



ORANGE COUNTY SANITATION DISTRICT **SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19)** **AND ATTENDANCE AT PUBLIC MEETINGS**

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 12, 2020 and March 18, 2020, Governor Newsom issued Executive Order N-25-20 and Executive Order N-29-20, which temporarily suspend portions of the Brown Act which addresses the conduct of public meetings. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which continues the suspension of portions of the Brown Act which addresses the conduct of public meetings through September 30, 2021.

The General Manager and the Chairman of the Board of Directors have determined that due to the size of the Orange County Sanitation District's Board of Directors (25), and the health and safety of the members, the Board of Directors will be participating in meetings of the Board telephonically and via Internet accessibility.

PUBLIC PARTICIPATION

Your participation is always welcome. The Administration Committee meeting will be available to the public online at:

<https://ocsd.legistar.com/Calendar.aspx>

You may submit your comments and questions in writing for the Administration Committee's consideration in advance of the meeting by using the eComment feature available via the webpage above or sending them to OCSanClerk@ocsan.gov with the subject line "PUBLIC COMMENT ITEM # (insert the item number relevant to your comment)" or "PUBLIC COMMENT NON-AGENDA ITEM". Submit your written comments by 5:00 p.m. on Tuesday, September 7, 2021.

You may also submit comments and questions for the Administration Committee's consideration during the meeting by using the eComment feature that will be available via the webpage above for the duration of the meeting.

All public comments will be provided to the Administration Committee and may be read into the record or compiled as part of the record.

Thank you.

September 1, 2021

NOTICE OF MEETING

**ADMINISTRATION COMMITTEE
ORANGE COUNTY SANITATION DISTRICT**

Wednesday, September 8, 2021 – 5:00 P.M.

ACCESSIBILITY FOR THE GENERAL PUBLIC

Due to the spread of COVID-19, the Orange County Sanitation District will be holding all upcoming Board and Committee meetings by teleconferencing and Internet accessibility. This meeting will be available to the public online at:

<https://ocsd.legistar.com/Calendar.aspx>

A regular meeting of the Administration Committee of the Orange County Sanitation District will be held in the manner indicated herein on Wednesday, September 8, 2021 at 5:00 p.m.

Serving:
Anaheim
Brea
Buena Park
Cypress
Fountain Valley
Fullerton
Garden Grove
Huntington Beach
Irvine
La Habra
La Palma
Los Alamitos
Newport Beach
Orange
Placentia
Santa Ana
Seal Beach
Stanton
Tustin
Villa Park
County of Orange
Costa Mesa Sanitary District
Midway City Sanitary District
Irvine Ranch Water District
Yorba Linda Water District

ADMINISTRATION COMMITTEE MEETING DATE	BOARD MEETING DATE
09/08/21	09/29/21
10/13/21	10/27/21
11/10/21	11/17/21 *
12/08/21	12/15/21 *
JANUARY DARK	01/26/22
02/09/22	02/23/22
03/09/22	03/23/22
04/13/22	04/27/22
05/11/22	05/25/22
06/08/22	06/22/22
07/13/22	07/27/22
AUGUST DARK	08/24/22

**** Meeting will be held on the third Wednesday of the month***

**ROLL CALL
ADMINISTRATION COMMITTEE
Finance, Information Technology, Environmental Services
and Human Resources**

Meeting Date: September 8, 2021

Time: 5:00 p.m.

Adjourn: _____

COMMITTEE MEMBERS (13)

Glenn Parker, Chair	
Anthony Kuo, Vice-Chair	
Brad Avery	
Art Brown	
Kim Carr	
Mark Chirco	
Rose Espinoza	
Marshall Goodman	
Patrick Harper	
Andrew Nguyen	
David Shawver	
John Withers (Board Chair)	
Chad Wanke (Board Vice-Chair)	

OTHERS

Brad Hogin, General Counsel	

STAFF

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	
Lan Wiborg, Director of Environmental Services	
Kelly Lore, Clerk of the Board	

ORANGE COUNTY SANITATION DISTRICT
BOARD OF DIRECTORS
Complete Roster

Effective 7/13/2021

AGENCY/CITIES	ACTIVE DIRECTOR	ALTERNATE DIRECTOR
Anaheim	Stephen Faessel	Jose Diaz
Brea	Glenn Parker	Steven Vargas
Buena Park	Art Brown	Connor Traut
Cypress	Paulo Morales	Anne Hertz
Fountain Valley	Patrick Harper	Glenn Grandis
Fullerton	Jesus J. Silva	Nick Dunlap
Garden Grove	Steve Jones	John O'Neill
Huntington Beach	Kim Carr	Dan Kalmick
Irvine	Anthony Kuo	Farrah N. Khan
La Habra	Rose Espinoza	Jose Medrano
La Palma	Marshall Goodman	Nitesh Patel
Los Alamitos	Mark A. Chirco	Ron Bates
Newport Beach	Brad Avery	Joy Brenner
Orange	Kim Nichols	Chip Monaco
Placentia	Chad Wanke	Ward Smith
Santa Ana	Johnathan Ryan Hernandez	Nelida Mendoza
Seal Beach	Sandra Massa-Lavitt	Schelly Sustarsic
Stanton	David Shawver	Carol Warren
Tustin	Ryan Gallagher	Austin Lumbard
Villa Park	Chad Zimmerman	Robert Collacott

Sanitary/Water Districts

Costa Mesa Sanitary District	Bob Ooten	Art Perry
Midway City Sanitary District	Andrew Nguyen	Sergio Contreras
Irvine Ranch Water District	John Withers	Douglas Reinhart
Yorba Linda Water District	Brooke Jones	Phil Hawkins

County Areas

Board of Supervisors	Doug Chaffee	Donald P. Wagner
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ADMINISTRATION COMMITTEE
Regular Meeting Agenda
Wednesday, September 8, 2021 - 5:00 PM
Board Room
Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

AGENDA POSTING: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted outside the main gate of the Sanitation District's Administration Building located at 10844 Ellis Avenue, Fountain Valley, California, and on the Sanitation District's website at www.ocsd.com not less than 72 hours prior to the meeting date and time above. All public records relating to each agenda item, including any public records distributed less than 72 hours prior to the meeting to all, or a majority of the Board of Directors, are available for public inspection in the office of the Clerk of the Board.

AGENDA DESCRIPTION: The agenda provides a brief general description of each item of business to be considered or discussed. The recommended action does not indicate what action will be taken. The Board of Directors may take any action which is deemed appropriate.

MEETING AUDIO: An audio recording of this meeting is available within 24 hours after adjournment of the meeting. Please contact the Clerk of the Board's office at (714) 593-7433 to request the audio file.

NOTICE TO DIRECTORS: To place items on the agenda for a Committee or Board Meeting, the item must be submitted in writing to the Clerk of the Board: Kelly A. Lore, MMC, (714) 593-7433 / klore@ocsan.gov at least 14 days before the meeting.

FOR ANY QUESTIONS ON THE AGENDA, BOARD MEMBERS MAY CONTACT STAFF AT:

General Manager: Jim Herberg, jherberg@ocsan.gov / (714) 593-7300
Asst. General Manager: Lorenzo Tyner, ltwyner@ocsan.gov / (714) 593-7550
Asst. General Manager: Rob Thompson, rthompson@ocsan.gov / (714) 593-7310
Director of Human Resources: Celia Chandler, cchandler@ocsan.gov / (714) 593-7202
Director of Engineering: Kathy Millea, kmillea@ocsan.gov / (714) 593-7365
Director of Environmental Services: Lan Wiborg, lwiborg@ocsan.gov / (714) 593-7450

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL AND DECLARATION OF QUORUM:**

Clerk of the Board

PUBLIC COMMENTS:

Your participation is always welcome. The Administration Committee meeting will be available to the public online at: <https://ocsd.legistar.com/Calendar.aspx>.

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You may also submit comments and questions for the Administration Committee's consideration during the meeting by using the eComment feature that will be available via the webpage above for the duration of the meeting. All public comments will be provided to the Administration Committee and may be read into the record or compiled as part of the record.

REPORTS:

The Committee Chairperson and the General Manager may present verbal reports on miscellaneous matters of general interest to the Directors. These reports are for information only and require no action by the Directors.

CONSENT CALENDAR:

Consent Calendar Items are considered to be routine and will be enacted, by the Committee, after one motion, without discussion. Any items withdrawn from the Consent Calendar for separate discussion will be considered in the regular order of business.

1. APPROVAL OF MINUTES [2021-1825](#)**RECOMMENDATION:**

Approve Minutes of the Regular Meeting of the Administration Committee held July 14, 2021.

Originator: Kelly Lore

Attachments: [Agenda Report](#)
[07-14-2021 Administration Committee Minutes](#)

2. GENERAL MANAGER APPROVED PURCHASES AND ADDITIONS TO THE PRE-APPROVED OEM SOLE SOURCE LIST [2021-1805](#)

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Receive and file Orange County Sanitation District purchases made under the General Manager's authority for the period of April 1, 2021 to June 30, 2021; and
- B. Approve the following additions to the pre-approved OEM Sole Source List for the period of April 1, 2021 to June 30, 2021:
- CBS Arcsafe - Remote Switch Actuators
 - MILTON ROY - Pumps and Equipment
 - MONTEREY BAY AQUARIUM RESEARCH INSTITUTE (MBARI) - Ocean Mooring Support
 - RDI TECHNOLOGIES, INC. - Iris M and Iris MX Systems
 - SEAL ANALYTICAL, INC - DEENA Automated Digestion System, Parts, and Software

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)

3. REIMBURSEMENTS TO BOARD MEMBERS AND STAFF [2021-1810](#)

RECOMMENDATION: Recommend to the Board of Directors to:

Receive and file report of reimbursements to Board Members and Staff per Government Code Section 53065.5 for the period July 1, 2020 through June 30, 2021.

Originator: Lorenzo Tyner

Attachments: [Agenda Report](#)
[20-21 Employee Reimbursement Report](#)

NON-CONSENT:

None.

INFORMATION ITEMS:

4. ORANGE COUNTY SANITATION DISTRICT REGULATORY COMPLIANCE UPDATE [2021-1834](#)

RECOMMENDATION:

Information item.

Originator: Lan Wiborg

Attachments: [Agenda Report](#)
[Presentation - Compliance Program](#)

DEPARTMENT HEAD REPORTS:**CLOSED SESSION:**

During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chairperson may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted.

Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

CONVENE IN CLOSED SESSION.**CS-1 THREAT TO PUBLIC SERVICES OR FACILITIES (GOVERNMENT CODE SECTION 54957)**[2021-1776](#)

RECOMMENDATION: Convene in Closed Session:

Consultation with the Information Technology Systems & Operations Manager regarding cyber security.

