

Mississippi Management and Reporting System
Steering Committee Minutes
March 18, 1996

A called meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was convened at 10:15 a.m. in the Conference Room of the Department of Finance and Administration (DFA), 901 Walter Sillers Building, Jackson, Mississippi, on Monday, March 18, 1996.

The following members were present for the entire meeting:

J. K. Stringer, Vice-Chairman
Executive Director of the State Personnel Board
David L. Litchliter
Executive Director of the Department of Information Technology Services

The following member arrived while the Committee was in Executive Session:

Edward L. Ranck, Chairman
Executive Director of the Department of Finance and Administration

State representatives present were:

Cille Litchfield, MMRS Administrator
Cliff Davidson, MMRS Technical Director
Lynda Dutton, MMRS Functional Director
Tracie Dickerson, ITS/ISS, SPAHRS Project Manager
Shirley Poirrier, ITS/ISS, SPAHRS Project Coordinator
Martha Pemberton, ITS/ISS Director
Donna Rogers, Special Assistant Attorney General for ITS
Melba Dixon, Special Assistant Attorney General for SPB
Armin J. Moeller, Attorney, Phelps Dunbar, LLP
James W. Craig, Attorney, Phelps Dunbar, LLP
Tom Patterson, MMRS MERLIN Project Director
Julie Allen, MMRS MERLIN Lead Functional Analyst

A quorum being present, the meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was called to order by Mr. Stringer in the absence of Dr. Ranck. Mrs. Litchfield reported that Dr. Ranck had been called to the Legislative Budget Office and would be joining the meeting as soon as he is able to do so.

Mr. Stringer called for the approval of the minutes of the January 12, 1996, meeting of the Committee. On the motion of Mr. Litchliter, seconded by Mr. Stringer, the minutes were approved.

Mr. Stringer called for the approval of the minutes of the February 26, 1996, meeting of the Committee. On the motion of Mr. Litchliter, seconded by Mr. Stringer, the minutes were approved. Mrs. Litchfield introduced Tom Patterson, the new Project Director for the Mississippi Executive Resource Library and Information Network (MERLIN) project. Mr. Stringer and Mr. Litchliter welcomed Mr. Patterson to the project.

Mr. Patterson presented agenda item number four, the need for a high speed telecommunications connection between the Barefield Complex (BC) and the State Computer Center (SCC). Mr. Patterson stated that the present connectivity between the BC and the SCC is a T-1 line, has high utilization, and will not support the need for large object/file transfers that MERLIN will require. Mr. Patterson stated that MMRS had investigated alternatives which include:

- Estimates for a purchased implementation of the connection ranging from \$15,000 to \$70,000 with a "best guess estimate" of approximately \$35,000;
- Estimates for monthly lease of the connection of approximately \$2,000 per month;
- Assumption that if the \$35,000 estimate is reasonably close, the payback of purchase over lease would occur in 18 months.

Mr. Patterson further stated that the players are meeting at the SCC tomorrow to more fully explore the options and begin to firm up the plan for moving forward. Mr. Patterson also stated that this implementation will resolve the MMRS traffic problems, remove a load from the main DFA access, and provide for improved security.

Mrs. Litchfield stated that MMRS needs to move on this during the present fiscal year since funds are available and that funding for this during FY1997 is very uncertain.

Mr. Litchliter questioned what sort of speed MMRS is seeking. Mr. Patterson responded that the goal is fibre at the minimum equivalency of 6 T-1 lines. Mr. Litchliter stated this is approximately 10 megabits.

Mr. Stringer questioned what the present MMRS capabilities are. Mr. Litchliter stated that MMRS shares a T-1 line (with other DFA offices in the Barefield Complex). Mr. Stringer asked if this access is sufficient for now. Mr. Patterson responded yes, for several months, but when the MERLIN vendor is selected and MERLIN development begins, the performance will begin to degrade and SAAS and SPAHRS, as well as MERLIN, will be impacted.

Mr. Litchliter questioned if we were looking at South Central Bell's offering. Mrs. Litchfield responded yes, that is included in the information Jimmy Webster (ITS/SCC) provided to us. Mr. Litchliter stated that this is the same type connectivity that the Secretary of State's office has recently installed.

Mr. Litchliter and Mr. Stringer concurred that MMRS should proceed with this Letter of Request. Mrs. Litchfield stated MMRS will bring any contracts or related major expenditures before the Committee before proceeding with implementation.

Mr. Patterson and Mrs. Allen were excused from the meeting at this time.

Mr. Stringer called for a motion for the Committee to go into Closed Session to determine if there were matters to be discussed in Executive Session. Mr. Litchliter made the motion which Mr. Stringer seconded.

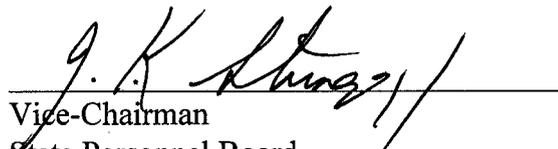
It was determined during Closed Session that the Committee should go into Executive Session to discuss possible litigation concerning the SPAHRS Project. Mr. Litchliter made the motion which Mr. Stringer seconded.

At 10:25 a.m., the MMRS Steering Committee went into Executive Session.

At 11:30 p.m., The MMRS Steering Committee concluded their Executive Session. Dr. Ranck stated the Committee will reconvene on Wednesday, March 20, 1996, at 3:00 p.m. in the 901 Sillers Conference Room.

Mr. Stringer moved that the meeting be adjourned. Mr. Litchliter seconded the motion, and the meeting was adjourned.

Chairman, MMRS Steering Committee
Department of Finance and Administration


Vice-Chairman
State Personnel Board


Member
Department of Information Technology Services