Informal discussion of progress on forms. Blackburn explained to the committee that he is working with CSG’s IT Director, Andy Teague, on how best to produce forms including possibility of having local company produce them directly for web thereby allowing them to then be used in new data system.

Discussion of RFI proposals received from various companies. Blackburn reported that he had received 8 proposals and that they had been posted to website and that the link has been emailed to all committee members in order to review these proposals.

Brown to produce score sheet for proposals for committee’s use prior to meeting scheduled for 05-07-04 in Salt Lake City. He will email to committee members by noon 04-22-04.

Guntharp introduced topic of contracting a project manager to aid in the process of implementing the new information system. He explained that the Arkansas DIS Dept. had offered to undertake the project at a price of $67/hour which is less than another option considered at over $100/hour with a company in Lexington. Hageman made motion to accept this proposal and submit it to the Executive
Committee at the meeting later in April. Motion was seconded by Tupou and all committee members agreed in unanimous vote.

- Note made by Guntharp that non-voting members of the committee (Miller, Brown and Placek) are still permitted to score vendor proposals.

- Next committee meeting set for 05-07-04 in Salt Lake City. Meeting was adjourned at 2:40 p.m.