

SCEIS Executive Oversight Committee

Minutes Meeting of April 19, 2012

Members (by agency) Attending:

Jim Holly	Comptroller General's Office
Mark Binkley	Department of Mental Health
Steve Elliott	Budget and Control Board
Jimmy Earley	Budget and Control Board, DSIT (SCEIS)
Joshua Baker	Governor's Office
Laura Watts	Department of Revenue
Clarissa Adams	State Treasurer's Office
Cassandra Alston	SCEIS (Ex-Officio)
Sam Wilkins	Office of Human Resources, B&CB
William Bray	Department of Social Services

Others Attending:

Lisa Weeks	Department of Disabilities and Special Needs
Elizabeth Renedo	SCEIS
Martin Taylor	Department of Disabilities and Special Needs
John Taylor	User Group Chairperson, B&CB
Jacquetta Wright	MM User Group Lead, SCDOR
Scott Ludlum	Department of Social Services
Nancy Zielke	Department of Health and Humans Services Consultant
Brit Moyer	IBM

Chairperson Jim Holly welcomed everyone to the meeting and thanked them for their time. He then called the meeting to order.

Cassandra Alston, SCEIS Director, presented information on the following topics via a slide presentation (copy on file). The presentation covered various SCEIS topics including the status of SCEIS implementation; the status of ongoing and planned projects; statistics on operations and help desk tickets; the status of and phases in the implementation of the contract with IBM for application management services as well as the scope of IBM's services; information on the development of the proposed structure and processes for a Change Advisory Board (CAB) to review and prioritize requests for system enhancements, modifications and projects; and an explanation of the Fiscal Year 2013 SCEIS budget request pending before the General Assembly.

Mark Binkley suggested statistics be presented at meetings on a fiscal year quarter basis.

Laura Watts asked how new projects and system enhancements will be prioritized. Jimmy Earley explained that the CAB will play a key role in reviewing and prioritizing requested projects and enhancements based on various factors including the available resources.

SCEIS Executive Oversight Committee
Minutes
Meeting of April 19, 2012

The CAB also will monitor the progress and success of the project. Both IBM resources and/or SCEIS staff may work on a specific project or enhancement depending on whether it is a minor or major project. A major project generally requires more than 450 to 500 hours to implement. The final proposed CAB process that will come to the Committee for review will address the specific factors for evaluating and prioritizing projects and enhancements.

No actions were requested of or taken by the Committee.

The meeting was adjourned by acclamation.