

## ~ MINUTES ~

**Ohio Schools Council  
Governing Board Meeting**

Friday, October 5, 2018; 9:45 a.m.

Educational Service Center of Northeast Ohio, 6393 Oak Tree Blvd., Independence  
Room 320

**ITEM I: Roll Call**

The regular monthly meeting of the Ohio Schools Council Governing Board was called to order by the Chairperson, Catherine Aukerman, on Friday, October 5, 2018 at 9:45 a.m. with the following board and staff members responding to the roll call:

Catherine Aukerman Present, Kathryn Powers Absent, Dennis Honkala Present,  
Franco Gallo Absent, Scott Goggin Present, Keith Kelly Present,  
Robert Mengerink Absent, Michael Sheppard Present, Jack Thompson Present,  
Dennis Allen Present, and William Zelei Present.

**ITEM II: Governing Board Meeting Minutes**

Whereas the minutes of the June 12, 2018 regular meetings of the Ohio Schools Council Governing Board, displayed in Exhibit A, have been reviewed by the Council Board members and found to be accurate and complete, therefore be it resolved by the Ohio Schools Council Governing Board that they be approved as presented.

Moved by Keith Kelly. Seconded by Dennis Honkala.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,  
Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,  
Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,  
Ayes 6. Nays 0. Abstain 0.

**ITEM III: Financial Report**

Whereas the financial report for the month of June, July and August 2018, displayed in Exhibit B and B1 and B2, have been reviewed by the Governing Board members and found to be accurate and complete, therefore be it resolved by the Ohio Schools Council Governing Board that the reports be approved as presented.

Moved by Michael Sheppard. Seconded by Jack Thompson.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Absent,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM IV: Approval of 3 new Ohio Schools Council members--East Liverpool, Wauseon, Wooster**

Whereas East Liverpool City Schools, Wauseon Exempted Village City Schools and Wooster City Schools are interested in joining the Ohio Schools Council, therefore be it resolved by the Ohio Schools Council Governing Board that East Liverpool City School District, Wauseon Exempted Village Schools and Wooster City Schools be approved as members of the Ohio Schools Council effective September 1, 2018.

Moved by Jack Thompson. Seconded by Keith Kelly.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM V: Approval of 2 new Natural Gas Program members**

Whereas Hudson City Schools and Howland Local Schools are interested in joining the OSC Natural Gas Program, therefore be it resolved by the Ohio Schools Council Governing Board that Hudson City Schools and Howland Local Schools be approved as members of the Natural Gas Program effective June 1, 2018.

Moved by Michael Sheppard. Seconded by Dennis Honkala.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM VI: Approval of 15 new Life Insurance Program members**

Whereas members of the Lake County Consortium (Auburn Career Center, Fairport Harbor Exempted Village Schools, Kirtland Local Schools, Lake County ESC, Madison Local Schools, Painesville City Schools, Perry Local Schools, Riverside Local Schools, Richmond Heights Local Schools, Wickliffe Local Schools and Lakeland Community College), Hubbard Exempted Village Schools, Jackson-Milton Local Schools and Rocky River City Schools are interested in joining the OSC Life Insurance Program, therefore be it resolved by the Ohio Schools Council Governing Board that the following districts be approved as members of the Life Insurance Program Auburn Career Center, Fairport Harbor Exempted Village Schools, Kirtland Local Schools, Lake County ESC, Lakeland Community College, Madison Local Schools, Painesville City Schools, Perry Local Schools, Riverside Local Schools, Richmond Heights Local Schools, Wickliffe Local Schools effective July 1, 2018 and Hubbard Exempted Village Schools and Jackson-Milton Local Schools effective September 1, 2018 and Bay Village City Schools and Rocky River City Schools effective October 1, 2018.

