



Southwestern Ohio Educational
Purchasing Council

*Celebrating
30 Years of Service*

www.epc-online.org

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Ken S. Swink
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TO: EPC Representatives

FROM: Ken Swink, Director

DATE: November 8, 2007

Steffney A. O'Bryan
Purchasing Specialist
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RE: Minutes of November 6, 2007

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on November 6, 2007 at 1:00 p.m. at the Dayton Airport Hotel, 3330 Terminal Drive, Vandalia, Ohio.

Barbara Coriell
Benefit Plan Administrator
ep_benefits1@mdeca.org

MEMBERS PRESENT: **Auglaize County:** Barbara Weadock, St Marys; **Champaign County:** Steven J. Godwin, West Liberty Salem; **Clark County:** Steven Graham, County Office; Wayne Leis, Clark Shawnee; Lori Lytle, Greenon; Rick Broderick, Denise Schneider, Northeastern; Greer Young, Springfield; Anthony Fraley, Springfield Clark JVS; David Campbell, Tecumseh; **Clinton County:** Curt Bone, Wilmington; **Darke County:** Jim Atchley, Ansonia; Wayne Combs, Arcanum Butler; Mike Gray, County Office; David Gray, Franklin Monroe; Dr. Joe Scholler, Mississinawa; Tony Thomas, Tri Village; **Greene County:** Gary Sattler, Beaver creek; Pat Michalski, Cedar Cliff; Ed Gibbons, Fairborn; Bryan Shirey, Xenia; **Mercer County:** David Riel, Kurt Wendel, Fort Recovery; **Miami County:** Karen Newman, Bethel; Randy Earl, Covington; John Decker, County Office; Todd Rappold, Miami East; Chris Johnson, Milton Union; Pat McBride, Newton; Tim Reed, Piqua; Alan Lange, Riverside of Miami Co MR/DD; John Kronour, Tipp City; Pat Gibson, Upper Valley JVS; **Montgomery County:** Terry Bissett, Brookville; Bob Yux, Centerville; Bobby J. Smith, Dayton; Kevin Ferguson, Huber Heights; Ken Lackey, Kettering; Tom Zsembik, Mad River; Scott Gilbert, Miamisburg; Buddy Coffey, Frank DePalma, County Office; Bob McClintock, Northmont; Clarence Jarboe, Northridge; Sherry Parr, Valley View; Chuck Stewart, Vandalia Butler; **Preble County:** Carl Walter, William Derringer, Tri County North; **Shelby County:** Heather Neer, County Office; **Warren County:** Steve Waldmann, Kings; **EPC:** Ken Swink, Barbara Coriell, Steffney O'Bryan, Robin Houston.

Presentation – Mark Ross of Phillips Lighting gave a presentation on the dollar savings of using compact fluorescent lighting. Mr. Ross would like to help lower your district's cost by conducting a free audit. Please contact Mark Ross at 937-950-0442 Ext. 1382 to set up an appointment.

Presentation – Molly Haynes of Troxell Communications and Curt Brautigan of Renaissance Learning gave a presentation on Student Response Systems. The membership was given a hands-on demonstration on how these tools work in the classroom. The Student Response Systems are available in the EPC Audio Visual Catalog.

2008-2 APPROVAL OF MINUTES: Motion of Randy Earl, seconded by Dave Gray, that the minutes of September 11, 2007 be approved as mailed. Motion carried.

COMMITTEE REPORTS

2008-3 Audio Visual – Bob McClintock reported that the committee met September 5th to prepare a recommendation for audio visual equipment. The following vendors were recommended for approval: Best Buy Government, Camcor, Cousin's Video, Crest A/V Electronics, General Binding Corporation, Jimmy Rea Electronics, Long's Electronics, Schoolhouse Electronics, SmartEd Services, Technology Purchasing Partners, Troxell Communications Visual Apex and Vutex. Motion by Terry Bissett, seconded by Ken Lackey, to accept the vendor recommendations. Motion carried. Catalogs were distributed. Districts can view an interactive Audio Visual catalog on the [EPC Website](#) where you can be linked directly to the manufacturer's websites for detailed product information.

