



TO: EPC Representatives

FROM: Ken Swink, Director

DATE: January 12, 2023

RE: Minutes of January 10, 2023

The Southwestern Ohio Educational Purchasing Council met in-person and virtually via Zoom at its regular meeting on January 10, 2023, at 12:45 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio. Executive Board Committee Co-Chairperson, Anthony Fraley called the meeting to order.

MEMBERS PRESENT: PJ Burgett, Ansonia; John Stephens, Arcanum Butler; Karen Royer, Bethel-Tate; Chad Mason, Cedar Cliff; Chuck Cowgill, Centerville; Jim Atchley, Darke Co ESC; Jeff Parker, Rachel Tait, Eaton; Jeff Patrick, Fairborn; Deanna Knapke, Fort Recovery; Steve Homan, Miamisburg; Robert Fischer, National Trail; John Kronour, Northeastern; Ann Ferraro, Brandon Knecht, Northmont; Shawn Hoff, Preble Co ESC; Ben Kitchen, Southeastern; Denise Robinson, Tecumseh; William Derringer, Tim Watts, Tri County North; Jeff Price, Troy; Anthony Fraley, Upper Valley Career Center; Warren J. Scholler, Erick Depew, Valley View; Marcus O'Brien, Vandalia Butler; Buckie Caulley, Washington Court House; Curt Bone, Wilmington; Bryan Shirey, Xenia; Nick Hart, American Bus; Belinda Kenley, Kerstin Wilson, Sara Little, Energy Optimizers USA; Jeff Evans, Evans Energy; Eric Groh, Brian Seedhouse, Prodigy; Shay Moran, Waibel; Ken Swink, Doug Merkle, Ellen Lewis, Cristi Goldshot, JeanAnn Cloud, Robin Houston, EPC. **Via Zoom:** Jody Jones, Botkins; Sam Braun, Brookville; Kyle Lewis, Clinton DD; Jenn McCoy, Coldwater; John Stanley, East Clinton; Kim Sherwood, Fairborn Digital Academy; Kelli Fromm, Franklin; Jeremy Pequignot, Franklin Monroe; Garth Whitaker, Greenon; Jean Borchers, Russia; Jennifer Bruns, St Henry; Neil Laughbaum, Triad; Ken Lackey, Wayne.

2023-08. Approval of Minutes - Motion of Robert Fischer, seconded by Jeff Patrick, that the [minutes of November 8, 2022](#) be approved. Motion carried.

2023-09. Membership Application – Ken Swink reported that [Fort Frye Local Schools](#) has requested membership in the EPC. Motion of John Stanley, seconded by Jim Atchley that the district be approved for membership pending Executive Board approval. Motion carried.

COMMITTEE PROGRAM REPORTS

***Air Filters** – Ken Swink notified the membership that the EPC reviewed bids received for Air Filters and have recommended that we award [Waibel Energy Systems](#). [Shay Moran](#) of Waibel confirmed that pricing is valid through June 30, 2023. [Current pricing, instructions on how to order](#) and how to [setup a new account](#) may be found on the EPC Website.

Audio Visual – Ken Swink shared a [flyer from Scott Electric on their LCD Projector lamps](#). You may view a complete [list of vendors supplying audio visual discounts](#) on the EPC Website.



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***Classroom Supplies** – Ken Swink reported that the Classroom & Office Supplies committee has recommended a [one year extension with current vendors](#). The extension pricing with [Acco/GBC](#), [Carolina Biological](#), [Friends Office](#), [John R. Green/Kurtz Bros](#) and [Nasco](#) will be valid from February 1, 2023 through January 31, 2024 and will available to view on the [EPC Website](#) soon.

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 from [Nebula Solutions](#). Please email epc@nebulasolutionsinc.com for your no cost, no obligation analysis or call 888-824-1755 with any questions.

***Copy Paper** – Ken Swink reported that [Sterling Paper's](#) lowest cost 8 ½ x 11 White Copy Paper “Whitecopy” will remain unchanged at \$49.90/case and Office Depot/[ODP Business Solutions](#) has gone up to \$45.95/case. Pricing will continue to be extended on a month-to-month basis and be reported via email between membership meetings. You may view all [current paper pricing](#) on the EPC Website.