Moved by Michael Sheppard. Seconded by Keith Kelly.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM VII: Approval of 7.25 day extension to Mary Catherine Cook's contract days for FY18**

Whereas Mary Catherine Cook worked 7.25 over her Fiscal Year 2018 employment contract and the Executive Director recommends that she be paid for this time worked beyond her contract; therefore be it resolved by the Ohio Schools Council Governing Board that the 7.25 days worked beyond the Fiscal Year 2018 contract be paid to Mary Catherine Cook at her FY18 daily rate.

Moved by Dennis Honkala. Seconded by Catherine Aukerman.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM VIII: Approval of Record Disposal**

Whereas, per the Ohio Schools Council Public Record Retention Schedule, OSC Records have come of age and are in need of disposal, and the disposal does not require notification to the Ohio Historical Society, therefore, be it resolved by the Ohio Schools Council Governing Board that the records listed in Exhibit C be approved for destruction.

Moved by Jack Thompson. Seconded by Michael Sheppard.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM IX: Approval for a Marketing Incentive Program to waive 1st year Ohio Schools Council membership fee for non-members that attend September Regional Meetings and choose to join the OSC**

Be it resolved by the Ohio Schools Council Governing Board that the approval of the first year of the Ohio Schools Council annual membership fee be waived to new members that attend a regional meeting.

Moved by Keith Kelly. Seconded by Catherine Aukerman.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM X: Approval of increase in School Emergency Plan pricing effective September 1, 2018**

Whereas the current cost for Safety and Security Services for School Emergency Plans is \$150 per school building and the Executive Director recommends increasing the rate to \$175 per school building for new members joining the program in Fiscal Year 2018 and renewals in Fiscal Year 2019.

Therefore be it resolved by the Ohio Schools Council Governing Board that the program pricing be approved at a rate of \$175 per school building for new buildings added to the program beginning September 1, 2018 and renewals for Fiscal Year 2020.

Moved by Michael Sheppard. Seconded by Dennis Honkala.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM XI: Approval of School Security Audits/Assessments and School Security Training Programs**

Whereas member school districts have requested assistance in the area of School Security Audits/Assessments and Training and whereas the OSC believes that it can develop a program and assist school districts in this area of need.

Therefore be it resolved that the Ohio Schools Council Governing Board approves the creation of a School Security Audit/Assessment Program and a School Security Training Program and approves the contracts for School Security Audits/Assessments for the following school districts, per Exhibit D

Brecksville/Broadview Heights City Schools  
Elyria City Schools  
Wooster City Schools

Moved by Dennis Honkala. Seconded by Michael Sheppard.

Catherine Aukerman Ayr, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM XII: Approval of Agreement between OSC and Gardiner Service Company for Professional Design and Criteria Architect/Engineer Services**

Be it resolved by the Ohio Schools Council Governing Board that the Professional Design and Criteria Architect/Engineer Services agreement between Ohio Schools Council and Gardiner Service Company LLC for professional design services and/or the services of a criteria architect/engineer, including any construction stage services, for energy management, mechanical servicing and integrated facility services effective August 1, 2018 through July 31, 2020 be approved as presented in Exhibit E.

Moved by Keith Kelly. Seconded by Jack Thompson.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM XIII: Approval of Service Agreement between OSC and Group Services, Inc. for FirstEnergy Rebate Programs and/or PJM Resources Program**

Whereas the Ohio Schools Council has an opportunity to support member school districts accessing financial incentive energy rebate funding through the PUCO/First Energy Rebate Program by contracting with COSE Group Services Inc (GSI) to serve as the FirstEnergy Administrator role for OSC .

Therefore be it resolved by the Ohio Schools Council that the Service Agreement between Ohio Schools Council and Group Services, Inc. (GSI) for FirstEnergy Administrator role to OSC and its members for the purposes of applying for the financial incentive offered by the First Energy Rebate Programs and/or PJM Resources Program effective August 20, 2018 to August 19, 2020 with the option to automatically renew in 1 year terms be approved as presented in Exhibit F.