Attachments: [Agenda Report](#)
[Admin Comm Memo re Cyber Security](#)

RECONVENE IN REGULAR SESSION.**CONSIDERATION OF ACTION, IF ANY, ON MATTERS CONSIDERED IN CLOSED SESSION:****OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:****BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

At this time Directors may request staff to place an item on a future agenda.

ADJOURNMENT:

Adjourn the meeting until the Regular Meeting of the Administration Committee on October 13, 2021 at 5:00 p.m.



ADMINISTRATION COMMITTEE

Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

Agenda Report

File #: 2021-1825

Agenda Date: 9/8/2021

Agenda Item No: 1.

FROM: James D. Herberg, General Manager
Originator: Kelly A. Lore, Clerk of the Board

SUBJECT:

APPROVAL OF MINUTES

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION:

Approve Minutes of the Regular Meeting of the Administration Committee held July 14, 2021.

BACKGROUND

In accordance with the Board of Directors Rules of Procedure, an accurate record of each meeting will be provided to the Directors for subsequent approval at the following meeting.

RELEVANT STANDARDS

- Resolution No. OC SAN 21-04

ATTACHMENT

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

- Minutes of the Administration Committee meeting held July 14, 2021



CALL TO ORDER

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Chairman Glenn Parker on Wednesday, July 14, 2021 at 5:00 p.m. in the Administration Building of the Orange County Sanitation District. Chair Parker stated that the meeting was being held telephonically and via audio/video teleconferencing in accordance with the Governor's Executive Order No. N-29-20, due to the Coronavirus Pandemic (COVID-19). Chair Parker led the flag salute.

ROLL CALL AND DECLARATION OF QUORUM:

A quorum was declared present, as follows:

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

ABSENT: Brad Avery

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, Jennifer Cabral, Sam Choi, Tina Knapp, Laura Maravilla, Joshua Martinez, Robert Michaels, Wally Ritchie, Thomas Vu, and Ruth Zintzun participated telephonically.

OTHERS PRESENT: Brad Hogin, General Counsel; Audrey Donovan, Roger Alfaro, and David Rowan, Eide Bailley; and Anna Laliberte and Brent Graham, Alliant, participated telephonically.

PUBLIC COMMENTS:

None.

Chair Parker announced that Item No. 6 would be heard prior to Item No. 5.

REPORTS:

Chair Parker and General Manager Jim Herberg did not provide a report.

Assistant General Manager Lorenzo Tyner announced that earlier this week OC San successfully sold \$134 million of Wastewater Refunding Revenue Obligations. He stated that by refunding existing debt into fixed rate, we anticipated a net present value savings of \$7

million, but due to the attractiveness of the bonds, our savings were closer to \$7.5 million. Mr. Tyner stated that the favorable rate was due in great part to OC San's strong financial condition demonstrated by our AAA bond rating by Fitch, Moody's, and Standard and Poor's.

CONSENT CALENDAR:

1. APPROVAL OF MINUTES

[2021-1724](#)

Originator: Kelly Lore

MOVED, SECONDED AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Administration Committee held June 9, 2021.

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

NOES: None

ABSENT: Brad Avery

ABSTENTIONS: None

2. ENVIRONMENTAL REGULATORY REPORTS

[2021-1557](#)

Originator: Lan Wiborg

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

Receive and file environmental regulatory reports: Biosolids Management Compliance Report 2020, Annual Pretreatment Program Report Fiscal Year 2019-2020, Semi-Annual Pretreatment Program Report Fiscal Year 2020-2021 (July-December), Annual Greenhouse Gas Emissions Report 2020, Annual Emission Report 2020, Marine Monitoring Annual Report 2019/2020, and Biennial Wastewater Discharge Requirements Sewer System Management Plan Audit Report 2021.

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

NOES: None

ABSENT: Brad Avery

ABSTENTIONS: None

NON-CONSENT:

3. JANITORIAL & FLOOR MAINTENANCE SERVICE CONTRACT FOR PLANT NOS. 1 AND 2 [2021-1744](#)

Originator: Rob Thompson

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

Award a Sole Source Service Contract to Gamboa Services, Inc. DBA Corporate Image Maintenance to provide janitorial and floor maintenance service at Plant Nos. 1 and 2 for the period August 1, 2021 through January 31, 2022, for an amount not to exceed \$397,900.

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

NOES: None

ABSENT: Brad Avery

ABSTENTIONS: None

Board Vice-Chair Wanke departed the meeting at approximately 5:24 p.m.

4. 2022 BENEFITS INSURANCE RENEWAL [2021-1740](#)

Originator: Celia Chandler

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

Approve the Orange County Sanitation District 2022 Benefits Insurance Renewal for the amount of \$12,322,235 for active employees and \$518,340 for retiree-paid health premiums, for an overall not-to-exceed amount of \$12,840,575, as specified below:

- A. WORKTERRA (medical, dental, and vision plans; and Employee Assistance Program [EAP]) - Not to Exceed \$11,745,607;
- B. The Standard (basic life, short- and long-term disability) - Not to Exceed \$514,178;
- C. The Standard (EMT & Manager disability) - Not to Exceed \$30,000;
- D. BenefitWallet (Health Savings Accounts [HSA]) - Not to Exceed \$32,450;
- E. WORKTERRA (additional retiree costs, recouped from retirees through premium payments) - Not to Exceed \$518,340; and
- F. Approve a contingency of \$642,029 (5%).

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

NOES: None

ABSENT: Brad Avery and Chad Wanke

ABSTENTIONS: None

INFORMATION ITEMS:

- 6. **ORANGE COUNTY SANITATION DISTRICT ENVIRONMENTAL SERVICES LABORATORY AND OCEAN MONITORING UPDATE** [2021-1749](#)

Originator: Lan Wiborg

Dr. Samuel Choi, Environmental Laboratory and Ocean Monitoring Manager, provided an informative PowerPoint presentation which contained an overview of the Environmental Services Department, environmental monitoring and accreditations, and the Laboratory and Ocean Monitoring Division. He provided details on the number of laboratory tests completed annually, instruments used, studies, research and innovation, and OC San partners.

ITEM RECEIVED AS AN:

Information Item.

- 5. **INTERNAL AUDIT UPDATE: CYBER SECURITY** [2021-1743](#)

Originator: Lorenzo Tyner

Mr. Tyner introduced the item. The Committee moved to Closed Session and then proceeded to vote on this item.

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

Receive and file the Internal Audit Report from Eide Bailly LLP.

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

NOES: None

ABSENT: Brad Avery and Chad Wanke

ABSTENTIONS: None

DEPARTMENT HEAD REPORTS:

None.

CLOSED SESSION:

CONVENED IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

The Committee convened in closed session at 5:44 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 THREAT TO PUBLIC SERVICES OR FACILITIES (GOVERNMENT CODE SECTION 54957)

[2021-1629](#)

CONVENED IN CLOSED SESSION:

Consultation with the Information Technology Systems & Operations Manager regarding cyber security.

RECONVENE IN REGULAR SESSION:

The Committee reconvened in regular session at 5:54 p.m.

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

General Counsel Brad Hogin did not provide a report.

The Committee went back to take the vote on Item No. 5.

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

Board Chair Withers thanked Chair Parker and Vice-Chair Kuo for their great leadership.

BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:

Chair Parker encouraged the Committee to reach out to staff at any time prior to the meeting if they had questions regarding the agenda materials.

ADJOURNMENT:

Chair Parker declared the meeting adjourned at 5:59 p.m. to the next Administration Committee meeting to be held on September 8, 2021 at 5:00 p.m.

Submitted by:

Kelly A. Lore, MMC
Clerk of the Board



ADMINISTRATION COMMITTEE

Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

Agenda Report

File #: 2021-1805

Agenda Date: 9/8/2021

Agenda Item No: 2.

FROM: James D. Herberg, General Manager
Originator: Lorenzo Tyner, Assistant General Manager

SUBJECT:

GENERAL MANAGER APPROVED PURCHASES AND ADDITIONS TO THE PRE-APPROVED OEM SOLE SOURCE LIST

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Receive and file Orange County Sanitation District purchases made under the General Manager's authority for the period of April 1, 2021 to June 30, 2021; and
- B. Approve the following additions to the pre-approved OEM Sole Source List for the period of April 1, 2021 to June 30, 2021:
 - CBS Arcsafe - Remote Switch Actuators
 - MILTON ROY - Pumps and Equipment
 - MONTEREY BAY AQUARIUM RESEARCH INSTITUTE (MBARI) - Ocean Mooring Support
 - RDI TECHNOLOGIES, INC. - Iris M and Iris MX Systems
 - SEAL ANALYTICAL, INC - DEENA Automated Digestion System, Parts, and Software

BACKGROUND

Staff provides the Administration Committee and the Board of Directors quarterly reports of General Manager approved and executed purchases between \$50,000 and \$100,000; maintenance and repair Services Task Orders between \$50,000 and \$300,000; and additions to the pre-approved OEM Sole Source List.

The list of additions to the pre-approved OEM Sole Source List displays the original equipment manufacturers (OEM) added this quarter that require sole source procurement to maintain, service, or replace equipment currently in operation at Orange County Sanitation District (OC San) facilities because the parts and/or service can only be provided by the OEM or their designated representative.

RELEVANT STANDARDS

- Quarterly financial reporting
- Ensure the public's money is wisely spent

PRIOR COMMITTEE/BOARD ACTIONS

December 2016 - Minute Order 12(b) authorized the General Manager to ratify additions or deletions to the OEM Sole Source list on the General Manager's quarterly approved purchases agenda report.

