

**MINUTES OF THE  
BI-STATE DRUG AND ALCOHOL TESTING CONSORTIUM  
ANNUAL POLICY BOARD MEETING**

Tuesday, March 4, 2008, 9:00 a.m.  
Third Floor Conference Room 320  
Rock Island County Office Building  
1504 Third Avenue  
Rock Island, Illinois

**MEMBERS PRESENT:**

Gwendolyn Branch	Project NOW Head Start
Jeff Craver	Rock Island County Forest Preserve
Kathleen Eisbrener	City of Bettendorf
Jim Grafton	City of Silvis
Kas Kelly	Muscatine County
Christina Murphy	City of Davenport
Jim Smith	Galva District #224
Brian Stombaugh	Silvis Schools District #34
Mike Zerull	Abilities Plus
Randy Zobrist	River Bend Transit

**OTHERS PRESENT:**

Felicia Cruz	Project NOW Head Start
Marianne Doonan	Bi-State Regional Commission
Nancy Hawk	Trinity Work Fitness
Tara Thirtyacre	Trinity Work Fitness
Chelsey Waterman	Bi-State Regional Commission

1. Round Table Introductions. Christina Murphy, Consortium Chair, opened the meeting with introductions.
2. Testing Program Updates. Marianne Doonan introduced Chelsey Waterman, a member of Bi-State staff, who will be taking over as the Consortium Coordinator lead. Ms. Doonan explained that she will continue to follow program updates and may be contacted to answer questions if Ms. Waterman is unavailable. Ms. Doonan also reported that the 2008 random testing rates would remain the same at 50% for drug testing and 10% for breath alcohol testing. The consortium draws 5% above the needed testing rate to assure compliance. A copy of the 2008 Random Testing Rates is attached.

Also, Black Hawk Special Education District has contacted Ms. Doonan in order to withdraw from the consortium. They are contracting with the regular school district for drivers and no longer have any direct employees driving.

3. Staff Report of 2007 Random Testing Program. Ms. Waterman reported that the number of completed random tests in 2007 met the minimum federal requirements based on the average number of employees in the pool. The average number of employees in the pool for 2007 was 951. Based on this number, the consortium needed to complete 476 drug tests and 95 breath alcohol tests. A total of 508 drug tests and 125 breath alcohol tests were completed, surpassing the federal requirements. A copy of the 2007 report of completed tests is attached as Bi-State Audit-2007.
  
4. Discussion of Testing Services Contract for 2009. Ms. Waterman explained that the committee would be asked to take action on the Testing Services Contract for 2009. The current contract has been approved through December 2008, and the committee will have two options for the 2009 contract. The committee can extend the contract with Trinity Work Fitness for one more year, or choose to begin a formal procurement process for other testing agencies. If the committee votes to extend its contract with Trinity Work Fitness, a formal procurement must take place next year. After an initial 3-year contract, the committee has the option of two one-year extensions, and 2009 would be the second contract extension with Trinity.
  
5. Presentation from Trinity Work Fitness Center on Change of Ownership and Terms of One-Year Contract Extension. Nancy Hawk, Administrator of Drug and Alcohol Services at Trinity Work Fitness, explained an ownership change that will take place on April 1, 2008. Trinity Work Fitness has been purchased by Concentra, which will take over the consortium's 2008 contract for testing services. Ms. Hawk and Tara Thirtyacre, Area Administrator for Trinity Work Fitness, explained that the local collectors and locations will remain the same, but the labs will change. At this time, Trinity Work Fitness uses Kroll Laboratory in Louisiana, but under Concentra ownership the drug and alcohol program will use Advanced Toxicology Network (ATN) in Memphis, Tennessee. A description of ATN's services is attached. Ms. Thirtyacre also explained that the main contacts for Concentra will be located in Minneapolis, Minnesota. The collectors and collection sites will remain local, and Ms. Thirtyacre will be available at one of the two Quad Cities locations to answer questions. Prices will remain the same with the change in ownership, and a list of Concentra's certifications is being compiled and will be provided to consortium members. Ms. Thirtyacre provided information on an informational meeting being held on March 12, 2008 where interested agencies can gain more information from Concentra representatives. Several consortium members had prior commitments, and Ms. Thirtyacre explained that another informational meeting with the Bi-State Drug and Alcohol Consortium members would be possible if needed.
  
6. Action on Testing Contract for 2009. Representatives from Trinity Work Fitness were asked to leave the meeting room so that consortium members could discuss the 2009 contract. Members expressed concern in extending the contract with Concentra through December 2009 without first being able to use their services. Mike Zerull expressed an interest in contacting several of Concentra's current members of a similar size to obtain a reference for their services. Mr. Zerull also had concerns that some of the rural locations such as the Kewanee and Muscatine Hospitals may not be willing to continue providing the services under new ownership. Randy Zobrist had an interest in seeing what other local options may be available if the consortium chooses not to extend its contract. Members also discussed delaying any

action on the 2009 contract until they could attend an informational meeting with Concentra representatives and use the new services.

Trinity Work Fitness representatives were then asked to return to the meeting room to answer further questions. Consortium members asked if the software used by Concentra would be similar to that of Trinity. Ms. Hawk explained that Concentra has developed its own software and has reviewed Trinity's current software, and Consortium members can expect to receive the same information for monthly draws. Ms. Murphy expressed concern that the City of Davenport participates in the consortium in large part because Trinity is contracted for its fire and law enforcement programs, and asked if these programs would be changing ownership as well. Ms. Thirtyacre addressed the question by explaining that Concentra is currently negotiating its contracts with the other programs, but the discussions are not complete. Ms. Hawk and Ms. Thirtyacre also explained to consortium members that Kewanee and Unity Hospitals are already collection sites for Concentra, and the change would only require small modifications in their current testing programs.

Ms. Murphy motioned to delay action on the 2009 contract until representatives from Concentra could provide an informational presentation and until the transition to Concentra was complete. The extension is meant to allow consortium members to gain additional information on the company and evaluate Concentra's services after the April 1<sup>st</sup> ownership change. Ms. Kelly seconded the motion, and the motion was approved. Ms. Doonan explained that Bi-State staff would set up the informational meeting and would also be working to obtain references from other programs. A second meeting would likely be needed to take action on whether the current contract would be extended or a formal procurement process would take place.

7. Other business. Ms. Hawk explained that the Department of Transportation (DOT) has expressed a concern with a large number of agencies in the Midwest joining a consortium but not completing their required tests. Discussions have begun to put a committee together at the DOT to address these issues in compliance.

Members of the Consortium expressed appreciation to Nancy Hawk and Marianne Doonan for their previous service to the Consortium.

8. Adjournment. Ms. Murphy motioned to adjourn the meeting. Mr. Zerull seconded the motion. The meeting adjourned at 9:50 a.m.