

**EMBARGOED -- DRAFT**

**MEMORANDUM**

**TO:** Members of the Governor's Commission on Electronic Government

**FROM:** Gary Anderson, Executive Director  
Department of Finance and Administration

David L. Litchliter, Executive Director  
Information Technology Services

**DATE:** November 27, 2000

**SUBJECT:** Draft Commission Report

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The Governor's Commission on Electronic Government will meet Wednesday, November 29, 2000, from 1:30-3:30 PM in the MDOT Auditorium, 401 North West Street, Jackson, Mississippi 39201. The primary agenda item for this meeting is discussion of the draft report to the Governor from the Commission, amendments to this document, and approval of the final report. The report outlining the implementation of Electronic Government in Mississippi is due to the Governor by December 1, 2000.

A draft copy of the *Governor's Commission on Electronic Government: A Report to the Governor* is included for your review. There are three "Other Considerations" included in the draft report that will be discussed during the meeting on November 29, 2000. These are noted on page 4 of the document. Please be aware that this is a draft report and, as such, is not for public distribution until final submission to the Governor. Following submission of the report to the Governor, ITS will post the report on the web at [www.its.state.ms.us](http://www.its.state.ms.us).

We realize the timeline for your review prior to the meeting is very short. We do, however, respectfully request that you review the draft document in detail and forward, via email or fax, any comments, suggestions, additional recommendations, and clarifications you believe should be incorporated into this report. Please fax or email your input to: Claude Johnson, Department of Information Technology Services, Fax: (601) 354-6016, Email: [johnson@its.state.ms.us](mailto:johnson@its.state.ms.us).

Your input and participation are keys to the successful implementation of Electronic Government in Mississippi. We appreciate your contributions thus far and ask that you prioritize this meeting.

Pc: Commission Designees and Other Attendees

Attachments:

*Governor's Commission on Electronic Government: A Report to the Governor*  
Draft Minutes for November 8, 2000, Commission Meeting  
Proposed Agenda for November 29, 2000 Commission Meeting