



## **AGENDA**

### **CALL TO ORDER**

**DECLARATION OF QUORUM:** Clerk of the Board

**PUBLIC COMMENTS:** *If you wish to address the Committee on any item, please complete a Speaker's Form (located at the table at the back of the room) and submit it to the Clerk of the Board or notify the Clerk of the Board the item number on which you want to speak. Speakers will be recognized by the Chairperson and are requested to limit comments to three minutes.*

**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:** *The 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 Any items withdrawn from the Consent Calendar for separate discussion will be considered in the regular order of business.*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** (Clerk of the Board)

**RECOMMENDATION:** Approve Minutes of the Regular Meeting of the Steering Committee held December 19, 2018.

### **NON-CONSENT ITEMS:**

2. **GENERAL MANAGER'S FY 2018-2019 WORK PLAN MID-YEAR UPDATE**  
(Jim Herberg)

**RECOMMENDATION:** Recommend to the Board of Directors to: Receive and file the General Manager's FY 2018-2019 Work Plan Mid-Year Update.

### **INFORMATION ITEMS:**

None.

## **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 as the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.*

### **CONVENE IN CLOSED SESSION.**

(1) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**  
(Government Code Section 54956.8)

**Property:** 16001 Springdale Street, Huntington Beach, CA (APN 146-112-25)  
Negotiating Party: Springed, LLC

Agency Negotiators: General Manager James Herberg; Assistant General Manager Robert Thompson; Assistant General Manager Lorenzo Tyner; and Engineering Manager Kathy Millea

Under Negotiation: Price and terms of payment

**Property:** Vacant Land, southwest corner of Graham Street and Edinger Avenue, Huntington Beach, CA  
Negotiating Party: Orange County Flood Control District

Agency Negotiators: General Manager James Herberg; Assistant General Manager Robert Thompson; Assistant General Manager Lorenzo Tyner; and Engineering Manager Kathy Millea  
Under Negotiation: Price and terms of payment

(2) **CONFERENCE WITH LEGAL COUNSEL RE ANTICIPATED LITIGATION**  
(Government Code Section 54956.9(d)(4))

Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9

Number of Potential Cases: 1

Regarding improvements interfering with pipeline easement at 8192 Willow Drive (APN 262-032-27), 8201 Denni Street (APN No. 262-032-28), 8191 Willow Drive (APN No. 262-032-37), and 8187 Willow Drive (APN No. 262-032-38), in the city of Cypress, CA

(3) **CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION**  
(Government Code Section 54956.9(d)(1))

Number of Cases: 1

Wesley Bauer v. Orange County Sanitation District, Orange County Superior Court,  
Central Justice Center, Case No. 30-2017-00956252.

(4) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
(Government Code Section 54957(b)(1))

Number of Employees: 1

- General Counsel

**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:**

**ADJOURNMENT:**

To the Steering Committee meeting scheduled for Wednesday, February 27, 2019 at 5:00 p.m.

**Accommodations for the Disabled:** Meeting Rooms are wheelchair accessible. If you require any special disability related accommodations, please contact the Orange County Sanitation District Clerk of the Board's office at (714) 593-9433 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.

**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](http://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.

**NOTICE TO DIRECTORS:** To place items on the agenda for a Committee or Board Meeting, items must be submitted to the Clerk of the Board 14 days before the meeting.

Kelly A. Lore, MMC  
Clerk of the Board  
(714) 593-7433  
[klore@ocsd.com](mailto:klore@ocsd.com)

For any questions on the agenda, Committee members may contact staff at:

General Manager	Jim Herberg	(714) 593-7300	<a href="mailto:jherberg@ocsd.com">jherberg@ocsd.com</a>
Assistant General Manager	Lorenzo Tyner	(714) 593-7550	<a href="mailto:ltynes@ocsd.com">ltynes@ocsd.com</a>
Assistant General Manager	Rob Thompson	(714) 593-7310	<a href="mailto:rthompson@ocsd.com">rthompson@ocsd.com</a>
Director of Human Resources	Celia Chandler	(714) 593-7202	<a href="mailto:cchandler@ocsd.com">cchandler@ocsd.com</a>
Director of Engineering	VACANT		
Director of Environmental Services	VACANT		

## MINUTES OF THE STEERING COMMITTEE

Orange County Sanitation District  
Wednesday, December 19, 2018 at 5:00 p.m.

