



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: November 10, 2022

RE: Minutes of November 8, 2022

The Southwestern Ohio Educational Purchasing Council met in-person and virtually via Zoom at its regular meeting on November 8, 2022, at 12:40 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio. Executive Board Committee Chairperson, Scott Gilbert called the meeting to order.

MEMBERS PRESENT: PJ Burgett, Ansonia; Maria Rellinger, Apollo Career Center; John Stephens, Arcanum Butler; Abby Sharp, Ayersville; Kevin Liming, Bellbrook-Sugarcreek; John Eikenberry, Bexley; Carla Surber, Bradford; Dan Bassler, Carlisle; Chad Mason, Cedar Cliff; Chuck Cowgill, Centerville; Ben Streby, C-Tec; John Stanley, East Clinton; Jeff Parker, Rachel Tait, Eaton; Jeff Patrick, Fairborn; Keith Doseck, Fairlawn; Eva Anderson, Georgia Lewis, Greene Co Career Center; Bonnie Baldrige, Greenfield; Amy Ayers, Hardin Houston; Gary Doll, Bryan Janson, Huber Heights; Jeff Johnson, Kettering; Jerry Ellender, Mad River; Paul Brotzki, Maumee; Kurt Wendel, Mercer Co ESC; Robert Fischer, National Trail; John Kronour, Northeastern; Ann Ferraro, Brandon Knecht, Northmont; Shawn Hoff, Preble Co ESC; Jean Borchers, Russia; Ben Kitchen, Southeastern; Scott Gilbert, Springboro; Jennifer Bruns, St Henry; Denise Robinson, Tecumseh; William Derringer, Tim Watts, Tri County North; Kim Chowning, Tri Village; Janice Allen, Trotwood Madison; Jeff Price, Troy; Scott Cottingim, Twin Valley; Anthony Fraley, Upper Valley Career Center; Erick Depew, Valley View; Marcus O'Brien, Vandalia Butler; Curt Bone, Wilmington; Nick Hart, American Bus; Sara Little, Energy Optimizers USA; Carrie Barrett, Evans Energy; Shay Moran, Waibel; Ken Swink, Doug Merkle, Stephanie Zinger, Ellen Lewis, Cristi Goldshot, JeanAnn Cloud, Robin Houston, EPC. **Via Zoom:** Nick Michel, Apollo Career Center; Joe Hurst, Bradford; Deanna Knapke, Fort Recovery; Jeremy Pequignot, Franklin Monroe; Chad Hill, Greene Co ESC; Jack Anders, Miami Trace; Andrew Meckstroth, New Knoxville; Charles Thiel, Urbana; Bryan Shirey, Xenia.

Presentation – Elizabeth Oswick of [SC Strategic Solutions](#) presented their [services](#) which include Records Management Software, Document Scanning Services, Document Storage Services and Secure Document Shredding. They also offer Check Printing, Time Sheets, Milage/Expenses, AR Invoices, HR Onboarding, eSignature and more. You can reach Ms. Oswick via email at eoswick@scview.com or via phone at 216-214-3040.

2023-04. Approval of Minutes - Motion of Robert Fischer, seconded by Tom Isaacs, that the [minutes of September 13, 2022](#) be approved. Motion carried.

2023-05. Membership Applications – Ken Swink reported that [Belmont-Harrison Vocational School](#) has requested membership in the EPC. Motion of Marcus O'Brien, seconded by Brandon Knecht that the district be approved for membership pending Executive Board approval. Motion carried.



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COMMITTEE PROGRAM REPORTS

Air Filters – Shay Moran of Waibel reported that Air Filter Pricing through Waibel is valid 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 – No report. You may view the [list of vendors supplying audio visual discounts](#) on the EPC Website.

Classroom Supplies – Ken Swink shared flyers from Friends Office highlighting [Facility Supplies](#) and [Online Ordering](#). 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 – No report. 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.

***Copy Paper** – Ken Swink announced that Copy Paper was rebid. The only [bids received were from Sterling Paper and Office Depot/ODP Business Solutions](#). “No Bid” letters were received from several other vendors due to market conditions and inventory issues. Office Depot’s lowest cost for 8 ½ x 11 White Copy Paper (Office Depot brand) is \$44.75 per case and Sterling Paper’s (Whitcopy brand) is \$49.90 per case. Pricing will continue to be extended on a month-to-month basis. You may [view all current paper colors and pricing](#) on the EPC Website.

