

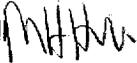


STATE OF MISSISSIPPI  
RONNIE MUSGROVE, GOVERNOR

DEPARTMENT OF FINANCE AND ADMINISTRATION

MARGARET H. HILL  
EXECUTIVE DIRECTOR

TO: Members of the State Bond Commission  
Members of the Mississippi Legislature

FROM: Margaret H. Hill 

DATE: January 6, 2004

SUBJECT: **Report on the Mississippi Management and Reporting System Revolving Fund**

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This report is submitted pursuant to the requirements of §7-7-3 (5), Miss. Code Ann. (1972), which reads in relevant part:

On or before January 15 of each year, the State Fiscal Officer shall present a report of all expenditures made during the previous fiscal year from the Mississippi Management and Reporting System Revolving Fund to the State Bond Commission and to the Legislature.

The key activities and accomplishments described in this report resulted from expenditures from the fiscal year 2003 budgeted allocations of the Mississippi Management and Reporting System (MMRS) Revolving Fund as well as from the MMRS budgeted allocations of the Statewide Cost Allocation Fund and the DFA Statewide Accounting System Fund. The attached financial summary only reflects the activity of the MMRS Revolving Fund. MMRS is a program within the Department of Finance and Administration.

**Fiscal Year 2003 Activities and Accomplishments**

Statewide Automated Accounting System (SAAS):

- With the Department of Information Technology Services and the Office of the Secretary of State, implemented UCC filings via Mississippi.gov.
- Completed the pilot implementation and began rollout of tools for agency use in managing their print needs for SAAS reports. This effort saves paper and other print related costs for DFA and agencies.
- Implemented Fleet's PayMode product for e-payment and e-remittance for the State's vendors. The State issued over 43,000 payments totaling in excess of \$2.1 billion and involving over 1000 vendors since operations began October 1, 2002.

Statewide Payroll and Human Resource System (SPAHRs):

- Implemented SPAHRs database purge processing for several of the largest data files.
- Completed corrections and implemented enhancements for the SPAHRs vendor warrant void processes.
- Implemented, via Mississippi.gov, ACE – the Access Channel for Employees - to support the following functions:
  - Web based access to W2s for State employees and contract workers who elect to receive these

- electronically;
- Web based support for all W2 processing (regardless of paper or electronic receipt by the employee);
- Web based deployment of payroll advices for those employees and contract workers paid by direct deposit who elect to receive these electronically;
- Employee user profiles to support e-mail notification of the availability of W2s and payroll advices;
- Employee controlled security functions for password reset;
- Web access counter for gathering ACE usage statistics.
- Completed a system stabilization effort for I2K, a SPAHRS sub-system for imaging and document management that supports the State's recruitment, selection, and hiring processes.

#### Mississippi Executive Resource Library and Information Network (MERLIN):

- Enhanced travel related end user reporting.
- Made changes to replace the Social Security Number (SSN) with the Person Identification number (PID);
- Enhanced the MERLIN /SPAHRS payroll bridge to allow for loading of SPAHRS payroll cost reallocation data.
- Expanded SAAS reporting to support the Fleet PayMode implementation.
- Improved subject area access in the MERLIN.net user interface.
- Completed enhancements to add the Office of the State Auditor's property data to the MERLIN data warehouse to support end user GAAP reporting related to GASB34.

#### Other Projects:

- Successfully participated in the ITS Data Center Disaster Recovery exercises.
- Implemented, with the Office of Crime Victims' Compensation, a new claims management system.
- Conducted a business process review of the Bureau of Buildings, Grounds, and Real Property Management.
- Completed systems review and corrective action required by HB 251 (2002 Regular Session) in ensuring that Social Security Numbers are only used in the manner prescribed by the bill.
- Completed corrective action for "high risk" problems identified in the data, systems, and infrastructure security audit.
- Implemented new training labs and web-based training for supported applications.
- Implemented improved change management tools and processes for web-based and client-server applications.
- Completed various network and infrastructure software upgrades.

#### **Summary**

Since Fiscal Year 1993, notable progress has been made to support the State's commitment to developing a comprehensive knowledge base of accurate, timely information about the State's financial condition and work force requirements, as well as delivering the services necessary to process financial, and workforce transactions for State agencies. Through the enterprise applications of DFA/MMRS, a number of operational efficiencies have been achieved. Our focus has been and continues to be on Mississippi government as a single enterprise and providing applications appropriate for the enterprise while continuing to allow agencies to meet their own unique needs.

Please contact Cille Litchfield, MMRS Administrator, at (601) 359-1433 or [litchc@dfa.state.ms.us](mailto:litchc@dfa.state.ms.us) should you have questions regarding this report.

Attachment

**STATUS OF MMRS REVOLVING FUND  
AS OF JUNE 30, 2003**

**FY 2003 EXPENDITURES**

GENIE		\$296,387.12
	Government E-commerce Network & Imaging Environment	
SPAHRs		\$2,873,505.89
	Statewide Payroll and Human Resource System	
I2K		\$581,314.38
	Image 2000	
MERLIN		\$1,188,729.42
	Mississippi Executive Resource Library and Information Network	
E-Government		\$1,899.50
	Portal Projects	
Administration		\$395,114.32
Total Expenditures		\$5,336,950.63

**CASH**

Beginning Balance, 07/01/2002	\$6,184,681.32
Plus: Interest Earned on Investments	\$86,585.59
Plus: Interest on Recovery of Expenditures	\$83,873.11
Plus: Recovery of Development Expenditures from State Agencies	\$1,892,742.03
Plus: SPAHRs Production Charges	\$2,767,302.82
Plus: MERLIN Production Charges	\$1,083,020.42
Plus: Refund Prior Year Disbursements	\$1,008.00
Less: Payment #1 - Revolving Fund Loan	(\$3,000,000.00)
Plus: Miscellaneous receipts and adjustments	\$4,271.48
Less: Expenditures	(5,336,950.63)
Ending Cash Balance, 6/30/2003	\$3,766,534.14