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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 John Withers on Wednesday, July 28, 2021 at 5:00 p.m. in the Administration Building of the Orange County Sanitation District. Chair Withers 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:**

Roll call was taken and a quorum was declared present, as follows:

**PRESENT:** John Withers, Chad Wanke, Ryan Gallagher, Brooke Jones, Sandra Massa-Lavitt, Jesus Silva and Glenn Parker  
**ABSENT:** None

**STAFF MEMBERS PRESENT:** General Manager Jim Herberg, Clerk of the Board Kelly Lore, and Mortimer Caparas 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, Tanya Chong, Al Garcia, Jessica Frazier, Laurie Klinger, Tina Knapp, Laura Maravilla, Joshua Martinez, Wally Ritchie, and Thomas Vu participated telephonically.

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

**PUBLIC COMMENTS:**

None.

**REPORTS:**

Chair Withers stated that OC San will resume in-person Board and Committee meetings beginning in October and that, prior to the first meeting, the Board will receive information related to COVID-19 protocols in effect at the time of the meeting.

General Manager Jim Herberg did not provide a report, but stated that at the Board meeting Assistant General Manager Thompson would be providing an update on the emergency repairs at the Bay Bridge pump station in Newport Beach.

**CONSENT CALENDAR:****1. APPROVAL OF MINUTES**[2021-1730](#)**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of Steering Committee held June 23, 2021.

**AYES:** John Withers, Chad Wanke, Ryan Gallagher, Brooke Jones, Sandra Massa-Lavitt, Jesus Silva and Glenn Parker**NOES:** None**ABSENT:** None**ABSTENTIONS:** None**NON-CONSENT:****2. GENERAL MANAGER'S FISCAL YEAR 2021-22 PROPOSED WORK PLAN**[2021-1742](#)**Originator:** Jim Herberg

MOVED, SECONDED, AND DULY CARRIED TO:

Receive and file the General Manager's Fiscal Year 2021-22 Proposed Work Plan.

**AYES:** John Withers, Chad Wanke, Ryan Gallagher, Brooke Jones, Sandra Massa-Lavitt, Jesus Silva and Glenn Parker**NOES:** None**ABSENT:** None**ABSTENTIONS:** None**INFORMATION ITEMS:**

None.

**CLOSED SESSION:****CONVENED IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54956.8 & 54957(b)(1).**

The Committee convened in closed session at 5:14 p.m. to hear two items. Confidential minutes of the Closed Sessions have been prepared in accordance with the above Government Code Sections 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 REAL PROPERTY NEGOTIATORS -  
GOVERNMENT CODE SECTION 54956.8**[2021-1775](#)

CONVENED IN CLOSED SESSION:

Property: 1516 W. Balboa Blvd., Newport Beach, CA; APN No. 047-222-10

Agency negotiators: General Manager Jim Herberg, Assistant General Manager Lorenzo Tyner, Assistant General Manager Rob Thompson, Director of Engineering Kathy Millea, Controller Wally Richie, and Principal Staff Analyst Jessica Frazier.

Negotiating parties: City of Newport Beach.

Under negotiation: Price and terms of payment

**CS-2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION 54957(b)(1)**[2021-1751](#)

**Originator:** Celia Chandler

CONVENED IN CLOSED SESSION:

Public Employee Performance Evaluation

Number of Employees: 1

- General Manager

**RECONVENED IN REGULAR SESSION.**

The Committee reconvened in regular session at 5:44 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 Withers declared the meeting adjourned at 5:45 p.m. to the next Steering Committee meeting to be held on Wednesday, August 25, 2021 at 5:00 p.m.

Submitted by:

*Kelly Lore*

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Kelly A. Lore, MMC  
Clerk of the Board