

MEETING MINUTES – SC Enterprise Information System (SCEIS)

Date of Meeting: Monday, March 31, 2008

Time and Location: 10:30 a.m. – 11:30 a.m. 1st Floor Governor's Conference Room
Wade Hampton Building

Minutes Prepared By: Joy Stagg

1. Attendance at Meeting

Nat Kaminski, Chairman	Comptroller General's Office
Frank Rainwater	State Treasurer's Office
Eddie Gunn	SC Budget and Control Board
Ben Homeyer	House Ways and Means Committee
Mike Garon	Department of Revenue (sitting in for Ray Stevens)
Sam Wilkins	Budget & Control Board, OHR
Jimmy Earley	SC Department Of Motor Vehicles (sitting in for Marcia Adams)
Stanley Butkus	Department of Disabilities and Special Needs
Kathy Bass	Department of Health and Human Services (sitting in for William Wells)
Tom Lucht	Division of the State CIO

Ex-officio Members Present:

Pat O'Cain	Division of the State CIO
Chris Shuman	Division of the State CIO
Chris Joye	Division of the State CIO

2. Meeting Agenda

- ✓ Call to Order
- ✓ Adoption of Agenda/Approval of Minutes
- ✓ Project Status Update
- ✓ Financial Report
- ✓ Questions/Answers

3. Meeting Notes, Decisions, Issues

- a. The Agenda was adopted as presented.
- b. The Minutes from February 25, 2008, were adopted.
- c. Chris Shuman gave the SCEIS Project Status. He discussed the Integration testing, freeze period, Implementation activities, training program updates, staffing, Go-Live/Post Go-Live concerns. Go-Live date is April 7, 2008, for Phase 1B. He also discussed Phase 2 and beyond.
- d. Pat O'Cain gave an update on the SCEIS Financial Report, which included a chart on the Project Revenue and Expenditures. He also informed the Committee that the Election Committee has asked to be moved up on the schedule due to the elections.
- e. John LoPresti gave an update on the Independent Verificaiton and Validation process for Phase 1B. He discussed the evaluated training improvements vs. Phase 1A, curriculum evaluations, Pre Go-Live readiness assessment, and he gave his recommendations.
- f. Sam Wilkins gave an update on the Letter to Higher Education regarding HR.
- g. Meeting adjourned at 11:27 a.m.

4. Action Items

Action	Assigned to	Due Date
a. Present updated Financial Reports each month	Pat O'Cain	May 5, 2008
<i>Status</i>		

5. Next Meeting

Date:	Monday, May 5, 2008	Time:	10:30 a.m.- 11:30 a.m.	Location:	1 st Floor Governor's Conference Room Wade Hampton Building
Agenda:					