

MEETING MINUTES – SC Enterprise Information System (SCEIS)

Date of Meeting: Monday, April 13, 2009
Time and Location: 10:30 p.m. – 11:30 a.m. 1st Floor Governor’s Conference Room
 Wade Hampton Building
Minutes Prepared By: Joy Stagg

1. Attendance at Meeting

Frank Rainwater	State Treasurer’s Office
Stewart Cooner (sitting in for Brenda Hart)	Department of Mental Health
Tom Lucht	Division of State Information Technology
Mike Garon (sitting in for Ray Stevens)	Department of Revenue
Eddie Gunn	SC Budget and Control Board
Marcia Adams	Department of Motor Vehicles
Sam Wilkins	Budget & Control Board, OHR
Tonya Chambers (sitting in for William Wells)	Department of Health and Human Services

2. Meeting Agenda

- ✓ Call to Order
- ✓ Adoption of Agenda/Approval of Minutes
- ✓ SCEIS Organizational Changes
- ✓ Project Status
- ✓ Training Strategy

3. Meeting Notes, Decisions, Issues

- a. Eddie Gunn opened the meeting and informed the committee that Curtis Loftis had resigned.
- b. The Agenda was adopted as presented.
- c. The Minutes from March 16, 2009, were adopted.
- d. Pat gave an update on the organizational changes, which included SCEIS Leadership Transition, SCEIS Project Experience, Outlined current Leadership Team, Training Realignment.
- e. Ed Strube gave the SCEIS Project Status and discussed the Work Stream Status.
- f. Tammy Mainwaring from SCEIS Enterprise Change and Communication gave an overview of Intergrating Training with Enterprise Change and Communication, Training Coordination Overview, SCEIS Knowledge Tranfer Program Overview, SCEIS Knowledge Transfer Program Benefits, Proposed Key Knowledge Transfer Activites for Trainers, Proposed Train-the Trainer Learning Timeline, Content Development Overview and Instructional Technologies Overview.
- g. Meeting adjourned at 11:30 a.m.

4. Action Items

Action	Assigned to	Due Date
a.		
<i>Status</i>		
b.		
<i>Status</i>		

5. Next Meeting

Date:	Tuesday, May 12, 2009	Time:	10:30 a.m.-11:30 a.m.	Location:	1 st Floor Governor’s Conference Room Wade Hampton Building
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