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**SPECIAL MEETING - EARLY START TIME**

**CALL TO ORDER**

A special meeting of the Steering Committee of the Orange County Sanitation District was called to order by Board Chairman Chad Wanke on Wednesday, January 17, 2024 at 3:01 p.m. in the Administration Building of the Orange County Sanitation District.

**ROLL CALL AND DECLARATION OF QUORUM:**

The Clerk of the Board declared a quorum present as follows:

**PRESENT:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**ABSENT:** None

**STAFF PRESENT:** Rob Thompson, General Manager; Lorenzo Tyner, Assistant General Manager; Michael Dorman, Director of Engineering; Laura Maravilla, Director of Human Resources; Riaz Moinuddin, Director of Operations and Maintenance; Wally Ritchie, Director of Finance; Lan Wiborg, Director of Environmental Services; Kelly Lore, Clerk of the Board; Jennifer Cabral; Mortimer Caparas; Tanya Chong; Daisy Covarrubias; Tina Knapp; Rebecca Long; Perla Rodriguez; and Ruth Zintzun were present in Conference Room A.

**OTHERS PRESENT:** Brad Hogin, General Counsel; Lindsay Caro, Associate Counsel; and Gary Weisberg, Associate Counsel; were present in Conference Room A. David French, ENS Resources, and Eric O'Donnell, Townsend Public Affairs, were present telephonically.

**PUBLIC COMMENTS:**

None.

**REPORTS:**

Chair Wanke and General Manager Rob Thompson did not provide reports.

**CONSENT CALENDAR:**

**1. APPROVAL OF MINUTES**

[2024-3387](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Steering Committee held December 14, 2023.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**2. PUBLIC AFFAIRS UPDATE FOR THE MONTH OF DECEMBER 2023 [2024-3402](#)**

**Originator:** Rob Thompson

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

Receive and file the Public Affairs Update for the month of December 2023.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**3. LEGISLATIVE AFFAIRS UPDATE FOR THE MONTH OF DECEMBER 2023 [2024-3431](#)**

**Originator:** Rob Thompson

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

Receive and file the Legislative Affairs Update for the month of December 2023.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**NON-CONSENT:**

**4. GENERAL MANAGER'S FY 2023-2024 WORK PLAN MID-YEAR REPORT [2023-3362](#)**

**Originator:** Rob Thompson

Mr. Thompson provided a brief introduction to the item.

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

Receive and file the General Manager's FY 2023-2024 Work Plan Mid-Year Report.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**5. PUBLIC AFFAIRS STRATEGIC PLAN FOR FISCAL YEARS 2022-2024 [2023-3363](#)  
MID-YEAR UPDATE**

**Originator:** Rob Thompson

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

Receive and file the Public Affairs Strategic Plan for Fiscal Years 2022- 2024 Mid-Year Update.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** Jon Dumitru

**6. REIMBURSEMENT AGREEMENT FOR ORANGE COUNTY [2024-3405](#)  
SANITATION DISTRICT MANHOLE FRAME AND COVER  
ADJUSTMENTS ON PACIFIC COAST HIGHWAY IN THE CITY OF  
NEWPORT BEACH**

**Originator:** Mike Dorman

Director of Engineering Mike Dorman provided an introduction to the item.

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

Approve the Reimbursement Agreement with the City of Newport Beach titled "Reimbursement Agreement (Orange County Sanitation District Manhole Adjustment)" for an amount not to exceed \$689,699 for Orange County Sanitation District manhole frame and cover adjustments on Pacific Coast Highway in the City of Newport Beach in a form approved by Special Counsel.

**INFORMATION ITEMS:****7. SOLICITATION OF GENERAL LEGAL SERVICES**[2024-3433](#)**Originator:** Lorenzo Tyner

Vice-Chair Ryan Gallagher provided an update on the discussion and recommendation from the General Legal Services Ad Hoc Committee for the upcoming General Legal Services procurement.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to approve the solicitation, scope of work, and contract structure for the upcoming General Legal Services procurement.

**AYES:** Chad Wanke, Ryan Gallagher, Pat Burns, Jon Dumitru, Glenn Grandis, Christine Marick and John Withers

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**DEPARTMENT HEAD REPORTS:**

None.

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

The Committee convened in closed session at 3:40 p.m. to hear one item. Item No. CS-1 was not heard. 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 PUBLIC EMPLOYEE PERFORMANCE EVALUATION 54957(b)(1)**[2023-3333](#)

DID NOT CONVENE IN CLOSED SESSION.

Public Employee Performance Evaluation

Number of Employees: 1

- General Counsel

**CS-2 CONFERENCE WITH LEGAL COUNSEL RE ANTICIPATED  
LITIGATION - GOVERNMENT CODE SECTION 54956.9(d)(4)**[2024-3436](#)

CONVENED IN CLOSED SESSION:

Number of Potential Cases: 1

Potential initiation of litigation regarding Miller-Holder Easement.

**RECONVENED IN REGULAR SESSION.**

The Committee reconvened in regular session at 4:03 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 Wanke declared the special meeting adjourned at 4:04 p.m. to the regular Steering Committee meeting to be held on Wednesday, February 28, 2024 at 5:00 p.m.

Submitted by:

  
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Kelly A. Lore, MMC  
Clerk of the Board