



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: November 4, 2020

RE: Minutes of November 3, 2020

The Southwestern Ohio Educational Purchasing Council virtually met for its regular meeting on November 3, 2020 at 1:00 p.m. via Zoom. Executive Board Committee Chairperson, Ken Lackey called the meeting to order.

MEMBERS VIRTUALLY PRESENT: Maria Rellinger, Apollo CC; John Stephens, Arcanum Butler; Greg Thompson, Beavercreek; Kevin Liming, Bellbrook Sugarcreek; Jeff McPheron, Botkins; Julie Schneider, Botkins; Joe Hurst, Carla Surber, Bradford; Dan Bassler, Carlisle; Jon Wesley, Centerville; Kyle Lewis, Clinton DD; John Stanley, East Clinton; Rachel Tait, Eaton; Jeff Patrick, Fairborn; Deanna Knapke, Fort Recovery; Jeremy Pequignot, Franklin Monroe; Eva Anderson, Greene CC; Isaac SeEVERS, Greeneview; Amy Ayers, Hardin Houston; Justin Pancake, Howland; Ken Lackey, Kettering; Veronica Gayotin, Lakota; Jerry Ellender, Mad River; Chad Hill, Madison; Joe Penney, Madison Plains; Heather Cramer, Marion; David Larson, Miami Co ESC; Kay Altenburger, Milton Union; Jeff Winchester, Mississinawa; Andrew Kinder, Montgomery Co DDS; Kaitlin Huck, New Lebanon; John Kronour, Northeastern; Ann Ferraro, Brandon Knecht, Northmont; Shawn Hoff, Preble Co ESC; Jean Borchers, Russia; Brad McKee, Southeastern; Beth Justice, Southern Ohio ESC; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; Kim Hagen, Mark Stefanik, Tipp City; Tammy Woods, Tolles CC; Denny Dyer, Tri County North; Janice Allen, Trotwood Madison; Jeff Price, Troy; Anthony Fraley, Upper Valley CC; Charles Thiel, Urbana; Marcus O'Brien, Vandalia Butler; Buckie Caulley, Washington Court House; Curt Bone, Wilmington; Jeff Eyrich, Yellow Springs; Belinda Kenley, Energy Optimizers USA; Bryan Schenck, Waibel Energy Systems; Ken Swink, Stephanie Zinger, Doug Merkle, Cristi Goldshot, Robin Houston, EPC.

2021-6. Approval of Minutes - Motion of John Kronour, seconded by Joe Penney, that the minutes of [September 15, 2020](#) be approved. Motion carried.

COMMITTEE REPORTS

Audio Visual – No report. Discounts are valid until June 30, 2021 and may be viewed on the [EPC Website](#).

Classroom Supplies – Ken Swink reviewed flyers on [Electrostatic Sprayers](#), [AeraMax Air Cleaners](#) and [Entry Ice Melt](#) from Friends Office and flyers on [Customization and Convenience](#), a [Covid Item List](#) and [ChildCraft Kid Spaces](#) from School Specialty. We are currently working on the final extension for this bid with our current vendors. We will review extension pricing and request approval at our January 2021 EPC General Membership Meeting. Current pricing, which ends January 31, 2021, along with additional helpful information may be viewed [here on the EPC Website](#).



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Cloud Communication Systems – Ken Swink shared a [flyer from Nebula Solutions](#) which reviews their exclusive EPC Member Discount program which is up to 50% off of list price. Some features include: Voice, video conferencing, chat, meetings, fax, call recording and free long distance anywhere in the USA. Contact Nebula Solutions at epc@nebulasolutionsinc.com or 888-824-1755 with any questions.

Custodial Supplies/Air Filters – Bryan Schenck of Waibel Energy Systems reminded the membership about 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. Waibel Energy Systems is also an approved vendor for their ventilation systems technology that was recently awarded in our Disinfection as a Service category.

Disinfection as a Service – Ken Swink reported that 12 EPC member districts are currently using the Disinfection as a Service bid with Alpha & Omega with good results to date. Services are also available from Waibel Energy Systems and Medical Illumination. [Contact Robin Houston](#) to request pricing and additional information.

