



**TO: EPC Representatives**

**FROM: Ken Swink, Director**

**DATE: May 13, 2021**

**RE: Minutes of May 11, 2021**

The Southwestern Ohio Educational Purchasing Council virtually met for its regular meeting on May 11, 2021 at 1:00 p.m. via Zoom. Executive Board Committee Chairperson, Ken Lackey called the meeting to order.

**MEMBERS VIRTUALLY PRESENT:** Jim Atchley, Ansonia; John Stephens, Arcanum Butler; Carla Surber, Joe Hurst, Bradford; Dan Bassler, Carlisle; Tom Sommer, Celina; Julie Wallace, Clark Co ESC; Jenn McCoy, Coldwater; John Stanley, East Clinton; Rachel Tait, Eaton; Jeff Patrick, Fairborn; Deanne Knapke, Fort Recovery; Jeremy Pequignot, Franklin Monroe; Bonnie Baldrige, Greenfield; Amy Ayers, Hardin Houston; Jill Smith; Jefferson Local; Ken Lackey, Kettering; Deborah Miller, Lincolnview; Heather Cramer, Marion; David Larson, Miami Co ESC; Kerry Johnson, Miller City-New Cleveland; John Kronour, Northeastern; Brandon Knecht, Northmont; Ben Kitchen, Southeastern; Rachel Meyer, Southern Ohio ESC; Jennifer Bruns, St Henry; Kim Hagen, Tipp City; William Derringer, Tri County North; Josh Sagester, Tri Village; Jeff Price, Troy; Pat Gibson, Upper Valley CC; Charlies Thiel, Urbana; Marcus O'Brien, Vandalia Butler; Laura Peters, Vantage Career Center; Buckie Caulley, Washington Court House; Carrie Funk Tonia Hovest, Waynesfield-Goshen; Belinda Kenley, Kerstin Wilson, Energy Optimizers USA; Larry Kirk, Fortress Mobile; Maha Kashani, IGS; Christy Fielding, Waibel Energy Systems; Ken Swink, Stephanie Zinger, Doug Merkle, Cristi Goldshot, Robin Houston, EPC.

**2021-17. Approval of Minutes** - Motion of John Kronour, seconded by Jeff Patrick, that the minutes of [March 9, 2021](#) be approved. Motion carried.

**2021-18. Election of Executive Board Members** - The following members: Kevin Liming – Bellbrook-Sugarcreek Schools, Mike Gray – Darke County Educational Service Center, Scott Gilbert – Miamisburg City Schools, Beth Justice – Southern Ohio ESC and Tom Isaacs – Warren County Educational Service Center have agreed to seek new two-year [terms on the Executive Board](#). The floor was opened for additional nominations. Motion by Pat Gibson, seconded by John Kronour, to approve the above members as presented. Motion carried.

#### **COMMITTEE REPORTS**

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



**May 11, 2021 Minutes**

**Page 2**

**Classroom Supplies** – Ken Swink reported that current pricing may be viewed on the [EPC Website](#). Flyers from Friends Office on their [AeraMax Air Cleaner](#), [Custom Promo Printing](#) and [Furniture](#) as well as flyers from School Specialty's [Classroom Lockdown Shades](#), [Halo Vaping Sensor](#), [Complete list of Brands & Services](#), [Covid related Items](#), [New Products](#), [New Physical Education Products](#), [Complete Classroom Supply Product Guide](#) and [New Childcraft Items](#) were shared with the membership.

**Cloud Communication Systems** – You may view the most recent [flyer from Nebula Solutions which reviews how you may use ESSER funding](#) for your UCaaS upgrade or other brand-new cloud communication solutions. The EPC Member Discount program with Nebula offers up to 50% off 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](mailto:epc@nebulasolutionsinc.com) or 888-824-1755 with any questions.

**Custodial Supplies/Air Filters** – [Christy Fielding of Waibel Energy Systems](#) reported that air filter orders are no longer limited to case quantity minimums. EPC Air Filter [Pricing is available on the EPC Website](#) and districts are encouraged to contact her with any questions or to setup an account with Waibel.

**Disinfection as a Service** – A flyer from [VidaShield on their UV24 air purification systems](#) was included in the packet. If you would like contact information or pricing from any of our three awarded Disinfection as a Service vendors (Alpha & Omega, Waibel Energy Systems or Medical Illumination/VidaShield UV24) please contact [Robin at the EPC Office](#).

**2021-19. Fine Paper** – Ken Swink recommended that members check their paper supply and order before June 30<sup>th</sup> if they are running low. Boise will be getting out of the fine paper business, so all Boise items from Sterling Paper are on a first come/first served basis. They are able to keep their Boise School 055235 at \$28.40/case, but it is not expected to last very long. Sterling Paper's next lowest cost 8 ½ x 11 White Copy Paper will be their "Whitcopy" at \$31.08/case. Veritiv's Comet 92 will remain at \$29.40. 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 David Larson, seconded by Jim Atchley to accept the paper extension. Motion carried. A [paper pricing comparison](#) was distributed. You may view [all current pricing](#) on the EPC Website.

