



Southwestern Ohio Educational
Purchasing Council

*Celebrating
30 Years of Service*

www.epc-online.org

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TO: EPC Representatives

FROM: Ken Swink, Director

DATE: May 14, 2009

RE: Minutes of May 12, 2009

The Southwestern Ohio Educational Purchasing Council met at its regular meeting on May 12, 2009 at 1:00 p.m. at Aullwood Audubon Center, 1000 Aullwood Road, Dayton, Ohio.

MEMBERS PRESENT: **Adams County:** Eric Meredith, Adams Co/Ohio Valley; **Allen County:** Kathy Schmitz, Elida; **Auglaize County:** Kim Waterman, New Knoxville; **Champaign County:** Dale King, West Liberty Salem; **Clark County:** Steve Graham, County Office; 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 Co MRDD; Gary West, East Clinton; Curt Bone, Wilmington; **Darke County:** Jim Atchley, Ansonia; Mike Gray, County Office; David Gray, Franklin Monroe; Tony Thomas, Tri Village; **Greene County:** Patricia Michalski, Cedar Cliff; Ed Gibbons, Fairborn; Bryan Shirey, Xenia; **Highland County:** Bonnie Baldrige, Dorothy Balzer, Greenfield; **Mercer County:** Kurt Wendel, Fort Recovery; **Miami County:** Bob Hoover, Bethel; Dawnna Cron, Bradford; John Decker, County Office; Randy Earl, Covington; Todd Rappold, Miami East; Chris Johnson, Milton Union; Tim Reed, Piqua; John Kronour, Tipp City; **Montgomery County:** Terry Bissett, Brookville; Bob Yux, Mark Dahm, Centerville; Charles Williams III, Dayton; Linda Barnett, Huber Heights, Chris Frame, Jefferson; Ken Lackey, Kettering; Kevin Lacey, Miami Valley CTC; Tim Barrett, County Office; Robert McClintock, Northmont; John R. Smith, Trotwood Madison; Sherry Parr, Valley View; Chuck Stewart, Vandalia Butler; **Preble County:** Brian Smith, National Trail; Jonathan Smith, County Office; Carl Walter, Tri County North; **Shelby County:** Heather Neer, County Office; **Warren County:** Jerry Ellender, Wayne Maxie, Carlisle; **EPC:** Ken Swink, Steffney O'Bryan, Robin Houston.

Presentation – Chuck Timmerman of [Interface Flooring](http://InterfaceFlooring.com) gave a brief presentation. For further information or free samples of their Carpet Tiles, you can contact Mr. Chuck Timmerman at 513-939-0668 or chuck.timmerman@interfaceflor.com.

2009-10. APPROVAL OF MINUTES: Motion of Mike Gray, seconded by Chuck Stewart, that the [minutes of March 10, 2009](#) be approved as mailed. Motion carried.

COMMITTEE REPORTS

Audio Visual – Robert McClintock stated that the committee will be meeting on May 14th to prepare bid specifications for the next bidding cycle.

Classroom Supplies – Steffney O'Bryan requested that users of the EPC Classroom Supply ordering spreadsheet complete a survey. This survey gives an opportunity to share experiences with vendors, thoughts on product quality and to suggest items that could be added. Go to: www.epc-online.org/ClassroomSupplySurvey.htm to complete the survey.

Custodial Supplies – No report.

Fine Paper – Ken Swink stated paper pricing from Sterling Paper and Xpedx has been extended through May. Sterling has lowered the price of white 8 1/2 x 11 Boise X9000 to \$27.45 per case and XPEDX has lowered the price of white 8 1/2 x 11 Vector to \$27.45 also. Pricing is available on the EPC website at www.epc-online.org/products/paper.htm.

Food Service – Ken Swink reported that the committee met April 16th and decided to extend Bakery pricing with Klosterman & Nickles and to extend pricing for Dairy products with Reiter Dairy for next school year. The committee will be meeting June 23rd at Aullwood Audubon Center to award vendors for Food, Paper/Plastic and Small Ware products.

