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## **CALL TO ORDER**

A regular meeting of the Steering Committee of the Orange County Sanitation District was called to order by Board Chairman David Shawver on Wednesday, August 26, 2020 at 5:07 p.m. in the Administration Building of the Orange County Sanitation District. The Clerk of the Board stated that the meeting was being held telephonically and via audio/video teleconferencing in accordance with the Governor's Executive Order No. N-29-20, due to the Coronavirus Pandemic (COVID-19).

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

A quorum was declared present, as follows:

**PRESENT:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker, Tim Shaw and Chad Wanke  
**ABSENT:** None

**STAFF MEMBERS PRESENT:** Jim Herberg, General Manager; Kelly Lore, Clerk of the Board; and Joshua Martinez were present in the Board Room. Assistant General Manager Lorenzo Tyner, Assistant General Manager Rob Thompson, Director of Engineering Kathy Millea, Director of Environmental Services Lan Wiborg, Director of Human Resources Celia Chandler, Jennifer Cabral, Brian Engeln, Tom Grant, Tina Knapp, Laura Maravilla, Jeff Mohr, Tyler Ramirez, and Thomas Vu participated telephonically.

**OTHERS PRESENT:** Brad Hogin (General Counsel) was present in the Board Room.

## **PUBLIC COMMENTS:**

None.

## **REPORTS:**

Chair Shawver described new technology modifications that were recently made to OCSD's website to increase the public's participation and accessibility to the Board and Committee meetings during the pandemic.

General Manager Jim Herberg provided a COVID-19 update stating he will continue to provide his weekly report to the Board of Directors, that operations remain stable, and that the employees with positive cases have all returned to work.

Mr. Herberg informed the Committee of an upcoming request from the OC Grand Jury to tour our facility. He indicated that although physical tours have been suspended during the

pandemic, he would be making an exception to allow this physical tour while maintaining all current safety protocols, including a health screen checklist to be completed prior to arrival.

### **CONSENT CALENDAR:**

#### **1. APPROVAL OF MINUTES**

[2020-1135](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Steering Committee held July 22, 2020 at 5:00 p.m.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker and Tim Shaw

**NOES:** None

**ABSENT:** Chad Wanke

**ABSTENTIONS:** None

### **NON-CONSENT:**

#### **2. GENERAL MANAGER'S FISCAL YEAR 2020-21 WORK PLAN**

[2020-1187](#)

**Originator:** Jim Herberg

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

Receive and file the General Manager's Fiscal Year 2020-21 Work Plan.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker and Tim Shaw

**NOES:** None

**ABSENT:** Chad Wanke

**ABSTENTIONS:** None

#### **3. WATER UCI INDUSTRY UNIVERSITY RESEARCH CENTER ANALYSIS**

[2020-1192](#)

**Originator:** Jim Herberg

Mr. Herberg presented a brief overview of the proposed agreement. Director Collacott requested that the findings resulting from this research be presented to the Board. Mr. Herberg indicated that staff will provide quarterly updates on the research activity and findings.

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

Authorize the General Manager to enter into an agreement with the University of California, Irvine (UCI) and the UCI Foundation with a contribution of \$50,000 for the Sewershed-scale analysis of perfluorinated compounds in wastewater in partnership with the Orange County Water District, Irvine Ranch Water District, Santa Margarita Water District, and Moulton Niguel Water District; in a form approved by General Counsel.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker and Tim Shaw

**NOES:** None

**ABSENT:** Chad Wanke

**ABSTENTIONS:** None

*Mr. Herberg disconnected from the meeting during Item No. 4.*

**4. GENERAL MANAGER'S COMPENSATION AND BENEFITS** [2020-1181](#)

Chair Shawver provided information regarding the steps taken during the evaluation process. He commended the General Manager for his extraordinary leadership during the year.

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

Approve a performance-based merit increase of 2.5% for the General Manager based on Fiscal Year 2019/2020 job performance, as authorized in Resolution No. OCSD 19-12.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker and Tim Shaw

**NOES:** None

**ABSENT:** Chad Wanke

**ABSTENTIONS:** None

*Director Wanke arrived at the meeting at approximately 5:25 p.m.*

**INFORMATION ITEMS:**

**5. INTERIM FOOD WASTE RECEIVING FACILITY, PROJECT NO. P2-124, AND PRICING POLICY DISCUSSION** [2020-1169](#)

**Originator:** Lorenzo Tyner

Mr. Herberg provided an update on the item and responded to questions from the Committee.

ITEM RECEIVED AS AN:

Information Item.

**CLOSED SESSION:**

**CONVENED IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54956.9(d)(4):**

The Committee convened in closed session at 5:38 p.m. to discuss one item. Confidential minutes of the Closed Session have been prepared in accordance with the above Government Code Section and are maintained by the Clerk of the Board in the Official Book of Confidential Minutes of Board and Committee Closed Session Meetings.

**CS-1 CONFERENCE WITH LEGAL COUNSEL RE ANTICIPATED LITIGATION - GOVERNMENT CODE SECTION 54956.9(d)(4)**

[2020-1193](#)

CONVENED IN CLOSED SESSION:

Number of Potential Cases: 1

Initiation of litigation regarding development fees and conditions at Project OCSD Headquarters Building: City of Fountain Valley

**RECONVENED IN REGULAR SESSION.**

The Committee reconvened in open session at 5:55 p.m.

**CONSIDERATION OF ACTION, IF ANY, ON MATTERS CONSIDERED IN CLOSED SESSION:**

General Counsel Brad Hogin did not provide a report.

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

None.

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

None.

**ADJOURNMENT:**

Chair Shawver declared the meeting adjourned at 5:57 p.m. to the next Steering Committee meeting to be held on Wednesday, September 23, 2020 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board