



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: June 15, 2020

RE: Minutes of June 9, 2020

The Southwestern Ohio Educational Purchasing Council virtually met for its regular meeting on June 9, 2020 at 1:00 p.m. via Zoom. Executive Board Committee Chairperson, Ken Lackey called the meeting to order.

MEMBERS VIRTUALLY PRESENT: Karen Royer, Bethel-Tate; Greg Denecker, Bluffton; Carla Surber, Joe Hurst, Bradford; Lana Fairchild, Bright; Ken Ulm, Butler Co ESC; Dan Bassler, Carlisle; Jon Wesney, Centerville; Jenn McCoy, Coldwater; John Stanley, East Clinton; Jeff Parker, Rachel Tait, Eaton; Jeff Patrick, Fairborn; Mike Morrow, Ron McWhorter, Fairfield; Ed Kurt, Findlay; Deanna Knapke, Fort Recovery; Eva Anderson, Greene Co CC; Jacob McGrath, Greeneview; Bonnie Baldrige, Greenfield; Jenna Jurosic, Greenville; Amy Ayers, Hardin Houston; Ken Lackey, Kettering; Jerry Ellender, Mad River; Todd Rappold, Miami East; Scott Gilbert, Miamisburg; Kay Altenburger, Milton Union; Jeff Winchester, Mississinawa; Andrew Kinder, Montgomery Co DDS; Deb Meyers, North Central; John Kronour, Northeastern; Ann Ferraro, Northmont; Jesse Steiner, Northwestern; Debbie Pierce, Parkway; Megan Magoteaux, Piqua; Shawn Hoff, Preble Co ESC; Jean Borchers, Russia; Beth Justice, Rachel Meyer, Southern Ohio ESC; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; Gretta Kumpf, Tipp City; Tammy Woods, Tolles CC; Bill Derringer, Tri County North; Vickie Hoffman, Triad; Janice Allen, Marlon Howard, Trotwood Madison; Patrick Gibson, Upper Valley CTC; Lori Davis, Wayne Trace; Curt Bone, Wilmington; Belinda Kenley, Energy Optimizers USA; Shay Moran, Waibel Energy Systems; Ken Swink, Stephanie Zinger, Doug Merkle, Cristi Goldshot, Robin Houston, EPC.

2020-17. Approval of Minutes - Motion of Karen Royer, seconded by Jon Wesney, that the minutes of [March 10, 2020](#) be approved. Motion carried.

2020-18. Election of Executive Board Members - The following members: Keith Horner – Apollo Career Center, Karen Royer – Bethel-Tate Local Schools, Ken Lackey – Kettering City Schools, Ann Ferraro – Northmont City Schools, Jennifer Bruns – St Henry Consolidated Local Schools and Anthony Fraley – Upper Valley Career Center have agreed to seek new two year terms on the Executive Board. [The floor was opened for additional nominations](#). Motion by Jeff Patrick, seconded by Pat Gibson, to approve the above members as presented. Motion carried.

2020-19. Adopt Amendment to Constitution – The [proposed amendment to change the EPC General Membership Meeting Dates](#) to an every-other-month format, which would also reduce the number of yearly meetings from 7 down to 5, was introduced at the March 10, 2020 EPC General Membership Meeting and the EPC Executive Board recommended presentation to the general membership for final approval at today's June 9th meeting. Motion of John Kronour, seconded by Gretta Kumpf, that the constitution amendment be approved as proposed. Motion carried.



June 9, 2020 Minutes
Page 2

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](#).

Carpet Tiles – Ken Swink reported that the AEPA has brought Carpet Tiles back to their list of programs so the EPC will use this bid. You may view Interface Flooring's current Carpet Tile pricing [here on the EPC Website](#) and it is valid through February 28, 2021.

Classroom Supplies – No report. You may view current Classroom & Office Supply pricing and other helpful information [here on the EPC Website](#) or [click here](#) to go directly to the spreadsheet download link.

Cloud Communication Systems – Ken Swink shared a flyer from Nebula Solutions and Nextiva which describes an exclusive [EPC Member Discount on Nextiva's industry-leading cloud communication system](#). Some features include: Voice, video conferencing, chat, meetings, fax, call recording and free long distance anywhere in the USA.

