

MINUTES
MISSISSIPPI MANAGEMENT AND REPORTING SYSTEM
STEERING COMMITTEE MEETING
JULY 7, 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 and Finance and Administration, 550 High Street, 901 Walter Sillers Building, on Wednesday, July 7, 1993.

The following members were present, constituting a quorum:

Edward L. Ranck, Chairman and Executive Director of the
Department of Finance and Administration
Frank Stebbins, Executive Director of the Central Data
Processing Authority
J. K. Stringer, Executive Director of the State Personnel
Board

Also present were:

Pery B. Winegarden, MMRS Administrator
John Ruffin, Central Data Processing Authority
Mike Lucius, State Personnel Board
Cille Litchfield, MMRS Technical Director
Lynda Babin, MMRS Functional Director
Kathy Howard, State Personnel Board
Tracie Dickerson, Central Data Processing Authority

The meeting was called to order by Dr. Ranck. Prior to the first order of business, the Chairman welcomed Mr. Stringer, the newly-appointed State Personnel Director, to the Steering Committee.

The first order of business was to ratify the minutes of the June 8, 1993 meeting. On motion of Mr. Stebbins, seconded by Mr. Stringer, the minutes were approved as previously distributed.

The Committee then considered approval of the organizational structure of the MMRS staff, which had been deferred from the June 8, 1993 meeting to allow the new State Personnel Director an opportunity to review the proposed structure and

new State Personnel Director an opportunity to review the proposed structure and participate in the discussion. On motion of Mr. Stringer, seconded by Mr. Stebbins, the committee approved the basic structure down to the "manager" level, with the understanding that the Administrator would keep the Steering Committee informed of the overall structure. A copy of the approved basic structure is attached and made a part of these minutes.

The Committee then considered approval of the FY 1995 budget to be submitted to the Governor's Budget Office and the Joint Legislative Budget Committee. Upon motion of Mr. Stebbins, seconded by Mr. Stringer, a total FY 1995 budget request of \$8,700,050 was approved. A copy of the proposed budget as approved by the Committee is attached and made a part of these minutes.

The Committee next considered approval of a temporary contract with the Bureau of Systems Policy and Planning to obtain the services of a Senior Consultant to provide assistance in developing a data flow diagram and entity relationship model for the payroll project, and in preparing general requirements for the RFP for the payroll/human resource project. A maximum of 300 hours over 10 weeks will be required. Upon motion of Mr. Stringer, seconded by Mr. Stebbins, the Committee approved the contract.

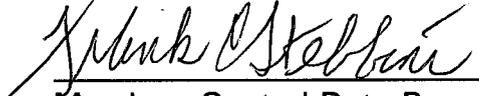
Mr. Winegarden then provide the Committee with updates on the status of the FY 1994 project budget, the payroll/human resources project, the SAAS upgrade project, and the SAAS documentation project.

The date of the next meeting was set for August 17, 1993, at 1:30 p.m. in the DFA conference room, provided that there is sufficient business to justify a meeting.

There being no further business to come before the Committee, Mr. Stebbins moved to adjourn. Mr. Stringer seconded the motion. The motion being made and properly carried, the Committee adjourned.



Chairman, MMRS Steering Committee
Dept. of Finance and Administration



Member, Central Data Processing Authority



Member, State Personnel Board

MISSISSIPPI MANAGEMENT & REPORTING SYSTEM

FY 1995 PROPOSED BUDGET

	MMRSRF (Fund 3125)	PASS THRU (Fund 3130)	SWCAP (Fund 3143)	TOTAL
SALARIES	236,150	264,100	350,300	850,550
TRAVEL	13,000	5,000	3,000	21,000
CONTRACTUAL	6,050,000	1,380,500	299,000	7,729,500
COMMODITIES	15,000	8,000	6,000	29,000
EQUIPMENT	50,000	10,000	10,000	70,000
TOTAL	<u>6,364,150</u>	<u>1,667,600</u>	<u>668,300</u>	<u>8,700,050</u>