ADDITIONAL INFORMATION

In accordance with Board purchasing policies, Ordinance OC SAN-56, the General Manager has authority to approve and execute purchases between \$50,000 and \$100,000. Below is a summary of General Manager approved purchases, in amounts exceeding \$50,000, for the fourth quarter of fiscal year 2020-21:

Vendor Name	Amount	Department	Description/Discussion
AGILENT TECHNOLOGIES, INC.	\$57,647.28	Environmental Services	Annual PO for Crosslab Silver Service Plan 4/7/21 - 4/6/22 Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
AIRKINETICS, INC.	\$54,260.00	Environmental Services	Blanket PO for Emissions Source Testing for Central Power Generation Internal Combustion Engines at Plant 1 and 2 4/27/21 - 4/26/22 with 4 Optional Renewal Periods Specification No. S-2021-1224
ALSTON & BIRD LLP	\$95,000.00	Engineering	Blanket PO to Provide Various Legal Services 5/20/21 - 5/19/22 Sole Source Justification 2424 Reason: Unique Product/Service
ANDERSON A.C, L.P./AMERICAN MECH SVCS	\$90,000.00	Operations & Maintenance	Convenience Blanket PO for Urgent Response to Assess and/or Repair HVAC Systems of Occupied Areas 6/17/21 - 6/16/23 GM Article 2, Section 2.2 (b) (1)
ARI-HETRA	\$53,735.20	Operations & Maintenance	Purchase and Installation of Six (6) Mobile Column Lifts Specification No. S-2021-1230R
BASIN VALVE COMPANY	\$60,000.00	Operations & Maintenance	Blanket PO for Gas Compressor Pilot Operated Relief Valve Maintenance Program 7/1/21 - 6/30/22 with 4 Optional Renewal Periods Specification No. S-2021-1128
COOPER MACHINERY SERVICES LLC	\$72,614.40	Operations & Maintenance	Full Inspection on Refurbished LSVB Power Heads Board Approved OEM Sole Source List M.O. 8/23/17, Item 9
CORPORATE IMAGE MAINTENANCE INC	\$70,200.00	Operations & Maintenance	Blanket PO to Provide COVID-19 Disinfecting Services at Plants 1 & 2 6/14/21 - 9/14/21 Sole Source Justification 2450 Reason: COVID-19 Related Response

CORTECH ENGINEERING	\$74,415.75	Administrative Services	Stock Purchase of Two (2) SEEPEX Rotors and Stators Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
CR&R	\$90,000.00	Operations & Maintenance	Convenience Blanket PO to Provide and Dump 40 Yard Trash Dumpsters at Plants 1 & 2 7/1/21 - 6/30/22 GM Article 2, Section 2.2 (b) (1)
DEMARIA ELECTRIC MOTOR SERVICES, INC.	\$51,928.01	Operations & Maintenance	Rebuild One (1) Hidrostal Submersible Pump Motor Board Approved OEM Sole Source List M.O.12/14/16, Item 12
ESRI - ENVIRONMENTAL SYST RESEARCH INST.	\$95,400.00	Administrative Services	Annual PO for ESRI Enterprise Advantage Program, including Technical Advisors, Account Planning, & Webcasts 7/1/21 to 6/30/22 Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
G/M BUSINESS INTERIORS	\$51,530.07	Operations & Maintenance	Installation of Twenty-Four (24) Workstations with Lower and Upper Storage at Plant 2 County of Orange Contract# RCA-017-18010014, in Accordance with Ordinance OCSD-52 Section 2.03 (B) Cooperative Purchases
GRAYBAR ELECTRIC COMPANY WALNUT CA	\$80,000.00	Operations & Maintenance	Annual PO for Miscellaneous Electrical Parts and Supplies 7/1/21 - 6/30/22 US Communities Contract# EV2370, in Accordance with Ordinance OCSD-52 Section 2.03 (B) Cooperative Purchases
HOME DEPOT	\$75,000.00	Administrative Services	Convenience Blanket PO for Miscellaneous Material 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
JAMISON ENGINEERING CONTRACTORS INC	\$90,000.00	Operations & Maintenance	Convenience Blanket PO for Urgent Gas, Water and Air Line Repairs at Plants 1 & 2 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
KARS' ADVANCED MATERIALS INC	\$90,000.00	Operations & Maintenance	Blanket PO to Provide Metallurgical & Forensic Engineering Support Services 5/1/21 - 4/30/22 Specification No. CS-2021-1221
MACIAS GINI & O'CONNELL LLP	\$87,850.00	Administrative Services	Blanket PO for Financial Auditing Services 7/1/21 - 6/30/22 Sole Source Justification 2390 Reason: Unique Product/Service
MISCO WATER	\$51,912.00	Operations & Maintenance	Purchase of Eight (8) Watson Marlow Peristaltic Metering Pumps Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
MURPHY INDUSTRIAL COATINGS, INC.	\$81,230.00	Operations & Maintenance	Plant 1 Secondary Clarifier 29 Catwalk Coating Repairs (CTO-0104) Specification No. S-2021-1245BD

NATIONAL FIRE PROTECTION ASSOC	\$81,000.00	Human Resources	NFPA 70E Electrical Safety in the Workplace Virtual and Online Training Sole Source Justification 2451 Reason: Unique Product/Service
O'CONNELL ENGINEERING & CONSTRUCTION INC	\$90,000.00	Operations & Maintenance	Convenience Blanket PO for Urgent Gas, Water and Air Line Repairs at Plants 1 & 2 5/1/21 to 4/30/23 GM Article 2, Section 2.2 (b) (1)
ONESOURCE DISTRIBUTORS INC	\$80,000.00	Operations & Maintenance	Convenience Blanket PO for the Purchase of Miscellaneous Electrical Parts and Supplies 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
PCI	\$64,580.00	Operations & Maintenance	Replace and Install New Gas Pipeline Signage at Plants 1 & 2 Specification No. S-2021-1246
PMWEB, INC.	\$83,166.67	Administrative Services	Support & Maintenance/Hosting for Project Management Information System (J-128) 8/1/21 to 7/31/22 Board Approved OEM Sole Source List M.O. 8/28/18, Item 7
QUINN POWER SYSTEMS	\$75,840.00	Operations & Maintenance	Headworks and EPSA Generator Load Bank Testing at Plant 2 Specification No. S-2021-1239
QUINN POWER SYSTEMS	\$86,400.00	Operations & Maintenance	Generator 7 Radiator Replacement at Plant 1 Specification No. S-2021-1237
RAINBOW DISPOSAL CO., INC.	\$90,000.00	Operations & Maintenance	Convenience Blanket PO for Providing and Servicing Three (3) Cubic Yard Dumpsters at Plants 1 & 2 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
ROADWAY CONSTRUCTION SVC (RCS SAFETY)	\$75,220.00	Operations & Maintenance	Blanket PO for On-Call Traffic Control Services 5/1/21 - 4/30/22 with 4 Optional Renewal Periods Specification No. S-2021-1228
ROCKWELL ENGINEERING & EQUIPMENT CO	\$80,861.86	Operations & Maintenance	Purchase of Boerger Pump and Assembly Board Approved OEM Sole Source List M.O. 12/14/16, Item 12
SAFETY SHOE SERVICES	\$70,000.00	Human Resources	Convenience Blanket PO for On-Site Safety Shoe Services 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
SNAP ON INDUSTRIAL	\$55,808.24	Operations & Maintenance	Purchase of Custom Automotive Bay Technician Center and Work Bench for Fleet Services 7/1/21 - 6/30/22 CA DGS CMAS Contract# 4-21-03-1026, in Accordance with Ordinance OCSD-52 Section 2.03 (B) Cooperative Purchases
SNF POLYDYNE INC	\$98,500.00	Operations & Maintenance	Blanket PO Bridge Contract for the Purchase of Anionic Polymer 9/1/21 - 10/31/21 Sole Source Justification 2453 Reason: Until Formal Bid Procurement is Completed

SOUTHERN CALIFORNIA NEWS GROUP	\$99,000.00	Administrative Services	Convenience Blanket PO for Notices, Classified Ads, and Legal Advertising 7/1/21 to 6/30/22 GM Article 2, Section 2.2 (b) (1)
TRANSWEST TRUCK CENTER LLC	\$71,697.88	Operations & Maintenance	Purchase of New 2022 Ford F-650 Truck with Installed Stake Bed Approved CORF Budget FY 20/21 Specification No. V-2021-1226
VWR SCIENTIFIC	\$67,152.96	Environmental Services	Purchase of Gas Chromatography System, Integrated Sulfur Chemiluminescence Detector, and OpenLab Workstation PC Bundle NASPO Valuepoint Master Agreement # MA16000234-2, in Accordance with Ordinance OCSD-52 Section 2.03 (B) Cooperative Purchases

Additionally, in accordance with Board purchasing policies, Ordinance OC SAN-56, the General Manager has authority to approve and execute maintenance and repair Services Task Orders between \$50,000 and \$300,000. Below is a summary of General Manager approved maintenance and repair Services Task Orders, in amounts exceeding \$50,000, for the fourth quarter of fiscal year 2020-21:

Vendor Name	Amount	Department	Description/Discussion
J R FILANC CONSTRUCTION	\$259,150.00	Operations & Maintenance	Headworks for 480V Cable Replacement at Plant 2 (FR2-0024) Specification No. TOB-2021-1240 of Master Service Contract S-2018-942BD-4
WA. RASIC CONSTRUCTION CO., INC.	\$129,721.34	Operations & Maintenance	East Lido Force Main Repair (FRC-0008) Specification No. TOB-2021-1233 of Master Service Contract S-2018-942BD-7

ATTACHMENT

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

N/A



ADMINISTRATION COMMITTEE

Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

Agenda Report

File #: 2021-1810

Agenda Date: 9/8/2021

Agenda Item No: 3.

FROM: James D. Herberg, General Manager
Originator: Lorenzo Tyner, Assistant General Manager

SUBJECT:

REIMBURSEMENTS TO BOARD MEMBERS AND STAFF

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

Receive and file report of reimbursements to Board Members and Staff per Government Code Section 53065.5 for the period July 1, 2020 through June 30, 2021.

BACKGROUND

Government Code Section 53065.5 requires all Special Districts to disclose any reimbursements paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) or more for each individual charge for services or product received. The individual charge includes, but is not limited to, tuition reimbursement; certificate or license reimbursement; or meals, lodging, transportation, or registration fee reimbursed to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection. Attached is the report of these reimbursements for the fiscal year ended June 30, 2021.

RELEVANT STANDARDS

- Government Code Section 53065.5

PRIOR COMMITTEE/BOARD ACTIONS

September 2020 - Annual report of reimbursements per Government Code Section 53065.5 for the period July 1, 2019 through June 30, 2020.

