



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: November 8, 2019

RE: Minutes of November 5, 2019

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on November 5, 2019 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: Brian Switzer, Adams Co/OH Valley; Jim Atchley, Ansonia; John Stephens, Arcanum Butler; Jody Jones, Botkins; Carla Surber, Bradford; Dan Bassler, Carlisle; Tom Sommer, Celina; Jon Wesley, Centerville; Linda Leonard, Clark Co Juvenile Court; Kyle Lewis, Clinton DD; Gene Gooding, Covington; Mike Gray, Darke Co ESC; John Stanley, East Clinton; Rachel Tait, Jeff Parker, Eaton; Jeff Patrick, Fairborn; Larry Brown, Fort Recovery; Jeremy Pequignot, Franklin Monroe; Bonnie Baldrige, Greenfield; Jenna Jurosic, Greenville; Amy Ayers, Hardin Houston; Ken Lackey, Kettering; Cary Furniss, Matt Luecke, Kings; Michelle Miller, Elaine Wharton, Legacy Christian; Jerry Ellender, Mad River; Heather Cramer, Marion; Kurt Wendel, Mercer Co ESC; David Larson, Kay Altenburger, Milton Union; Robert Fischer, National Trail; John Kronour, Northeastern; Brandon Knecht; Northmont; Julie Gibson, Northwestern; Shawn Hoff, Preble Co ESC; Matt Bishop, Lori Green, Preble Shawnee; Jean Borchers, Russia; Jason McClain, Mike Shonk, St Henry; Ben Kitchen, Southeastern; Joe Fouche, Leann Yancey, Springfield; Jennifer Bruns, St Henry; David Stevens, Tipp City; Bill Derringer, Denny Dyer, Tri County North; Jim Putman, Trotwood Madison; Scott Cuttingim, Twin Valley; Anthony Fraley, Springfield Clark CTC; Robert Huelsman, Urban; Marcus O'Brien, Vandalia Butler; Buckie Caulley, Washington Courthouse; Chelsea Baldwin, West Liberty Salem; Curt Bone, Wilmington; Bryan Shirey, Xenia; Tammy Emrick, Yellow Springs; Ken Swink, Stephanie Zinger, Ellen Lewis, Cristi Goldshot, Bonnie Berkemeyer, Connie Wright, Robin Houston, EPC.

2020-5. Approval of Minutes - Motion of Robert Fischer, seconded by Jeff Patrick, that the minutes of [September 10, 2019](#) be approved. Motion carried.

COMMITTEE REPORTS

Audio Visual – Ken Swink announced several districts have asked about Vape Detectors. Camcor, which is a current EPC Approved Vendor, has provided a flyer on their [Halo Smart Sensor](#). School Specialty, which is a current EPC Approved Classroom Supplies vendor, has provided a flyer on their [Scout IOT Smart Sensor](#). Both vendors are offering an EPC discount on their models and neither require any kind of activation fees. Any districts that are interested in a [Technology Buyback Program](#) – a flyer from Camcor and Tech Defenders is included. They will give you a quote on your old/unwanted technology items and if you approve of the offer they will send you shipping labels to insure free shipping of the products. The Current Audio Visual Catalog is valid through June 30, 2020 and may be viewed on the [EPC Website](#).



November 5, 2019 Minutes

Page 2

Classroom Supplies – Ken Swink announced that the EPC is currently working on securing extensions with Friends, Nasco and School Specialty for an additional year. We will update you on our progress at the December membership meeting. Ken also reviewed flyers from Friends Office on [Employee Appreciation/Promo Items](#), [Free Gift with Purchase Items](#) and their [HON 50% off Furniture Promo](#) as well as a flyer from School Specialty, which highlights their [Classroom Select Furniture and Camcor A/V Products](#). All EPC Classroom & Office Supply Pricing may be viewed on the [EPC Website](#).

Custodial Supplies/Air Filters – [Christy Fielding](#) of [Waibel Energy Systems](#) reminded the membership of the EPC/Waibel Air Filter Program. [Air Filter Purchasing information and pricing](#) may be viewed on the EPC Website.

Fine Paper – Ken Swink reminded the membership that paper pricing with Office Depot, Sterling Paper and Veritiv is valid through December 31, 2019. Current Veritiv pricing for their Comet-92 8 ½ x 11 White Copy Paper is \$28.95 a carton, Sterling Paper's Boise 055235 8 ½ x 11 White Copy Paper is \$29.90 and Office Depot's White Box 8 ½ x 11 White Copy Paper is \$30.99 per carton. Both Sterling Paper and Veritiv also offer a 1% discount if paid in net 30 days and all three vendors may offer further possible discounts on half or full truck loads upon contacting the vendor directly. We will bring the next quarter's pricing to the December EPC General Membership Meeting. You may view pricing for all paper sizes and colors on the [EPC Website](#).

Food Service – Stephanie Zinger announced that the rebate checks given at today's membership meeting includes purchases from 2018-19 Food Service programs of GFS (Prime Vendor Agreement), Bakery and Dairy. We feel that it is possible that a few districts may have been left off of the bakery reports we received from our vendors. If your district purchased from Aunt Millie's, Klosterman or Nickles Bakery and is not included on the Rebate Report please let us know. The commodity signup period recently closed and the SWEPC Commodity Program now represents over 79% of Ohio public schools which equals approximately \$41,000,000 in Entitlement Dollars. Current EPC Food Service pricing and information is always available on the EPC Dropbox Link. If you need this link or need any other food service related assistance please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#).

