



CALL TO ORDER

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Chairman Glenn Parker on Wednesday, October 13, 2021 at 5:01 p.m. in the Administration Building of the Orange County Sanitation District. Chair Parker led the flag salute and stated that the meeting was being held telephonically and via audio/video teleconferencing in accordance with Government Code Section 54953, due to the Coronavirus Pandemic (COVID-19), and announced the meeting guidelines.

ROLL CALL AND DECLARATION OF QUORUM:

A quorum was declared present, as follows:

- PRESENT:** Glenn Parker, Anthony Kuo, Brad Avery, Art Brown, Kim Carr, Mark Chirco, Marshall Goodman, Patrick Harper, Andrew Nguyen, David Shawver, Chad Wanke and John Withers
- ABSENT:** Rose Espinoza

STAFF MEMBERS PRESENT: Clerk of the Board Kelly Lore and Mortimer Caparas were present in the Board Room. General Manager Jim Herberg, 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, John Frattali, Tina Knapp, Laura Maravilla, Joshua Martinez, Robert Michaels, Wally Ritchie, and Thomas Vu participated telephonically.

OTHERS PRESENT: Brad Hogin, General Counsel, and Ed Soong, Public Resources Advisory Group, participated telephonically.

PUBLIC COMMENTS:

None.

REPORTS:

Chair Parker did not provide a report.

General Manager Jim Herberg provided a report on the recent oil spill off Huntington Beach and its affects on the Ocean Monitoring program.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2021-1875](#)

Originator: Kelly Lore

MOVED, SECONDED AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Administration Committee held September 8, 2021.

AYES: Glenn Parker, Anthony Kuo, Brad Avery, Art Brown, Kim Carr, Mark Chirco, Marshall Goodman, Patrick Harper, Andrew Nguyen, David Shawver, Chad Wanke and John Withers

NOES: None

ABSENT: Rose Espinoza

ABSTENTIONS: None

2. MAXIMO MOBILE SOLUTION FOR WAREHOUSE

[2021-1859](#)

Originator: Lorenzo Tyner

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

A. Approve a Professional Services Agreement to Total Resource Management, Inc. to provide a Maximo Mobile Solution, Specification No. CS-2021-1257BD, for a total amount not to exceed \$174,722; and

B. Approve a contingency of \$26,208 (15%).

AYES: Glenn Parker, Anthony Kuo, Brad Avery, Art Brown, Kim Carr, Mark Chirco, Marshall Goodman, Patrick Harper, Andrew Nguyen, David Shawver, Chad Wanke and John Withers

NOES: None

ABSENT: Rose Espinoza

ABSTENTIONS: None

**3. RENEWAL OF ESRI GIS ENTERPRISE LICENSE AGREEMENT
SUBSCRIPTION AND SUPPORT**

[2021-1862](#)

Originator: Lorenzo Tyner

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

A. Approve Amendment No. 2 of Agreement 334620 with Environmental Systems Research Institute, Inc. for the renewal of the Sole Source GIS Enterprise License Agreement, for a three-year period commencing December 31, 2021 through December 30, 2024, for a total amount not to exceed \$382,000; and

B. Approve a not to exceed contingency of \$19,100 (5%).

AYES: Glenn Parker, Anthony Kuo, Brad Avery, Art Brown, Kim Carr, Mark Chirco, Marshall Goodman, Patrick Harper, Andrew Nguyen, David Shawver, Chad Wanke and John Withers

NOES: None

ABSENT: Rose Espinoza

ABSTENTIONS: None

NON-CONSENT:

Vice-Chair Anthony Kuo appeared to be away during the vote for Item No. 4.

**4. WASTEWATER REFUNDING REVENUE OBLIGATIONS, SERIES [2021-1837](#)
2022A**

Originator: Lorenzo Tyner

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

Authorize the General Manager to issue new fixed rate Certificates of Participation, to be referred to as Wastewater Refunding Revenue Obligations, in an amount sufficient to refund (1) up to \$100,645,000 of Wastewater Refunding Revenue Obligations, Series 2012A and (2) up to \$6,670,000 of Wastewater Refunding Revenue Obligations, Series 2012B.

AYES: Glenn Parker, Brad Avery, Art Brown, Kim Carr, Mark Chirco, Marshall Goodman, Patrick Harper, Andrew Nguyen, David Shawver, Chad Wanke and John Withers

NOES: None

ABSENT: Anthony Kuo and Rose Espinoza

ABSTENTIONS: None

INFORMATION ITEMS:

5. HUMAN RESOURCES: RISK MANAGEMENT [2021-1887](#)

Originator: Celia Chandler

Safety and Health Supervisor John Frattali provided a PowerPoint presentation reviewing the core business functions of the Risk Management Division.

ITEM RECEIVED AS AN:

Information Item.

DEPARTMENT HEAD REPORTS:

None.

CLOSED SESSION:

None.

OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:

None.

BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:

None.

ADJOURNMENT:

Chair Parker declared the meeting adjourned at 5:51 p.m. to the next Administration Committee meeting to be held on November 10, 2021 at 5:00 p.m.

Submitted by:

Kelly A. Lore, MMC
Clerk of the Board