ATTACHMENT

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

- Report of reimbursements per Government Code Section 53065.5 for the period July 1, 2020 through June 30, 2021

Orange County Sanitation District
Reimbursements to Board Members and Staff - July 1, 2020 through June 30, 2021

Div.	Emp #	Name	Title	Amount	Description
610	133276	Abushaban, Randa	Regulatory Specialist	150.00	Certification Reimbursement
770	673555	Acayan, Antonio	Engineer	115.00	Certification Reimbursement
740	681782	Ahn, Scott S.	Engineer	755.00	Certification Reimbursement
820	34606	Ambriz, Jose Juan	Environmental Technician	101.00	Certification Reimbursement
870	515477	Amin, Anantkumar R.	Electrical Technician II	657.00	Certification Reimbursement
830	676289	Anagnostou, Asterios K.	Plant Operator	170.00	Certification Reimbursement
820	111587	Andrade, David	Lead Mechanic	101.00	Certification Reimbursement
840	688407	Arce, Aaron	Plant Operator	295.00	Certification Reimbursement
840	9030	Barrett, Michael J.	Operations Supervisor	150.00	Certification Reimbursement
830	9128	Basrai, Shabbir S.	Senior Engineer	180.00	Certification Reimbursement
880	688538	Bedard, Brian C.	Senior Mechanic	210.00	Certification Reimbursement
830	674507	Beutler, Brett L.	Senior Plant Operator	255.00	Certification Reimbursement
822	511556	Biedermann, Jason C.	Mobile Crane Operator	134.50	Certification Reimbursement
770	7528	Bingman, Brian	Engineering Supervisor	115.00	Certification Reimbursement
840	334537	Bradley Jr., Jon O.	Chief Plant Operator	150.00	Certification Reimbursement
870	431708	Brandt, Robert D.	Reliability Maintenance Technician	685.00	Certification Reimbursement
750	663533	Brown, Andrew P.	Senior Engineer	180.00	Certification Reimbursement
830	9110	Brown, Jeffrey	Senior Engineer	405.00	Certification Reimbursement
820	164718	Cabral, James	Maintenance Supervisor	106.00	Certification Reimbursement
820	79935	Cassidy, William D.	Engineering Supervisor	203.00	Certification Reimbursement
830	345148	Castro, Ernesto	Operations Supervisor	150.00	Certification Reimbursement
830	514087	Chang, Esther H.	Lead Plant Operator	110.00	Certification Reimbursement
820	8766	Cheffs, Peter	Lead Mechanic	289.00	Certification Reimbursement
770	584616	Coghill, Adam D.	Senior Engineer	116.00	Certification Reimbursement
840	549765	Cole, Christopher H.	Plant Operator	170.00	Certification Reimbursement
830	8109	Cortez, Ronald C.	Operations Supervisor	150.00	Certification Reimbursement
630	485124	Coss, Ronald J.	Environmental Laboratory & Operations Manag	225.00	Certification Reimbursement
220	166123	Crafton, Ann M.	Principal Staff Analyst	104.00	Certification Reimbursement
830	116759	Criscuolo, Keith W.	Senior Plant Operator	150.00	Certification Reimbursement
760	662400	Cutler, Donald W.	Engineering Supervisor	115.00	Certification Reimbursement
750	150981	Dalgoff, Jacob	Senior Engineer	115.00	Certification Reimbursement
880	275039	Deas, Dion	Maintenance Supervisor	210.00	Certification Reimbursement
630	670258	Diaz, Absalon H.	Environmental Specialist	312.08	Certification Reimbursement
750	113953	Dix, Martin A.	Engineering Supervisor	116.00	Certification Reimbursement
760	417130	Dorman, Michael T.	Engineering Manager	115.00	Certification Reimbursement
830	635743	Downer, Sid M.	Lead Plant Operator	255.00	Certification Reimbursement
630	669581	Dudek, Marta A.	Senior Environmental Specialist	363.78	Certification Reimbursement
870	685530	Duffert, Dominic D.	Maintenance Specialist	120.00	Certification Reimbursement
620	681256	Escobar, Kevin A.	Source Control Inspector II	219.35	Certification Reimbursement
870	293819	Escobar, Santiago A.	Associate Engineer	135.00	Certification Reimbursement
760	573221	Fernandez, Birger L.	Engineer	326.00	Certification Reimbursement
770	697653	Forrest, Christopher	Construction Inspector	163.00	Certification Reimbursement
161	681088	Frattali, John M.	Safety & Health Supervisor	770.00	Certification Reimbursement
870	675201	Freeman, Jesse M.	Maintenance Specialist	231.00	Certification Reimbursement
820	672392	Fuchs, Shannon D.	Senior Mechanic	306.00	Certification Reimbursement
820	681248	Garcia, Manuel E.	Mechanic	141.13	Certification Reimbursement
880	678575	Gass, Beck T.	Maintenance Supervisor	104.00	Certification Reimbursement
770	497900	Gilbert, William L.	Construction Inspection Supervisor	185.00	Certification Reimbursement

Orange County Sanitation District
Reimbursements to Board Members and Staff - July 1, 2020 through June 30, 2021

Div.	Emp #	Name	Title	Amount	Description
770	668772	Goldsmith, Matthew G.	Senior Construction Inspector	115.00	Certification Reimbursement
870	674689	Gonzales, Jed C.	Maintenance Superintendent	250.00	Certification Reimbursement
880	679041	Gonzalez, Victor	Lead Mechanic	135.00	Certification Reimbursement
820	294491	Grande, Steve	Lead Mechanic	101.00	Certification Reimbursement
750	671277	Grant, Thomas E.	Senior Engineer	115.00	Certification Reimbursement
840	495218	Green, Scott A.	Senior Plant Operator	445.00	Certification Reimbursement
620	688790	Gregory, Ryan G.	Source Control Inspector I	180.00	Certification Reimbursement
740	5023	Hetherington, Michelle R.	Senior Engineer	340.00	Certification Reimbursement
630	693134	Hirsch, Matthew D.	Environmental Specialist	200.00	Certification Reimbursement
830	5028	Hoang, Tyler T.	Lead Plant Operator	150.00	Certification Reimbursement
760	685337	Horn, Curtis R.	Engineer	115.00	Certification Reimbursement
220	172486	Hsiao, Lina	Accounting Supervisor	250.00	Certification Reimbursement
161	683948	Huynh, Brian	Senior Safety & Health Representative	170.00	Certification Reimbursement
820	298273	Jaime, Aurelio	Senior Mechanic	106.00	Certification Reimbursement
750	121355	Khublall, Hardat S.	Senior Engineer	225.00	Certification Reimbursement
630	670936	Kiang, Yen-Po	Senior Environmental Specialist	310.08	Certification Reimbursement
760	681555	Kleine, Marianne J.	Engineering Supervisor	180.00	Certification Reimbursement
160	131983	Klinger, Laurie J.	Senior Human Resources Analyst	200.00	Certification Reimbursement
820	650530	Kottke, Bradly	Mechanic	190.00	Certification Reimbursement
770	671488	Lam, Thomas J.	Senior Engineer	180.00	Certification Reimbursement
880	307774	Lambertz, Marcus G.	Maintenance Supervisor	246.00	Certification Reimbursement
840	664691	Lay, Jonathan M.	Plant Operator	150.00	Certification Reimbursement
770	667614	Leak, Anthony D.	Senior Construction Inspector	264.00	Certification Reimbursement
750	592237	Leon, Richard N.	Senior Engineer	116.00	Certification Reimbursement
880	370845	Ly, Giang T.	Instrumentation Technician II	101.00	Certification Reimbursement
830	487621	Markus, Stephen M.	Operations Supervisor	150.00	Certification Reimbursement
160	2033	Martinez, Denise M.	Principal Human Resources Analyst	219.00	Certification Reimbursement
840	664405	McDonald, James E.	Plant Operator	150.00	Certification Reimbursement
840	528825	Melby, Mark	Operations Supervisor	150.00	Certification Reimbursement
870	124661	Moinuddin, Riaz K.	Engineering Manager	115.00	Certification Reimbursement
840	4056	Moline, William M.	Operations Supervisor	150.00	Certification Reimbursement
770	664843	Moore, Brad A.	Senior Engineer	115.00	Certification Reimbursement
840	690056	Moore, Paul	Plant Operator	125.00	Certification Reimbursement
840	4064	Murphy, Tracey L.	Lead Plant Operator	150.00	Certification Reimbursement
750	671891	Namini, Shahrzad F.	Senior Engineer	180.00	Certification Reimbursement
740	4501	Nazaroff, Adam A.	Engineering Supervisor	116.00	Certification Reimbursement
870	325956	Newsom, Adam P.	Reliability Maintenance Technician	275.00	Certification Reimbursement
870	673117	Ng, Henry	Instrumentation Technician II	182.00	Certification Reimbursement
760	4008	Nguyen, Huan-Hoang	Senior Engineer	180.00	Certification Reimbursement
880	675770	Nguyen, Paul H.	Electrical Technician I	296.00	Certification Reimbursement
160	647154	Nguyen, Tiffany H.	Senior Human Resources Analyst	169.00	Certification Reimbursement
870	4012	Nguyen, Trung T.	Reliability Maintenance Technician	135.00	Certification Reimbursement
870	588318	Oberly, Michael A.	Maintenance Specialist	197.00	Certification Reimbursement
870	686233	Ortiz, Andrew D.	Senior Mechanic	180.00	Certification Reimbursement
840	684051	Oruna, Michael A.	Plant Operator	120.00	Certification Reimbursement
870	280145	Oswald, Nicholas	Maintenance Supervisor	104.00	Certification Reimbursement
880	168381	Padilla, Gilbert	Senior Mechanic	231.00	Certification Reimbursement
250	662063	Paik, Sang	Principal Information Technology Analyst	232.23	Certification Reimbursement

Orange County Sanitation District
Reimbursements to Board Members and Staff - July 1, 2020 through June 30, 2021