Insurances – Ellen Lewis reported that the January 1st Open Enrollment portal will be closing on November 11th. The 1095 processes have started and is on track. Please contact [Ellen](#) with any questions or concerns.

LED Lighting & Energy Savings Programs – [Belinda Kenley](#) of [Energy Optimizers, USA](#) reminded the membership that if your district is interested in a free energy audit to please contact them. You may view LED [Bulb Pricing](#) and [Case Studies from Energy Optimizers USA](#) on the [EPC Website](#). A flyer on [Facility Improvement Projects](#) was also included in the packet.

Liability Insurance – Ken Swink reviewed a [communication concerning Ransomware in our schools](#). A [Cyber Claims Flow Chart](#) was also distributed which shows the process for these claims. Participating school districts in the EPC's Liability, Fleet & Property Program will be having their mid-year meeting on December 10th at 10:00 a.m. at the Aullwood Audubon Center. This meeting will be followed by lunch and then the December EPC General Membership Meeting. Please [contact the EPC Office](#) if you are interested in receiving a quote for the EPC's LFP Program.



November 5, 2019 Minutes
Page 3

Security Cameras – The [OCEPC](#) (Ohio Council of Educational Purchasing Consortia), of which the EPC is a part of, has recently awarded a bid for Security Cameras to Konica Minolta. We hope to report future information and pricing on this program for our members.

2020-6. Transportation – Ken Swink announced that the EPC Bus Bid Opening for 155+ school buses was held on October 31st. All Bus Bid Documents and Results are available to view at www.epcschools.org/Bus.html. You may download the spreadsheet showing all available bus types and sizes which are side by side for easy 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 the 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 making your purchase. Motion by John Kronour, seconded by Jon Wesley to accept the EPC Bus Bid Pricing. Motion carried. If you need assistance reviewing the spreadsheet or need anything hidden to make viewing easier, feel free to contact [Robin Houston](#) for assistance.

Ken also updated the membership on the status of our Pickup Truck and Passenger Van program. All 2019 passenger vans ordered for stock are now gone. 2020 Vans may now be ordered but the current national Ford incentives are down from \$9,380 to \$5,500. We anticipate seeing these incentives going back up over the next 2-3 months as they did the previous year. The 2020 vans increase include many new standard safety features and an all-wheel drive option is also available. At last check, Colt Walden at Beau Townsend still had a few 2019 F250 and F350's left in stock which include the 2019 price incentive. Colt has also been able to help a couple districts out with F650 Trucks that include dump beds. You can contact Mr. Cold Walden at colt@btford.com or 937-264-2126.

Utilities – Ken Swink shared a [communication from Brian Volpatti at Vectren](#) which explains the Vectren case rate approved by the Public Utilities Commission. These new rates appeared on October invoices which are also higher than last year due to low usage and an added monthly customer charge. Ken also shared the [PJM official 5 peak days report](#) which lists the official peaks for Summer 2019.

Worker's Compensation – Ken Swink announced that schools should have received any dividend check back in September. New for 2021 will be an EM Adjustment Factor and Premium Size Adjustment Factor - these auto discounts will not be available through a group program and Hunter will be giving more information in their monthly newsletters next Spring. Hunters Retro Groups are performing well. The 2016 Group is projected to finish at a 37% discount and will be finalized at the end of January.

DIRECTOR'S REPORT

Financial Report – Stephanie Zinger reviewed the [financial summary of the general operating fund](#). The balance of the General Fund as of September 30, 2019 was \$451,760.81.



November 5, 2019 Minutes
Page 4

Summary of 2018-2019 Rebates – Ken reviewed the [history of EPC Rebates back to our members](#) since we started the Rebate Program. From the 2012-13 school year through the 2018-19 school year the EPC has rebated back a total of \$6,290,593.67.

Stephanie Zinger also reviewed the [2018-19 EPC Program Rebate Report](#) which includes rebates for the Food Service GFS Prime Vendor Agreement, Bakery, Reiter Dairy for invoices paid in 28 days or less as well as the EPC Medical Insurance Wellness rebates, Fine Paper and Classroom/Office Supplies rebates. Rebate checks were distributed at today's meeting. Any checks not picked up today will be mailed out to the EPC member districts. A [letter of explanation](#) was included in the packet and further explains that any district earning under \$25 will be paid in a future rebate check and any members that are receiving a check that includes previous (under \$25) amounts along with this year's rebate is indicated on the report in purple text. We also believe a few districts may be missing from the bakery vendor generated reports. If you used an EPC Bakery vendor last school year and your district is not included on this report please let us know. If you have any questions or concerns in regard to the Rebate Checks or If there is an area in which your district did not receive a rebate and would like to learn how to earn one for this school year we'd be happy to help you, just let us know!

AEPA – An advertisement from [The Motz Group on their high-performance synthetic turf field](#) was included in the packet as well as two flyers from Beam Clay on their athletic equipment ([first flyer](#), [second flyer](#)). The current [2019-2020 AEPA Brochure](#), which is valid from March 1, 2019 through February 29, 2020, is available on the EPC Website.

Meeting adjourned at 1:07 p.m.