



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: September 19, 2022

RE: Minutes of September 13, 2022

The Southwestern Ohio Educational Purchasing Council met in-person and virtually via Zoom at its regular meeting on September 13, 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: John Stephens, Arcanum Butler; Kevin Liming, Bellbrook-Sugarcreek; Carla Surber, Joe Hurst, Bradford; Dan Bassler, Carlisle; Chad Mason, Cedar Cliff; Chuck Cowgill, Centerville; Jenn McCoy, Coldwater; Jeff Parker, Eaton; Deanna Knapke, Fort Recovery; Don Burley, Kristie Purtee, Graham; Bonnie Baldrige, Greenfield; Jeff Johnson, Kettering; Scott Butler, Lebanon; Jerry Ellender, Mad River; David Larson, Miami Co ESC; Brad McKee, Miami Valley CTC; Steve Homan, Miamisburg; Robert Fisher, National Trail; John Kronour, Northeastern; Shawn Hoff, Preble County ESC; Ben Kitchen, Southeastern; Scott Gilbert, Springboro; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; Bill Derringer, Tim Watts, Tri County North; Jeff Sakal, Troy Christian; Scott Cottingim, Twin Valley; Pat Gibson, Upper Valley CC; Joe Scholler, Erick Depew, Valley View; Jack Haag, West Carrollton; Chelsea Baldwin, West Liberty Salem; Curt Bone, Wilmington; Bryan Shirey, Xenia; William Dickey, Cintas; Belinda Kenley, Sara Little, Energy Optimizers USA; Jeff Evans, Mary Whitt, Evans Energy; Bryan Schenck, Waibel; Ken Swink, Doug Merkle, Stephanie Zinger, Ellen Lewis, Cristi Goldshot, Robin Houston, EPC. **Via Zoom:** Sam Braun, Brookville; Kyle Lewis, Clinton Co DD; Rachel Tait, Eaton; Jeremy Pequignot, Franklin Monroe; Eva Anderson, Greene Co CC; Garth Whitaker, Greenon; Veronica Gayotin, Lakota; Michelle Miller, Legacy Christian; Alexander Hix, Miami East; Tracy Hiller, Riverdale; Amanda Davis, Sciotoville; Rachel Meyer, Southern Ohio ESC; Shaunna Tafelski, Talawanda; Jeff Price, Troy.

Presentation – William Dickey of Cintas Corporation presented their new Facility Products and Solutions program. If you have questions on their Uniform Rental, Facility Services, Fire Protection and/or First Aid and Safety you may reach Mr. Dickey directly via email at dickeyw@cintas.com. [Click here to view their services.](#)

2023-01. Approval of Minutes - Motion of Robert Fisher, seconded by John Kronour, that the [minutes of May 10, 2022](#) be approved. Motion carried.

2023-02. Membership Applications – Ken Swink reported that [Ada Exempted Village Schools](#), [Lehman Catholic High School](#), [Middletown City Schools](#), [Norwood City Schools](#), [Warren Local Schools](#) and [Zane Trace Local Schools](#) have requested membership in the EPC. The Executive Board at its September 13th morning meeting recommended presentation of the new districts to the general membership for approval. Motion of Don Burley, seconded by John Stephens, that the districts be approved for membership. Motion carried.



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Welcome to the New School Year – Ken Swink thanked everybody for their continuing Membership with the Southwestern Ohio Educational Purchasing Council. The 2022-23 School Year will be the seventh year in which we will be waiving membership fees. [A complete list of EPC Programs and Services](#) was included in the meeting packet. If you need any assistance or have questions about any of these programs, please [let us know](#).

COMMITTEE PROGRAM REPORTS

***Air Filters** – Bryan Schenck of Waibel reported that Air Filter Pricing through Waibel have been extended with increases through December 31, 2022. [Current pricing](#) and instructions on [how to order or setup an account](#) may be found on the EPC Website.

***Audio Visual** – Ken Swink announced that the Audio-Visual Discounts that we share with META Solutions was extended over the summer and is valid July 1, 2022 through June 30, 2023. Approved vendors include: AVES, Brown Enterprises, Pyramid School Products and Schoolhouse Electronics. You may view the [list of vendors supplying audio visual discounts](#) on the EPC Website.

