

**Missouri Universal Service Board**  
**Minutes of Meeting**

Wednesday, October 29, 2003  
 1:00 p.m.

Missouri Public Service Commission  
 PSC Agenda Room, 9<sup>th</sup> Floor  
 Governor Office Building  
 200 Madison Street  
 Jefferson City, Missouri

Those present at the meeting were: John Coffman (JC), Steve Gaw (SG), Bryan Forbis (BF), Kelvin Simmons (KS), Connie Murray (CM), Robert Clayton (RC), staff members of PSC, OPC and members of the public.

J	S	B	K	C	R
C	G	F	S	M	C
Y	Y	Y	A	Y	Y

Chair John Coffman called meeting to order at 1:10 p.m.

**1 Approval of Minutes of Last Agenda Meeting**

*Motion for approval by Chairman John Coffman for the minutes of September 4, 2003.*  
***--Approved.***

**2. Review and Consideration of Selection Committee Recommendation Regarding Bids for Fund Administrator**

*David Meyer and Barb Meisenheimer discussed the amended RFP packet of 10-20-03 and reviewed the proposed changes to the RFP, including changes to administrator duties, developing tracking forms, low-income information sharing, Net Jurisdictional Revenue and conflict of interest provisions. A goal is to broaden the potential bidder base.*

J	S	B	K	C	R
C	G	F	S	M	C
Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y

Moved by Connie Murray and seconded by Kelvin Simmons to contact OA and move ahead to finalize RFP.  
***--Approved.***

*Commissioner Clayton moved for adjournment.*  
***--Approved.***

*Meeting adjourned at 1:59 p.m*

  
 \_\_\_\_\_  
 Chairman

7-20-04  
 Date Approved