



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: December 19, 2018

RE: Minutes of December 11, 2018

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on December 11, 2018 at 12:30 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio. Executive Board Committee Chairperson, Ken Lackey, called the meeting to order.

MEMBERS PRESENT: Jim Atchley, Ansonia; Maria Rellinger, Apollo Career Center; Shawn Brown, Auglaize Co ESC; Kevin Liming, Bellbrook-Sugarcreek; Karen Royer, Bethel-Tate; Jody Jones, Botkins; Carla Surber, Bradford; Dan Bassler, Carlisle; Chad Mason, Cedar Cliff; Tom Sommer, Celina; Jon Wesley, Centerville; Kyle Lewis, Clinton DD; Mike Gray, Dark Co ESC; Robin Fisher, Dayton Regional STEM; John Stanley, East Clinton; Rachel Tait, Jeff Parker, Eaton; Jeff Patrick, Fairborn; Deanna Knapke, Fort Recovery; Jeremy Pequignot, Franklin Monroe; Bonnie Baldrige, Greenfield; Brad McKee, Greenon; Jenna Jurosic, Greenville; Amy Ayers, Hardin Houston; Ken Lackey, Kettering; Jerry Ellender, Mad River; David Larson, Miami Co ESC; Kevin Lacey, Miami Valley CTC; Kay Altenburger, Milton Union; Robert Fischer, National Trail; John Kronour, Northeastern; Ann Ferraro, Northmont; Julie Gibson, Northwestern; Jeanne Osterfeld, Parkway; Shawn Hoff, Preble Co ESC; Matt Bishop, Lori Green, Preble Shawnee; Jean Borchers, Russia; Beth Justice, Rachel Meyer, Southern Ohio ESC; Diane Eutsler, Spencerville; Brad McKee, Springfield Clark CTC; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; Gretta Kumpf, Tipp City; Denny Dyer, William Derringer, Tri County North; Josh Sagester, Tri Village; Marlon Howard, Trotwood Madison; Jeff Price, Troy; Tearalee Riddlebarger, Joe Scholler, Twin Valley; Pat Gibson, Anthony Fraley, Upper Valley Career Center; Robert Huelsman, Urbana; Marcus O'Brien, Vandalia Butler; Chelsea Baldwin, West Liberty Salem; Curt Bone, Wilmington; Bryan Shirey, Xenia; Ken Swink, Doug Merkle, Stephanie Zinger, Robin Houston, Bonnie Berkemeyer, EPC; Belinda Kenley, Energy Optimizers USA

Presentation – Mr. [Gary Ell](#) of [Konica Minolta](#) gave a presentation on School Gate Guardian, Visitor Management System. You may view a copy of his [presentation](#) as well as their [Classroom Guardian Brochure](#), [School Gate Guardian Brochure](#) and their [Mobotix Security Video Systems Brochure](#).

2019-9. Approval of Minutes - Motion of Jim Atchley, seconded by Jeff Patrick, that the [minutes of November 6, 2018](#) be approved. Motion carried.

2019-10. Membership Applications – Ken Swink reported that the [Children's Home of Cincinnati](#), [City Day Community School](#), [Jefferson Local Schools](#), [Jennings Local Schools](#), [Lockland Schools](#), [Richard Allen Academy](#), [Richard Allen Preparatory](#), [St Margaret of York Catholic School](#) and [The Learning Garden Christian Child Care](#) have requested membership in the EPC. Motion of John Kronour, seconded by David Larson, that the districts be approved for membership pending Executive Board approval. Motion carried.



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COMMITTEE REPORTS

Audio Visual – No Report. Current Audio Visual Pricing may be viewed [here on the EPC Website](#).

Classroom Supplies – Ken Swink reported that we are considering exercising our option to extend Classroom & Office Supply Pricing with our current vendors. Information on this extension will be reported and approved at the February membership meeting. Current EPC Classroom and Office Supply [pricing is available on the EPC Website](#) and is valid through January 31, 2019.

Custodial Supplies/Air Filters – No report. You may view all [EPC Custodial pricing](#) as well as [Air Filter Pricing from Waibel](#) on the EPC Website.