Div.	Emp #	Name	Title	Amount	Description
770	609191	Palazuelos, Raul R.	Construction Inspector	475.00	Certification Reimbursement
830	684086	Paredes, Paul	Plant Operator	105.00	Certification Reimbursement
250	165315	Patel, Samir	Senior Information Technology Analyst	127.00	Certification Reimbursement
870	693628	Peek, Kevin	Senior Mechanic	300.00	Certification Reimbursement
750	277093	Pilko, Victoria	Construction in Progress Project Manager	225.00	Certification Reimbursement
620	667956	Powell, Jonathon E.	Source Control Supervisor	197.00	Certification Reimbursement
750	675673	Radvar, Giti	Senior Engineer	180.00	Certification Reimbursement
870	678250	Raiford, Ryan M.	Lead Instrumentation Technician	300.00	Certification Reimbursement
840	648069	Ramirez Jr., Javier	Plant Operator	150.00	Certification Reimbursement
840	119255	Rathert, Kurt M.	Plant Operator	150.00	Certification Reimbursement
820	3558	Reed, Brian K.	Principal Environmental Specialist	188.00	Certification Reimbursement
880	109751	Reynolds, Roy J.	Maintenance Supervisor	220.00	Certification Reimbursement
840	255775	Rocha, Milton	Lead Plant Operator	150.00	Certification Reimbursement
750	4077	Rodriguez, David	Engineer	106.00	Certification Reimbursement
820	107553	Savedra, Ernest R.	Lead Mechanic	220.00	Certification Reimbursement
820	118033	Schuler, Darren J.	Senior Mechanic	151.13	Certification Reimbursement
880	501059	Schuler, Kevin A.	Maintenance Superintendent	210.00	Certification Reimbursement
830	674494	Siddiqui, Shaun A.	Senior Plant Operator	320.00	Certification Reimbursement
830	672843	Sobhani, Reza	Engineer	1,824.93	Certification Reimbursement
620	5038	Sohanaki, Roya	Engineering Manager	115.00	Certification Reimbursement
820	497512	Solis, Robert C.	Senior Mechanic	200.00	Certification Reimbursement
760	34711	Steiger, Frank R.	Engineering Supervisor	115.00	Certification Reimbursement
820	336276	Stokes, Don F.	Maintenance Manager	212.00	Certification Reimbursement
161	680659	Stone, Jereme J.	Safety & Health Specialist	2,262.00	Certification Reimbursement
820	253649	Stratmoen, Erik D.	Lead Mechanic	104.00	Certification Reimbursement
870	132530	Tafolla, Brian J.	Reliability Maintenance Technician	375.00	Certification Reimbursement
840	679682	Tao, Jacqueline	Senior Plant Operator	110.00	Certification Reimbursement
740	668810	Terrell, Brian D.	Engineer	465.00	Certification Reimbursement
710	2547	Thompson, Robert C.	Assistant General Manager	180.00	Certification Reimbursement
840	295347	Tjen, Kwen T.	Plant Operator	150.00	Certification Reimbursement
820	664755	Togia, Liamatua M.	Senior Mechanic	149.00	Certification Reimbursement
840	682961	Tran, Tim K.	Plant Operator	150.00	Certification Reimbursement
822	477693	Villalobos, Ginetto	Lead Mechanic	634.50	Certification Reimbursement
760	678971	Wable, Milind V.	Senior Engineer	225.00	Certification Reimbursement
870	661491	Walker, Christopher B.	Senior Mechanic	182.00	Certification Reimbursement
840	659825	Wheatley, Christopher R.	Senior Plant Operator	445.00	Certification Reimbursement
840	388949	White, Allen J.	Senior Plant Operator	150.00	Certification Reimbursement
840	8731	Woodward, Jeff W.	Operations Supervisor	150.00	Certification Reimbursement
620	90413	Yager, David M.	Source Control Inspector II	187.00	Certification Reimbursement
870	652295	Yamout, Mazen	Maintenance Supervisor	225.00	Certification Reimbursement
740	351409	Yin, Shuang	Senior Engineer	225.00	Certification Reimbursement
740	573247	Yong, Eros	Engineering Manager	340.00	Certification Reimbursement
620	8230	Zedek, Michael I.	Senior Engineer	115.00	Certification Reimbursement
230	689830	Zintzun, Ruth C.	Purchasing & Contracts Manager	1,547.80	Certification Reimbursement

Orange County Sanitation District
Reimbursements to Board Members and Staff - July 1, 2020 through June 30, 2021

Div.	Emp #	Name	Title	Amount	Description
620	85690	Canen, Darrin L.	Source Control Inspector I	192.00	Membership Renewal
630	485124	Coss, Ronald J.	Environmental Laboratory & Operations Manag	225.00	Membership Renewal
760	288075	DaSilva, Andy	Engineer	332.00	Membership Renewal
630	96903	Diaz, Arturo	Principal Environmental Specialist	192.00	Membership Renewal
760	573221	Fernandez, Birger L.	Engineer	192.00	Membership Renewal
620	683796	Finkelstein, Brian P.	Engineer	192.00	Membership Renewal
770	497900	Gilbert, William L.	Construction Inspection Supervisor	105.00	Membership Renewal
770	668772	Goldsmith, Matthew G.	Senior Construction Inspector	150.00	Membership Renewal
620	2049	McKinley, Lorinda	Principal Environmental Specialist	160.00	Membership Renewal
620	2049	McKinley, Lorinda	Principal Environmental Specialist	225.00	Membership Renewal
750	574944	Mohr, Jeffrey D.	Engineering Manager	129.00	Membership Renewal
750	574944	Mohr, Jeffrey D.	Engineering Manager	332.00	Membership Renewal
870	124661	Moinuddin, Riaz K.	Engineering Manager	206.00	Membership Renewal
750	671891	Namini, Shahrzad F.	Senior Engineer	175.00	Membership Renewal
770	679316	Oseguera, Vincent	Engineer	300.00	Membership Renewal
770	609191	Palazuelos, Raul R.	Construction Inspector	475.00	Membership Renewal
750	675673	Radvar, Giti	Senior Engineer	139.00	Membership Renewal
630	682785	Raya, Paul A.	Environmental Technician	192.00	Membership Renewal
750	4077	Rodriguez, David	Engineer	192.00	Membership Renewal
750	351425	Speakman, Steven R.	Senior Engineer	174.00	Membership Renewal
820	336276	Stokes, Don F.	Maintenance Manager	192.00	Membership Renewal
820	336276	Stokes, Don F.	Maintenance Manager	460.00	Membership Renewal
770	676254	Suchor, Glenn W.	Senior Construction Inspector	115.00	Membership Renewal
760	678971	Wable, Milind V.	Senior Engineer	332.00	Membership Renewal
770	569686	Whitney, Robert M.	Senior Construction Inspector	115.00	Membership Renewal
610	133276	Abushaban, Randa	Regulatory Specialist	5,469.00	Tuition Reimbursement
620	694444	Baughner, Brittany M.	Source Control Inspector I	1,695.00	Tuition Reimbursement
250	648819	Calvo, Reed	Data Management Technician I	3,290.33	Tuition Reimbursement
870	528841	Coronel, Robbie A.	Maintenance Specialist	883.75	Tuition Reimbursement
250	654573	Crow, Chad C.	Senior Information Technology Analyst	6,758.76	Tuition Reimbursement
830	648421	Frost, April	Operations Supervisor	1,826.99	Tuition Reimbursement
160	680481	Gillon, Camille E.	Human Resources Analyst	4,473.00	Tuition Reimbursement
630	653757	Gomez, Charmayne B.	Administrative Assistant	682.11	Tuition Reimbursement
760	673601	Harris, Sterling W.	Senior Engineer	3,177.69	Tuition Reimbursement
870	675251	Hernandez, Angel J.	Lead Instrumentation Technician	220.75	Tuition Reimbursement
630	693134	Hirsch, Matthew D.	Environmental Specialist	775.85	Tuition Reimbursement
620	682267	Kaur, Kiranpreet	Engineer	1,500.00	Tuition Reimbursement
220	684457	Matthews, Enisha C.	Accounting Assistant II	4,686.03	Tuition Reimbursement
620	690515	Melendez, Isabel	Program Assistant	2,637.12	Tuition Reimbursement
620	689936	Pennington, Melody L.	Environmental Technician	2,440.00	Tuition Reimbursement
760	669484	Ramos, Gloria	Administrative Assistant	1,890.58	Tuition Reimbursement
630	684959	Rodriguez, Jesus J.	Environmental Specialist	2,920.12	Tuition Reimbursement
830	674494	Siddiqui, Shaun A.	Senior Plant Operator	164.53	Tuition Reimbursement
620	8230	Zedek, Michael I.	Senior Engineer	2,885.12	Tuition Reimbursement

Orange County Sanitation District
Reimbursements to Board Members and Staff - July 1, 2020 through June 30, 2021

Div.	Emp #	Name	Title	Amount	Description	Duration
620	690435	Smith, Matthew B.	Engineer	245.00	AEHS Virtual Conference	10/19 - 10/23/20
140	177501	Schiefelbein, Cheryl	Administrative Assistant	240.00	Business Reply Mail Permit	
630	653757	Gomez, Charmayne B.	Administrative Assistant	1,425.00	CASQA Virtual Conference Registration for 3 FTEs	9/15 - 9/16/20
770	569686	Whitney, Robert M.	Senior Construction Inspector	150.00	Electrical Updates Training	
630	417172	Ferraro, Benjamin J.	Sr Environmental Specialist	260.99	Lab Equipment	
750	121355	Khublall, Hardat S.	Senior Engineer	164.00	License Renewal	
750	4077	Rodriguez, David	Engineer	116.00	License Renewal	
620	673256	Daniel, Jason A.	Engineer	199.00	NACWA Virtual Event	5/17 - 5/20/21
750	121355	Khublall, Hardat S.	Senior Engineer	300.00	NASTT Training - Webinar	12/8 - 12/9/20
770	667614	Leak, Anthony D.	Senior Construction Inspector	160.00	Security Camera & Residential Wiring Training	
710	2547	Thompson, Robert C.	Assistant General Manager	356.18	Site Visit- Water Oxidation	5/19 - 5/21/21
822	477693	Villalobos, Ginetto	Lead Mechanic	155.10	Smog Check Fees - 3 Vehicles	
820	164718	Cabral, James	Maintenance Supervisor	350.00	SMRP Virtual conference	10/18 - 10/23/20
820	336276	Stokes, Don F.	Maintenance Manager	250.00	SMRP Virtual conference	10/18 - 10/23/20
830	2015	Ferry, Cynthia L.	Administrative Assistant	103.36	Supplies Reimbursement	
830	2015	Ferry, Cynthia L.	Administrative Assistant	126.62	Supplies Reimbursement	
830	2015	Ferry, Cynthia L.	Administrative Assistant	150.65	Supplies Reimbursement	
830	2015	Ferry, Cynthia L.	Administrative Assistant	211.52	Supplies Reimbursement	
230	689830	Zintzun, Ruth C.	Purchasing & Contracts Manager	537.30	Supplies Reimbursement	
760	662400	Cutler, Donald W.	Engineering Supervisor	399.00	Virtual WEFTEC Event	10/5 - 10/9/20
760	678971	Wable, Milind V.	Senior Engineer	299.00	Virtual WEFTEC Event	10/5 - 10/9/20
740	698541	Edwards, Troy J.	Engineer	129.00	WEF Collection Virtual Event	3/23 - 3/25/21
				<u>94,448.96</u>		

Sources: Reimbursement Data from JDE
Tuition and Certification Data from Payroll



ADMINISTRATION COMMITTEE

Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

Agenda Report

File #: 2021-1834

Agenda Date: 9/8/2021

Agenda Item No: 4.

FROM: James D. Herberg, General Manager
Originator: Lan C. Wiborg, Director of Environmental Services

SUBJECT:

ORANGE COUNTY SANITATION DISTRICT REGULATORY COMPLIANCE UPDATE

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION:

Information item.

BACKGROUND

Each month, staff provides an informational presentation on topics of interest to the Board of Directors. This month's topic: Orange County Sanitation District Environmental Services will present an update on regulatory compliance.

