

## MMRS Steering Committee

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 3:00 PM in the 13<sup>th</sup> Floor Conference Room, Woolfolk State Office Building, Jackson, Mississippi, on Monday, July 30, 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  
Jenny Bearss, MMRS, CSIO, DFA  
Michele Blocker, Director, Internal Services, ITS  
Lynn Ainsworth, Director, ISS, ITS  
Laura Pentecost, Director, Data Services, ITS  
Joe Gioffre, SAP Delivery Executive  
Bill Bevil, SAP Project Manager  
Craig Davis, Senior Vice-President & General Manager, SAP Public Services  
Chuck Burkhart, Project Manager, ISG-One (STA)  
Romaine Richards, Special Assistant Attorney General (representing DFA)

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 June 13, 2012, meeting.

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

Mr. Upchurch called for Agenda Item #2: Actions for Approval Consideration

IBM z196 2817-M32 605 Upgrade – Ms. Thompson reported that during the course of the project there were two scheduled hardware upgrades. In order to keep the project on schedule, the second upgrade must be in place by October 31, 2012. Ms. Thompson stated that this motion was approved by the Committee on March 27, 2012; however, due to funding concerns, it was reported to the Committee on May 22, 2012, that this procurement was cancelled. Ms. Thompson stated that the monies for this upgrade are available. Ms. Thompson stated that we would use the existing agreement with IBM/Mainline to procure these resources.

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

IBM z706 Upgrade Procurement Pre-Approval – Ms. Thompson stated that the third hardware upgrade must be in place by December 31, 2012, in order to support the integration and load testing required for Phase I in accordance with the tentative schedule. Ms. Thompson stated that this upgrade would provide the necessary hardware to take MAGIC through production. The purchase of this equipment requires a new procurement to be issued through ITS.

On a motion made by Ms. Mosely, seconded by Dr. Orgeron, the motion was approved.

Mr. Upchurch called for Agenda Item #3: Discussion Items:

Cure Status – Ms. Thompson reported that SAP delivered a draft Cure response on July 16, 2012. The State has reviewed the information and provided additional information to SAP. SAP is scheduled to deliver their final response on July 31, 2012. The State's goal is to respond in writing by August 14, 2012.

Change Control Process – Ms. Thompson reported that the project team is revising the change control process. The revised change control process mirrors the existing process as outlined in the MAGIC Governance. Ms. Thompson stated that the goal of the project team is to minimize the number of change requests. The State and SAP are currently working on finalizing the draft plan. Once completed, it will be brought before the Committee for approval.

SuperUser Agreement – Mr. Pitcock reported that the project team is currently in the process of SuperUser recruitment with the State agencies. SuperUsers are agency personnel who will assist the MAGIC Project during testing, training, and post go-live support. Mr. Pitcock informed the committee that potential SuperUsers will be asked to complete an agreement form.

Mr. Upchurch called for Agenda Item #4: Other Business

FY2014 Budget Request (operational) – Ms. Litchfield provided the Committee an update on the MMRS FY2014 Budget Request. Ms. Litchfield stated that the budget was prepared based on what is anticipated as we move forward with MAGIC.

MAGIC Financial Status – Ms. Litchfield provided the Committee an update on the MAGIC Financials. Ms. Litchfield stated that each six month slip in the project is projected to cost the State an additional \$1.5M to \$1.7M in software maintenance and project staff costs.

Next Meeting:

The next regular meeting of the Committee is scheduled for Tuesday, August 28, 2012, at 9AM in the Woolfolk 13<sup>th</sup> Floor Conference Room. Proposed agenda topics include:

- Considerations for Approval:
  - MSI – Migrate MERLIN.net to the ms.gov portal template and improve user interface under the terms of the ms.gov portal agreement
  - Cogsdale – Assign to Perfect Commerce and exercise one year optional extension (ITS Project 39889)
  - Pre-Approval – Staff Augmentation LOC MAGIC (ITS Project 39757)
  - SAP Amendment #7 (ITS Project 39756) regarding schedule change and other terms as identified in the cure process
  - SKIRE (BRICKS) four year extension (ITS Project 40057)

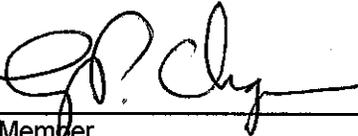
There being no further items of business, Mr. Upchurch adjourned the meeting.



Chair  
Finance and Administration



Vice-Chairman  
State Personnel Board



Member  
Information Technology Services