A regular meeting of the Steering Committee of the Orange County Sanitation District was called to order by Board Chairman David Shawver on Wednesday, December 19, 2018 at 5:01 p.m. in the Administration Building of the Orange County Sanitation District.

A quorum was declared present, as follows:

**COMMITTEE MEMBERS PRESENT:**

David Shawver, Board Chair  
Peter Kim, LaPA Committee Chair  
Ellery Deaton, Member-At-Large  
John Withers, Operations Committee  
Chair

**COMMITTEE MEMBERS ABSENT:**

Donald Wagner, Member-At-Large  
Chad Wanke, Administration Committee  
Chair  
VACANT, Board Vice-Chair

**STAFF PRESENT:**

Jim Herberg, General Manager  
Rob Thompson, Assistant General  
Manager  
Lorenzo Tyner, Assistant General  
Manager  
Celia Chandler, Director of Human  
Resources  
Jim Colston, Director of Environmental  
Services  
Ed Torres, Director of Operations and  
Maintenance  
Kelly Lore, Clerk of the Board  
Gilbert Barela  
Jennifer Cabral  
Mike Dorman  
Al Garcia  
Tina Knapp  
Laura Maravilla  
Andrew Nau  
Thomas Vu

**OTHERS PRESENT:**

Brad Hogin, General Counsel

**PUBLIC COMMENTS:**

No public comments were provided.

**REPORTS:**

Chair Shawver announced that, as the Board Chairman, he will look heavily upon the experienced Committee for their assistance.

General Manager Jim Herberg did not provide a report.

**CONSENT CALENDAR:**

1. **APPROVAL OF MINUTES** (Clerk of the Board)

MOVED, SECONDED, AND DULY CARRIED TO: Approve Minutes of the Regular Meeting of the Steering Committee held on November 28, 2018.

**AYES:** Deaton, Kim, Shawver and Withers  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Wagner and Wanke

**NON-CONSENT ITEMS**

2. **LABOR RELATIONS – CONTRACT NEGOTIATIONS** (Celia Chandler)

Director of Human Resources Celia Chandler provided a brief overview and responded to questions regarding the item.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to: Authorize the Board Chair to execute an agreement with Liebert Cassidy Whitmore, the external Chief Negotiator selected by the Ad Hoc Committee, for an amount not to exceed \$120,000.

**AYES:** Deaton, Kim, Shawver and Withers  
**NOES:** None  
**ABSTENTIONS:** None  
**ABSENT:** Wagner and Wanke

**CLOSED SESSION**

None.

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

Mr. Herberg announced that this will be the last Steering Committee Meeting for both Director of Environmental Services Jim Colston and Director of Operations and Maintenance Ed Torres.

**ADJOURNMENT:**

Chair Shawver declared the meeting adjourned at 5:04 p.m. to the next Steering Committee meeting to be held on Wednesday, January 23, 2019 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board

# STEERING COMMITTEE

## AGENDA REPORT

Meeting Date 01/23/19	To Bd. of Dir. 01/23/19
Item Number 2	Item Number

Orange County Sanitation District

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

**SUBJECT:** GENERAL MANAGER'S FY 2018-2019 WORK PLAN MID-YEAR UPDATE

### GENERAL MANAGER'S RECOMMENDATION

Receive and file the General Manager's FY 2018-2019 Work Plan Mid-Year Update and Memorandum.

### BACKGROUND

Each year, the General Manager prepares a work plan of activities to be accomplished during the fiscal year. Attached is the mid-year update for the General Manager's FY 2018-2019 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

September 2018 - Presentation of the General Manager's FY 2018-2019 Work Plan to the Steering Committee and Board of Directors for approval.

August 2018 - Draft work plan reviewed by the Steering Committee.

### ADDITIONAL INFORMATION

The General Manager's work plan includes goals for the fiscal year. At mid-year, six items have reached completion and all remaining items are on track to be completed by or prior to the end of the fiscal year and the deadline of the overall work plan.



## **FINANCIAL CONSIDERATIONS**

All items included in the General Manager's Work Plan are budgeted in the FY 2018-2019 Budget.

## **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OCSD website ([www.ocsd.com](http://www.ocsd.com)) with the complete agenda package:*

- General Manager's FY 2018-2019 Work Plan Mid-Year Update



# ORANGE COUNTY SANITATION DISTRICT

Memorandum

January 23, 2019

TO: Chairman and Members of the Board of Directors

FROM: James D. Herberg, General Manager

SUBJECT: **General Manager's Fiscal Year 2018-2019 Work Plan Mid-Year Update**

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I am pleased to present the mid-year update for my Fiscal Year 2018-2019 work plan. The work plan includes 19 goals organized under five focus areas including safety and security, succession planning, resource recovery, reliability, and operational optimization. The draft work plan was reviewed with the Steering Committee in August 2018 and approved by the Steering Committee and Board of Directors in September 2018.