Design Build & Performance Contracting Services – Sara Little of Energy Optimizers USA and Carrie Barrett 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 a year or more lead time due to parts shortages. Flyers from [Energy Optimizers, USA](#) and [Evans Energy](#) were also shared.

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

Food Service – No report. 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](#).



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Insurances – Doug Merkle thanked Ellen Lewis, JeanAnn Cloud and Cristi Goldshot for their support with a smooth Open Enrollment that will be ending on Friday, November 11th. Any districts that qualified for the Wellness Program payouts will receive these payments included in the EPC Rebate checks that will be handed out at the end of the EPC Membership Meeting. Any districts that do not pickup their checks will have theirs mailed.

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 – [Sara Little](#) of [Energy Optimizers, USA](#) shared a [flyer on their Advantages for Schools](#). Please contact [Sara Little](#) or [Belinda Kenley](#) if you have any questions or if your district is interested in a [free No Cost Energy and Lighting Audit](#).

Liability Fleet & Property Insurance – Ken Swink reported that EPC members that participate in the EPC LFP Insurance Program met prior to today's EPC General Membership Meeting. Winter season reminders such as fire prevention, frozen pipes and snow/ice management were covered along with a status review of the current program. Next year will be the EPC's 20th year of our Liability, Fleet & Property Insurance program.

***Transportation** – Ken Swink announced that the EPC Bus Bid Opening for 222+ school buses was held on October 31st. All Bus Bid documents and results are available to view on the [EPC School Bus Page](#). 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 – you may still use the bid and your district is covered by our Legal Advertisement. If you need assistance reviewing the spreadsheet, feel free to [contact Robin Houston](#).

Ken also announced that vehicles were also rebid. A [Vehicle packet](#) was distributed showing pricing on Passenger Vans, Pickup Trucks and Type A Vehicles from American Bus, Beau Townsend Ford, Myers Equipment and OH Machinery Co/Thomas Buses. Nick Hart of American Bus introduced himself to the membership and brought a Ford Passenger Van with him for members to look at after the close of the meeting. You can contact Mr. Hart via email at nhart@american-bus-inc.com.



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Utilities/Natural Gas – Ken Swink reviewed the [official report detailing the 5 peak days from Summer 2022](#).

Mark Jergens, our natural gas consultant, is constantly monitoring the market and advised us we are 70% hedged at \$2.7327 through June 2023. We have not hedged any natural gas yet for the 2023 – 2024 school year and the current price for this year is sitting at \$5.193, a **44 % increase!** Our hedging committee met in Columbus on October 27 and will meet again by Zoom on November 17 to discuss hedging strategies. Ken said that while he would never wish a recession on our country, if a serious recession occurs over the next six months one positive would be a reduction in industrial demand resulting in a drop in pricing. [Slides were shared](#) showing current hedging plans.

Worker's Compensation – Doug Merkle notified the membership of the upcoming [EPC/Hunter Consulting Safety Training on November 17th](#). This training session will be done via Zoom and a certificate will be provided to those that participate. Those that are interested in participating should send their RSVP to Robin.Houston@epcschools.org.

2023-06. Motion of Jeff Patrick, seconded by John Kronour, 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 October 31, 2022 was \$861,699.38. Please [contact Stephanie](#) with any questions or concerns.

2023-07. Summary of 2021-2022 Rebates – Ken reviewed the [2021-22 Rebate Report](#) which includes rebates for the Food Service GFS Prime Vendor Agreement, EPC Medical Insurance Wellness, Copy Paper and Classroom/Office Supply purchases. A [letter was included in the packet that 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 regarding 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 Anthony Fraley, seconded by John Kronour to approve the rebate report and distribute rebate checks to EPC member districts. Motion carried.

AEPA – Flyers from [Bobcat Equipment](#), [School Health](#), [Tremco on Restoration services](#) and School Specialty on [Safe School Items](#), [Halo Alerting Detectors](#) and [Two-Way Radios](#) were included in the meeting packet.

Meeting adjourned at 1:17 p.m.