Custodial Supplies/Air Filters – Christy Fielding of Waibel Energy Systems reminded the membership that they recently extended their Air Filter program with the EPC. [Pricing is available on the EPC Website](#) and districts are encouraged to contact [Christy Fielding](#) of [Waibel Energy Systems](#) with questions or to setup an account with Waibel. Christy also thanked everybody that joined her on Waibel's recent [Healthy Building Webinar](#).

Fine Paper – Ken Swink stated that paper pricing with Sterling Paper, Veritiv and Office Depot has been extended through September 30, 2020. Office Depot has no changes – price is \$30.99. Veritiv has lowered theirs to \$27.94. Sterling Paper, who has the lowest price, has added a new 8 ½ x 11 white copy paper at \$25.80, and still has their Boise item which is lowered to \$27.60 Both Sterling Paper and Veritiv 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. You may view all current pricing [here on the EPC Website](#).

Food Service – Stephanie Zinger announced extension agreements have been reached in the following Food Service categories: Commercial Food with GFS, Rightway and Sysco; Dairy with Prairie Farms, Reiter Dairy & Schenkels; Bakery with Aunt Millie's, Klosterman & Nickles; Produce with Creation Gardens & W.R. Hackett; Ice Cream with Hershey's & Velvet; Paper/Plastics with Alcor, GFS, Rightway & Sysco; Custodial with Alcor, Friends Office, GFS, Rightway & Sysco; and Smallwares/Chemicals with Alcor, GFS & Sysco. [A summary is included in the packet](#). If you need food service related assistance or have procurement questions please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#).



June 9, 2020 Minutes

Page 3

Furniture – Ken Swink reported that Friends Business Source, K-Log Inc, Kurtz Bros/John R. Green Co, School Outfitters, School Specialty and Tom Sexton & Associates have agreed to a one-year extension of Furniture discounts. These vendors offer discounts up to 66% off manufacturer list prices and represent 97 manufacturers. Items include Instructional Classroom Furniture, Filing & Storage Cabinets, Furniture Systems, workstations, walls, Executive & Administrative Wood Furniture, Tables & Accessories, Fully upholstered Furniture, Cafeteria, Library, Science, Laboratory & Vocational Furnishings and more. [Furniture Discounts may be viewed on the EPC Website.](#)

Insurances – Doug Merkle held 9 zoom meetings with participating districts and all medical plans this year will share the same 7 ½% increase and a 2% increase for dental and vision. Please contact [Ellen Lewis](#) 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](#) announced that they are now offering PPE Items including surgical masks, KN95 Masks, reusable cloth masks, disposable face shields, sneeze guards, no touch forehead thermometers, facial recognition infrared thermal scanners, germicidal backpack sanitizer systems and more. [Click here](#) to view the complete list on the EPC Website. Contact [Belinda](#) if your district is interested in a free energy audit. You may view current LED [Bulb Pricing](#) and [Case Studies](#) on the EPC Website.

Liability Insurance – Pat Gibson reported that the EPC's Liability, Fleet & Property Insurance Committee met via Zoom on April 14th and all districts that participate in the program met via Zoom on May 12th. All members received a very favorable renewal in light of a hardening property insurance market. Renewal invoices need to be paid prior to the end of July. Please [contact the EPC Office](#) if you are interested in receiving a quote for the EPC's LFP Program.

Library Books – Ken Swink reported that the Library Book Committee has prepared a recommendation to extend current Library Book Discounts. Only vendors that are offering a larger than standard discount or other incentives such as free shipping without a minimum order are recommended. The following vendors were recommended for approval: Bound To Stay Bound, Brodart, Capstone, Children's Plus, Follett, Junior Library Guild, Mackin, Rainbow Book Co, Rosen Publishing and Scholastic. [Discount information is available on the EPC Website.](#)

Medical Supplies – Ken Swink stated that the Medical Supply Committee had prepared a recommendation to extend Medical Supply Discounts. The following vendors were recommended for approval: Henry Schein, Medco and School Health. There are many items that would be of interest to both School Nurses and Athletic Directors on this Medical Supply listing. We have also secured a general catalog discount of 10-18% for items that are not included on the bid. Most items have aggressively low pricing and most brands have been approved by the EPC Medical Supply Committee (which consists of School Nurses from local school districts). [You may view all Medical Supply pricing on the EPC Website.](#)

Paint - Ken Swink stated that the Paint pricing has been extended with PPG/Porter Paints and Sherwin Williams. [Pricing may be obtained from the EPC website.](#)



June 9, 2020 Minutes

Page 4

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. The Mobotix thermal cameras can take body temperatures up to 15 feet away, be hard wired into the building security system, and all Mobotix camera carry a 4-year warranty. Their [Brochure](#) is available on the EPC Website. Feel free to contact Mr. Gary Ell at gell@KMBS.konicaminolta.us or 740-412-6802 if you have any questions.

