

# MEETING MINUTES – SC Enterprise Information System (SCEIS)

**Date of Meeting:** Monday, May 12, 2009

**Time and Location:** 10:30 p.m. – 11:30 a.m. 1<sup>st</sup> Floor Governor's Conference Room  
Wade Hampton Building

**Minutes Prepared By:** Joy Stagg

## 1. Attendance at Meeting

Frank Rainwater	State Treasurer's Office
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
William Wells	Department of Health and Human Services

## 2. Meeting Agenda

- ✓ Call to Order
- ✓ Adoption of Agenda/Approval of Minutes
- ✓ Project Status
- ✓ Project Planning Structure
- ✓ Financial Update

## 3. Meeting Notes, Decisions, Issues

- Eddie Gunn opened the meeting.
- The Agenda was adopted as presented.
- The Minutes from April 13, 2009, were adopted.
- Ed Strube gave the SCEIS Project Status and discussed the Work Stream Status, SCEIS Project Plan Overview, Overview of Project Plans, PMO Project Structure/Project Plans, Agency Implementation Guide, Agency Readiness Checklists, SCEIS High Level Critical Path, High Level Milestones for Phase 3, High Level HR/Payroll Milestones for Wave 1, and Supporting Documentation.
- Pat O'Cain gave an update on the SCEIS Financial Report, which included Revenues, Expenses Operational, Deferred Maintenance Contingency, Implementation Costs, and Total Expenditures for Fiscal Year 2009, 2010, and 2011.
- Meeting adjourned at 11:21 a.m.

## 4. Action Items

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

## 5. Next Meeting

<b>Date:</b>	Wednesday, July 8, 2009	<b>Time:</b>	10:30 a.m.-11:30 a.m.	<b>Location:</b>	1 <sup>st</sup> Floor Governor's Conference Room Wade Hampton Building
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