



**MINUTES OF THE UNEMPLOYMENT COMPENSATION (UC)
CLAIMS AND BENEFITS INFORMATION SYSTEM PROJECT
EXECUTIVE STEERING COMMITTEE MEETING**

Meeting date: July 14, 2010

A) Call To Order

The eleventh regular meeting of the Unemployment Compensation Claims and Benefits Information System Project Executive Steering Committee was held in the Caldwell Building, Room B-49, Tallahassee, Florida, on July 14, 2010. The meeting convened at 10:30 a.m. with Barbara Griffin presiding.

B) Members In Attendance

- Barbara Griffin, Chair and Deputy Director, Agency for Workforce Innovation (AWI)
- David Hagen, Vice Chair & Government Operations Consultant III, AWI
- Jim Evers, Program Director, General Tax Administration, Department of Revenue (DOR)
- Susan Wilson, Deputy Program Manager, DOR - *attended via teleconference*

Four Committee members were in attendance and therefore a quorum was met.

C) Members Not In Attendance

- Allen Northrup, IT/UC Applications Program Manager, AWI

D) Non-Members In Attendance

- Michael Ayers, Chief of Staff, AWI
- Gary Didio, Sr. Manager Baseline Assessments, Ernst & Young
- Denise Haney, Information Technology Business Consultant Mgr., AWI
- Tanya Jackson, Information Technology, AWI
- Dan Johnson, Information Technology Business Consultant Mgr., AWI
- Pete Kroshefskie, TekSystems
- Andy Loveland, Project Manager, North Highland
- Tom McCullion, Project Director, AWI
- Rosa McNaughton, General Counsel, AWI
- Dan Mirones, Sr. Manager, Ernst and Young
- Michelle Morris, Sr. Government Analyst, Office of Policy and Budget (*via phone*)
- Mike Shalik, IV&V Project Manager, Ernst & Young
- Jeff Sopshin, Coordinating Service Partner, Ernst & Young
- Kevin Thompson, Director of Administration, AWI
- Richard Watts – TATA (*via teleconference*)
- Donna Winsloe, Program Administrator, DOR (*via phone*)



E) Committee Member Reports

1) Approval of Minutes

Motion was made by Mr. Evers and seconded by Mr. Hagen to approve the minutes of the June 9, 2010 meeting. Motion carried.

2) Project Status Report

Mr. McCullion provided the status of the UC Claims and Benefits Project Phase 2b.

- Project continues on time and wrapped up FY09/10 on budget.
- Answers to the Questions from the ITN were posted with no issues.
- Nine vendors have submitted their Intent to Respond to the ITN.
- The decision regarding the PMO vendor will be posted by July 15, 2010.

3) IV&V Status Update

Mr. Shaklik provided highlights from the June Monthly Assessment Report.

- The Project Team has provided all outstanding artifacts requested and at this time everything is commensurate with the risk and complexity of Phase 2b and trending positively.
- There is one outstanding issue that IV&V is working through with the Project Team.
- The June report will be delivered Friday, July 16, 2010.

4) Other Business

- None

F) PUBLIC COMMENTS

Barbara Griffin opened the floor for any public comments and there were none.

G) Review of Actions from Meeting

Below is a summary of the key actions from the meeting:

- Approved the minutes from the June 9, 2010 meeting.

H) Adjournment

The meeting was adjourned at 11:00 a.m.

I) Approvals

(Signature)

(Date)