Classroom Supplies – Ken Swink shared a flyer from John R. Green reviewing [how to place orders and contacts](#) for assistance. Both Friends Office and John R. Green will be raising pricing on many bid items. Classroom & Office Supply pricing is valid from February 1, 2022 through January 31, 2023 and is available to view on the [EPC Website](#).

Cloud Communication Systems – Ken Swink shared that the EPC office has recently installed a Cloud Communications System from Nebula Solutions. Ken also reviewed a [flyer from Nebula Solutions](#). WebEx, Go-To Meeting, Multi-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. Please email epc@nebulasolutionsinc.com for your no cost, no obligation analysis or call 888-824-1755 with any questions.

***Design Build & Performance Contracting Services** – Ken Swink announced that we will be [extending our Design Build & Performance Contracting Services](#) with EBEB Solutions, Energy Optimizers USA and Evans Energy. Prodigy was not renewed. Ken also reminded members that the EPC will pay the preapproved Criteria Engineer's fee from the EPC Administrative Fee to scope out your project if using the EPC's Design Build & Performance Contracting Program. (For every design-build contract, Ohio Revised Code 153 requires the services of a licensed criteria engineer or licensed architect to prepare conceptual plans and specifications for the project.)

Belinda Kenley of Energy Optimizers USA and Jeff Evans of Evans Energy both advised EPC members that if they are considering updates that involve purchasing chillers, boilers and other large projects that you need to plan on having at least or year or more lead time due to parts shortages.

Members may view an [overview and steps to follow](#) along with Zoom Recordings on each of our awarded vendors on the [EPC Website](#). Flyers from [Energy Optimizers, USA](#) and [Evans Energy](#) were also shared.



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Disinfection as a Service – Ken Swink shared flyers from [Alpha & Omega](#) and [Waibel Energy Systems](#). If you would like contact information or pricing from either of our two awarded Disinfection as a Service vendors please contact [Robin at the EPC Office](#).

***Drug & Alcohol Testing** – Ken Swink reported that the EPC has secured Drug and Alcohol Testing pricing through July of 2023. The recommended Vendors include: Citran Occupational Health, Grand Lake Health Systems/Joint Township Hospital, Highland District Hospital, Mercer Health, Mercy Health, Mobile Health Services, Premier Occupational Health, TriHealth/Bethesda Care, Van Wert County Hospital and Wilson Occupational Health. [Pricing, location listings and hours](#) of operation are available on the EPC Website. If any district is currently utilizing a provider that is not on our list, feel free to reach out to us and share their contact information. We will reach out to them to see if they would like to participate in our discount program.

***Facility Products & Solutions** – Ken Swink reviewed the EPC bid [discounted pricing from Cintas](#) on Garments and Non Garment items such as floor mats and cleaning supplies. If you have questions on Cintas Uniform Rental, Facility Services, Fire Protection and/or First Aid and Safety you may reach Mr. William Dickey directly via email at dickeyw@cintas.com.

***Fine Paper** – Ken Swink reviewed copy paper pricing for the month of September. Sterling Paper's lowest cost for 8 ½ x 11 White Copy Paper "Whitcopy" has remained the same at \$49.90 per case. We plan to do a new paper bid by our November EPC Membership meeting. You may view all [current paper pricing](#) on the EPC Website.

***Food Service** – Stephanie Zinger announced that the impacts of COVID will continue to wreak havoc on school food service for at least an additional year. [Food bids have been rebid and extended with the following vendors:](#)
Food/Beverages – GFS, Keurig/Dr Pepper, Rightway, Sysco, Valley; Bakery – Klosterman, Nickels; Dairy – Borden, DFA, Modern, Prairie Farms, Schenkel's, Smith, United; Ice Cream – Hershey's Velvet; Produce – W. R. Hackett; Cafeteria Essentials – Alcor, Friends, GFS, I Supply, Rightway and TPC. 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 Muckenthaler](#).

***Furniture** - Ken Swink announced that the furniture committee made recommendations of vendors offering furniture discounts. The following vendors were recommended for approval: AmTab, Fomcore, Friends Office, John R. Green/Kurtz Bros, Kay-Twelve, K-Log, School Outfitters and Tom Sexton & Associates. These vendors offer discounts up to 63% off manufacturer list prices and represent 126 manufacturers. Items include Instructional Classroom Furniture, Filing & Storage Cabinets, Workstations, Cafeteria, Library, Science, Laboratory and more. You may view [discounts on the EPC Website](#).



