



STEERING COMMITTEE

Agenda Report

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File #: 2025-4283

Agenda Date: 6/25/2025

Agenda Item No: 3.

FROM: Robert Thompson, General Manager

SUBJECT:

GENERAL MANAGER'S FY 2024-2025 WORK PLAN YEAR-END REPORT

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

Receive and file the General Manager's FY 2024-2025 Work Plan Year-End Report.

BACKGROUND

Each year, the General Manager prepares a work plan of activities supporting Orange County Sanitation District's (OC San) strategic goals and initiatives to be accomplished during the fiscal year. The General Manager's FY 2024-2025 work plan was received and filed by the Steering Committee and Board of Directors in June 2024. Attached is the year-end report for the General Manager's FY 2024-2025 work plan.

RELEVANT STANDARDS

- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard
- Plan for and execute succession, minimizing vacant position times
- Cultivate a highly qualified, well-trained, and diverse workforce
- Maintain and adhere to appropriate internal planning documents (Biosolids, Odor, and Energy Master Plans)
- Use all practical and effective means for resource recovery

PRIOR COMMITTEE/BOARD ACTIONS

January 2025 - Steering Committee and Board of Directors received and filed the General Manager's FY 2024-2025 Work Plan Mid-Year Update.

June 2024 - Steering Committee and Board of Directors received and filed the General Manager's Fiscal Year 2024-2025 Work Plan.

May 2024 - Steering Committee received and filed the General Manager's FY 2024-2025 Proposed Work Plan.

ADDITIONAL INFORMATION

The General Manager's work plan includes 21 goals for the fiscal year. Of those, 18 were completed, one goal was not completed due to needs assessment, and two goals will carry over into Fiscal Year 2025-2026.

FINANCIAL CONSIDERATIONS

All items included in the General Manager's Work Plan were budgeted in the FY 2024-2025 Budget.

ATTACHMENT

The following attachment(s) may be viewed on-line at the OC San website (www.ocsan.gov) with the complete agenda package:

- General Manager's FY 2024-2025 Work Plan Year-End Report