**2021-20. Food Service** – Stephanie Zinger announced agreements have been reached in the following Food Service categories: Commercial Food with GFS, Rightway and Sysco; Dairy with Borden, DFA (Dairy Farmers of America - Formerly known as Reiter), Prairie Farms, Schenkel and United Dairy; Bakery with Aunt Millie's, Klosterman & Nickles; Produce with Creation Gardens & W.R. Hackett; Ice Cream with Hershey's & Velvet; Paper/Plastics with Alcor, Friends, GFS, Rightway & Sysco; Custodial with Alcor, Friends Office, GFS & Sysco; and Smallwares/Chemicals with Alcor, Friends Office, GFS & Sysco. Motion by John Kronour, seconded by William Derringer to accept the food service pricing. Motion carried. All food service pricing and contact information is on the EPC Dropbox. If you need food service related assistance, have procurement questions or if you are interested in our Food Service Consulting program please contact [Stephanie Zinger](#) or [Bonnie Berkemeyer](#)-Muckenthaler. An overview of the [EPC's Food Service Consulting Services](#) may be viewed on the EPC Website.



**May 11, 2021 Minutes**

**Page 3**

**Furniture** – A [flyer from School Outfitters](#) that highlights outdoor seating, picnic tables, garbage receptacles, cafeteria/food court furniture and other items that many districts are looking for to use for social distanced outdoor dining was included in the meeting packet.

**Insurances** – Doug Merkle announced that all insurance renewals are in the hands of our member schools eight months prior to them going into effect. Open Enrollment and Benelogic Training sessions will be organized soon. Please reach out to [Doug Merkle](#) or [Ellen Lewis](#) if your district has any questions or would like to schedule someone to speak with your school employees.

**LED Lighting & Energy Savings Programs** – [Belinda Kenley](#) of [Energy Optimizers, USA](#) reviewed flyers on [Regional Case Studies](#), [a list of schools that have utilized Energy Optimizers USA](#) so far and [Facility Improvement Projects](#) which include LED & Solar Lighting, Doors/Windows/ Roofing and HVAC Upgrades without needing a levy passed. Please contact [Belinda](#) if you have any questions or if your district is interested in a [free No Cost Energy and Lighting Audit](#).

**Liability Insurance** – Pat Gibson reported that all EPC members that participate in the EPC's Liability, Fleet & Property Insurance program virtually met this morning to discuss the renewal. The program is planning to return a quarter of a million dollars in dividends to program members around late summer/early fall. Additional dividend returns are expected next year as well. Please [contact the EPC Office](#) if you are interested in receiving a quote for the EPC's LFP Program.

**2021-21. Medical Supplies** – Ken Swink reported that the Medical Supply Committee has recommended a one-year extension with the current EPC Medical Supply Discount vendors of Henry Schein, Medco Supply Company and School Health. Motion by John Kronour, seconded by Jeff Patrick, to accept the Medical Supply pricing extension. Motion carried. [Pricing may be viewed on the EPC Website](#).

**2021-22. Paint** - Ken Swink stated that the Paint pricing has been extended with PPG/Porter Paints and Sherwin Williams. Motion by John Kronour, seconded by David Larson, to accept the extension pricing for Paints. Motion carried. [Pricing may be viewed on the EPC Website](#).

**Security Cameras** – Ken Swink reviewed a [flyer from Konica Minolta](#) on their Thermal Screening Stations, Mass Text Alert Notifications with Video Management System and Face Mask Detection.

**Transportation** – Ken Swink introduced [Larry Kirk of Fortress Mobile](#) who invited our members to their May 12<sup>th</sup> [Cloud Management Webinar](#). The webinar will review the benefits of having the functionality to support various modules under one platform that can help you protect your drivers, passengers, and/or assets. The webinar will go through Live Streaming Video, Cloud Technology, GPS, mobile apps, and more, plus questions you should ask to make sure you are getting the best value for your money. [Click here to view the recording of the session](#).



**May 11, 2021 Minutes**  
**Page 4**

**Transportation (Continued)** – Ken also reviewed the [EPC Bus Purchasing Checklist](#) which includes the [School Bus Purchasing Survey](#) to let the EPC know if you would like to be included in the bidding process and legal advertisement, the [tentative bus purchasing calendar](#) and a [sample Bus Board Resolution](#) that must be passed prior to purchasing a school bus. All bus purchasing information may be viewed here on the EPC Website: [www.epcschools.org/bus.html](http://www.epcschools.org/bus.html).

**Vehicles** – Ken Swink gave an update on Beau Townsend Ford’s current stock. Some vehicles are becoming short in supply due to parts shortages, and this includes 10 passenger vans and trucks. In talking to Colt Walden at Beau Townsend Ford, he currently has 8 vans on order for stock but no build dates yet in the system. He does not think he can order any more vans before Spring of 2022 and he may or may not receive the 8 he has on order now. If you would like to purchase a 10-passenger van, please call Colt as soon as possible and be prepared to wait. If you are in need of a truck, Colt says he can still order as of today, but orders could be cut off at any time and it could be a very long time before Ford opens orders again. There are NO vans or trucks currently in stock at Beau Townsend. You can reach Mr. Colt Walden at 937-271-9825 or [colt@btford.com](mailto:colt@btford.com).

