

MEETING MINUTES

Project Name:	SCEIS Change Advisory Board Meeting		
Date of Meeting:	Thursday, August 4, 2015	Location:	1 st Floor Governor's Conference Room Wade Hampton Building
Minutes Prepared By:	Tracy Powers		

1. Purpose of Meeting

General CAB Business: SCEIS Project Updates, Review of New Requests for Change

2. Attendance at Meeting (add rows as necessary)

Name	
Bruce Burnett	SCEIS
Chuck Fallaw	State Treasurer's Office
Steven Lake	B&CB – Division of Technology
Larry Mallett	SCEIS
Tracy Powers	SCEIS
Beth Quick	State Budget Office
Kelly Watkins	State Human Resources Division
Vicki Bowels	Voc Rehab
Cahty Sprowls	Department of Public Safety
Anjali Griffin	Comptroller General's Office
Lisa McCloud	Education Department
Renee Rochester	Budget and Control Board
William Bray	Department of Social Services
Ed Pearce	SCEIS
Kimber Craig	State Purchasing Office
Scott Houston	SCEIS
Wanda Dixon	SCEIS
Kevin Lewis	Health and Human Services (HHS) Consultant
Kathy Bass	HHS
Doug Cooper	SCEIS
Michelle Flamos	SCEIS

3. Meeting Minutes

General Discussions –

- a. Chuck Fallaw called the meeting to order at 3:05pm, conducted the welcome and reviewed the agenda.
- b. Chuck facilitated the adoption of the meeting agenda and minutes from the May meeting. The minutes were unanimously adopted.
- b. Ed Pearce provided an update of the recent SCEIS milestones and current/upcoming projects.
- c. Ed Pearce presented information on two new Requests for Change which required action from the Change Advisory Board members. Representatives from Health and Human Services presented information on RFC#00288 which is part of a project to replace an HHS legacy system. The CAB unanimously approved both requests.
- d. Ed Pearce presented 2 Requests for Change which did not require action from the Change Advisory Board.
- e. The meeting was adjourned at 3:55pm.

4. Action Items *(add rows as necessary)*

Action				Assigned to		Due Date
None						
Next Meeting:	Thursday, September 24, 2015	Time:	3:00 p.m. to 4:30 p.m.	Location:	1 st Floor Governor's Conference Room Wade Hampton Building	