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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 John Withers on Wednesday, April 27, 2022 at 4:31 p.m. in the Administration Building of the Orange County Sanitation District. Chair Withers stated that the meeting was being held telephonically and via Internet accessibility in accordance with new provisions in California Government Code Section 54953 and Resolution No. OC SAN 22-12, due to the continued State of Emergency Order. Chair Withers announced the teleconference meeting guidelines.

**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 PRESENT:** Kelly Lore, Clerk of the Board, and Mo Abiodun were present in the Board Room. Jim Herberg, General Manager; Rob Thompson, Assistant General Manager; Lorenzo Tyner, Assistant General Manager; Celia Chandler, Director of Human Resources; Kathy Millea, Director of Engineering; Riaz Moinuddin, Director of Operations and Maintenance; Lan Wiborg, Director of Environmental Services; Janine Aguilar; Stephanie Barron; Jennifer Cabral; Tanya Chong; Raul Cuellar; Thys DeVries; Tina Knapp; Laura Maravilla; Andrew Nau; Wally Ritchie; and Thomas Vu were in attendance telephonically.

**OTHERS PRESENT:** Brad Hogin, General Counsel, was present in the Board Room. Chief Negotiator Laura Drottz Kalty, Liebert Cassidy Whitmore; and Katie Kaneko and Alyssa Thompson, Koff and Associates, were in attendance telephonically.

**PUBLIC COMMENTS:**

None.

**REPORTS:**

Chair Withers announced that representatives from the California Water Environment Association will present OC San with two awards, Operator of the Year and Large Safety Plant of the Year, at tonight's Board Meeting.

Chair Withers stated the Resolution to continue teleconferencing of public meetings, which is based on legal counsel's review and the Orange County's Health Officer's Orders, is on the Board agenda and, if adopted, the Resolution will be in effect for the next 30 days.

General Manager Jim Herberg reported that on April 26th at 2:30 p.m., OC San staff was bypassing the College Avenue Pump Station to assess the wet well for corrosion and liner damage. As staff was transitioning back to normal operations, a cup link came apart allowing an estimated 1,000 gallons to spill, and an estimated 250 gallons entered the storm drain. He confirmed that all required reporting was completed and there will not be a beach closure as a result of this spill.

Mr. Herberg reported that the executive management team held their annual retreat to plan and discuss for the future. He stated that some of the topics discussed were the execution of the Strategic Plan initiatives and the General Manager's Work Plan; and that a draft Work Plan for Fiscal Year 2022-23 will be presented at the June Steering Committee meeting.

### **CONSENT CALENDAR:**

#### **1. APPROVAL OF MINUTES**

[2022-2238](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Steering Committee held March 23, 2022.

**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. SERVICE CONTRACT FOR PLANT NOS. 1 AND 2 CENTRAL GENERATION FACILITIES' CARBON MEDIA CHANGE-OUT**

[2022-2280](#)

**Originator:** Riaz Moinuddin

Director of Operations & Maintenance Riaz Moinuddin provided a brief introduction to the item.

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

Approve a Sole Source Purchase Order Contract to Carbon Activated Corporation to change out granular activated carbon media for Biogas Cleaning Systems at Plant Nos. 1 and 2 Central Generation (Cen-Gen) Facility, for a total amount not to exceed \$236,500 through June 30, 2022.

**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.

**DEPARTMENT HEAD REPORTS:**

None.

**CLOSED SESSION:**

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

The Committee convened in closed session at 4:40 p.m. 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**

[2022-2241](#)

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 Chief Negotiator Laura Kalty.

Employee Organizations: (3)

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

**RECONVENED IN REGULAR SESSION.**

The Committee reconvened in regular session at 5:39 p.m.

**CONSIDERATION OF ACTION, IF ANY, ON MATTERS CONSIDERED IN CLOSED SESSION:**

General Counsel Brad Hugin stated there was no reportable action taken by the Committee.

**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 special meeting adjourned at 5:41 p.m. to the next Regular Steering Committee meeting to be held on Wednesday, May 25, 2022 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board