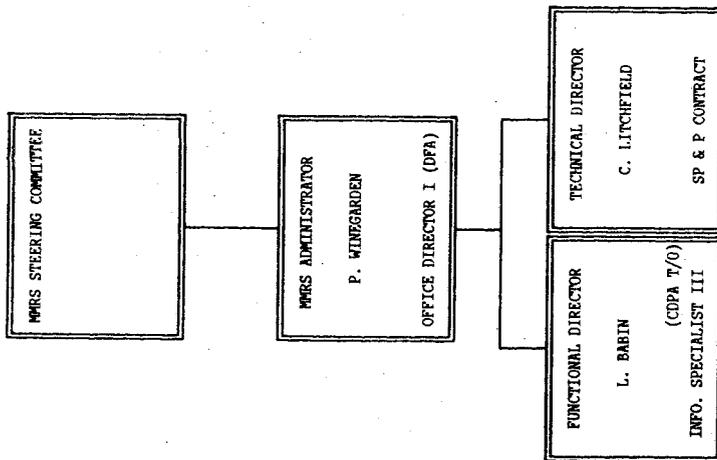
Recap of Contractual

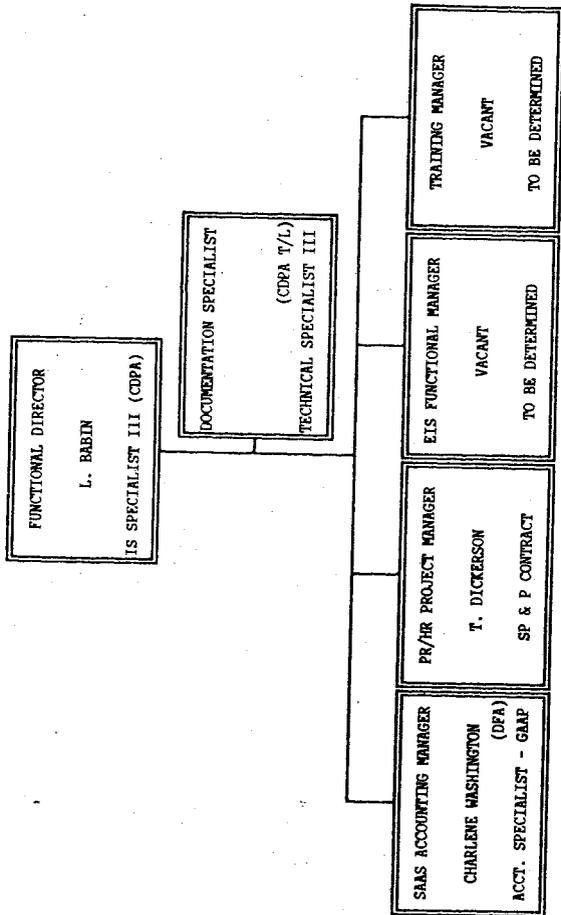
Projects:

PC SAAS—Agencies	100,000			100,000
SAAS—Agencies	1,000,000			1,000,000
Payroll/Human Resources	2,500,000			2,500,000
DASD for Payroll/Human Resources	500,000			500,000
EIS Planning	300,000			300,000

Other:

Personnel Services	500,000	77,500	125,000	702,500
Rent, Phones, etc.	140,000			140,000
Software	10,000	3,000	4,000	17,000
Computer Charges	1,000,000	1,300,000		2,300,000
SAAS License			70,000	70,000
Training			100,000	100,000
Total Contractual	<u>6,050,000</u>	<u>1,380,500</u>	<u>299,000</u>	<u>7,729,500</u>





TECHNICAL DIRECTOR
C. LITCHFIELD
SP & P CONTRACT

DATABASE ADMINISTRATION
A. GILBERT
DATABASE ADMOR. (DFA)

SAAS TECHNICAL MANAGERS
C. EVERITT
SYSTEMS ANALYST MGR (DFA)

PR/HR PROJECT MANAGER
T. DICKERSON
SP & P CONTRACT

SYSTEMS PROGRAMMING
S. JONES
DIV. DIRECTOR II (DFA)

EIS TECHNICAL MANAGER
VACANT
TO BE DETERMINED