	<u>Due Date:</u> TBD
Status: Yellow Trending Up	<u>Key Points:</u> 1) 135 reports have been built 2) Testing scheduled finalized	