Design Build & Performance Contracting Services – The following EPC approved Design Build vendors provided updates on the program: [Belinda Kenley](#), [Kerstin Wilson](#) and [Sara Little](#) of [Energy Optimizers USA](#); [Jeff Evans](#) of [Evans Energy](#); [Eric Groh](#) and [Brian Seedhouse](#) of [Prodigy](#). Flyers from [Energy Optimizers, USA](#) and [Evans Energy](#) were also shared.

Disinfection as a Service – [Shay Moran](#) of Waibel 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 – Ken Swink reminded members that the current GFS contract allows for price increases in August, October, January and March. 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](#).

Insurances – Doug Merkle reported that 16 districts still need to submit their 1095 information for the EPC to review and approve. If you are one of these districts, please get in touch with [Ellen Lewis](#).

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.



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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](#).

Liability Fleet & Property Insurance – Pat Gibson reported that as we approach our annual renewal process, we have requested Arthur J. Gallagher to delay the release of the renewal application for several weeks. Our LFP Committee has been working with Gallagher to secure the best possible renewal for our members while trying not to reduce any coverages or raise deductibles. In addition, our committee has been talking with other brokers to explore any alternative options to best serve the insurance needs for each member. This will not affect our ability to provide renewals on time at our scheduled May 9th meeting at Aullwood. As we continue to experience a hard insurance market, we are working to ensure our members receive the very best coverages for the lowest premium possible.

Transportation – Ken Swink shared the list of all [members that purchased buses for the 2021-22 cycle](#). If your district purchased a bus through the EPC Bus Bid between October 29, 2021 - October 30, 2022, and you are not listed on this sheet, please [contact us and let us know](#). 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 we were notified by [Colt Walden](#) of [Beau Townsend Ford](#) that Friday, January 13th will be the last day you can order a 2023 Super Duty Ford Truck. The next opportunity to order will probably be late Summer for the 2024 model year. [Nick Hart](#) of [American Bus](#) was available at the meeting with any Passenger Van ordering questions. You may view all [Vehicle purchasing information and pricing](#) for Passenger Vans, Pickup Trucks and Type A Vehicles from American Bus, Beau Townsend Ford, Myers Equipment and OH Machinery Co/Thomas Buses on the EPC Website.

Utilities/Natural Gas – Ken Swink shared a [communication from Mark Jergens](#), our natural gas consultant, that went to our hedging committee in regards to the market and storage reports. Warmer weather has allowed the current gas market to fall, but the weighted price for 2023-24 at \$4.295 is still a big jump from our \$2.737 hedge for 70% of 2022-23. Ken also reminded everyone to not share your utility account numbers with any other supplier because once they have those account numbers, they will move you to their supply without any authorization from the district.

2023-10. Motion of Karen Royer, seconded by Marcus O'Brien, that the *programs be approved via consent. Motion carried.



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DIRECTOR'S REPORT

Financial Report – Ken Swink reviewed the [financial summary of the general operating fund](#). The balance of the General Fund as of December 31, 2022 was \$923,492.25. Please [contact Stephanie](#) with any questions or concerns.

AEPA – Flyers from [School Health](#) on [Trauma Kits](#), [CPR Practice Manikins](#) and [Interactive Visilift+ Displays for students with disabilities](#) and from [School Specialty](#) on [Kits for Kidz Student Supply Kits](#) and [Innovate 360 Dynamic Learning Spaces](#) were included in the meeting packet.

Ken also shared the article [“Integrity – What Differentiates AEPA from Other Purchasing Cooperatives”](#) by AEPA Board Member, Ted Witt. This article explains how the AEPA satisfies the demanding high standards of ethics for member schools. To see the contracts that have earned awards through AEPA’s reputable bidding process —everything from Athletic Equipment to Vehicles — visit <https://aepacoop.org/purchasingcategories/>.

Meeting adjourned at 1:19 p.m.