



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: December 13, 2019

RE: Minutes of December 10, 2019

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on December 10, 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; Maria Rellinger, Apollo Career Center; John Stephens, Arcanum Butler; Kevin Liming, Bellbrook-Sugarcreek; Jody Jones, Botkins; Carla Surber, Bradford; Dan Bassler, Carlisle; Chad Mason, Cedar Cliff; Tom Sommer, Celina; Jon Wesley, Centerville; Mike Gray, Darke Co ESC; John Stanley, East Clinton; Jeff Parker, Eaton; Jeff Patrick, Fairborn; Deanne Knapke, Fort Recovery; Jacob McGrath, Greeneview; Jenna Jurosic, Greenville; Amy Ayers, Hardin Houston; Ken Lackey, Kettering; Cary Furniss, Matt Luecke, Kings; Jerry Ellender, Mad River; Kurt Wendel, Mercer Co ESC; Scott Gilbert, Angie Arnett, Rich Baker, Miamisburg; Jeff Winchester, Mississinawa; Robert Fischer, National Trail; John Kronour, Northeastern; Brandon Knecht; Jason Watkins, Northmont; Matt Bishop, Lori Green, Preble Shawnee; Jean Borchers, Russia; Joe Fouche, Leann Yancey, Springfield; Jennifer Bruns, St Henry; Gretta Kumpf, Tipp City; Bill Derringer, Denny Dyer, Tri County North; Kim Chowning, Tri Village; Scott Cuttingim, Twin Valley; Anthony Fraley, Patrick Gibson, Springfield Clark CTC; Robert Huelsman, Urbana; Marcus O'Brien, Vandalia Butler; Curt Bone, Wilmington; Bryan Shirey, Xenia; Belinda Kenley, Energy Optimizers USA; Donna Foster, Retire Med iQ; Christy Fielding, Shay Moran, Waibel Energy Systems; Ken Swink, Stephanie Zinger, Doug Merkle, Ellen Lewis, Sue Hartenstein, Cristi Goldshot, Bonnie Berkemeyer, Robin Houston, EPC.

Presentation – [Donna Foster](#) of [Retire Med iQ](#) gave a brief presentation on their services for those looking to transition to Medicare or other retirement health insurance plans. [Information about how they can assist](#) those who may be interested was distributed.

2020-7. Approval of Minutes - Motion of Jeff Patrick, seconded by Robert Fischer, that the minutes of [November 5, 2019](#) be approved. Motion carried.

2020-8. Membership Applications – Ken Swink reported that [Bluffton Exempted Village Schools](#), [Continental Local Schools](#) and the [Global Village Academy](#) have requested membership with the EPC. Motion by Jim Atchley, seconded by Scott Gilbert, that the districts be approved for membership pending Executive Board approval. Motion carried.

COMMITTEE REPORTS

Audio Visual – No report. The Current Audio Visual Catalog is valid through June 30, 2020 and may be viewed on the [EPC Website](#).



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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 reviewed for approval at the February EPC General Membership meeting. All current EPC Classroom & Office Supply Pricing may be viewed on the [EPC Website](#) and is valid through January 31, 2020. A [flyer from School Specialty reviewing their school safety items](#) was included in the meeting packet.

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.

2020-9. Fine Paper – Ken Swink reminded the membership that paper pricing with Office Depot, Sterling Paper and Veritiv has been extended through March 31, 2020. Veritiv's pricing for their Comet-92 8 ½ x 11 White Copy Paper will remain the same at \$28.95 a carton, Sterling Paper's School Paper 8 ½ x 11 White Copy Paper has been lowered from \$29.90 to \$29.50 and Office Depot's White Box 8 ½ x 11 White Copy Paper will remain at \$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. Motion by Curt Bone, seconded by John Kronour to accept the paper extension. Motion carried. You may view pricing for all paper sizes and colors on the [EPC Website](#).

Food Service – No report. If you need food service related assistance or have procurement questions please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#).

Insurances – Doug Merkle reported that throughout November we finalized enrollment for our districts that renew in January. Also in November, we hosted a meeting for Section 125 updates and training where about 70 districts attended. We released the update to the Benefit agreement which included language that terminating now requires a 6-month notice. The benefits committee will begin meeting in early January to begin work on 2021 renewal planning. Please contact us if you need someone to meet with your district's committees or negotiating teams concerning benefits.

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 – Pat Gibson stated that the EPC Liability, Fleet & Property Insurance members met earlier today to discuss their upcoming renewal. Ken Swink added that our annual audit shows the Programs net cash position increased \$644,000 from June 2018 until June 2019. Please [contact the EPC Office](#) if you are interested in receiving a quote for the EPC's LFP Program.

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.



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Transportation – Ken Swink reminded us that the 2019-20 EPC Bus Bid Documents and Bid Results are available to view on the [EPC Website](#). 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 still necessary for your district to pass a Board Resolution prior to issuing a purchasing order.

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 [Transportation Supply Suggestion Survey](#).

Ken included an [update on Beau Townsend’s current stock of Trucks and Vans](#). Included on this flyer was an example of the type of van you can custom order for your district – it is configured so you are able to put 2 wheelchairs inside while still having a 3-person bench and the passenger seat up front. (Pictures are included on the flyer.) You may contact Mr. Colt Walden at colt@btford.com or 937-264-2126 directly to order or with any questions.

Utilities – EPC natural gas consultant, Mark Jergens assures us that we are well protected this winter from any price variances as we are 80% hedged.

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, 2019 was \$377,424.60.

Automated External Defibrillators (AED’s) - A [flyer from AEDventure](#) was included in the packet. They are offering an additional \$50 off of their AED’s plus an additional 5% off accessories. This offer ends on December 31, 2019.

AEPA – Ken Swink reported that he recently attended an AEPA Conference which reviewed new areas such as Grounds Equipment and Vehicles. We hope to bring additional information on these areas at a future EPC General Membership Meeting.

Meeting adjourned at 1:00 p.m.