



Southwestern Ohio Educational  
Purchasing Council

*Celebrating  
30 Years of Service*

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**Ken S. Swink**  
Director  
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TO: EPC Representatives

FROM: Ken Swink, Director

DATE: May 21, 2008

**Steffney A. O'Bryan**  
Purchasing Specialist  
[ep\\_finance@mdeca.org](mailto:ep_finance@mdeca.org)

RE: Minutes of May 13, 2008

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on May 13, 2008 at 1:00 p.m. at the Dayton Airport Hotel, 3330 Terminal Drive, Vandalia, Ohio.

**Barbara Coriell**  
Benefit Plan Administrator  
[ep\\_benefits1@mdeca.org](mailto:ep_benefits1@mdeca.org)

**MEMBERS PRESENT:** **Champaign County:** Dale King, West Liberty Salem; **Clark County:** Wayne Leis, Clark Shawnee; Rick Broderick, Denise Schneider, Northeastern; Greer Young, Springfield; Anthony Fraley, Springfield Clark CTC; Mike Lucas, Tecumseh; **Clinton County:** Kyle Lewis, Clinton MR/DD, Gary West, East Clinton; Curt Bone, Wilmington; **Darke County:** Jim Atchley, Ansonia; Michael Gray, County Office; David Gray, Franklin Monroe; Tony Thomas, Tri Village; David Vail, Versailles; **Greene County:** Patricia Michalski, Cedar Cliff; Ed Gibbons, Fairborn; Kevin Liming, Sugarcreek; Bryan Shirey, Xenia; **Mercer County:** Kurt Wendel, Fort Recovery; **Miami County:** Kevin Turner, Karen Newman, Bethel; Randy Earl, Covington; Todd Rappold, Miami East; Chris Johnson, Milton Union; Pat McBride, Newton; Tim Reed, Piqua; Alan Lange, Riverside of Miami Co; Art Hoff, Tipp City; **Montgomery County:** Terry Bissett, Brookville; Bob Yux, Centerville; Kevin Ferguson, Huber Heights; Norris Brown, Jefferson; Kevin Lacey, Miami Valley CTC; Robert McClintock, Northmont; Clarence Jarboe, Northridge; Chuck Stewart, Vandalia Butler; **Preble County:** Brian Smith, National Trail; **Shelby County:** Heather Neer, County Office; **Warren County:** Wayne Maxie, Jerry Ellender, Carlisle; **EPC:** Ken Swink, Barbara Coriell, Steffney O'Bryan.

**2008-13 APPROVAL OF MINUTES:** Motion of Kevin Turner, seconded by Tony Thomas, that the minutes of March 11, 2008 be approved as mailed. Motion carried.

### COMMITTEE REPORTS

**Audio Visual** – Bob McClintock reported that the committee has met to discuss additions and deletions for next year. Wireless projectors as well as wide-screen smartboards are to be added to the bid. The television selection will be narrowed as projectors are outselling televisions 40 to 1.

**Classroom Supplies** – Steffney O'Bryan reported that the ordering process using the new Excel format is going well. The spreadsheet and other Classroom Supply ordering information can be found on the EPC Website at [www.epc-online.org/products/classroomsupplies.htm](http://www.epc-online.org/products/classroomsupplies.htm). The EPC is currently requesting an extension of prices through October 2008.

**Custodial Supplies** – No report.

**Fine Paper** – Ken Swink stated that the \$26.50 price for 8 ½ x 11 plain white copy paper from Corporate Express is no longer available; it is now \$28.10 guaranteed through Feb, 2009. Xpedx's price is \$28.10 through June 30, 2008 and Sterling's Boise (white box) is \$28.22 with a 2% discount bringing the price down to \$27.66 if paid within 30 days.

**Food Service** – Ken Swink reported that Bakery, Food Products, Paper/Plastics and Small Wares bids will go out this week. The bids have been cleaned up; low volume items have been deleted and the bid is now less than 1,000 items. The Food Service Committee voted to renew the Dairy contract with Reiter with an adjustment of -.0040 per half-pint concession to all EPC Districts. The committee will meet in June to award bids for the upcoming school year. Food shortages, fuel and transportation costs will affect pricing next year with a projected 8-10% increase.

**Insurances** – Barbara Coriell reported that UHC has received their first stop loss claim, over \$400,000. Renewals are projected to be an 8-10% increase for UHC and +5-10% increase projected for Anthem. The EPC health plan renewal is based on claims with a 4% admin fee. Benelogic will be going live June 1<sup>st</sup>. Materials are going out to districts soon.

Wellness programs will be the next project, an area where the EPC can have an impact on health insurance costs. Meetings have been held with UHC and Anthem to see what they can offer districts on establishing wellness programs.

**Liability Insurance** – Chuck Stewart encouraged districts who are not currently involved to check out the program. The program, in its fifth year, gave \$100,000 in interest back to districts involved in the program and the program has a fund balance of around \$2,000,000. Coverages are better now than at the programs inception (sexual abuse coverage went from 2,000,000 to 6,000,000 and premiums are lower (9% lower than last year).

**2008-14. Library Books** – Steffney O'Bryan reported that the committee met to prepare a recommendation for Library Book Discounts. The following vendors were recommended for approval: Bound to Stay Bound, Children's Plus, Davidson Titles, Delaney Educational, Follett Library Resources, Gareth Stevens Publishing, Heinemann Raintree Library, The Lincoln Library, Perma-Bound Books and World Almanac Education. Motion by David Gray, seconded by Chuck Stewart, that the discounts be approved as presented. Motion Carried. Only vendors that are offering a larger than standard discount or other incentives are recommended. Discount information was distributed and is available on the EPC Website.

**Transportation** - Ken Swink reported districts can continue to buy buses with the current bid pricing providing vendors will hold bid pricing which they have done to this point. A 2008-09 bus purchasing survey will be distributed at the June membership meeting.

**Utilities** – Ken Swink reported that natural gas savings reports are in the packet. Vectren is getting out of gas commodity supply. Energy USA's Milas Harris is projecting a 30-35% increase in natural gas prices based on current market.

**Worker's Compensation** – Barbara Coriell reported that MCO open enrollment period is May. Group rating open enrollment is until July 31, 2008. Hunter and EPC have reduced administrative fees further to lower member districts premiums. Safety training meeting schedules are being formalized for next year. Tentative safety meeting dates are as follows: Food Service – At the EPC Vendor Fair, Transportation – November 2008, Maintenance – March 2009, and Administrative – April 2009.

## **DIRECTOR'S REPORT**

**Financial Report** - Steffney O'Bryan distributed and reviewed the financial summary of the general operating fund. The balance of the General Fund as of April 30, 2008 was \$452,388.02.

**AEPA** – Ken Swink stated that brochures with new bid contracts are included in packets

**Asbestos Training** – Registration forms for Asbestos Seminars were distributed. Forms can be faxed back to the EPC office at 937-264-8568.

**New/Old Business**

**Dragons Game** – The EPC Sponsored Dayton Dragons game will be on June 19, 2008. Tickets are available from the EPC on a first come basis. Please email Robin if you are interested in the game and vendor provided buffet dinner.

**Radon Testing** – Ken Swink also shared discussions he has had with RAPCA (Regional Air Pollution Control Agency) on the Jarod's law radon testing requirement. RAPCA will visit districts and provide free training on how district personnel can conduct testing. Ken's discussion with Alan Pierce, Montgomery County Health Board revealed that most of the Jarod's Law inspections can be done in-house by district personnel rather than contracted out.

Meeting adjourned at 2:10 p.m.

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EPC Chairperson

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Financial Officer