**Utilities/Natural Gas** – Ken Swink introduced [Maha Kashani of IGS](#) to the membership. Maha shared a short [presentation reviewing Capacity, Product Structure Success, Peak Day History and Peak Load Management](#). Changes in capacity costs for each individual district will be emailed out this afternoon. Ken also shared the [recent name changes](#) of Vectren Energy to Center Point Energy and DP&L to AES Ohio as well as informed the membership of [several recent attempts made by 3rd Party call centers](#) who are contacting school districts claiming they are calling on behalf of the DP&L Choice Program. These callers are using aggressive tactics and false information in an attempt to get you and your fellow school districts to release account information and switch to Champion Energy.

**Worker’s Compensation** – Ken Swink reminded the EPC membership that they can download [Hunter Consulting’s AC-3 Temporary Authorization to Review Information Form](#) if they would like to request a workers compensation quote. Hunter will send out packets with the standard Hunter fee applied and once all paperwork is received back Hunter will send a follow up letter informing your district that Hunter has received your enrollment forms and an additional 15% EPC Loyalty Fee Discount will be applied to the fee quoted. The EPC Loyalty Fee is available for all EPC members both in the current program and new to the program. For anyone who is not a current member Hunter will beat any competitor quote by 15%. Please contact [Ken Swink](#) or [Hunter Consulting](#) with any questions.

EPC/Hunter Consulting Safety Training has been scheduled for Monday, May 24<sup>th</sup> at 9:00 a.m. via zoom. Please email us at [Robin.Houston@epcschools.org](mailto:Robin.Houston@epcschools.org) to sign up for this online training and receive the zoom link to join.



May 11, 2021 Minutes  
Page 5

### DIRECTOR'S REPORT

**Financial Report** – Stephanie Zinger reviewed the financial summary of the general operating fund. The balance of the General Fund as of April 30, 2021 was \$626,557.93. Please [contact Stephanie](#) with any questions or concerns.

**2021-22 General Membership Meeting Schedule** – A schedule of the EPC [General Membership Meetings](#) for the 2021-2022 School year was distributed. Meetings are tentatively scheduled at Aullwood, but we are still waiting on the official approval from Aullwood at this time. We will continue to use Zoom for those that cannot attend and/or if we are unable to go back to in-person meetings.

If any EPC member schools, particularly career centers, would be interested in assisting the EPC with creating a plan, choosing or providing equipment and/or assisting with running the equipment so we can simultaneously run the in-person EPC membership meetings while using Zoom for those that are unable to travel or not comfortable with attending in-person we would love to hear from you. Please contact [Ken Swink](#) or [Robin Houston](#) if interested or if you have any thoughts to share on this matter.

**AEPA** – Ken Swink shared a video from Tremco Roofing on [Using ESSER Funds for School Facility Improvements](#). You may view an [Explanation on Indoor Air Quality and How it Relates to Federal Funding](#) and an explanation on [EDGAR funding](#) on the EPC website.

Flyers from the following AEPA vendors were also shared: [Tremco Roofing Procurement Solutions](#), [Doosan Bobcat's Zero-Turn Mowers and Tractors](#), [Beam Clay/Schutt Sports Athletic Equipment](#), [CDWG's Classroom Technology](#), [Capital Electronics Emergency Notification Systems](#), [Biofit Furniture's STEAM Carts and folding tables](#), [Hellas Athletic Complex Sport Lighting](#), [Midwest Technology Industrial Arts Supplies](#), and [Interface Flooring's Carpet tiles and Luxury Vinyl Tile](#). We'd especially like to highlight that Interface Flooring is still offering free 35sy of Carpet Tile or 322sf of Luxury Vinyl Tile as a mock-up to new customers. Please reach out to [Naomi Roflow](#) at Interface if interested.

**District Information Update Request** – 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](#).



May 11, 2021 Minutes  
Page 6

#### NEW/OLD BUSINESS

**Public Surplus** – The Southwestern Ohio EPC has [recently partnered with Public Surplus](#). Public Surplus was designed specifically for public agencies to streamline the sale and purchase of surplus inventory. Their system enables agencies to manage your entire surplus inventory, while at the same time maintaining compliance with state regulations and policies. The system's specific features allow for the reallocation or auctioning of surplus items without actual, or the appearance of: waste, favoritism or collusion.

EPC Members may sign up with Public Surplus through the EPC with a reduced buyer's premium. If you are already a user of Public Surplus (over 40 EPC members are already using Public Surplus) your district will be moved to an EPC member with Public Surplus. When you are ready to register you must use our special EPC link to be properly registered: <https://register.publicsurplus.com/sms/epcschools,oh/register/agency>.

Meeting adjourned at 1:52 p.m.