



Southwestern Ohio Educational
Purchasing Council

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www.epc-online.org



TO: EPC Representatives

Ken S. Swink

Director

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FROM: Ken Swink, Director

DATE: November 5, 2009

Steffney A. O'Bryan

Purchasing Specialist

Hep_finance@mdeca.org

RE: Minutes of November 3, 2009

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on November 3, 2009 at 1:00 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio.

Barbara Coriell CEBS

Benefit Plan Administrator

Hep_benefits1@mdeca.org

MEMBERS PRESENT: **Champaign County:** Robert Huelsman, Urbana; Dale King, West Liberty Salem; **Clark County:** Wayne Leis, Clark Shawnee; Dee Dee Schneider, Northeastern; Michael Whitfield, Springfield; Anthony Fraley, Springfield Clark CTC; Mike Lucas, Tecumseh; **Clinton County:** Kyle Lewis, Clinton DD; Gary West, East Clinton; Curt Bone, Wilmington; **Darke County:** Joe Scholler, Arcanum Butler; Mike Gray, County Office; David Gray, Franklin Monroe; Tony Thomas, Tri Village; David Vail, Versailles; **Greene County:** Ed Gibbons, Fairborn; Kevin Liming, Sugarcreek; Joy Kitzmiller, Yellow Springs; **Highland County:** Bonnie Baldrige, Greenfield; Deborah Lawwell, Hillsboro; **Miami County:** Bob Hoover, Bethel; Dawnna Cron, Bradford; Randy Earl, Covington; John Decker, County Office; Todd Rappold, Miami East; Chris Johnson, Milton Union; Alan Lange, Donna Brinkman, Riverside of Miami Co; John Kronour, Tipp City; Pat Gibson, Upper Valley JVS; **Montgomery County:** Terry Bissett, Brookville; Bob Yux, Centerville; Kennyatta Mays, Bobby Smith, Dayton; Kevin Ferguson, Huber Heights, Chris Frame, Marvin Jones, Jefferson; Ken Lackey, Kettering; Karen Smith, Miami Valley School; Scott Gilbert, Miamisburg; Kevin Lacey, Miami Valley CTC; Ron Moore, New Lebanon; Clarence Jarboe, Northridge; Sherry Parr, Valley View; Chuck Stewart, Vandalia Butler; **Preble County:** Priscilla Dodson, Eaton; Carl Walter, William Derringer, Tri County North; **Warren County:** Jerry Ellender, Wayne Maxie, Carlisle; Bonnie Milligan, County Office; **EPC:** Ken Swink, Barbara Coriell, Steffney O'Bryan, Robin Houston.

2010-05. APPROVAL OF MINUTES: Motion of John Kronour, seconded by Dave Gray, that the minutes of [September 8, 2009](#) be approved as mailed. Motion carried.

COMMITTEE REPORTS

Audio Visual – Steffney O'Bryan reported that the interactive catalog that is available on the EPC website at www.epc-online.org/products/audio.htm cannot be viewed using Internet Explorer version 8. We are working on finding a solution to this problem. You can print of a PDF version of the catalog from the EPC website or request to have one mailed to you as well.

Classroom Supplies – Steffney O’Bryan reviewed price comparisons on the EPC bid. For example, laminating film that sells for \$22 at GBC can be purchased from Corporate Express on the EPC bid for \$18.79. Steffney asked that districts communicate to their employees that discount pricing is available all year round and the EPC can travel to your district to review how the classroom supply pricing spreadsheet works. Current pricing has been extended through January 31, 2010. The new pricing period will then begin February 1, 2010. To view current pricing go to the EPC website at: www.epc-online.org/products/classroomsupplies.htm

Custodial Supplies – Steffney O’Bryan reported that custodial products will be put out to bid in January with new pricing to be available in February. If there are any items that are not currently on the bid that you would like to have included, please contact the EPC offices via e-mail at ep_finance@mdeca.org.

