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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, June 24, 2020 at 5:04 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).

The Clerk of the Board announced the teleconference meeting guidelines and stated that votes will be taken by roll call.

**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 Brian Engeln 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, Tom Grant, Laura Klinger, Tina Knapp, Laura Maravilla, Jeff Mohr, and Wally Ritchie participated telephonically.

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

**PUBLIC COMMENTS:**

None.

Clerk of the Board Kelly Lore announced that she received a request from General Manager Jim Herberg to pull Item No. 3 from the agenda.

**REPORTS:**

Chair Shawver announced that the July Operations, Administration, and Legislative and Public Affairs Committees will be held on their regular date and time and will continue to take place remotely.

General Manager Jim Herberg provided a brief COVID-19 update.

**CONSENT CALENDAR:**

**1. APPROVAL OF MINUTES**

[2020-1111](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Steering Committee held May 27, 2020.

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

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**2. GENERAL MANAGER'S FY 2019-2020 WORK PLAN YEAR-END UPDATE**

[2020-1049](#)

**Originator:** Jim Herberg

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

Receive and file the General Manager's FY 2019-2020 Work Plan Year-End Update.

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

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**NON-CONSENT:**

None.

**INFORMATION ITEMS:**

**3. INTERIM FOOD WASTE RECEIVING FACILITY, PROJECT NO. P2-124, AND PRICING POLICY DISCUSSION**

[2020-1092](#)

**Originator:** Lorenzo Tyner

ITEM WAS PULLED FROM THE AGENDA.

Information Item.

**CLOSED SESSION:****CONVENED IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54956.9(d)(4) & 54957(b)(1):**

The Committee convened in closed session at 5:15 p.m. to discuss 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 LEGAL COUNSEL RE ANTICIPATED LITIGATION - GOVERNMENT CODE SECTION 54956.9(d)(4)**[2020-1112](#)

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

**CS-2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION 54957(b)(1)**[2020-1005](#)

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 6:02 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 6:03 p.m. to the next Steering Committee meeting to be held on Wednesday, July 22, 2020 at 5:00 p.m.

Submitted by:



Kelly A. Lore, MMC  
Clerk of the Board