Transportation – Ken Swink requested that EPC Districts that are interested in possibly purchasing one or more school buses in the 2020-21 school year to complete the [online EPC Pre-Bus Purchase Survey](#) to let us know what size and type they would like to receive pricing on. Completing this online form in no way obligates districts to purchase buses through the EPC. The [tentative Bus Purchasing Calendar](#) and a [Sample Board Resolution](#), which is required prior to purchasing school buses, was also included in the meeting packet. Districts may view current [Transportation Supply](#) and [Bus Camera Pricing](#) on the EPC Website.

Vehicles – Ken Swink reported that Ford's production plants have all re-opened and are currently operating at 25% capacity. It will take 1 – 2 months to bring these plants up to 100% capacity again. In the meantime, orders are really backed up and could result in a 6 month or more order time lag to receive a vehicle. The last day to order a 2020 model year van or truck will be July 1, 2020. Colt Walden is ordering for stock 4-F250's, 4-F350's and 4 Passenger vans - all 2020 models. We will keep you updated and feel free to contact Mr. Colt Walden at colt@btford.com or 937-264-2126.

Utilities – Ken announced that weekly Peak Load Forecast information will be posted on the EPC Website at: www.epcschools.org/Reports.html. If you would prefer to receive these emails as they are sent out, you may sign up by sending an email to StructuringDesk@igsenergy.com with your request. It is a good idea to sign up for these notifications so if a Peak Load day falls on a day that is not a Monday you will know immediately and may plan accordingly.

Maha Kashani, our IGS Electricity Energy Manger, has informed us of a potential savings opportunity on your utility electricity bill. [Click here to view instructions on how to remove charges from your bill now](#). Also, EPC Natural Gas Consultant Mark Jergens has provided a [7 Point Natural Gas Update Summary](#). As of the date of our membership meeting, our hedges for next winter are approximately \$100,000 less than current market price. The Ohio School Consortium Board asked Mark Jergens several months ago to watch the 2022-2023 Fiscal Year market for the opportunity to buy around \$2.49, and we are still about \$.07 away from this target.

Worker's Compensation – No report.

2020.20 – Motion to approve EPC Program Pricing - Motion of Jon Wesney, seconded by John Kronour, that the extensions for Food Service, Furniture, Library Books, Medical Supplies, Paint and Paper as well as adding Cloud Communication System Discounts with Nebula Solutions/Nextiva program be approved as proposed. Motion carried.



DIRECTOR'S REPORT

June 9, 2020 Minutes

Page 5

Financial Report – Stephanie Zinger reviewed [the financial summary of the general operating fund](#). The balance of the General Fund as of May 31, 2020 was \$740,592.88.

Automated External Defibrillators (AEDs) - OCEPC pricing of AED's, which is lower than state pricing, has been extended with LifeServers/AEDventure through March 31, 2021. [Additional information regarding the AED program is on the EPC Website.](#)

AEPA – Ken Swink reviewed a [flyer showcasing Husqvarna's promotions on riding lawn mowers and auto mowers](#). You may view the entire [AEPA Brochure](#) of all approved vendors on the EPC Website.

EPC Vendor Fair – Reminder: Due to social distancing standards and other constraints from the Covid-19 Pandemic, we regret to announce that the annual EPC Educational Vendor Fair has been cancelled.

District Information Update Request – If you have not already, please take a moment to update your district's contact information so we may update our email communication database as well as update our EPC Member Directory. [Click here to update your information](#) or you may send us your updates [via email](#).

PPE Items – Please view our [PPE and Cleaning Item Resource List on the EPC Website](#). Items include: Masks, face shields, gloves, hand sanitizers, disinfectant wipes/sprays, electrostatic sprayers, thermometers, Glass and plastic partitions, signage, floor graphics, thermal cameras, guides on how to properly clean and more. These items have not been formally bid – they are just meant as a resource.

The EPC has also sent out a new RFP for Disinfection as a Service. Once completed we will share this information with our members.

Meeting adjourned at 1:44 p.m.