

MINUTES OF THE BI-STATE DRUG AND ALCOHOL TESTING CONSORTIUM

Thursday, February 20, 2014 – 1:30 p.m.
Bi-State Regional Commission
Conference Room 320
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT:

Michelle Hostens	Genesis Occupational Health
Kas Kelly	Muscatine County
Deni McCarter	Genesis Occupational Health
Kim Walker	Henry County-Abilities Plus

OTHERS PRESENT:

Gena McCullough	Bi-State Regional Commission
Peggi Merchie	Bi-State Regional Commission
Becky Passman	Bi-State Regional Commission
Lindsay Whitson	Bi-State Regional Commission

1. Approval of the Minutes of the November 12, 2013 Drug and Alcohol Testing Consortium Meeting. Ms. Kelly opened the meeting by welcoming those present and asked for introductions. She called for approval of the minutes for the November 13, 2013 Drug and Alcohol Testing Consortium meeting. Ms. Walker motioned to approve the meeting minutes as written. Ms. Kelly seconded the motion. The motion carried.
2. Discuss Request for Proposal (RFP) Packet and Timeline. Ms. Whitson discussed the list of changes that had been incorporated into the RFP draft. She proceeded by sharing the drafted timeline to be followed for the upcoming process of distributing the RFP to the bidders, and the selection process. With minimal members present, Ms. Kelly suggested that those present refer to the by-laws to discuss majority voting. A final consensus of the By-Laws was not reached before the end of the meeting, but Ms. McCullough stated that she would discuss with other Bi-State Regional Commission staff to reach a final consensus in regards to the By-Laws. Ms. Kelly suggested that in order to represent a larger population of the Drug and Alcohol Testing Consortium, that a concurrence of agreement be distributed to the entire group via e-mail (mail for those who do not have e-mail) asking for either an approval or a denial of the drafted RFP. For all of the above items, Ms. Walker motioned to approve. Ms. Kelly seconded the motion. The motion carried.
3. Update of 2013 Draws Completed Through the Bi-State Drug and Alcohol Testing Consortium. Ms. Merchie shared that the 2013 completed testing scores for the FMCSA pool and the FTA pool were as follows: FMCSA had 410 names drawn and 365 urine drug test completed and 91 names drawn, and 83 tests completed for breath alcohol tests. For the

FTA pool there were 52 names drawn for the urine drug test and 48 completed, and for the breath alcohol test there were 28 names drawn and 24 completed. These numbers equated to percentages that would make the Bi-State Drug and Alcohol Consortium non-compliant. Ms. Hostens noted that these were not the most updated numbers and that the Consortium is in fact in compliance. Ms. Hostens stated that she would send the updated and final numbers for 2013 to Ms. Merchie for distribution to the Consortium.

4. Public Comments. There were no public comments at the meeting.
5. Other Business. Ms. McCullough noted that at the next meeting she would like members from different sectors to be present in the selection process of potential bidders. An individual representing the following sectors would ideally be present: transit, public schools, township, municipality, and county. Based on the attendee's availability, the next meeting will be determined somewhere in the early May timeframe. Ms. Hostens promoted the dates of the upcoming workplace training sessions for transit supervisors. Prior to adjournment, Ms. Passman asked if any of the attendees knew of any minority or woman owned clinics to send the RFP too.
6. Adjournment. Ms. Kelly motioned to adjourn the meeting. Ms. Walker seconded the motion and the meeting was adjourned at 2:19 p.m.