RELEVANT STANDARDS

- Comply with the Clean Water Act
- Safe, beneficial reuse of Biosolids
- Meet volume and water quality needs for the GWRS

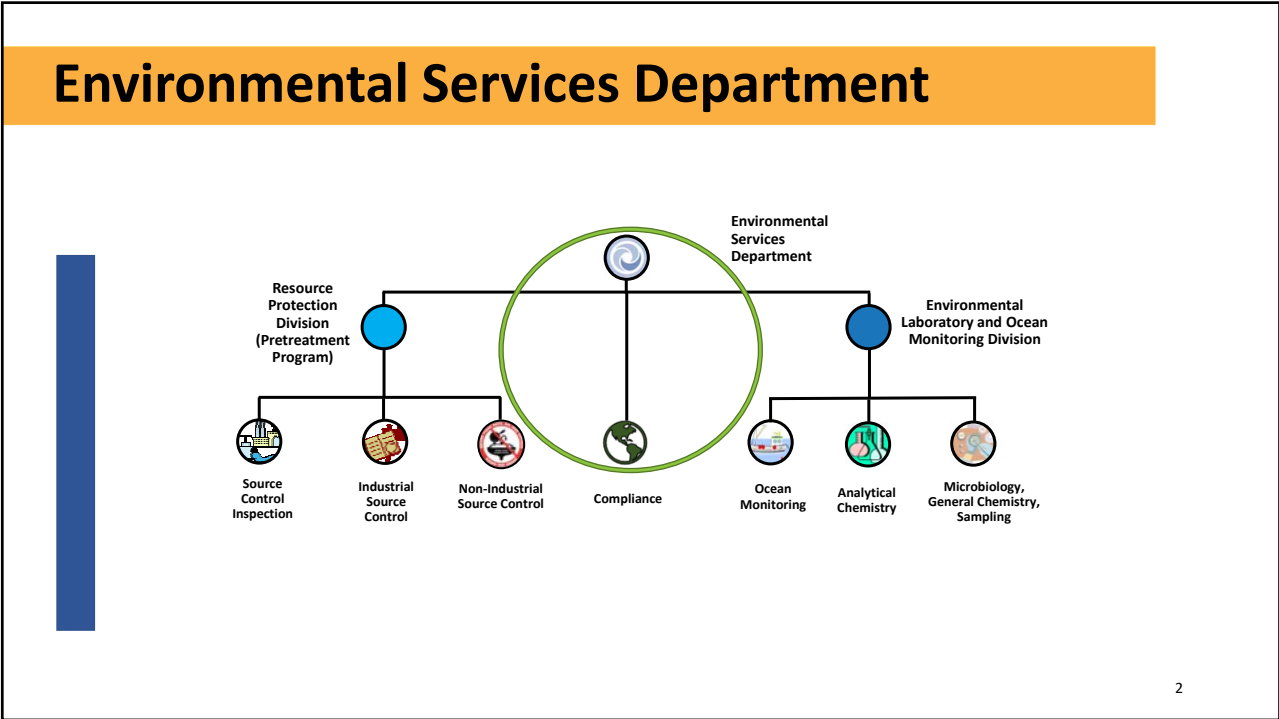
ATTACHMENT

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

- Presentation

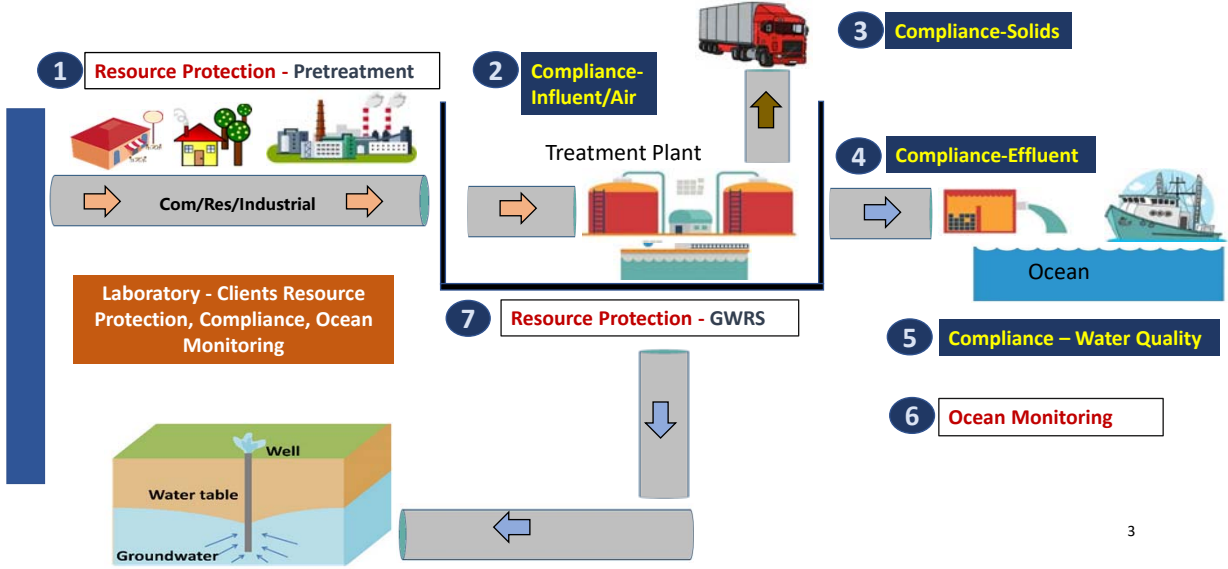


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Environmental Services Department



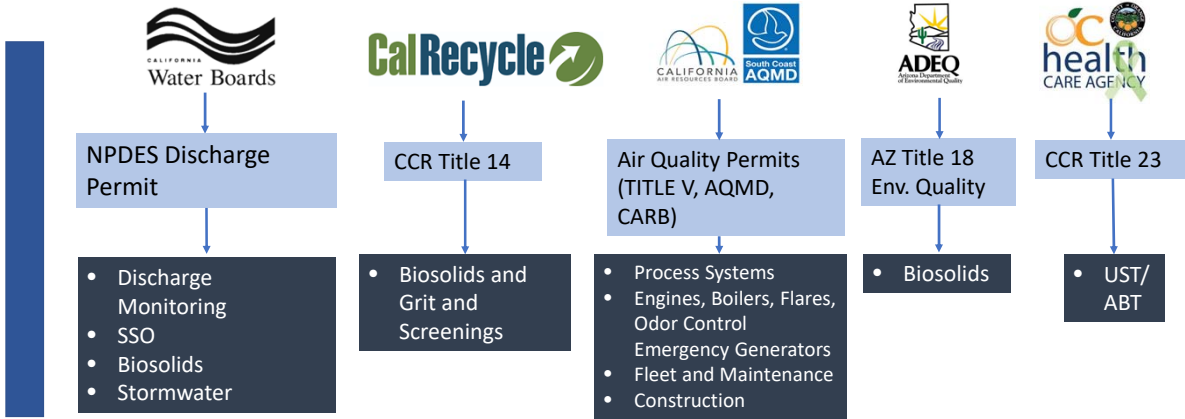
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Environmental Compliance and Reporting Governance

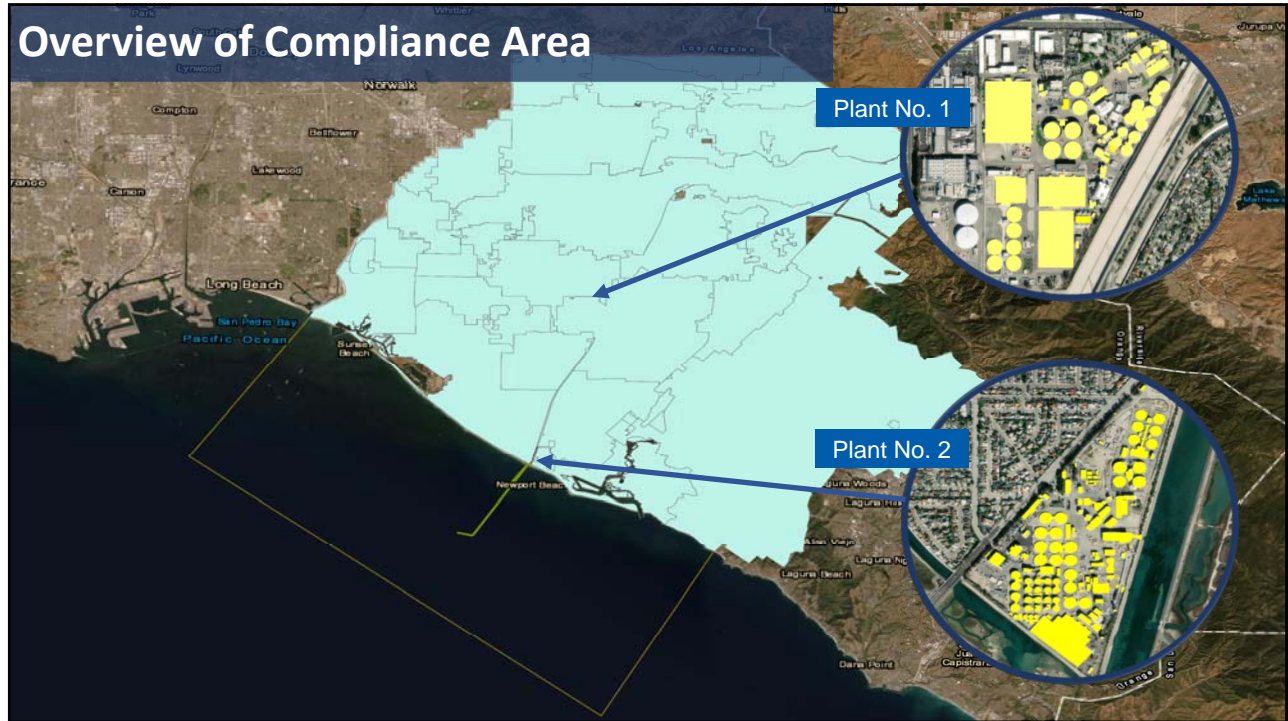


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Environmental Compliance and Reporting Governance



