

MMRS Steering Committee
MEETING MINUTES
Thursday, July 13, 2023

Location: E.T. Woolfolk State Office Building
501 North West Street, 13th Floor
Jackson, Mississippi

Committee Members Present: Kelly Hardwick - Executive Director, State Personnel Board (MSPB); David Johnson - Executive Director, Information Technology Services (ITS); and Liz Welch, Chairman – Executive Director, Department of Finance and Administration (DFA)

Others Present: Ryan Beard and Daniel Hearn with MSPB; Logan Litchliter, Mike Lanford, and Marcy Scoggins with DFA; Mark Schexnaildre and Caryl Sinfield with Epi-USE.

I. Call to Order

A quorum being present, Liz Welch called the meeting to order at 2:02 P.M.

II. Discussion for Steering Committee

The meeting began with Mr. Hardwick discussing the need to issue an RFP for ERP services for Mississippi. He mentioned that he would like to get one to review the programs that MMRS has in place and see if there is a need to get a new program or add functionality to this one. He made a motion that the board begin the process of having ITS work with SPB and DFA to draw up the RFP. Mr. Johnson agreed to open an ITS procurement project to solicit and engage a consulting firm to conduct a feasibility study with recommendations to evaluate the State ERP system (MAGIC).

Johnson wanted to get some clarification on timing. Hardwick clarified that the contractor would need four months to get a recommendation to the board and that they would like to have that by April of 2024. The current contract runs through December 2024. Logan reminded the board that SAP would no longer support the system after 2027 but would offer expanded service until 30. The committee needed to begin looking into options.

Johnson seconded the motion, the chair called for a vote and the motion passed unanimously.

Welch then asked for an update from Epi-USE on the payroll system. Caryl reports that they are making tremendous strides and they were confident that they would be ready by the first payroll of 2024. Epi-USE has two concerns. The first is that MMRS has had some turnover and the new hires are not going to be ready to support the new payroll system. She

recommended that the committee hire some additional contractors to help with issues after Epi-USE leaves in February.

The other concern is training agencies. Epi-USE will keep everyone posted on progress and provide updates on agency participation.

Logan then updated everyone on MMRS issues. He confirmed that there has been much turnover and that the new hires are IT people, but they don't have payroll experience. MMRS is sending them to training to gain knowledge over the next few months. Several contract workers will also be joining them to assist in the transition.

Daniel Hearn then brought up user access and the issues that they are facing with HR staff entering bad data into the system. They recommend setting up a system to suspend accounts when this is done repeatedly. The board agreed to the system and implementation will be rolled out within training. Training will begin in September and continue throughout the fall.

There being no further business, the meeting was adjourned at 3:10 P.M.

These Minutes of the MMRS Steering Committee were approved by the members on the 4th day of April Month 2024 Year.

Liz Welch
Liz Welch, Chairman

April 4, 2024
Date