2009-11. Furniture – Steffney O'Bryan stated that the furniture committee made recommendations of vendors offering furniture discounts. This year's furniture selections include Instructional Classroom Furniture, Filing & Storage Cabinets, Furniture Systems, Workstations, Walls, Executive & Administrative Wood Furniture, Tables, Fully upholstered furniture, Cafeteria, Library, Science, Laboratory and Vocational Furnishings. The following vendors were recommended for approval: Educational Furniture, Friends Office Source, OfficeMax Workspace, Salem Office Products, Spectrum Industries, Tom Sexton & Associates and Virco. Motion by Jim Atchley, seconded by Sherry Parr, to accept the vendor recommendations. Motion carried. Discount information was distributed and can be obtained from the EPC website at: www.epc-online.org/products/furniture.htm

Insurances – Barbara Coriell was unable to attend the EPC Member Meeting due to a morning meeting in Columbus. The coalition of school health insurance consortia, which we are a member of, was meeting with Dr. Loebs, the chair of the School Employees Healthcare Board. Barbara thought it was important that the EPC be represented, and the meeting ran longer than scheduled. [Please see the attached last page for Barbara's Benefits Report.](#)

Liability Insurance – Ken Swink stated that the EPC Liability, Fleet and Property Insurance districts will meet on May 28, 2009 at 10:00 a.m. at the Dayton Airport Hotel to receive their renewals for July 1.

2009-12. Paints – Ken Swink reported Paint pricing has been extended with ICI Paints, Porter Paints and Sherwin Williams. Motion by Randy Earl, seconded by Ed Gibbons, to accept the price extension. Motion carried. Discount information was distributed and can also be obtained from the EPC website at: www.epc-online.org/products/paints.htm.

Transportation - Ken Swink reported that the EPC has applied for the American Recovery and Reinvestment Act Funding for the National Clean Diesel Funding Assistance Grant. If the EPC is successful in this endeavor, the EPC will receive \$ 5,000,000 to provide its member school districts the opportunity to replace 125 school buses manufactured before 1998 with new, cleaner, diesel-powered school buses that meet EPA's 2010 emission requirements. The grant will fund 50% of the base cost of the new buses.

Utilities – Ken Swink reported the price of natural gas has gone up but remains below current hedges. Gasoline has also gone up the last few days. We know that our natural gas budgets will be very flat for the next 5 years. A committee conference call was held with Howard Petricoff for an update and other items discussed included asking Howard to put together an RPF for diesel fuel. The committee is interested in discussing this topic further.

Worker's Compensation – Ken Swink reported that the Workers Comp Safety Seminars on Maintenance and Food Service Safety were held on April 30th at the Airport Hotel.

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, 2009 was \$493,959.55.

AEPA – Ken Swink reported that the new AEPA Brochure is now available and can be viewed on the EPC Website at: www.epc-online.org/products/AEPA.htm .

New/Old Business

E-Bid/E-Procurement – Steffney O'Bryan reviewed a power point presentation on E-Bid/E-Procurement Software. [Click here](#) to review the presentation from our website.

Dragons Game – The EPC Sponsored Dayton Dragons game will be on July 1, 2009. In order to include as many districts as possible, tickets will be available on a first come/first served basis and limited to one set per district for the first 2 weeks. Additional requests will be added to the waiting/cancellation list. Each request will receive an e-mail confirmation. Requests for sets of 2 tickets each can be obtained by e-mailing Robin at: ep_finance1@mdeca.org .

Meeting adjourned at 1:50 p.m.

EPC Chairperson

Financial Officer

I was unable to attend the EPC Member Meeting due to a morning meeting in Columbus. The coalition of school health insurance consortia, which we are a member of, was meeting with Dr. Loeb, the chair of the School Employees Healthcare Board. I thought it was important that the EPC be represented, and the meeting ran longer than scheduled.

Dependent Eligibility Audits: We are nearing the end of the dependent verification phase of the audit. We are finding that a large number of employees are not reading the form and correcting data so many forms have been returned for a second try. We have sent out an email to districts that can be forwarded to employees reminding them of the audit and providing a few tips, which hopefully might make all our lives a little better. We will be sending out our first reminder letter to those we have not heard from on Thursday. Please send us the completed forms as you receive them so we do not send letters to folks who do not need to hear from us.

At the end of this part of the audit, we will send letters to those we have not heard from telling them we will be canceling their dependent coverage. We will send you a list of those to be notified before letters go out so you'll know what's happening.

Disease Management: The Alere program is up and running for Anthem districts. We will now start working on DM for the UHC districts. UHC already provides many of the services Alere does so we are looking at supplementing the existing UHC services and working on better communications with employees.

Renewal Rate Changes: The current unaudited renewal calculations using the most recent 12 months of data from May 1, 2008 through April 30, 2009 and using estimates of administration and stop loss charges are as follows:

UHC:	+5%
Anthem:	+10.25%
Dental:	+6.9%
Vision –	no estimate at this time

We have some surplus funds in all accounts. These renewals may change if May claims are significantly different than prior months; I review my numbers and find an error, or the Insurance Committee votes to apply some of the surplus to reduce the increase. However, I believe that these percentages are maximums for each pool.

Also, this is a year when the same rate change is applied to all districts.

If you have questions, please feel free to call or email.

Barbara Coriell