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Overview of Compliance Area



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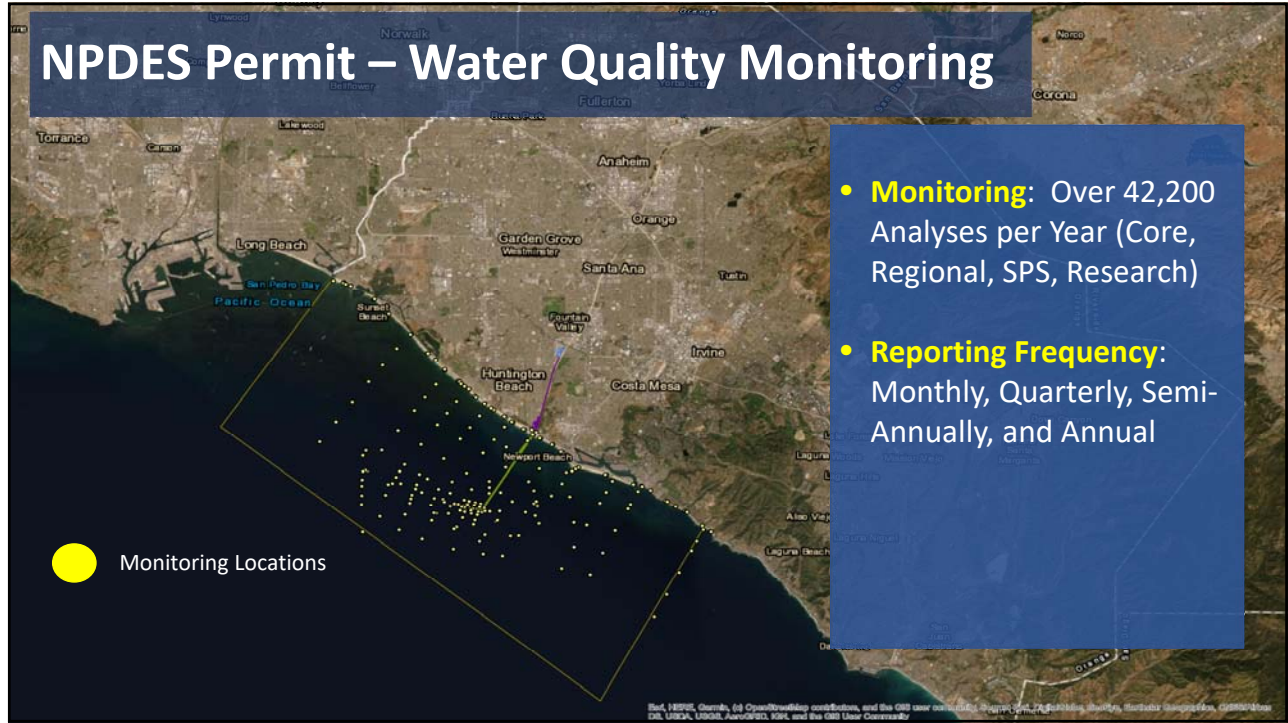
NPDES Permit – Discharge Monitoring Reporting

- **Monitoring:** Over 12,500 Analyses per Year
- **Reporting Frequency:** Monthly, Quarterly, Semi-Annually, and Annual
- **Inspections:** EPA, Regional Water Quality Control Board
- **Internal Audits:** Annual

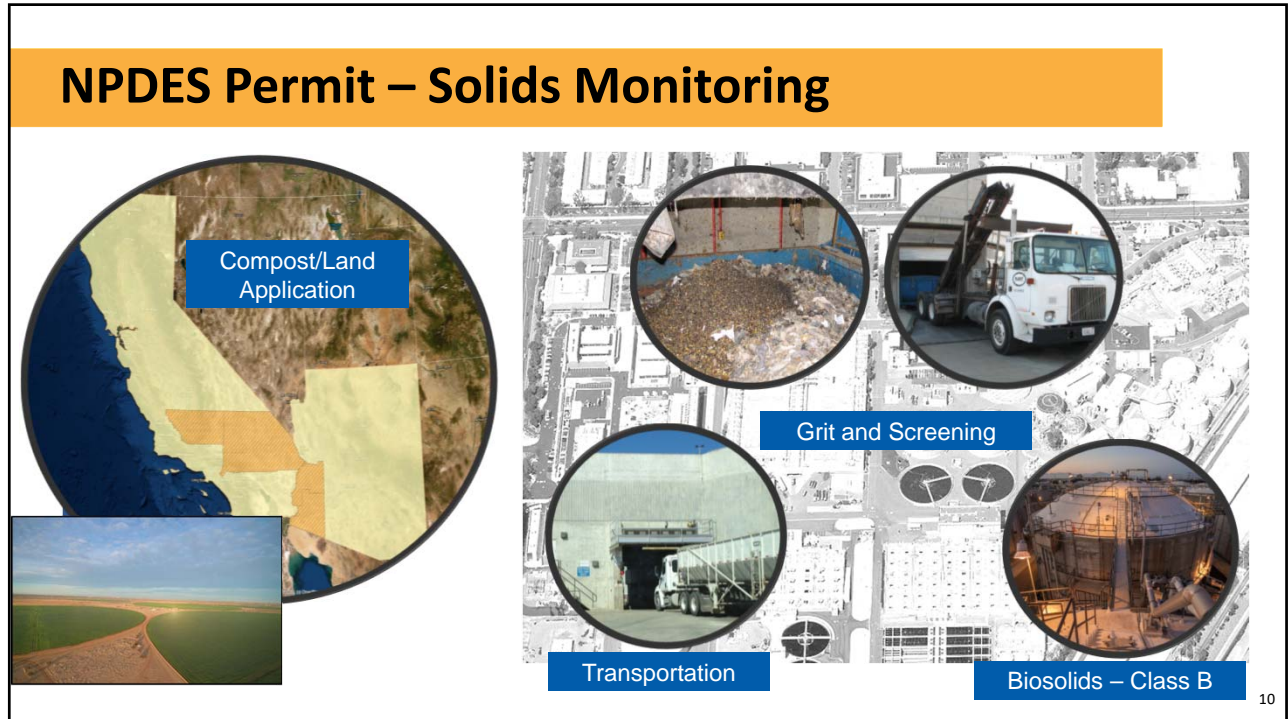


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Air Quality – Compliance Reporting and Monitoring

Inspections: Annual

Reporting: Quarterly, Semi-Annual, Annual, Incident Reporting

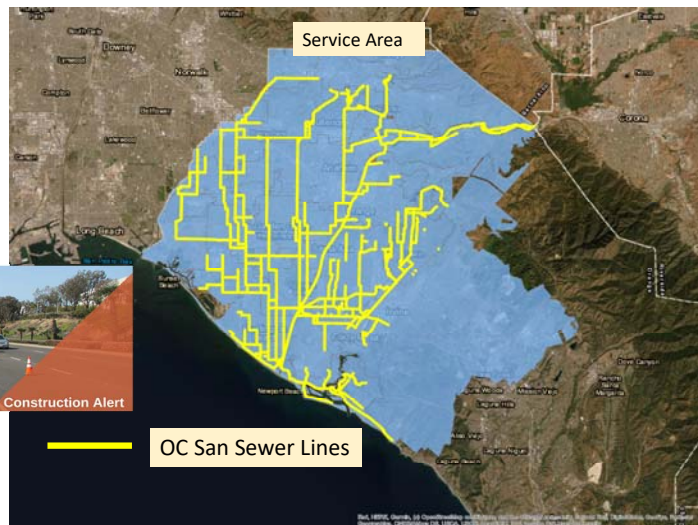
Internal Audit: Annual

>70,000 Data Points/Year/Engine	>1,000 Data Points/Year/Scrubber	>8,700 Data Points/Year/Boiler	>4,300 Data Points/Year/Flare
 <p>Engines</p>	 <p>Odor Control</p>	 <p>Boilers</p>	 <p>Flares</p>
>8,700 Data Points/Year/Station	>8,700 Data Points/Year/Generator	Monitor >200 Units	Air Permitting and Monitoring
 <p>Pump Stations</p>	 <p>Generators</p>	 <p>Fleet/Maintenance</p>	 <p>Construction</p>

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Sanitary Sewer Overflow Reporting and Stormwater Construction

- 388 Miles of OC San's Sewer Lines
- Stormwater Construction



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Working Smarter

- Collaboration with Regulators
- Regulatory Advocacy
- Interactive Compliance and Regulatory Tracker Dashboards
- Internal Audit Program

Active Compliance Tasks Only

Area	Status	OK	Warning	Problem	Total
Air Quality	●	2	0	0	2
Biosolids	▲	5	1	0	6
Discharge Monitoring	●	2	0	0	2
Environmental Auditing	●	0	0	0	0
Hazardous Waste and Materials	●	2	0	0	2
Interplant Gas Line	●	0	0	0	0
Ocean Monitoring	●	6	0	0	6
Post Construction Mitigation	●	0	0	0	0
Resource Protection	●	0	0	0	0
Sanitary Sewer Overflows	●	0	0	0	0
Stormwater	●	1	0	0	1
Underground Storage Tanks	●	1	0	0	1

- Status OK
- ▲ Status Warning

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Future Concerns and Collaborations

- Organic Diversion – Food Waste
- Constituents of Emerging Concern – PFAS, Microplastics, Flame Retardants, Pharmaceutical and Personal Care Products
- Harmful Algal Bloom
- AB 617 Implementation – California Air Resources Board

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Noncompliance Risk and Liabilities

LOCAL NEWS - News

Hyperion plant still releasing partially treated sewage 5 miles offshore

Wastewater is 'not being treated to the level that it is normally treated because of the damage to the plant,' says a water quality board official



The Los Angeles Regional Water Quality Board is requiring Los Angeles to conduct additional offshore monitoring and to provide daily reports about ongoing discharges at the Hyperion Water Treatment Plant. Signs at Occidental State Beach across the street from the plant, advise people that contact with the water may cause illness. in Playa del Rey on Friday, July 30, 2021. (Photo by Dawn Magrino/Daily News, SCNG)

Fines: Up to \$25,000 per day

THE ORANGE COUNTY REGISTER

NEWS LOCAL NEWS

Record sewage spill hits Laguna Beach just after council approves more funding for sewer maintenance

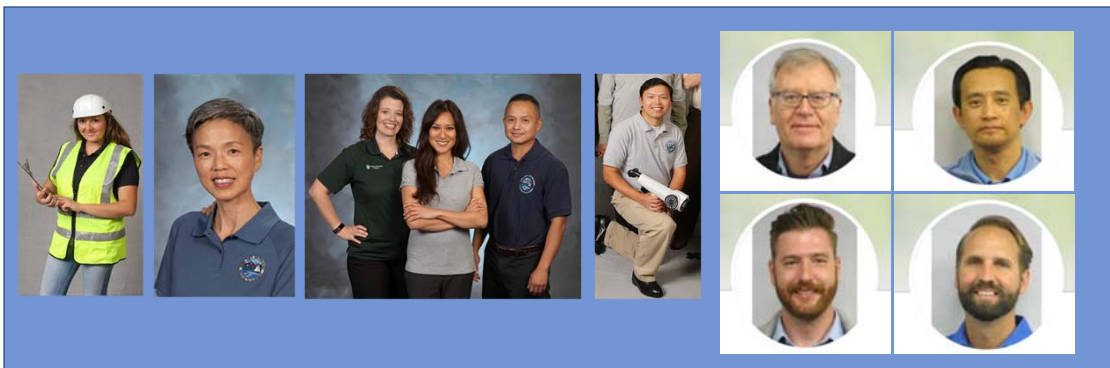


Beach goers stop to read the signs posted along the boardwalk at Boca Beach in Laguna Beach on Friday, September 24, 2018, following a massive sewage spill of about 10 million gallons of raw sewage in Laguna Beach. The Orange County Healthcare Agency closed the road with the signs from Paradise Point at Boca Beach in Newport Beach to the Pacific Beach in Dana Point and San Clemente. (Photo by Mark Rightman, Orange County Register/SCNG)

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Meet the Team



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Questions



Contact: Tom Meregillano, Environmental Supervisor

Email: Tmeregillano@ocsan.gov

Phone: (714) 593-7457

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ADMINISTRATION COMMITTEE

Administration Building
10844 Ellis Avenue
Fountain Valley, CA 92708
(714) 593-7433

Agenda Report

File #: 2021-1776

Agenda Date: 9/8/2021

Agenda Item No: CS-1

FROM: James D. Herberg, General Manager

SUBJECT:

THREAT TO PUBLIC SERVICES OR FACILITIES (GOVERNMENT CODE SECTION 54957)

RECOMMENDATION: Convene in Closed Session:

Consultation with the Information Technology Systems & Operations Manager regarding cyber security.

