



**TO: EPC Representatives**

**FROM: Ken Swink, Director**

**DATE: January 14, 2022**

**RE: Minutes of January 11, 2022**

The Southwestern Ohio Educational Purchasing Council met in-person and virtually via Zoom at its regular meeting on January 11, 2022, at 1:00 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio. Executive Board Committee Chairperson, Scott Gilbert called the meeting to order.

**MEMBERS PRESENT:** Cathy Doseck, Anna; John Stephens, Arcanum Butler; Kevin Liming, Bellbrook-Sugarcreek; Tina Hageman, Bethel; Megan Thompson, Blanchester; Joe Hurst, Bradford; Nick Martin, Brookville; Jon Wesley, Centerville; Kyle Lewis, Clinton DD; Gene Gooding, Covington; Robin Fisher, Dayton Regional STEM; John Stanley, East Clinton; Jeff Parker, Rachel Tait, Eaton; Jeff Patrick, Fairborn; Kim Sherwood, Fairborn Digital Academy; Jeremy Pequignot, Franklin Monroe; Eva Anderson, Greene Co Career; Garth Whitaker, Greenon; Jody Harter, Greenville; Ken Lackey, Kettering; Jerry Ellender, Mad River; Steve Homan, Miamisburg; Robert Fischer, National Trail; John Kronour, Northeastern; Brandon Knecht, Northmont; Jean Borchers, Russia; Beth Justice, Rachel Meyer, Southern Ohio ESC; Scott Gilbert, Springboro; Jennifer Bruns, St Henry; William Derringer, Denny Dyer, Tri County North; Jeff Price, Troy; Scott Cottingim, Twin Valley; Anthony Fraley, Upper Valley CC; Chelsea Baldwin, West Liberty Salem; Curt Bone, Wilmington; Bryan Shirey, Xenia; Belinda Kenley, Kerstin Wilson, Sara Little, Energy Optimizers USA; Jeff Evans, Evans Energy; Shay Moran, Waibel; Ken Swink, Doug Merkle, Stephanie Zinger, Robin Houston, EPC.

**2022-8. Approval of Minutes** - Motion of Robert Fischer, seconded by Anthony Fraley, that the minutes of [November 2, 2021](#) be approved. Motion carried.

#### **COMMITTEE PROGRAM REPORTS**

**Audio Visual** – No report. You may view the list of vendors supplying discounts on the [EPC Website](#).

**2022-9. Classroom Supplies** – Ken Swink reported that the Classroom & Office Supply Committee reviewed the bids received and have recommended that we award Acco/GBC, Carolina Biological, Friends Office, John R. Green/Kurtz Bros and Nasco. A committee report showing [bid ranking](#) was included in the meeting packet. Members will earn a 1% annual rebate on purchases through this bid. Other features of this bid include the ability have orders packed by classroom/grade/building and additional discounts on most items not listed on the bid spreadsheet. Carolina Biological will have a \$250 minimum order threshold for free shipping, but all other vendors will keep their minimum at \$50. This bid is being shared among approximately 800 school districts from the EPC and 3 other co-ops – META Solutions out of Columbus, OMERESA in Steubenville and the Stark County Council of Governments. Motion by John Kronour, seconded by Jon Wesley to accept the vendor recommendations for Classroom & Office Supplies. Motion carried. The new pricing will be valid from February 1, 2022 through January 31, 2023 and will be available to view



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here on the [EPC Website](#) on February 1<sup>st</sup>. The following flyers from our new vendors were shared: Friends Office – [Online Ordering](#), [How to Check Pricing](#), [Teacher’s School Supply Grant](#); [John R. Green/Kurtz Bros Overview](#); [Carolina Biological Overview](#), [Acco/GBC Overview](#).

**Cloud Communication Systems** – WebEx, Go-To Meeting, Mutli-party video, Mobility, Redundancy, Disaster recovery, recording, easy to use management tools (web based from anywhere), and Free phones, are just some of the features available to EPC Members. Email [epc@nebulasolutionsinc.com](mailto:epc@nebulasolutionsinc.com) for your no cost, no obligation analysis or call 888-824-1755 with any questions.

**2022-10. Custodial Supplies/Air Filters** – Ken Swink stated that Waibel has agreed to extend their HVAC Air Filter Purchasing Program. Due to recent manufacturer availability and other related issues, pricing will only be held for 6 months at a time. A comparison showing [pricing differences](#) on the more commonly ordered items as well as [all Air Filter Pricing](#) was included in the meeting packet. Motion by William Derringer, seconded by Robert Fischer, to accept the Air Filter Pricing extension. Motion carried. Members are encouraged to contact [Christy Fielding of Waibel Energy Systems](#) with questions or to [setup an account with Waibel](#).

