

MINUTES
MISSISSIPPI MANAGEMENT AND REPORTING SYSTEM
STEERING COMMITTEE MEETING
SEPTEMBER 20, 1993

The meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 2:00 p.m. in the conference room of the Department of Finance and Administration, 550 High Street, 901 Walter Sillers Building, on Monday, September 20, 1993.

The following members were present, constituting a quorum:

Frank Stebbins, Executive Director of the Central Data
Processing Authority
J. K. Stringer, Executive Director of the State Personnel
Board

The following member was not present:

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

Also present were:

Pery B. Winegarden, MMRS Administrator
John Ruffin, Central Data Processing Authority
Mike Lucius, State Personnel Board
Kathy Howard, State Personnel Board
Tracie Dickerson, SPAHRS Project Director
David Litchliter, Central Data Processing Authority

In the absence of Chairman Ranck, the Committee elected J. K. Stringer as Vice Chairman. Mr. Stringer assumed the Chair and called the meeting to order.

The first order of business was to ratify the minutes of the July 7, 1993 meeting. On motion of Mr. Stebbins, seconded by Mr. Stringer, the minutes were approved as previously distributed.

Mr. Winegarden then informed the Committee that the MMRS staff had moved to the Barefield Complex on September 7th and 8th. The move went well, but work remains to complete the computer network in order to get the staff back into full operation.

The Committee then received status reports on the following projects:

SAAS Upgrade:

Mr. Winegarden informed the Committee of progress made to date in the acceptance testing and the current schedule for completion. Conversion to Release 8 in production is now tentatively scheduled for mid-December. Mr. Winegarden then reported that there had been significant problems in the progress of the project and it was determined that the primary reason was ineffective management control and direction being provided by the contractor's project manager. As a result, the State assumed management of the project and AMS, at the State's request, removed the project manager from the contract. Since the State has assumed control, the project is making good progress. We are currently negotiating with AMS on the contract adjustments that will be necessary because of the removal of the project manager.

SPAHRIS Project:

Tracie Dickerson, SPAHRIS Project Manager, reported that 22 agencies had requested and received copies of the draft technical requirements and that nine had provided comments or suggestions. The release date of the RFP has been moved from October 1, 1993 to October 22, 1993, to allow more time to ensure that all necessary issues are adequately addressed in

The Committee then discussed the method to be employed in initiating the process to determine the specific information that will be included in the executive information system (EIS). Mr. Stebbins suggested that we try to produce a demonstration of what the EIS will be able to do by January when the legislature convenes. The possibility of visiting Alabama and obtaining a demonstration of their EIS was discussed.

Mr. Winegarden then asked the Committee for their direction on initiating contact with the legislature on EIS (i.e., What form should the contact take? To whom should it be directed? From whom should it come?). Mr. Stebbins suggested that the key legislative contacts are the Lt. Governor, the Speaker of the House and the Appropriations Committee Chairmen. Mr. Stringer suggested that Dr. Ranck initiate the contact through the Joint Legislative Budget Committee which includes the four legislative leaders named by Mr. Stebbins. The consensus of the Committee is that: the MMRS administrator should approach Alabama to obtain a demonstration of their EIS; and that the dialogue with the legislature be directed first to the Joint Legislative Budget Committee and that Dr. Ranck initiate the contact, leaving it to his discretion as to exactly who should make the initial approach.

Mr. Winegarden then presented a draft of an RFP to obtain the services of an outside entity to determine the perceptions that state agencies have about SAAS. In order to comply with the PEER Committee's recommendation that we develop a long-range plan for implementing SAAS throughout state government, we must identify and remove any obstacles to agencies' acceptance of SAAS. The objective will be to correct any misconceptions agencies may hold and to identify and fix any legitimate problems that may exist.

The Committee authorized the Administrator to proceed with the development of the RFP to obtain the services of an outside entity not associated with SAAS to conduct the assessment and develop a plan to address the issues identified. It was agreed that MMRS would first pursue a contract with a state university before turning to a commercial vendor.

The final item to be considered was a report on the June 30, 1993 status of the MMRS Revolving Fund. House Bill 1334 requires an annual report to the legislature on the activity of the Revolving Fund. This information along with a narrative description of the activities engaged in during FY 1993 will constitute the report to the legislature. A copy of the June 30, 1993 status of the Revolving Fund is attached and made a part of these minutes.

The date of the next meeting was tentatively scheduled for October 12, 1993 at 2:00 p.m. in the Room 901 of the Walter Sillers Building.

There being no further business to come before the Committee, and on motion of Mr. Stebbins, seconded by Mr. Stringer, the Committee adjourned.

(not present)

Chairman, MMRS Steering Committee
Department of Finance and Administration

Mark Stebbins

Member, Central Data Processing Authority

J. K. Stringer

Member, State Personnel Board

**STATUS OF MMRS REVOLVING FUND
AS OF 6/30/93**

CASH:

Beginning Balance, 4/20/93	\$ 15,000,000.00
Plus: Interest Earned	38,986.18
Less: Expenditures	<u>(169,548.70)</u>
Ending Balance, 6/30/93	<u>\$ 14,869,437.48</u>

EXPENDITURES:

Salaries	\$ 11,632.70
SAAS Upgrade Project	<u>157,916.00</u>
Total	<u>\$ 169,548.70</u>