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## **Special Meeting - Tour of Plant No. 2**

### **CALL TO ORDER**

A special meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Chairwoman Christine Marick on Wednesday, April 9, 2025 at 4:00 p.m. in the Operations Center at Plant No. 2 of the Orange County Sanitation District.

### **RECESS - TOUR OF PLANT NO. 2**

Chair Marick recessed the meeting at 4:01 p.m. to proceed to the tour of Plant No. 2.

### **RECONVENE**

Chair Marick reconvened the meeting of the Administration Committee at 5:04 p.m.. and led the Pledge of Allegiance.

### **ROLL CALL AND DECLARATION OF QUORUM:**

Clerk of the Board Kelly Lore declared a quorum present as follows:

**PRESENT:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Tanya Doby (Alternate) and Kelly McBride (Alternate)

**ABSENT:** None

**STAFF PRESENT:** Rob Thompson, General Manager; Lorenzo Tyner, Assistant General Manager; Jennifer Cabral, Director of Communications; Mike Dorman, Director of Engineering; Laura Maravilla, Director of Human Resources; Riaz Moinuddin, Director of Operations and Maintenance; Wally Ritchie, Director of Finance; Lan Wiborg, Director of Environmental Services; Kelly Lore, Clerk of the Board; Morti Caparas; Jackie Castro; Daisy Covarrubias; Thys DeVries; Mark Kawamoto; Rebecca Long; Tom Meregillano; Rob Michaels; Vianey Sorto-Gaona; Jonathon Powell; Thomas Vu; and Ruth Zintzun were present in the Operations Center..

**OTHERS PRESENT:** Scott Smith, General Counsel and Peter Whittingham, Whittingham Public Affairs Advisors were present in the Operations Center. Cori Takkinen, Townsend Public Affairs, was present telephonically.

**PUBLIC COMMENTS:**

None.

**REPORTS:**

Chair Marick announced that a Special Board of Directors meeting would be held on Wednesday, April 16th, at 5:00 p.m. for the second of two Strategic Plan Workshops. She stated that all Directors and Alternate Directors were invited to attend.

General Manager Rob Thompson did not provide a report.

**CONSENT CALENDAR:**

**1. APPROVAL OF MINUTES**

[2025-4204](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Special meeting of the Administration Committee held March 12, 2025.

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** Tanya Doby (Alternate)

**ABSTENTIONS:** None

**2. ON-CALL EMISSIONS TESTING AND RATA SERVICES,  
SPECIFICATION NO. S-2024-656BD**

[2025-4202](#)

**Originator:** Lan Wiborg

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve a General Services Contract to Alliance Technical Group, LLC, to perform On-Call Emissions Testing and Relative Accuracy Test Audits (RATA) Services, Specification No. S-2024-656BD, in accordance with SCAQMD requirements for a one (1) year period, effective May 1, 2025, through April 30, 2026, for a total amount not to exceed \$200,000; and
- B. Approve two (2) optional one-year renewals in the amount of \$225,000 for option year one and \$250,000 for option year two to accommodate escalating air testing requirements in years two and three.

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** Tanya Doby (Alternate)

**ABSTENTIONS:** None

**3. PLANT NO. 1 AND PUMP STATION INDUSTRIAL CONTROL SYSTEM NETWORK REFRESH** [2025-4211](#)

**Originator:** Wally Ritchie

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

A. Approve a Purchase Order Contract to World Wide Technology, LLC for the purchase of Network Infrastructure Hardware for the Plant No.1 and Pump Station Industrial Control System Network Refresh using the OMNIA Cooperative Purchasing Agreement, Contract No. R210407, for a total amount not to exceed \$1,516,873 (includes sales tax); and

B. Approve a contingency in the amount of \$151,687 (10%).

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** Tanya Doby (Alternate)

**ABSTENTIONS:** None

**4. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF MARCH 2025** [2025-4151](#)

**Originator:** Jennifer Cabral

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file the Public Affairs Update for the month of March 2025.

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** Tanya Doby (Alternate)

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**ABSTENTIONS:** None

*Alternate Director Tanya Doby arrived at the meeting at approximately 5:08 p.m.*

**NON-CONSENT:**

**5. ORANGE COUNTY SANITATION DISTRICT'S 2025 SEWER SYSTEM MANAGEMENT PLAN [2025-4217](#)**

**Originator:** Lan Wiborg

Director of Environmental Services Lan Wiborg provided a PowerPoint presentation on OC San's Sewer System Management Plan which included a comprehensive overview of recent updates.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Approve the Orange County Sanitation District's 2025 Sewer System Management Plan (SSMP) as required by the Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ.

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Tanya Doby (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**6. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF MARCH 2025 [2025-4138](#)**

**Originator:** Jennifer Cabral

Board Chairman Ryan Gallagher provided a brief report on his attendance at Advocacy Day in Sacramento with Mr. Thompson and Senior Public Affairs Specialist Rebecca Long. Director of Communications Jennifer Cabral introduced Peter Whittingham, Whittingham Public Affairs Advisors, who provided a PowerPoint presentation regarding the local legislative report.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file the Legislative Affairs Update for the month of March 2025.

**AYES:** Jon Dumitru, Ryan Gallagher, Glenn Grandis, Melinda Liu, Christine Marick, Jose Medrano, Andrew Nguyen, David Shawver, Chad Wanke, John Withers, Michelle Barto (Alternate), Tanya Doby (Alternate) and Kelly McBride (Alternate)

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**INFORMATION ITEMS:**

**7. FY 2025-26 OPERATING BUDGET EXPENDITURES**

**[2024-3831](#)**

**Originator:** Wally Ritchie

Director of Finance Wally Ritchie introduced the item and introduced Finance Manager Ruth Zintzun who provided a PowerPoint presentation which included an overview of budget expenses including: salaries, wages and benefits, repairs and maintenance, operating materials and supplies, contractual services, utilities, professional services, other components, cost allocation, a summary of operating expenses, and key meeting dates.

ITEM RECEIVED AS AN:

Information Item.

**DEPARTMENT HEAD REPORTS:**

None.

**CLOSED SESSION:**

None.

**OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:**

None.

**BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

None.

**ADJOURNMENT:**

Chair Marick declared the meeting adjourned at 5:40 p.m. to the next Regular Administration Committee meeting to be held on Wednesday, May 14, 2025 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board