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**File #:** 2022-2392

**Agenda Date:** 6/22/2022

**Agenda Item No:** 22.

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**FROM:** James D. Herberg, General Manager

**SUBJECT:**

**GENERAL MANAGER'S FY 2021-2022 WORK PLAN YEAR-END REPORT**

**GENERAL MANAGER'S RECOMMENDATION**

**RECOMMENDATION:**

Receive and file the General Manager's FY 2021-2022 Work Plan Year-End Report.

**BACKGROUND**

Each year, the General Manager prepares a work plan of activities supporting Orange County Sanitation District's strategic goals and initiatives to be accomplished during the fiscal year. The General Manager's FY 2021-2022 draft work plan was reviewed with the Steering Committee in July 2021. The final work plan was received and filed by the Steering Committee and Board of Directors in August 2021; and a mid-year update was provided in January 2022. Attached is the year-end report for the General Manager's FY 2021-2022 work plan.

**RELEVANT STANDARDS**

- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard
- Plan for and execute succession, minimizing vacant position times
- Cultivate a highly qualified, well-trained, and diverse workforce
- Maintain and adhere to appropriate internal planning documents (Biosolids, Odor, and Energy Master Plans)
- Use all practical and effective means for resource recovery

**PRIOR COMMITTEE/BOARD ACTIONS**

January 2022 - Steering Committee and Board of Directors received and filed the General Manager's Fiscal Year 2021-2022 Work Plan Mid-Year Update.

August 2021 - Steering Committee and Board of Directors received and filed the General Manager's Fiscal Year 2021-2022 Work Plan.

July 2021 - Steering Committee received and filed the General Manager's Fiscal Year 2021-2022 Proposed Work Plan.

### **ADDITIONAL INFORMATION**

The General Manager's work plan includes 23 goals for the fiscal year. 18 items in the work plan have been completed and five will carry over into fiscal year 2022-2023.

### **FINANCIAL CONSIDERATIONS**

All items included in the General Manager's Work Plan were budgeted in the FY 2021-2022 Budget.

### **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

- General Manager's FY 2021-2022 Work Plan Year-End Report