



CALL TO ORDER

A regular meeting of the Operations Committee of the Orange County Sanitation District was called to order by Committee Chairman Marshall Goodman on Wednesday, November 1, 2023 at 5:00 p.m. in the Administration Building of the Orange County Sanitation District. Chair Goodman led the pledge of allegiance.

ROLL CALL AND DECLARATION OF QUORUM:

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

PRESENT: Jon Dumitru, Ryan Gallagher, Marshall Goodman, Stephen Faessel, Phil Hawkins, Johnathan Ryan Hernandez, Stephanie Klopfenstein, Scott Minikus, Robert Ooten, Schelly Sustarsic, Chad Wanke, Bruce Whitaker and Donald Wagner (Alternate)

ABSENT: Susan Sonne

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; Mo Abiodun; Jennifer Cabral; Tanya Chong; Raul Cuellar; Thys DeVries; Martin Dix; Brian Engeln; Justin Fenton; Rob Michaels; Valerie Ratto; Kevin Schuler; Don Stokes; and Ruth Zintzun were present in the Board Room. Nasrin Nasrollahi was present telephonically.

OTHERS PRESENT: Brad Hogin, General Counsel, was present in the Board Room. James H. Clark and Jesus Gaona Perez were present telephonically.

PUBLIC COMMENTS:

None.

REPORTS:

Chair Goodman reminded the Committee that the OC San Steering Committee and Board of Directors meetings would be held November 15, 2023 a week early due to the Thanksgiving holiday.

General Manager Rob Thompson announced that OC San's administrative offices would be closed on Friday, November 10th in observance of Veterans Day.

CONSENT CALENDAR:**1. APPROVAL OF MINUTES**[2023-3274](#)**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve minutes of the Regular meeting of the Operations Committee held October 4, 2023.

AYES: Jon Dumitru, Ryan Gallagher, Marshall Goodman, Stephen Faessel, Phil Hawkins, Stephanie Klopfenstein, Scott Minikus, Robert Ooten, Schelly Sustarsic, Chad Wanke and Donald Wagner (Alternate)**NOES:** None**ABSENT:** Johnathan Ryan Hernandez, Susan Sonne and Bruce Whitaker**ABSTENTIONS:** None**2. BACK-UP POWER FOR LABORATORY EQUIPMENT AT PLANT NO. 1, PROJECT NO. FR1-0022**[2023-3242](#)**Originator:** Mike Dorman

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

Authorize the Purchasing Manager to conduct a Negotiated Procurement for a construction contract for Back-up Power for Laboratory Equipment at Plant No. 1, Project No. FR1-0022, in accordance with Ordinance No. OC SAN-61; Article 5, Public Works Projects; Section 5.02, Selection Process; A, Design-Bid-Build; (1) Competitive Sealed Bids; Sub-section (d), No Bids.

AYES: Jon Dumitru, Ryan Gallagher, Marshall Goodman, Stephen Faessel, Phil Hawkins, Stephanie Klopfenstein, Scott Minikus, Robert Ooten, Schelly Sustarsic, Chad Wanke and Donald Wagner (Alternate)**NOES:** None**ABSENT:** Johnathan Ryan Hernandez, Susan Sonne and Bruce Whitaker**ABSTENTIONS:** None**3. QUARTERLY ODOR COMPLAINT REPORT**[2023-3268](#)**Originator:** Riaz Moinuddin

MOVED, SECONDED, AND DULY CARRIED TO:

Receive and file the Fiscal Year 2023-24 First Quarter Odor Complaint Report.

AYES: Jon Dumitru, Ryan Gallagher, Marshall Goodman, Stephen Faessel, Phil Hawkins, Stephanie Klopfenstein, Scott Minikus, Robert Ooten, Schelly Sustarsic, Chad Wanke and Donald Wagner (Alternate)
NOES: None
ABSENT: Johnathan Ryan Hernandez, Susan Sonne and Bruce Whitaker
ABSTENTIONS: None

NON-CONSENT:**4. TRUCK LOADING SCALE REPLACEMENT AT PLANT NO. 2 [2023-3015](#)**

Originator: Riaz Moinuddin

Director of Operations and Maintenance Riaz Moinuddin provided a PowerPoint presentation which included a diagram of the water reclamation process, description of the issues related to the truck loading silos and scales, and the need for the truck loading scale replacement.

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

- A. Approve a Sole Source Services Contract to Mettler Toledo, LLC for Truck Loading Scale Replacement at Plant No. 2, Specification No. MP2-014, for a total amount not to exceed \$478,385 including applicable sales tax and freight; and
- B. Approve a contingency of \$95,677 (20%).

AYES: Jon Dumitru, Ryan Gallagher, Marshall Goodman, Stephen Faessel, Phil Hawkins, Stephanie Klopfenstein, Scott Minikus, Robert Ooten, Schelly Sustarsic, Chad Wanke and Donald Wagner (Alternate)
NOES: None
ABSENT: Johnathan Ryan Hernandez, Susan Sonne and Bruce Whitaker
ABSTENTIONS: None

Director Bruce Whitaker arrived at the meeting at 5:12 p.m. and Director Johnathan Ryan Hernandez arrived at the meeting at 5:21 p.m.

INFORMATION ITEMS:**5. OC SAN HUMAN RESOURCES DEPARTMENT OVERVIEW [2023-3267](#)**

Originator: Laura Maravilla

Director of Human Resources Laura Maravilla introduced Human Resources Manager Thys DeVries who provided a PowerPoint presentation regarding the Human Resources Department. The presentation included an overview of the workforce, the

core business functions of Human Resources operations, employee and labor relations, centralized training, OC San University, and succession management.

ITEM RECEIVED AS AN:

Information Item.

6. OC SAN ENGINEERING DEPARTMENT OVERVIEW

[2023-3276](#)

Originator: Mike Dorman

Director of Engineering Mike Dorman provided a PowerPoint presentation regarding the Engineering Department, which included an overview of Engineering staff; project creation; contract types; the Board approval process of contracts; studies and master planning efforts; the asset management plan; the condition of and projects at Plant Nos. 1 and 2, pump stations, and gravity sewers; an overview of CIP Engineering project phases, the project development process, which includes preliminary design, design, construction and commission; and Engineering tools and software.

ITEM RECEIVED AS AN:

Information Item.

Director Whitaker departed the meeting at 5:38 p.m.

7. OC SAN INFORMATION TECHNOLOGY OVERVIEW

[2023-3278](#)

Originator: Wally Ritchie

Director of Finance Wally Ritchie introduced Information Technology Manager Rob Michaels who provided a PowerPoint presentation regarding the Information Technology (IT) Department. The presentation included an overview of the Division mission statement and Administrative Services Department; enterprise information management; business solutions and support; infrastructure, including servers and network; cyber security; and excellence in IT practices.

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 Goodman declared the meeting adjourned at 5:52 p.m. to the next Regular Operations Committee meeting to be held on Wednesday, December 6, 2023 at 5:00 p.m.

Submitted by:

Kelly A. Lore, MMC
Clerk of the Board