



### **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, October 28, 2020 at 4:31 p.m. in the Administration Building of the Orange County Sanitation District. Chair Shawver 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 and Tim Shaw  
**ABSENT:** Chad Wanke

**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, Janine Aguilar, Jennifer Cabral, Tina Knapp, Laura Maravilla, Andrew Nau, and Thomas Vu participated telephonically.

**OTHERS PRESENT:** Brad Hogin (General Counsel) was present in the Board Room and Georg Krammer (Koff & Associates) participated telephonically.

### **PUBLIC COMMENTS:**

None.

### **REPORTS:**

Chair Shawver stated that on the agenda tonight an overview of the classification and compensation study will be discussed and that questions about the process should be addressed during the item. He stated further that an update on labor negotiations will be heard in Closed Session and questions with regard to labor should be held at that time.

General Manager Herberg stated that he had received a few inquiries from Board members related to the new Headquarters Building and modifications needed as a result of the pandemic, and that Director of Engineering Kathy Millea will be providing an update tonight based on a workshop held with the design team.

**CONSENT CALENDAR:****1. APPROVAL OF MINUTES**[2020-1285](#)**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Steering Committee held September 23, 2020.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker and Tim Shaw**NOES:** None**ABSENT:** Chad Wanke**ABSTENTIONS:** None**NON-CONSENT:****2. UPDATES TO BIOSOLIDS ACCOUNT POOL LANGUAGE**[2020-1303](#)**Originator:** Lan Wiborg

Assistant General Manager Lorenzo Tyner provided a verbal update on the item.

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

Authorize the General Manager to amend biosolids management contracts in the Biosolids Account Pool (BAP) to move funds from one contract to another within the BAP, as necessary due to anticipated changes in climate, regulations, contractor performance, or to realize operational and financial efficiencies; with the total of all contracts not to exceed the Board authorized annual amount of \$19,000,000.

**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 5:00 p.m.*

**INFORMATION ITEMS:****3. ORANGE COUNTY SANITATION DISTRICT HEADQUARTERS  
COMPLEX UPDATE**[2020-1300](#)**Originator:** Kathy Millea



Director of Engineering Kathy Millea provided a PowerPoint presentation on pandemic considerations for the new Headquarters Building including a recent pandemic workshop that was held to determine contagion risks and changes needed to the design features. Ms. Millea provided the recommended conclusions from that workshop.

ITEM RECEIVED AS AN:

Information Item.

**4. CLASSIFICATION AND COMPENSATION OVERVIEW**

[2020-1291](#)

**Originator:** Celia Chandler

Director of Human Resources Celia Chandler introduced Georg Krammer, Koff and Associates, who provided an informative and thorough PowerPoint Presentation regarding Classification and Compensation purpose and methodology used by the Sanitation District.

ITEM RECEIVED AS AN:

Information Item.

**CLOSED SESSION:**

**CONVENED IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**

The Committee convened in closed session at 5:43 p.m. to discuss one item. Closed Session Item CS-2 was not heard. 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 LABOR NEGOTIATORS - GOVERNMENT CODE SECTION 54957.6**

[2020-1277](#)

CONVENED IN CLOSED SESSION:

Designated Representatives: General Manager James Herberg; Assistant General Managers Lorenzo Tyner and Rob Thompson; Director of Human Resources Celia Chandler; and Georg Krammer of Koff & Associates

Employee Organizations: (3)

International Union of Operating Engineers, Local 501; Orange County Employees Association; and the Supervisors and Professionals Group

**CS-2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS - GOVERNMENT CODE SECTION 54956.8**

[2020-1292](#)

**Originator:** Lorenzo Tyner

AT THE REQUEST OF STAFF, ITEM NO. CS-2 WAS NOT HEARD.

Property: 7292 Slater Avenue Huntington Beach, CA - APN No. 110-010-39

Agency negotiators: General Manager, Jim Herberg; Assistant General Manager, Lorenzo Tyner; and Assistant General Manager, Rob Thompson.

Negotiating parties: Northington Huntington Beach Investors LLC

Under negotiation: Price and terms of payment

**RECONVENED IN REGULAR SESSION.**

The Committee reconvened in regular session at 5:54 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.

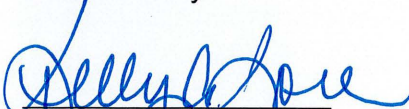
**BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

None.

**ADJOURNMENT:**

Chair Shawver declared the meeting adjourned at 5:55 p.m. to the next Steering Committee meeting to be held on Wednesday, November 18, 2020 at 5:00 p.m.

Submitted by:



Kelly A. Lore, MMC  
Clerk of the Board