2019-11. Fine Paper – Ken Swink stated that paper pricing with Sterling Paper and Veritiv has been extended through March 31, 2019. Veritiv's Comet USA (6273954) 8 ½ x 11 White Copy Paper will remain without change at \$29.98 and Sterling Paper has raised their School 055235/Alma Office 8 ½ x 11 White Copy Paper from \$29.36 to \$29.80. This new pricing will go into effect January 1, 2019. Both vendors will still offer a 1% discount if paid in net 30 days and further possible discounts on half or full truck loads upon contacting the vendor directly. Motion by Ann Ferraro, seconded by Mike Gray to accept the paper extension. Motion carried. [Current and new pricing for all sizes and colors is on the EPC Website](#).

Food Service – Stephanie Zinger announced that the EPC is continuing to assist districts with the state procurement requirements. Any district needing assistance is encouraged to contact the EPC so we can walk you through the process. EPC Food Service Supervisors will be meeting on Friday, December 14th for a lunch and learn session.

Ken Swink also announced that 1,091,573 students representing 69% of eligible students in the entire state of Ohio are in the SWEPC USDA Cooperative Foods Program for the 2019-20 School Year.

Insurances – Doug Merkle reported we are currently planning renewal meetings for late March. Since the program has expanded and we would like to be able to include groups that are not near the EPC Offices, we will be looking into the possibility of using some sort of online or video conferencing solution so everybody has the opportunity to participate.

LED Lighting & Energy Savings Programs – [Belinda Kenley](#) of [Energy Optimizers, USA](#) was on hand to remind our EPC members of our LED Lighting & Energy Savings Program. Contact Belinda if your district is interested in a free energy audit. [Bulb Pricing](#) and [Case Studies](#) from Energy Optimizers USA, Verde and AEPA Vendor Facility Solutions are available on the [EPC Website](#).

Liability Insurance – Pat Gibson stated that the EPC Liability, Fleet & Property Insurance members met earlier today to discuss their upcoming renewal. The program has gained five new school districts this year and we now have a total of 56 member school districts.



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Transportation – Ken Swink reminded us that the 2018-19 EPC Bus Bid Documents and Bid Results are available to view at www.epcschools.org/bus.html. You can download the spreadsheet showing all available bus types and sizes side by side for comparison. For any districts that did not participate in this year's bus bid by filling out our survey and/or participating in our Legal Advertisement – you may still use this bid. When we publish our Legal Advertisement we list each interested district along with the words “and ALL members of the Southwestern Ohio Educational Purchasing Council”. Therefore, ALL EPC Member Districts are covered on the legal advertisement and bid. It is necessary for your district to pass a Board Resolution prior to purchasing.

Ken also asked that districts please let us know of their purchases by taking our [Bus Purchase Survey](#) and to let us know if they use the EPC Transportation Supply Pricing and if they had any new suggestions via the [Supply Suggestion Survey](#).

Utilities – Ken Swink distributed and discussed Maha Kashani's Analysis of DP&L's Distribution Rate Case. Maha is concerned that older school buildings that will be removed from the “school rate”, which is a non-demand rate, will be moved to a standard rate that includes a demand component. This could increase rates to the tune of \$3-6/MWh on average. She will follow up in February with additional analysis as to how the new rates will impact our schools. Maha may be contacted directly via 937-972-0379 or maha.kashani@igs.com with any questions or concerns.

A PowerPoint presentation from Midwest Energy Logistics reviewing the [OSC Natural Gas Risk Management Hedge Committee Meeting](#) from November 30th was distributed for information. Ken Swink discussed why we traditionally place hedges, which this year are considerably below the actual Nymex Market. However, this is not true every year, so hedging is a strategy to reduce market increases rather than a pure savings strategy. Ken Lackey asked for opinions on hedging and all agreed to support and follow the recommendations that Natural Gas Consultant - Mark Jergens presented in his PowerPoint to hedge 50% for years 2020-21, 2021-22 and 2022-23.

Worker's Compensation – No report.

DIRECTOR'S REPORT

Financial Report – Stephanie Zinger reviewed the [financial summary](#) of the general operating fund. The balance of the General Fund as of November 30, 2018 was \$448,792.38.

Meeting adjourned at 1:12 p.m.