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## **CALL TO ORDER**

A regular meeting of the Administration Committee of the Orange County Sanitation District was called to order by Committee Chairman Chad Wanke on March 11, 2020 at 5:05 p.m. in the Administration Building of the Orange County Sanitation District. Director Iglesias led the Flag Salute.

## **DECLARATION OF QUORUM:**

A quorum was declared present as follows:

**PRESENT:** Chad Wanke, Richard Murphy, James Ferryman, Cecilia Iglesias, Peter Kim, Mark Murphy, Steve Nagel, Andrew Nguyen, Glenn Parker, Christina Shea, David Shawver, John Withers and Lyn Semeta (Alternate)

**ABSENT:** None

## **STAFF PRESENT:**

Jim Herberg, General Manager; Rob Thompson, Assistant General Manager; Lorenzo Tyner, Assistant General Manager; Celia Chandler, Director of Human Resources; Lan Wiborg, Director of Environmental Services; Kelly Lore, Clerk of the Board; Jennifer Cabral; Ron Coss; Brian Engeln; Lisa Frigo; Rhea de Guzman; Al Garcia; Mark Kawamoto; Cortney Light; Laura Maravilla; Adam Nazaroff; John Preston; Wally Ritchie; Roya Sohanaki; and Eros Yong.

## **OTHERS PRESENT:**

Brad Hogen, General Counsel; and Jason Dadakis, OCWD.

## **PUBLIC COMMENTS:**

None.

## **REPORTS:**

Assistant General Manager Lorenzo Tyner provided a brief update on the Coronavirus Pandemic in regard to the Sanitation District's investments.

## **CONSENT CALENDAR:**

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

[\*\*2020-896\*\*](#)

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Administration Committee held February 19, 2020.

**AYES:** Chad Wanke, Richard Murphy, James Ferryman, Cecilia Iglesias, Peter Kim, Mark Murphy, Steve Nagel, Andrew Nguyen, Glenn Parker, Christina Shea and David Shawver

**NOES:** None

**ABSENT:** John Withers

**ABSTENTIONS:** Lyn Semeta (Alternate)

*Vice-Chairman Withers arrived at the meeting at 5:06 p.m.*

**NON-CONSENT:**

**2. ORANGE COUNTY SANITATION DISTRICT ASSET MANAGEMENT PROGRAM [2020-954](#)**

**Originator:** Kathy Millea

Engineering Manager Eros Yong provided an informative PowerPoint presentation regarding the Sanitation District's Asset Management program including the life cycle, value, and conditions.

MOVED, SECONDED, AND DULY CARRIED TO:

Receive and file the Orange County Sanitation District Asset Management Program report.

**AYES:** Chad Wanke, Richard Murphy, James Ferryman, Cecilia Iglesias, Peter Kim, Mark Murphy, Steve Nagel, Andrew Nguyen, Glenn Parker, Christina Shea, David Shawver, John Withers and Lyn Semeta (Alternate)

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**INFORMATION ITEMS:**

**3. ORANGE COUNTY SANITATION DISTRICT - ENVIRONMENTAL SERVICES [2020-952](#)**

**Originator:** Lan Wiborg

Director of Environmental Services Lan Wiborg introduced OCSD Environmental Services Department staff in attendance at the meeting and Jason Dadakis, OCWD. Ms. Wiborg presented a PowerPoint that reviewed what per- and poly-fluoroalkyl

substances (PFAS) are, PFAS in everyday life and why they are contaminants of emerging concern, potential human health effects of PFAS, reducing exposure, USEPA's PFAS action plan, State action regarding drinking water and AB 756, upcoming State actions, potential impacts to OCSD, OCSD current and future actions, and key messages.

Mr. Dadakis provided a brief verbal report as to impacts to OCWD and efforts being made.

RECEIVED AS AN:

Information Item.

**4. FY 2020-21 AND FY 2021-22 ORANGE COUNTY SANITATION DISTRICT BUDGET REVENUE OVERVIEW** [2020-951](#)

**Originator:** Lorenzo Tyner

Controller Wally Ritchie provided a PowerPoint presentation regarding revenues and reserves for the next two fiscal years including the four major revenue categories, fees and charges, general user fees, top ten industrial users, other income, debt proceeds to support CIP program, and OCSD reserve criteria.

RECEIVED AS AN:

Information Item.

**5. OVERVIEW OF PROPERTY - LIABILITY INSURANCE** [2020-953](#)

**Originator:** Lorenzo Tyner

Mr. Ritchie provided a PowerPoint presentation that included an overview of Property Liability Insurance including excess General Liability, limits and retentions, excess Workers' Compensation, property insurance and earthquake overview, and a break down of the premiums for each.

RECEIVED AS AN:

Information Item.

**DEPARTMENT HEAD REPORTS:**

None.

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

None.

**BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

None.

**ADJOURNMENT:**

The next Administration Committee meeting is scheduled for Wednesday, April 8, 2020 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board