



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

MEETING DATE: OCTOBER 13, 2010

A) Call To Order

The thirteenth 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 October 13, 2010. The meeting convened at 10:34 a.m. with Barbara Griffin presiding.

B) Members In Attendance

- Barbara Griffin, Chair & 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)
- Allen Northrup, IT/UC Applications Program Manager, AWI

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

C) Members Not In Attendance

- Susan Wilson, Deputy Program Manager, DOR

D) Non-Members In Attendance

- Joseph Brigham, Staff Director, TRW
- Gary Didio, Sr. Manager IV&V Team, Ernst & Young
- Alyene Gramley, Ernst & Young
- Denise Haney, Information Technology Business Consultant Manager, AWI
- Tanya Jackson, Information Technology, AWI
- Dan Johnson, Information Technology Business Consultant Manager, AWI
- Pete Kroshefskie, TEKSystems
- Ron McCranie, Team Manager, AWI UC Project
- Tom McCullion, Project Director, AWI UC Project
- Dan Mirones, Senior Manager, Ernst & Young
- Amanda Moore, Program Manager, AWI
- Michelle Mullins, Analyst, TRW
- John Perry, Senior Counsel, AWI
- Joanne Putnam, Contract Administrator, AWI
- Nancy Salmon, UC IT Program Manager, AWI
- Mike Shaklik, IV&V Project Manager, Ernst & Young
- Jeff Sopshin, Coordinating Service Partner, Ernst & Young
- Christy Stringer, Contract Manager, AWI
- Dianna Suggs, PMO Project Manager, KPMG UC Project
- Sarah Wilson, PMO, KPMG UC Project



E) Committee Member Reports

1) Approval of Minutes

Motion was made by Mr. Northrup and seconded by Mr. Evers to approve the minutes of the August 11, 2010 meeting. Motion carried.

2) Project Status Report

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

- Project continues to meet its objectives on time and budget.
- Project Activities
 - Introduced Amanda Moore who has transitioned to the project team as Program Manager.
 - Introduced Dianna Suggs as the Project Manager for the Project Management Office (PMO).
 - Project Management Plan (PMP) is being reviewed and will be completed by November 1. The PMO is working closely with Ernst & Young so that project is in alignment with IV&V standards and best practices.
 - SMEs are being brought in to fill out the project team and are broken into high-level functional teams, with the re-engineering staff as team leads.
- Invitation To Negotiate (ITN) Update
 - Completed 3-day demonstrations with each of the four short-listed vendors (Accenture, Deloitte, IBM and TCS).
 - The Advisory Team completed a comparative analysis and reviewed their impressions with each of the negotiators individually. The Negotiators then individually completed a “paired comparison” ranking each Respondent against the others.
 - The Negotiation Team held a public meeting and recommended and agreed that the Agency would conduct concurrent negotiations with two Respondents.
 - In a follow-up Public Meeting the Negotiators took a vote that resulted in the following ranking of Respondents:
 - 1) Deloitte, 2) Accenture, 3) TCS (TATA), and 4) IBMThe Negotiation Team then recommended and agreed to advance Deloitte & Accenture into contract negotiations.
- Next Steps
 - Complete the negotiation strategy including the framework for the Interim Revised Proposal (IRP).
 - Conduct negotiation meetings with Deloitte & Accenture, clarify any items & release the Interim Revised Proposal (IRP) instructions and receive them back from the vendors.
 - Review the IRPs and conduct the second round of negotiation meetings.



3) IV&V Status Update

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

- All critical project issues have been addressed at this time.
- No significant risks currently exist with Phase 2b of the project. Project is fundamentally sound.
- Will re-baseline the assessment based upon the Project Management Plans submitted for Phase 3.

4) Other Business

- Ms. Griffin announced her retirement and that she would be leaving the Committee. A replacement for Ms. Griffin will be announced by the next ESC meeting.
- Mr. McCullion recognized Ms. Griffin's contribution to the project and that her support was instrumental in the progress to date.

F) PUBLIC COMMENTS

Ms. 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 August 11, 2010 meeting.
- Next ESC meeting is scheduled for November 10, 2010.

H) Adjournment

The meeting was adjourned at 11:02 a.m.