## 1. **Safety and Security**

- **Emergency Preparedness** – Develop and conduct an external emergency response and recovery drill by June 30, 2019 that tests the Integrated Emergency Response Plan (IERP).

**UPDATE:** In lieu of developing our own external emergency response and recovery drill, Orange County Sanitation District (OCSD) will participate in the 2019 Orange Crush Regional Emergency Preparedness and Training Exercise in January 2019. This county-wide exercise will use a scenario of a magnitude 7.8 earthquake strike along the San Andreas Fault. A full Emergency Operations Center (EOC) activation will occur for this functional exercise and give OCSD the opportunity to test the IERP, as intended.

- **Safety Engineering Solutions** – Continue the 11 Safety Improvement Construction Projects and implement physical site security enhancements as needed to ensure all facilities remain secure. All identified safety improvement contracts and task orders are awarded by May 30, 2019.

**UPDATE:** Risk Management continues to provide support for design and construction review for the 11 Safety Improvement Construction Projects and monitor recommended interim measures to ensure safety and security is maintained.

- **Voluntary Protection Plan (VPP) Certification** – Complete a full review and audit of all Safety and Health policies, conduct a third-party VPP readiness assessment, and draft a VPP implementation plan by June 30, 2019.

**UPDATE:** A third-party VPP readiness assessment was completed by Arcadis in August 2018. The audit findings were presented to the Executive Management Team (EMT) in December 2018. Risk Management will present VPP implementation strategies to the EMT in January 2019.

- **Safety Help Desk** – Create a Safety Help Desk Program by June 30, 2019 with software and in-house telephone extension monitored by Risk Management staff, intended to provide internal customers with prompt information and support related to health and safety services. Services include but are not limited to: troubleshooting safety problems, scheduling contractor orientation, or getting policy guidance.

**UPDATE:** The new Medgate/Cority Safety Management (Cority) software module went live in July 2018. Cority will be the software program used for online safety requests. Risk Management will continue to work with IT to develop the necessary forms and incorporate a telephone extension to respond to employee inquiries and provide customer service on safety requests.

- **Security Committee & Plan** – Reconvene the Security Committee to facilitate development and implementation of a Physical and Cyber Security Plan by March 31, 2019.

**UPDATE:** In December 2018 the EMT provided direction regarding committee member composition. Risk Management is developing a Physical and Cyber Committee policy and will conduct the first Committee meeting in January 2019.

## 2. **Succession Planning**

- **Realignment of Operations, Maintenance & Engineering (Maintenance Mode)** – Assess the roles and responsibilities of each department and workgroup within the Operations and Maintenance and Engineering Departments and adjust the structure and roles to more efficiently support delivery of services to operate, maintain, refurbish, and replace OCSD assets by November 30, 2018. Make the necessary adjustments to the organization by March 31, 2019.

**UPDATE:** An Operations and Maintenance and Engineering realignment effort was designed by the managers of the two departments. The realignment was designed around asset management principles with clearer roles and responsibilities between work groups and improved technical support of craft labor and operations. The plan was rolled out to staff in November 2018 and will be fully implemented in January 2019.

- **Labor Negotiations** – Complete successful negotiations with all represented bargaining units by June 30, 2019.

**UPDATE:** OCSD has successfully selected a Chief Negotiator and Human Resources is currently working with management to develop bargaining topics for negotiations. Letters have been received from two of the three bargaining unit representatives, Local 501 and Supervisor and Professional Management Team (SPMT), to begin negotiations. Negotiations are expected to kick off in January 2019.

- **Leadership Development** – Provide at least two specialized trainings tailored to the Supervisory Level by June 30, 2019.

**UPDATE:** Human Resources is currently working with OCSD's Workers Compensation Consultant to develop training content targeted for supervisors and above to provide the tools and resources needed to address issues at the onset.

### 3. **Resource Recovery**

- **Water Quality for Water Recycling** – Update OCSD's wastewater ordinance to reflect necessary discharge regulations resulting from alkaline hydrolysis to protect water quality by June 30, 2019.