2008-4 Classroom Supplies – Steffney O'Bryan reported that the committee met on October 11th to review quotes and prepare recommendations for classroom supplies. The following vendors were recommended for approval: Bye-Mo'r, Corporate Express, Dick Blick, Fisher Science Education, Frey Scientific, General Binding Corporation, Hammond & Stephens, Highsmith, Kurtz Brothers, Pyramid School Supplies, Sax Arts & Crafts, School Specialty, Supplies Now and Uneq. Motion by Mike Gray, seconded by Pat Gibson, to accept the vendor recommendations. Motion carried.

The EPC will no longer be using the EPC ordering website for classroom supply ordering. All items are now in Excel format. The spreadsheet can be saved to your computer and can then be used to assist districts in compiling orders. The spreadsheet and other Classroom Supply ordering information can be found on the EPC Website at www.epc-online.org/products/classroomsupplies.htm. Pricing is valid from November 1, 2007 through May 15, 2007 with a possible extension of prices through October 2008.

Custodial Supplies - No report.

Fine Paper – Ken Swink stated that paper pricing has been extended without change through November 30th. Pricing from Sterling Paper and Xpedx is available on the [EPC website](#).

Food Service – Ken Swink reported that the Federal Commodities Advisory Committee will be meeting November 8th to review possible new commodity items.

2008-5 Insurances – Barbara Coriell reported that Anthem and United Health Care Renewal meetings were held in October. Renewal meetings will be held each year to review any upcoming changes or updates to the program. The EPC is currently gathering information from the districts to prepare the implementation of the online enrollment system. Premier Community Health Partners is offering wellness programs for school districts. Flu shots can be given at the districts at cost. Having onsite flu shots and having the district pay for half the cost per employee would have many benefits including employees not having to leave work for doctor appointment flu shots.

The Insurance Board of Trustees has 3 openings. The following board member's terms have expired: Bob Dalton – Southern Ohio ESC, Susan Strubing – Mad River and Carla Surber – Greenville. Motion of Pat Gibson, seconded by John Kronour, to approve by acclamation the following board members: Tim Barrett – Montgomery Co ESC, Charles Klein – Milton Union and Robert Arledge – Greene Co ESC. Motion carried

Liability Insurance – Pat Gibson reported that the EPC Liability, Fleet and Property Insurance Committee will be meeting at the Dayton Airport Hotel on December 5th from 9:00 a.m. till 11:00 a.m. and all districts participating in the program will be meeting from 11:00 a.m. till 2:00 p.m. There will be presentations by Specialty Claims, legal counsel on public records law, discussions on loss control assessments and information on the upcoming renewals.

Transportation - Ken Swink reported that 35 districts have participated in this year's bus bid. Districts received their bid packets at the Bus Bid Opening on October 26th. This information can also be viewed on the EPC website at www.epc-online.org/products/buses.htm.

Pricing for Transportation Supplies has been extended through February 28, 2008. An updated price list can be obtained from the [EPC website](#).

Utilities – Ken Swink stated that the EPC is currently negotiating a five year contract with Energy USA on behalf of all districts participating in the EPC Natural Gas Program. Howard Petricoff, legal counsel to the program and Val Trinkley and Milas Harris from Energy USA will present the contract to all participating districts in a meeting and the date of this meeting will be announced yet this week. The new contract will offer a lower basis cost and contain the proper language to allow hedging much further out which has the potential to increase savings and provide greater budget stability.

Worker's Compensation – No Report.

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 October 31, 2007 was \$456,914.34.

Asbestos Training - Registration forms for Asbestos Seminars were distributed. Several classes were attended in October and November. There will be an Operations & Maintenance Refresher class at the EPC Offices on January 22, 2008 at 8:00 a.m. Forms can be faxed back to the EPC office at 937-264-8568.

District Survey & Volume Report - A list of districts that have not turned in their district directory information and/or their volume reports was distributed. Districts are asked to update and return this data to the EPC Office in order to proceed with the new directory. Forms can be faxed, mailed or districts can choose to fill out automated forms on the EPC Website at: www.epc-online.org.

AEPA – Ken Swink stated that there will be an AEPA meeting in November. Lighting contracts such as stadium type facilities will be reviewed.

Vendor Fair - Ken Swink stated that the Eighteenth Annual EPC Vendor Fair was a great success and he thanked the membership for supporting this endeavor. A list of prize winners was distributed.

Meeting adjourned at 2:12 p.m.

EPC Chairperson

Financial Officer