

**MMRS Steering Committee  
MEETING MINUTES  
Monday, February 10, 2023**

**Location:** E.T. Woolfolk State Office Building  
501 North West Street, 13<sup>th</sup> 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; Tommy Goodwin with ITS; Aubrey Leigh Goodwin, Logan Litchlitter, and Marcy Scoggins with DFA; Mark Schexnaildre and Caryl Sinfield (by phone) with Epi-USE.

**I. Call to Order**

A quorum being present, Liz Welch called the meeting to order at 9:35 A.M.

**II. Discussion for Steering Committee**

The Chair confirmed that the board had received the EPI-USE Recommendations for the MAGIC Phase II Project for discussion. Mark Schexnaildre confirmed that EPI-USE had conducted 14 interviews during their three days in Mississippi. As a result, they had several issues that they recommended focusing on to prepare for the decommissioning and transitions. The first is that they do not think the system is ready for an April 1 transition. The second is that they recommend using a variance monitoring program, that will be implanted with zero cost to the State of Mississippi, to track where the system has different data. This will assist with finding issues before implementation. Finally, they recommend adding another level of communication to help with agency participation and assistance in the transition before training begins.

Caryl Sinfield was announced as the project manager. She is familiar with the system and the programs in place. The Chair asked how EPI-USE would handle the training, and they confirmed more people will be here to lead that process. Logan Litchlitter confirmed that MMRS prepared staged data for training purposes.

The Chair asked if EPI-USE recommended a pilot launch. EPI-USE shared concerns that keeping the data in two systems will cause issues. They will work toward a fall transition, but that will be monitored as the date approaches, and they learn more about the status of the project.

MSPB expressed that they must have easy and accurate reporting. EPI-USE confirmed that moving to ECP will remove the SPAHRS issues and should ease the reporting process.

Mr. Schexnaildre then left the meeting to allow for conversation between the board members. The Chair walked through the current situation and expressed concerns about the issues being faced. MSPB

discussed reporting concerns in further detail so that everyone was aware of the issues. They also asked that EPI-USE inform them if they are asking for a change that will cause unintended consequences in other places. Everyone agrees that the payroll system is the largest concern and must be the focus.

Johnson reiterated the point agreed to in a prior meeting that delaying the implementation of ECP is an unacceptable risk because SPAHRS has reached a critical level. Everyone agreed to move forward and work to implement ECP as quickly as possible. Mr. Schexnaildre rejoined the meeting and the Chair informed him that the State will contract with EPI-USE for the project management. She expressed that the implementation date was not firm. She asked EPI-USE to be sure they were keeping everyone informed about the possible unintended consequences of changes to reports.

EPI-USE thanked everyone and confirmed that they look forward to working with everyone. They will continue their investigations and will report back to the committee on the next steps in the process.

There being no further business, the meeting was adjourned.

4<sup>th</sup> These Minutes of the MMRS Steering Committee were approved by the members on the day of April Month 2024 year.

  
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Liz Welch, Chairman

April 4, 2024  
Date