Pricing for Air Filters is now available on the EPC Custodial Page at: www.epc-online.org/products/custodialsupplies.htm . Pricing is available from Dayton Reliable Air Filter, Filter Technology Inc, MSC Industrial Supply and Total Filtration Services.

Fine Paper – Ken Swink stated paper pricing from Sterling Paper and Xpedx has been extended through November with no changes. Sterling Paper and Xpedx offer an additional 2% discount if paid within 30 days. Pricing is available on the EPC website at www.epc-online.org/products/paper.htm.

Food Service – Ken Swink reported that if your district orders food service items from Xpedx over the phone, you may be seeing a Fuel Surcharge of \$4.50 added to your bill. You should not pay this charge. Subtract this amount from your payment. If you submit your orders online, you will not see this charge at all.

The EPC/MEC Federal Commodity food program is currently out to bid. Items from this new bid will be shown during the food show at Aladdin Temple in Columbus on January 12th.

Insurances – Barbara Coriell reported that the annual Medicare Part D memo has been sent out to districts so they can distribute the information to their employees. Next week will begin phase two of the dependent eligibility audit. Approximately one-third of the insurance pool will be audited. Those included in the audit will receive the notice via regular mail.

Lamps & Ballasts – Ken Swink reported that the EPC currently has the Lamps & Ballasts pricing out for bid. Bids are due back to the EPC on November 6th. The committee will be meeting November 19th to review bids. Pricing will be available at the December membership meeting.

Liability Insurance – Pat Gibson stated that the EPC Liability, Fleet and Property Insurance committee met October 5th to discuss claims. There will be a meeting for LFP participating districts at the EPC offices on December 15th at 10:00 a.m.

Transportation - Ken Swink reported that the 2009-10 bus bid opening was held at the EPC offices on November 2nd. Any district that was unable to pick up their bids at the bid opening or the general membership meeting will have theirs mailed to them. All EPC districts are able to view the bids on the EPC Bus Purchasing page of the website at: www.epc-online.org/products/buses.htm .

The EPC will be applying for an upcoming EPA Grant that will provide 50% of the cost of a school bus when trading in a bus from 1987 or before. Only school districts that are located in Clark, Clinton, Greene, Montgomery or Warren counties will may be eligible to participate. We will be meeting on November 13th with Andy Roth at RAPCA to finalize the application process.

Utilities – Ken Swink stated that 76 EPC member districts have signed up for the EPC/DPL Electric Service Program. These districts will now receive a 12% discount off the Dayton Power & Light Company tariff rates for generation and transmission. This discount applies to all buildings a district has on Dayton Power & Light and will save EPC Members approximately 7.2 million dollars over the term of the 3-year agreement. A list of these participating districts was distributed to the membership for information.

Districts can now register on Energy USA's website to view account information and billing. Their website is: www.energyusa.com.

Worker's Compensation – Information on Safety Training meetings will be sent out to via e-mail. These meetings will be targeting the areas of transportation and maintenance. A list of districts that are currently participating in the EPC Workers Compensation program was distributed for information.

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 September 30, 2009 was \$545,254.15.

Asbestos Training - Registration forms for Asbestos Seminars were distributed. Forms can be faxed back to the EPC office at 937-264-8568 or you can e-mail your request to Robin at ep_financel@mdeca.org.

District Survey & Volume Report - [District Survey Forms](#) and [Volume Report Forms](#) were distributed to any district that has not yet submitted their information. Forms may be faxed, mailed or districts can choose to fill out automated forms on the EPC Website at: www.epc-online.org. All information will be used to update our Member Directory.

AEPA – Ken Swink stated there will be an AEPA Meeting in December. AEPA brochures may be viewed on the EPC Website at www.epc-online.org/products/AEPA.htm.

Vendor Fair - The Twentieth Annual EPC Vendor Fair was held Wednesday, September 30, 2009 at Hara Arena. The Vendor Fair was a great success; we thank the membership for supporting this endeavor. Several vendor fair attendees received prizes such as gas cards and gift cards.

Meeting adjourned at 1:45 p.m.

EPC Chairperson

Financial Officer