Moved by Scott Goggin. Seconded by Keith Kelly.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM XIV: Approval of Brunswick City Schools and Chippewa Local Schools for Food Service Consulting Services**

Whereas Brunswick City Schools and Chippewa Local Schools have requested Food Service Consulting Support, therefore be it resolved that the Ohio Schools Council Governing Board approves the agreement between Ohio Schools Council and Brunswick City Schools and Chippewa Local Schools presented in Exhibit G.

Moved by Michael Sheppard. Seconded by Catherine Aukerman.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM XV: Approval of Administrative Assistant Job Description**

Whereas the Executive Director of the Ohio Schools Council has determined that minor changes to the Administrative Assistant Job Description be initiated, be it resolved by the Ohio Schools Council Governing Board approves the Job description as presented in Exhibit H.

Moved by Jack Thompson. Seconded by Catherine Aukerman.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM XVI: Approval of Precision Retirement Contract**

Whereas the OSC has initiated a contract with Precision Retirement for Retirement HSA services, be it resolved that the Ohio Schools Council Governing Board approves the contract with Precision Retirement as presented in Exhibit I.

Moved by Dennis Honkala. Seconded by Michael Sheppard.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

**ITEM XVII: Approval of Liability Insurance Coverage Increase**

Whereas the OSC has initiated an increase in Liability Insurance Coverage with Liberty Mutual Insurance to better protect the assets of the Ohio Schools Council, be it resolved that the Ohio Schools Council Governing Board approves increase in coverage.

Moved by Dennis Honkala. Seconded by Scott Goggin.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM XVIII: Approval of Extension of EASi Agreement**

Whereas the OSC and EASiBuy LLC (EASi) are interested in extending the Corporate Partnership Agreement one year, October 23, 2018 to October 22, 2019 at the same terms and price (\$3,500 per year) as the current contract, therefore be it resolved that the Ohio Schools Council Governing Board approves extending the Agreement with EASi through October 22, 2019 as displayed in Exhibit J.

Moved by Michael Sheppard. Seconded by Keith Kelly.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Absent, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.



**ITEM XIX: Approval for Executive Director to enter into a Memorandum of Understanding with Ohio Tactical Officers Association (OTOA)**

Whereas the OSC is in the process of finalizing a Memorandum of Understanding with Ohio Tactical Officers Association (OTOA) to develop a comprehensive school security assistance program as displayed in Exhibit K.

Therefore be it resolved by the Ohio Schools Council Governing Board that the Executive Director be authorized to enter into a Memorandum of Understanding with Ohio Tactical Officers Association (OTOA) to develop a comprehensive school security assistance program and that the MOA be brought back to the Governing Board for approval in November.

Moved by Michael Sheppard. Seconded by Jack Thompson.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye,

Ayes 6. Nays 0. Abstain 0.

**ITEM XX: Discussion Items**

- **OSC Assembly Meeting 10/9/18**
- **Board Policy: Credit Card Use**
- **ESC Agreement for Financial Services**
- **ESC/OSC Lease Agreement (11/1/18-10/31/23)**
- **Liability Insurance**
- **Bankruptcy & Power-4-Schools Update**
- **Fall Bus Bids**
- **Diesel, Gasoline Fuel Bids**
- **Additional Professional Service Contracts**
- **OSC Regional Meetings**  
September 12; Boardman,  
September 19; Findley  
October 3; Lyndhurst
- **Next meeting: Friday, November 16, 2018; 9:45 a.m. at ESC of Northeast Ohio, 6393 Oak Tree Blvd., Independence.**

**ITEM XXI: Adjournment**

Motion for adjournment.

Moved by Scott Goggin. Seconded by Catherine Aukerman.

Catherine Aukerman Aye, Kathryn Powers Absent, Dennis Honkala Aye,

Franco Gallo Absent, Scott Goggin Aye, Keith Kelly Aye,

Robert Mengerink Absent, Michael Sheppard Aye, Jack Thompson Aye.

Ayes 6. Nays 0. Abstain 0.

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Executive Director

Date

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Chairperson

Date