**UPDATE:** The draft amendment language to OCSD's wastewater ordinance has been submitted to General Counsel for review. The update of the ordinance is on track to be updated before the end of the fiscal year.

### 4. **Reliability**

- **Asset Management Plan** – Develop an Asset Management Plan by October 31, 2018 that includes an inventory of critical assets for each process area, the collection system, and fleet; an evaluation of their condition and performance; and a budgeting and implementation plan to maintain, rehabilitate, and replace these assets to meet the required levels of service at the lowest life cycle cost and at an acceptable level of risk.

**UPDATE:** An Asset Management Intranet site with all the required information was developed in October 2018 and is live. Staff is in the second annual update cycle. A published annual report will be printed at the completion of the second cycle to support the budgeting process.

### 5. **Operational Optimization**

- **OCSD Headquarters Building** – Create a final concept plan for the new building complex north of Ellis Avenue by February 28, 2019.

**UPDATE:** Two special meetings of the Headquarters Complex Ad-Hoc Committee took place in October and November to provide information to Committee members about the proposed project and the preliminary design concepts leading up to the current layout. OCSD Managers met in December to review renderings of the proposed layout. The final concept plan for the new headquarters building is on track for completion by February 28, 2019.

- **Board Meeting Agenda Management Software System** – Select and install a new Board Meeting Agenda Management Software System by June 30, 2019.

**UPDATE:** The Granicus project kick-off meeting took place on January 7, 2019. The project is on schedule to be completed by June 30, 2019.

- **Document Management** – In preparation for creating a more digital workplace and reducing physical record storage, develop a Scope of Work by November 30, 2018 to issue a Request for Proposals for a Trusted System Needs Assessment and award a contract by February 28, 2019. Present the records retention schedule to the Board of Directors for approval by December 31, 2018.

**UPDATE:** A Scope of Work was developed in preparation for creating a more digital workplace and reducing physical record storage. The RFP will be advertised in January 2019 with submittals also due in January 2019. The RFP Award is on schedule to be completed by February 2019. The Records Retention Schedule was approved at the December 2018 Board Meeting with a recommendation to adopt the Records Management Program Policy and Procedures & Updated Records Retention Schedule, Authorizing Destruction of Obsolete Records.

- **Sludge Dewatering and Odor Control Plant No. 1** – Begin production of dewatered biosolids cake by March 31, 2019.

**UPDATE:** Commissioning of the dewatering systems has begun. The first dewatered cake was produced in November 2018. Reliability Acceptance Testing is scheduled to be complete in March 2019.

- **American Society of Civil Engineers Peer Review** – Complete a peer review of the Engineering Department’s Capital Improvement Program delivery system by the American Society of Civil Engineers (ASCE) by May 31, 2019.

**UPDATE:** Arrangements are being made with ASCE for a spring peer review of the Engineering Department’s Capital Improvement Program delivery system.
- **Communications Audit** – Develop scope of work and issue RFP by June 30, 2019 to select a firm to conduct a communications audit to review the effectiveness of OCSD’s communication efforts to redefine and rescope the program.

**UPDATE:** Preliminary discussions about scope of work development have commenced in preparation to issue an RFP by June 2019 to select a firm to conduct a communications audit to review the effectiveness of OCSD’s communication efforts.
- **Lobbyist Contract** – Complete selection and contract implementation of legislative lobbyist contracts by December 31, 2018.

**UPDATE:** In November 2018 professional agreements with Townsend Public Affairs, Inc. for State Legislative Services and ENS Resources for Federal Legislative Services were approved.
- **Return to Work Program** – Develop a formal Return to Work Program to communicate expectations of what is expected of all parties (employees, supervisors, physicians, etc.) by June 30, 2019.

**UPDATE:** Human Resources staff completed their research on Return to Work programs and established a project team to develop program guidelines and implement a formal Return to Work Policy. The program will be presented to the EMT in April 2019, and a District-wide training will be offered prior to implementation in July 2019.

555 ANTON BOULEVARD, SUITE 1200  
COSTA MESA, CA 92626-7670  
(714) 558-7000

**MEMORANDUM**

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

FROM: Bradley R. Hogin, Esq.  
General Counsel

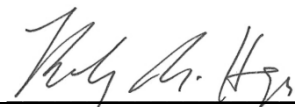
DATE: January 16, 2019

RE: Closed Session Items

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The Steering Committee will hold a closed session on January 23, 2019 for the purpose of conferring with its negotiators regarding the purchase of real property. The negotiating parties and properties are as follows: Springed, LLC, 16001 Springdale Street, Huntington Beach CA. The District's negotiators are General Manager Jim Herberg and Assistant General Manager Robert Thompson. Said closed session will be held pursuant to authority of California Government Code Section 54956.8.

