

**MINUTES OF THE  
BI-STATE DRUG AND ALCOHOL TESTING CONSORTIUM**

Wednesday, November 30, 2022 – 4:00 p.m.  
Virtual Zoom Meeting

Members Present

Andy Brooks	Wethersfield #230 School District
Roger DeKeyrel	Buffalo Prairie Township
Danielle DeWaele	Village of Milan
Shawn Johnson	Village of Milan
Nathan Mather	Muscatine County
Doug Maxeiner	City of East Moline
Kathleen Richlen	City of Bettendorf
Stephanie Romagnoli	City of Muscatine
Tony Rupe	City of Eldridge
Vanessa Wierman	Scott County, Iowa
Kim Walker	Abilities Plus
Randy Zobrist	River Bend Transit

Others Present

Eric Bartholomew	TSS
Ginny Clay	TSS
Gena McCullough	Bi-State Regional Commission

1. Welcome and Introductions. Ms. McCullough welcomed all attendees and requested that introductions be made for those who were in attendance, and name and organization to be posted in the chat for the record. She noted a brief background on the consortium dating back more than two decades for the purpose of providing drug and alcohol testing for safety sensitive drivers under Federal Transit Administration (FTA) and Federal Motor Carrier Safety Administration (FMCSA) regulations.
2. Bi-State Consortium Status Report. Ms. Clay of TSS reported the FTA pool for 2022 to-date contains an average of 176 employees. In the 4<sup>th</sup> quarter to date for the pool as a whole, 110 names had been drawn for random drug testing, and 97 had been completed, leaving 9 tests remaining, but already achieving the 50% testing target of 88 employees. For random alcohol testing, 32 names had been drawn, and 28 tests completed, leaving 10 tests remaining, but already achieving the 10% testing target of 18 employees. Ms. Clay said this pool has met already its testing targets for 2022. She noted the remaining tests still need to occur, and TSS would evaluate the buffers of future pools.

Ms. Clay reported the FMCSA pool for 2021 contains an average of 501 employees. In the 4<sup>th</sup> quarter to-date for the pool as a whole, 304 names had been drawn for random drug testing, and 242 tests had been completed, leaving 9 tests remaining to achieve the target of 50% or 251 employees tested. For random alcohol testing, 76 names had been drawn, and 57 tests completed, leaving 6 tests remaining, but already having achieved the 10% testing target of 51 employees. Ms. Clay indicated that testing was going very well this year.

Copies of a compliance report can be made available to attendees on request by the individual organizations by TSS. The year-to-date summary was part of the slide presentation at the meeting.

3. Updates on FTA and FMCSA Regulations and Upcoming Training Opportunities. Ms. Clay reviewed information on the FMCSA Clearinghouse launched as a repository of testing results for drivers with a CDL. It is not applicable to drivers falling under FTA regulations. Employers are required to check the Clearinghouse prior to hiring drivers, which now having been three years in existence should reduce the need for physical queries, since most drivers should be in the system. For those new to the Clearinghouse, she noted there are good tutorials on the FMCSA website.

Ms. Clay also shared that TSS offers a Signs and Symptoms class for supervisors, which is available for a fee, and typically announced in the TSS newsletter. FTA requires supervisors to take this class at least once. Because drug use patterns change over time, it is recommended, but not required that supervisors take the class as a refresher every two years.

Ms. Clay reminded DATC members that the medical review officer (MRO) reports positive drug tests, while the employer reports positive alcohol and testing refusals. TSS staff contact DATC Designated Employer Representatives (DERs) by organization when positive results are identified. A DER roles and responsibilities outline was sent to the DATC as part of the appointment for this meeting.

4. Questions, comments, and concerns. Ms. McCullough opened the floor for questions, comments, and concerns regarding the Bi-State Drug and Alcohol Testing Consortium. There were no additional comments.
5. Discussion of Next Steps for Contract Renewal. Ms. McCullough provided a draft of the contract extension with TSS prior to the meeting, and showed a slide with the fee structure. There were no proposed fee changes to any of the testing services. The extension would cover January 1, 2023 to December 31, 2023. DATC members present by consensus recommended approval of the addendum to the original agreement to the Bi-State Regional Commission. Ms. McCullough will convey the agreement to the Commission for consideration of approval on December 21, 2022 and facilitate execution of the agreement subsequent to the Commission's approval.
6. Other Business. Ms. McCullough noted that per the agreement, DATC will need to solicit testing services in 2023 as the agreement cannot be extended for another term. She will solicit volunteers from the DATC to participate in a Steering Committee to review an update of the request for proposal, and also seek out potential vendors to do the testing services to send the solicitation. The committee may look at what constitutes reasonable buffers to meet the goals, but not exceed them significantly. She anticipates calling a meeting in March 2023 with the intent of making a decision on a selected vendor no later than October 2023. There was no other business.
7. Public Comment. There were no public comments given at the meeting.
8. Adjournment. The meeting was adjourned at approximately 4:45 p.m.