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Insurances – Doug Merkle reported that the EPC has entered into an agreement with Christ Joint and Spine Center to provide common services at no cost to those that qualify and, in some cases, even if a deductible is still not met. Locations are in the Cincinnati area as well as Liberty Township. Hotels may be made available if over a certain distance from your house.

Doug also announced that the EPC is now offering new Benefit Services. Member districts may contract with the EPC to provide the following for Payroll and Benefits Administration at your District: On-Site evaluation of current practices to include identifying risks, creating goals, and suggestions of potential improvement of workflow. Ideal for districts who seek to provide training for new employees or for those with concerns about current payroll/benefits practices. As a part of the program, the EPC will also interface with and evaluate potential vendors or current product representatives. The EPC will provide a written statement of recommendations for ongoing administration. Contact [Doug Merkle](#) or [Ellen Lewis](#) with any questions.

LED Lighting & Energy Savings Programs – [Belinda Kenley](#) of [Energy Optimizers, USA](#) shared a [flyer on their advantages for schools](#). Please contact [Belinda](#) if you have any questions or if your district is interested in a [free No Cost Energy and Lighting Audit](#). The LED Lighting program is a shared bid with all six cooperatives in the OCEPC.

Liability Fleet & Property Insurance – Pat Gibson reported that EPC members that participate in the EPC LFP Insurance Program will be meeting on November 8th before that day's EPC General Membership Meeting.

***Library Books** - Ken Swink reported that the Library Book Committee has prepared a recommendation for [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, Capstone, Children's Plus, Delaney Educational, Follett, Mackin and Rainbow Book Co.

Security Cameras –Ken Swink shared flyers from Konica Minolta on their [Alice Receptionist Education](#), [Schoolgate Guardian System](#), [Forxai Video Security Assessments](#), [System Design Services](#) and [VSS for Government](#). Please [contact Konica Minolta](#) for any Security Camera needs. The Security Camera bid is shared with six cooperatives in the OCEPC.

Transportation – Ken Swink reviewed the EPC [bus purchasing calendar](#) and a [sample Bus Board Resolution](#) that must be passed prior to purchasing a school bus. All bus bid information may be viewed on the [EPC Website](#).

Ken also shared photos of [Passenger Vans from American Bus](#) and [Beau Townsend Ford](#) that may be available on the upcoming Vehicle bid. The bid will be due from potential vendors on the same date as the school bus bid.



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Utilities/Natural Gas – Ken Swink Ken Swink shared that several treasurers have called to report they are receiving electricity marketing calls from Champion Energy and others asking them to send copies of utility bills to them. Ken advised everyone DO NOT SEND INVOICES to anyone or your accounts will be switched to a rate three times what you are currently paying. Please call Ken Swink with any questions and feel free to refer your marketing calls on to Ken. We are contracted with IGS Energy through December 2024 at \$0.03370 kWh and well positioned as the current market is three times that rate.

Mark Jergens, our natural gas consultant, is constantly monitoring the market and advised us the market has once again reached \$9+ for the remainder of 2022. We are 70% hedged at \$2.7327 through June 2023. Europe is currently looking at \$60+, which is truly astonishing. Mark said our schools are much better off than most of the country for this school year for both electricity and natural gas pricing.

Worker's Compensation – Doug Merkle shared a Save The Date Flyer for upcoming Safety Trainings on October 20th and November 17th. Both training dates will be provided via Zoom sessions and a certificate will be provided to those that participate.

2023-3. Motion of Jack Haag, seconded by Pat Gibson, that the *programs be approved via consent. Motion carried.

DIRECTOR'S REPORT

Financial Report – Stephanie Zinger reviewed the [financial summary of the general operating fund](#). The balance of the General Fund as of August 31, 2022 was \$823,521.24. Please [contact Stephanie](#) with any questions or concerns.

AEPA – Flyers from [Capitol Electronics Panic Button Systems](#), [Capitol Electronics School Safety Solutions](#), [Pitsco Career Tech Items](#), [Hubert Kitchen Equipment](#), [School Specialty Product Spotlight](#), [School Specialty Fall Shopping Online](#), [School Specialty Bic Pens](#), [School Specialty Dixon Ticonderoga Savings](#), [School Specialty Teacher Workshops](#) were included in the meeting packet.

Meeting adjourned at 1:46 p.m.