2021-7. Fine Paper – Ken Swink stated that copy paper pricing with Sterling Paper and Veritiv has been extended through March 31, 2021. Veritiv's Comet 92 remains the same at \$27.94 per case. Sterling Paper, whom has the lowest price, has raised their American Made 3150-2004 Copy Paper from \$25.95 to \$26.50. Sterling Paper is also still offering their Boise brand paper at \$26.99 per case. Both Sterling Paper and Veritiv offer an additional 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 Isaac SeEVERS, seconded by Joe Penney to accept the paper extension. Motion carried. A [paper pricing comparison](#) was distributed. You may view [current pricing](#) and the [January – March 2021 Pricing](#) on the EPC Website.

Food Service – Stephanie Zinger confirmed that there are still numerous school food service issues that Covid-19 has created for schools. Many of these problems have been discussed on the EPC Google Group emails. These email conversations have become a great resource for our members as well as a helpful tool to resolve problems as they arise. [Send an email request](#) to Robin Houston if you or your food service supervisor would like to be added to the EPC Google Group. If you need food service related assistance or have procurement questions please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#)-Muckenthaler.

Insurances – Doug Merkle reported that all EPC Benefit districts will have a January 1st renewal by 2022. Open enrollment for districts that currently renew in January will end on November 13th. The release of the renewal for the 2022 plan year should occur somewhere between mid-April and mid-May 2022. Lastly, our wellness program for the 2020-2021 school year is up and running.

LED Lighting & Energy Savings Programs – [Belinda Kenley](#) of [Energy Optimizers, USA](#) reviewed [regional case studies](#) and the annual savings they are experiencing as a result of their energy savings projects. Belinda also shared a [flyer on facility improvement projects](#) for LED Lighting/Solar, HVAC Upgrades Doors, Windows and Roofing. Contact [Belinda](#) if your district is interested in a free energy audit. [Click here](#) to view the recently lowered LED Bulb pricing.



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Liability Insurance – Ken Swink reported that districts participating in the EPC’s LFP program met via Zoom prior to today’s EPC General Membership Meeting. Topics covered in the meeting included increased cyber threats and creating a new EPC equity/surplus program for next years renewal. Please [contact the EPC Office](#) if you are interested in receiving a quote for the EPC’s LFP Program.

Security Cameras – No report. You may view additional information on this program with Konica Minolta [here on the EPC website](#).

2021-8. Transportation – Ken Swink announced that the EPC Bus Bid Opening for 124+ school buses was held on October 30th. All Bus Bid Documents and Results are available to view on the [EPC Dropbox Website](#). 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 Jeff Patrick to accept the EPC Bus Bid Pricing. Motion carried. If you need assistance reviewing the spreadsheet feel free to [contact Robin Houston](#).

Vehicles – Ken Swink gave an [update on Beau Townsend Ford’s current stock](#). As of October 22nd, they currently have four Passenger Vans, four F250 4x4 Trucks and three F350 4x4 Trucks. They plan to order four 2021 Passenger Vans that will be in by late spring. Contact Mr. Colt Walden at colt@btford.com or 937-264-2126 with any questions.

Utilities – Ken Swink shared the [PJM official 5 peak day report](#) that lists the official peaks for Summer 2020.

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 October 30, 2020 was \$589,755.56.



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2021-9. Summary of 2019-2020 Rebates – Ken reviewed the [2019-20 Rebate Report](#) which includes rebates for the Food Service GFS Prime Vendor Agreement, Bakery, EPC Medical Insurance Wellness, Copy Paper and Classroom/Office Supply purchases. In past years we have also included rebates for Dairy purchases if invoices were paid in a timely fashion. Due to Reiter Dairy and Borden Dairy's recent bankruptcies we are unable to include the dairy rebates at this time. A [letter was included in the packet that 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 years' (under \$25) amounts along with this year's rebate is indicated on the report in purple text. 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 the current school year we'd be happy to help you, just let us know! Motion by Chad Hill, seconded by Janice Allen to approve the rebate report and distribute rebate checks to EPC member districts. Motion carried.

AEPA – A flyer from [Husqvarna reviewing their November Specials](#) was included in the meeting packet. Items highlighted included snow blowers, pressure washers, chainsaws and personal protective equipment workwear.

Meeting adjourned at 1:30 p.m.