

Orange County Sanitation District

MINUTES

BOARD MEETING

January 24, 2018



**Administration Building
10844 Ellis Avenue
Fountain Valley, California 92708-7018**

ROLL CALL

A regular meeting of the Board of Directors of the Orange County Sanitation District was called to order by Board Chairman Greg Sebourn on January 24, 2018, at 6:01 p.m., in the Administration Building. Director Tim Shaw delivered the invocation and led the Pledge of Allegiance.

The Clerk of the Board, Kelly Lore, provided late communication in regard to Item No. 1 to include additions to the list of minute excerpts received after the publication of the agenda.

1. **RECEIVED AND FILED MINUTE EXCERPTS OF MEMBER AGENCIES RELATING TO APPOINTMENTS TO THE ORANGE COUNTY SANITATION DISTRICT BOARD OF DIRECTORS** (Clerk of the Board)

AGENCY	DIRECTOR	ALT. DIRECTOR
Anaheim	Denise Barnes	Lucille Kring
Brea	Glenn Parker	Cecilia Hupp
Buena Park	Fred Smith	Virginia Vaughn
Fountain Valley	Steve Nagel	Cheryl Brothers
Fullerton	Greg Sebourn	Jesus Silva
Huntington Beach	Mike Posey	Erik Peterson
Irvine	Donald Wagner	Lynn Schott
Irvine Ranch Water District	John Withers	Douglas Reinhart
La Palma	Peter Kim	Marshall Goodman
Los Alamitos	Richard Murphy	Warren Kusumoto
Newport Beach	Scott Peotter	Brad Avery
Placentia	Chad Wanke	Ward Smith
Seal Beach	Ellery Deaton	Sandra Massa-Lavitt
Stanton	Dave Shawver	Carol Warren
Tustin	Allan Bernstein	Chuck Puckett
Villa Park	Robert Collacott	Robert Pitts
Yorba Linda Water District	Phil Hawkins	Brooke Jones

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

ACTIVE DIRECTORS

ALTERNATE DIRECTORS

X	Gregory Sebourn, Chair		Jesus Silva
X	Denise Barnes		Lucille Kring
X	Allan Bernstein		Chuck Puckett
X	Robert Collacott		Robbie Pitts
X	Ellery Deaton		Sandra Massa-Lavitt
X	James M. Ferryman		Bob Ooten
X	Phil Hawkins		Brooke Jones
	Steven Jones	X	Kris Beard
X	Peter Kim		Marshall Goodman
X	Charlie Nguyen		Al Krippner

X	Richard Murphy		Warren Kusumoto
X	Steve Nagel		Cheryl Brothers
A	Glenn Parker		Cecilia Hupp
X	Scott Peotter		Brad Avery
	Mike Posey	X	Erik Peterson
X	Tim Shaw		Michael Blazey
X	David Shawver		Carol Warren
X	Fred Smith		Virginia Vaughn
X	Teresa Smith		Mark Murphy
A	Michelle Steel		Shawn Nelson
A	Sal Tinajero		David Benavides
A	Donald Wagner		Lynn Schott
X	Chad Wanke		Ward Smith
X	John Withers		Douglas Reinhart
X	Mariellen Yarc		Stacy Berry

STAFF MEMBERS PRESENT: Jim Herberg, General Manager; Bob Ghirelli, Assistant General Manager; Celia Chandler, Director of Human Resources; Ed Torres, Director of Operations & Maintenance; Rob Thompson, Director of Engineering; Jim Colston, Director of Environmental Services; Lorenzo Tyner, Director of Finance & Administrative Services; Kelly Lore, Clerk of the Board; Jennifer Cabral; James Campbell; Sam Choi; Arturo Diaz; Mike Dorman; Dean Fisher; John Flores; Al Garcia; Tina Knapp; Mark Manzo; Dawn Meyers; Jeff Mohr; Ddaze Phuong; Jim Spears; and Norman Whiteman.

OTHERS PRESENT: Brad Hogin (General Counsel); Alternate Directors Bob Ooten (CMSD) and Ward Smith (YLWD).

PUBLIC COMMENTS:

No public comments were provided.

SPECIAL PRESENTATIONS:

Director of Environmental Services Jim Colston presented a 20-year employee service award to Dawn Meyers, Sr. Lab Analyst, Division 630.

Director of Engineering Rob Thompson presented a 30-year employee service award to John Flores, Construction Inspection Supervisor, Division 760.

REPORTS:

Chair Sebourn announced that the GWRS 10th Anniversary will be celebrated at the "Winter Fest" to be held at Orange County Water District on February 16, 2018 from 3:30 p.m. - 6:30 p.m. A flyer was distributed.

Chair Sebourn stated that Administration Committee Chair Wanke and Operations Committee Chair Withers will be attending the CASA Conference on January 25-26 on behalf of the Board of Directors; Assemblyman Tom Daly has agreed to author a statewide bill to amend the Public Contracting Code on behalf of OCSD; and the 2018 Board of Directors Guidelines & Procedures has been updated and was distributed.

General Manager Jim Herberg provided information regarding: 14 strategic goals of his FY 2017-18 mid-year workplan and areas which have been completed and a Cost-Savings Memo which depicts various ways that OCSD is efficient and fiscally prudent. Mr. Herberg further stated that presentations, to gain support on OCSD's newly proposed five-year sewer service fee schedule, have been scheduled with Orange County Business Council, Orange County Tax Association, and the Building Industry Association.