BACKGROUND

During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chairperson may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters.

Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; (c) employment actions or negotiations with employee representatives; or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

RELEVANT STANDARDS

- Government Code Sections 54956.8, 54956.9, 54957, or 54957.6, as noted

ATTACHMENT

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

- Memorandum from General Counsel

MEMORANDUM

TO: Hon. Chair and Members of the Orange County Sanitation District Administration
Committee

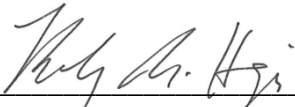
FROM: Bradley R. Hogin, Esq.
General Counsel

DATE: August 31, 2021

RE: Closed Session Items

The Administration Committee desires to hold a closed session on September 8, 2021 for the purpose of conferring with the Information Technology Systems & Operations Manager regarding cyber security. The closed session will be held pursuant to the authority of California Government Code Section 54957.

Respectfully submitted,

By 
Bradley R. Hogin, General Counsel

ORANGE COUNTY SANITATION DISTRICT COMMON ACRONYMS

ACWA	Association of California Water Agencies	LOS	Level Of Service	RFP	Request For Proposal
APWA	American Public Works Association	MGD	Million Gallons Per Day	RWQCB	Regional Water Quality Control Board
AQMD	Air Quality Management District	MOU	Memorandum of Understanding	SARFPA	Santa Ana River Flood Protection Agency
ASCE	American Society of Civil Engineers	NACWA	National Association of Clean Water Agencies	SARI	Santa Ana River Interceptor
BOD	Biochemical Oxygen Demand	NEPA	National Environmental Policy Act	SARWQCB	Santa Ana Regional Water Quality Control Board
CARB	California Air Resources Board	NGOs	Non-Governmental Organizations	SAWPA	Santa Ana Watershed Project Authority
CASA	California Association of Sanitation Agencies	NPDES	National Pollutant Discharge Elimination System	SCADA	Supervisory Control And Data Acquisition
CCTV	Closed Circuit Television	NWRI	National Water Research Institute	SCAP	Southern California Alliance of Publicly Owned Treatment Works
CEQA	California Environmental Quality Act	O & M	Operations & Maintenance	SCAQMD	South Coast Air Quality Management District
CIP	Capital Improvement Program	OCCOG	Orange County Council of Governments	SOCWA	South Orange County Wastewater Authority
CRWQCB	California Regional Water Quality Control Board	OCHCA	Orange County Health Care Agency	SRF	Clean Water State Revolving Fund
CWA	Clean Water Act	OCSD	Orange County Sanitation District	SSMP	Sewer System Management Plan
CWEA	California Water Environment Association	OCWD	Orange County Water District	SSO	Sanitary Sewer Overflow
EIR	Environmental Impact Report	OOBS	Ocean Outfall Booster Station	SWRCB	State Water Resources Control Board
EMT	Executive Management Team	OSHA	Occupational Safety and Health Administration	TDS	Total Dissolved Solids
EPA	US Environmental Protection Agency	PCSA	Professional Consultant/Construction Services Agreement	TMDL	Total Maximum Daily Load
FOG	Fats, Oils, and Grease	PDSA	Professional Design Services Agreement	TSS	Total Suspended Solids
gpd	gallons per day	PFAS	Per- and Polyfluoroalkyl Substances	WDR	Waste Discharge Requirements
GWRS	Groundwater Replenishment System	PFOA	Perfluorooctanoic Acid	WEF	Water Environment Federation
ICS	Incident Command System	PFOS	Perfluorooctanesulfonic Acid	WERF	Water Environment & Reuse Foundation
IERP	Integrated Emergency Response Plan	POTW	Publicly Owned Treatment Works	WIFIA	Water Infrastructure Finance and Innovation Act
JPA	Joint Powers Authority	ppm	parts per million	WIIN	Water Infrastructure Improvements for the Nation Act
LAFCO	Local Agency Formation Commission	PSA	Professional Services Agreement	WRDA	Water Resources Development Act

ORANGE COUNTY SANITATION DISTRICT GLOSSARY OF TERMS

ACTIVATED SLUDGE PROCESS – A secondary biological wastewater treatment process where bacteria reproduce at a high rate with the introduction of excess air or oxygen and consume dissolved nutrients in the wastewater.

BENTHOS – The community of organisms, such as sea stars, worms, and shrimp, which live on, in, or near the seabed, also known as the benthic zone.

BIOCHEMICAL OXYGEN DEMAND (BOD) – The amount of oxygen used when organic matter undergoes decomposition by microorganisms. Testing for BOD is done to assess the amount of organic matter in water.

BIOGAS – A gas that is produced by the action of anaerobic bacteria on organic waste matter in a digester tank that can be used as a fuel.

BIOSOLIDS – Biosolids are nutrient rich organic and highly treated solid materials produced by the wastewater treatment process. This high-quality product can be recycled as a soil amendment on farmland or further processed as an earth-like product for commercial and home gardens to improve and maintain fertile soil and stimulate plant growth.

CAPITAL IMPROVEMENT PROGRAM (CIP) – Projects for repair, rehabilitation, and replacement of assets. Also includes treatment improvements, additional capacity, and projects for the support facilities.

COLIFORM BACTERIA – A group of bacteria found in the intestines of humans and other animals, but also occasionally found elsewhere, used as indicators of sewage pollution. E. coli are the most common bacteria in wastewater.

COLLECTIONS SYSTEM – In wastewater, it is the system of typically underground pipes that receive and convey sanitary wastewater or storm water.

CERTIFICATE OF PARTICIPATION (COP) – A type of financing where an investor purchases a share of the lease revenues of a program rather than the bond being secured by those revenues.

CONTAMINANTS OF POTENTIAL CONCERN (CPC) – Pharmaceuticals, hormones, and other organic wastewater contaminants.

DILUTION TO THRESHOLD (D/T) – The dilution at which the majority of people detect the odor becomes the D/T for that air sample.

GREENHOUSE GASES (GHG) – In the order of relative abundance water vapor, carbon dioxide, methane, nitrous oxide, and ozone gases that are considered the cause of global warming (“greenhouse effect”).

GROUNDWATER REPLENISHMENT SYSTEM (GWRS) – A joint water reclamation project that proactively responds to Southern California’s current and future water needs. This joint project between the Orange County Water District and OCSD provides 70 million gallons per day of drinking quality water to replenish the local groundwater supply.

LEVEL OF SERVICE (LOS) – Goals to support environmental and public expectations for performance.

N-NITROSODIMETHYLAMINE (NDMA) – A N-nitrosamine suspected cancer-causing agent. It has been found in the GWRS process and is eliminated using hydrogen peroxide with extra ultra-violet treatment.

NATIONAL BIOSOLIDS PARTNERSHIP (NBP) – An alliance of the NACWA and WEF, with advisory support from the EPA. NBP is committed to developing and advancing environmentally sound and sustainable biosolids management practices that go beyond regulatory compliance and promote public participation to enhance the credibility of local agency biosolids programs and improved communications that lead to public acceptance.

PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS) – A large group (over 6,000) of human-made compounds that are resistant to heat, water, and oil and used for a variety of applications including firefighting foam, stain and water-resistant clothing, cosmetics, and food packaging. Two PFAS compounds, perfluorooctanesulfonic acid (PFOS) and perfluorooctanoic acid (PFOA) have been the focus of increasing regulatory scrutiny in drinking water and may result in adverse health effects including developmental effects to fetuses during pregnancy, cancer, liver damage, immunosuppression, thyroid effects, and other effects.

PERFLUOROCTANOIC ACID (PFOA) – An ingredient for several industrial applications including carpeting, upholstery, apparel, floor wax, textiles, sealants, food packaging, and cookware (Teflon).

PERFLUOROCTANESULFONIC ACID (PFOS) – A key ingredient in Scotchgard, a fabric protector made by 3M, and used in numerous stain repellents.

PLUME – A visible or measurable concentration of discharge from a stationary source or fixed facility.

PUBLICLY OWNED TREATMENT WORKS (POTW) – A municipal wastewater treatment plant.

SANTA ANA RIVER INTERCEPTOR (SARI) LINE – A regional brine line designed to convey 30 million gallons per day of non-reclaimable wastewater from the upper Santa Ana River basin to the ocean for disposal, after treatment.

SANITARY SEWER – Separate sewer systems specifically for the carrying of domestic and industrial wastewater.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD) – Regional regulatory agency that develops plans and regulations designed to achieve public health standards by reducing emissions from business and industry.

SECONDARY TREATMENT – Biological wastewater treatment, particularly the activated sludge process, where bacteria and other microorganisms consume dissolved nutrients in wastewater.

SLUDGE – Untreated solid material created by the treatment of wastewater.

TOTAL SUSPENDED SOLIDS (TSS) – The amount of solids floating and in suspension in wastewater.

ORANGE COUNTY SANITATION DISTRICT GLOSSARY OF TERMS

TRICKLING FILTER – A biological secondary treatment process in which bacteria and other microorganisms, growing as slime on the surface of rocks or plastic media, consume nutrients in wastewater as it trickles over them.

URBAN RUNOFF – Water from city streets and domestic properties that carry pollutants into the storm drains, rivers, lakes, and oceans.

WASTEWATER – Any water that enters the sanitary sewer.

WATERSHED – A land area from which water drains to a particular water body. OCSD's service area is in the Santa Ana River Watershed.