**Design Build & Performance Contracting Services** – Ken Swink allowed [Jeff Evans of Evans Energy](#) and [Belinda Kenley of Energy Optimizers, USA](#) to answer any questions members may happen to have on our new Design Build & Performance Contracting Services program. Members may view an [overview and steps to follow](#) along with Zoom Recordings on each of our recommended vendors on the [EPC Website](#). Flyers from [EBEB Solutions](#) and [Energy Optimizers USA](#) were included in the meeting packet.

**Disinfection as a Service** – 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](#).

**2022-11. Fine Paper** – Ken Swink reported that Sterling Paper’s lowest cost 8 ½ x 11 White Copy Paper “Whitecopy” has increased from \$36.22 to \$40.81 per case. Veritiv’s Comet 92 has increased from \$37.65 to \$41.84 per case. Sterling Paper’s minimum case order remains at 20 cases and Veritiv’s minimum case order is 40 cases. Both vendors still 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. A [paper pricing comparison](#) was distributed. Motion by Jerry Ellender, seconded by John Kronour to accept the paper extension. Motion carried. You may view all [current paper pricing](#) on the EPC Website.

**Food Service** – Stephanie Zinger announced that the impacts of COVID continue to wreak havoc on nearly all industries globally, including school food service. Through no fault of their own, your school food service staff will experience significant product availability issues. The EPC has been in talks with all segments of the supply chain and across all sectors, the feedback has been that product availability issues will not resolve this school year. [A letter explaining these problems](#) was shared with our EPC member food service supervisors. The document also includes a link to a folder which contains individual letters from each individual vendor we have been working with on these issues. If you need food



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service related assistance, have procurement questions or if you are interested in our Food Service Consulting program please contact [Stephanie Zinger](#) or [Bonnie Muckenthaler](#).

**Insurances** – Doug Merkle stated that he is doing research on the feasibility of in-district clinics for members schools in the health insurance program. Work has also begun on 2023 renewals.

**LED Lighting & Energy Savings Programs** – [Belinda Kenley](#) of [Energy Optimizers, USA](#) shared a [flyer](#) on why EPC members should utilize them for their projects. 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** – Ken Swink reported that the EPC LFP Insurance Program plans to return \$250,000 in earned member equity in January in the coming weeks.

**Security Cameras** – Ken Swink reminded members that they may contact Konica Minolta for their Security Camera needs. A [flyer on their Mobotix security cameras](#) was included in the meeting packet.

**Transportation** – Ken Swink announced that Ford shut down its Transit Van Plant for nearly half of the 2021 production year, making it nearly impossible for any member to purchase a van. Now Ford is stating that the 2022 production year will be the last year for the 8 – 10 passenger vans, period. Prices will also be higher because Ford has made big changes to much of its fleet and government discounts. Beau Townsend Ford was given a final allotment of vans. After they are gone, no more will be available to order. In an effort to be as fair as possible, The EPC created a [Van Lottery](#) for the opportunity to purchase these vans. If any chosen districts no longer wish to purchase a van, we will contact the next district(s) on the list.

The EPC Bus Bid Opening for 186+ school buses was held on October 29<sup>th</sup>. All Bus Bid Documents and Results are available to view on the [EPC Dropbox Website](#). Current Transportation Supply pricing may also be viewed on the [EPC Website](#).

**Utilities/Natural Gas** – Ken Swink reported that the Ohio School consortium, of which the EPC holds a governing board seat, is working on a contract extension with Mark Jergens, our energy consultant. In discussions with Mark, he will most likely be making recommendations soon to approve basis extensions for natural gas with Direct Energy for CenterPoint Energy, Dominion and Duke. Columbia Gas was approved earlier this fall.

**Worker's Compensation** – Ken Swink reported that a safety training session was held mid-December. We will send out an email invitation once the next set of training sessions are scheduled for 2023.



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#### DIRECTOR'S REPORT

**Financial Report** – Stephanie Zinger reviewed the [financial summary of the general operating fund](#). The balance of the General Fund as of December 31, 2021 was \$509,882.55. Please [contact Stephanie](#) with any questions or concerns.

**AEPA** – Flyers from School Health on the benefits of Ecommerce Solutions and their AEPA Discounts were shared with the membership.

Meeting adjourned at 1:36 p.m.