CONSENT CALENDAR:

2. APPROVAL OF MINUTES (Clerk of the Board)

MOVED, SECONDED, AND DULY CARRIED TO: Approve the minutes of the Special Board of Directors Meeting and Regular Meeting of the Board of Directors both held on December 20, 2017.

AYES: Barnes; Bernstein; Collacott; Deaton; Ferryman; Hawkins; Kim; R. Murphy; Nagel; Peotter; Peterson (Alternate); Sebourn; Shaw; Shawver; F. Smith; Wanke; Withers; and Yarc
NOES: None
ABSTENTIONS: Beard (Alternate); Nguyen; and T. Smith
ABSENT: Parker; Steel; Tinajero; and Wagner

3. PAYMENT OF ANNUAL OCEAN DISCHARGE PERMIT FEES
(Jim Colston)

MOVED, SECONDED, AND DULY CARRIED TO: Approve payment in an amount not to exceed \$525,537 to the State Water Resources Control Board for the annual National Pollutant Discharge Elimination System (NPDES) (ocean discharge) permit fees.

AYES: Barnes; Beard (Alternate); Bernstein; Collacott; Deaton; Ferryman; Hawkins; Kim; R. Murphy; Nagel; Nguyen; Peotter; Peterson (Alternate); Sebourn; Shaw; Shawver; F. Smith; T. Smith; Wanke; Withers; and Yarc
NOES: None
ABSTENTIONS: None
ABSENT: Parker; Steel; Tinajero; and Wagner

RECEIVE AND FILE: *These items require no action; and without objection, will be so ordered by the Board Chair.*

4. **COMMITTEE MINUTES** (Clerk of the Board)
Received and filed the approved minutes of the following committees:
- A. GWRS Steering Committee Meeting of July 10, 2017
 - B. Steering Committee Meeting of November 15, 2017

5. **REPORT OF THE INVESTMENT TRANSACTIONS FOR THE MONTH OF DECEMBER 2017** (Lorenzo Tyner)

Received and filed the report of the Investment Transactions for the month of December 2017.

OPERATIONS COMMITTEE:

None.

ADMINISTRATION COMMITTEE:

None.

LEGISLATIVE & PUBLIC AFFAIRS COMMITTEE:

None.

STEERING COMMITTEE:

6. **LABOR COMPLIANCE PROGRAM MANUAL AND RESOLUTION**
(Rob Thompson)

MOVED, SECONDED, AND DULY CARRIED TO: Adopt Resolution No. OCSD 18-01, entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District to Approve and Adopt the Labor Compliance Policies and Procedures Manual Dated January 24, 2018 to be Utilized During the Construction of Grant Funded Projects".

AYES: Barnes; Beard (Alternate); Bernstein; Collacott; Deaton; Ferryman; Hawkins; Kim; R. Murphy; Nagel; Nguyen; Peotter; Peterson (Alternate); Sebourn; Shaw; Shawver; F. Smith; T. Smith; Wanke; Withers; and Yarc

NOES: None

ABSTENTIONS: None

ABSENT: Parker; Steel; Tinajero; and Wagner

7. **RESTRUCTURING OF GENERAL MANAGER'S OFFICE** (Jim Herberg)

MOVED, SECONDED, AND DULY CARRIED TO:

- A. Create a second Assistant General Manager position with responsibility for the Operations and Maintenance (O&M) and Engineering Departments; and appoint one of the existing department heads to assume these additional responsibilities, while maintaining their current responsibilities; and
- B. Upon the retirement of the existing Assistant General Manager, appoint one of the existing department heads to that position, overseeing the Finance & Administrative Services and Environmental Services departments. The resulting department head vacancy will remain unfilled.

AYES: Barnes; Beard (Alternate); Bernstein; Collacott; Deaton; Ferryman; Hawkins; Kim; R. Murphy; Nagel; Nguyen; Peotter; Peterson (Alternate); Sebourn; Shaw; Shawver; F. Smith; T. Smith; Wanke; Withers; and Yarc

NOES: None

ABSTENTIONS: None

ABSENT: Parker; Steel; Tinajero; and Wagner

8. **GENERAL MANAGER'S FY 2017-2018 WORK PLAN MID-YEAR UPDATE**
(Jim Herberg)

MOVED, SECONDED, AND DULY CARRIED TO: Receive and File the General Manager's Fiscal Year 2017-2018 Work Plan Mid-Year Update and Cost Savings Measures Memo.

AYES: Barnes; Beard (Alternate); Bernstein; Collacott; Deaton; Ferryman; Hawkins; Kim; R. Murphy; Nagel; Nguyen; Peotter; Peterson (Alternate); Sebourn; Shaw; Shawver; F. Smith; T. Smith; Wanke; Withers; and Yarc

NOES: None

ABSTENTIONS: None

ABSENT: Parker; Steel; Tinajero; and Wagner

NON-CONSENT:

None.

AB 1234 DISCLOSURE REPORTS:

None.

CLOSED SESSION:

The Board did not convene in closed session.

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

Director Ferryman requested that staff investigate community college partnerships which could provide educational opportunities in sewer plant operations and maintenance fields. This request was referred to the Legislative and Public Affairs Committee for discussion.

ADJOURNMENT:

At 6:20 p.m., Chair Sebourn adjourned the meeting until the Regular Meeting of the Board of Directors to be held on February 28, 2018 at 6:00 p.m.

Submitted by:



Kelly A. Lore, CMC
Clerk of the Board