Respectfully submitted,

By:   
Bradley R. Hogin, General Counsel



**MEMORANDUM**

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

FROM: Bradley R. Hogin, Esq.  
General Counsel

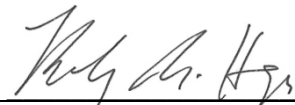
DATE: January 16, 2019

RE: Closed Session Items

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The Steering Committee will hold a closed session on January 23, 2019 for the purpose of conferring with its negotiators regarding the purchase of real property. The negotiating parties and properties are as follows: Orange County Flood Control District, vacant land on southwest corner of Graham Street and Edinger Avenue. The District's negotiators are General Manager Jim Herberg and Assistant General Manager Robert Thompson. Said closed session will be held pursuant to authority of California Government Code Section 54956.8.

Respectfully submitted,

By:   
Bradley R. Hogin, General Counsel

**MEMORANDUM**

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

FROM: Bradley R. Hogin, Esq.  
General Counsel

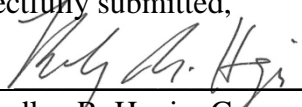
DATE: January 16, 2019

RE: Closed Session Items

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The Steering Committee desires to hold a closed session on January 23, 2019 for the purpose of conferring with its legal counsel regarding potential litigation. Based on existing facts and circumstances, the Committee is deciding whether to initiate litigation against another party. The closed session will be held pursuant to the authority of California Government Code Section 54956.9(d)(4). The facts and circumstances are as follows: the homes, hardscape, and/or landscaping at the following addresses were improperly constructed on top of the District's pipeline easement for the Los Alamitos Sub-Trunk, and interfere with the easement: 8192 Willow Drive, 8201 Denni Street, 8191 Willow Drive, and 8187 Willow Drive, all in the City of Cypress. The District may need to initiate litigation in order clear the easement and replace the Los Alamitos Sub-Trunk as part of the Western Regional Sewer Rehabilitation Project.

Respectfully submitted,

By:   
Bradley R. Hogin, General Counsel

**MEMORANDUM**

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

FROM: Bradley R. Hogin, Esq.  
General Counsel

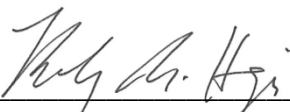
DATE: January 16, 2019

RE: Closed Session Items

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The Steering Committee desires to hold a closed session on January 23, 2019 for the purpose of conferring with its legal counsel regarding existing litigation to which the District is a party. The title of the case is *Wesley Bauer v. Orange County Sanitation District*, Orange County Superior Court, Central Justice Center, Court Case No. 30-2017-00956252. The closed session will be held pursuant to the authority of California Government Code Section 54956.9(d)(1).

Respectfully submitted,

By  \_\_\_\_\_  
Bradley R. Hogin, General Counsel

555 ANTON BOULEVARD, SUITE 1200  
COSTA MESA, CA 92626-7670  
(714) 558-7000

**MEMORANDUM**

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

**FROM:** Bradley R. Hogin, Esq.  
General Counsel

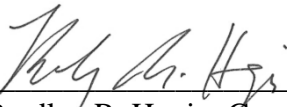
**DATE:** January 16, 2019

**RE:** Closed Session Items

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The Steering Committee desires to hold a closed session on January 23, 2019 for the purpose of conferring for the evaluation of the District's General Counsel. Said closed session will be held pursuant to authority of California Government Code Section 54957(b)(1).

Respectfully submitted,

By:   
Bradley R. Hogin, General Counsel

## ORANGE COUNTY SANITATION DISTRICT COMMON ACRONYMS

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

## ORANGE COUNTY SANITATION DISTRICT GLOSSARY OF TERMS

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**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 the Orange County Sanitation District 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 Groundwater Replenishment System process and is eliminated using hydrogen peroxide with extra ultra-violet treatment.

**NATIONAL BIOSOLIDS PARTNERSHIP (NBP)** – An alliance of the National Association of Clean Water Agencies and Water Environment Federation, with advisory support from the US Environmental Protection Agency. 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.

**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. Combined sewers carry both wastewater and urban runoff.

**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.

**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. The Orange County Sanitation District’s service area is in the Santa Ana River Watershed.