

EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

October 19, 2023

Motion to allow a member of the Commission to participate remotely pursuant to AB 2449

Commissioner Simon requested to participate in today's meeting remotely pursuant to AB 2449 on the basis of "emergency circumstances" as pursuant to Government Code section 54954.2 (b)(4), which allows the Commission to consider a request for remote appearance at the start of the meeting for an emergency circumstance if the request does not allow sufficient time to place the proposed action on the posted agenda. The request for remote appearance, and subsequent vote, was consistent with government code and EBDA's Rules of the Commission. Commissioner Simon disclosed that no individuals over the age of 18 were present at the remote location.

Commissioner Azevedo moved to approve the motion. The item was seconded by Commissioner Andrews and carried with the following roll call vote:

Ayes: Andrews, Azevedo, Lathi
Noes: McGowan
Absent: None
Abstain: Simon

1. Call to Order

Chair Lathi called the meeting to order at 4:00 P.M. on Thursday, October 19, 2023 at the Oro Loma Sanitary District, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Pledge of Allegiance

3. Roll Call

Present:	Angela Andrews	City of Hayward
	Fred Simon	Oro Loma Sanitary District (remote)
	Timothy McGowan	Castro Valley Sanitary District
	Bryan Azevedo	City of San Leandro
	Anjali Lathi	Union Sanitary District

Absent: None

Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Eric Casher	Legal Counsel
	David Donovan	City of Hayward
	Hayes Morehouse	City of San Leandro
	Ramya Sankar	City of San Leandro
	Jimmy Dang	Oro Loma Sanitary District
	Paul Eldredge	Union Sanitary District
	Roland Williams	Castro Valley Sanitary District
	Tracy Fuller	Regional Government Services

4. Public Forum

No members of the public were present.

C O N S E N T C A L E N D A R

5. Commission Meeting Minutes of September 21, 2023

6. List of Disbursements for September 2023

7. Preliminary Treasurer's Report for September 2023

Commissioner Andrews moved to approve the Consent Calendar. The motion was seconded by Commissioner Azevedo and carried with the following roll call vote:

Ayes: Andrews, Simon, McGowan, Azevedo, Lathi

Noes: None

Absent: None

Abstain: None

R E G U L A R C A L E N D A R

8. General Manager's Report

The General Manager (GM) discussed the addition of a Strategic Plan Linkage section to the staff reports. This will illustrate how topic aligns with the Authority's Strategic Plan. The GM noted she will be attending a CASA regulatory planning retreat, engaging the regulators' key board members and staff. The GM updated the Commission on nature-based nitrogen removal research. Lastly, the GM reported that there was an administrative correction to the hourly rate in the approved employment agreement.

9. Report from the Managers Advisory Committee

The GM reported on the October 10 meeting of the Managers Advisory Committee (MAC). The MAC discussed office upgrades at the administration building and chlorine dosing at member agency plants.

10. Report from the Financial Management Committee

The GM reported on the October 16 meeting of the Financial Management Committee. The Committee reviewed the Lists of Disbursements and Preliminary Treasurer's Reports and recommended approval. The GM reviewed the FY 2022/2023 year-end closing statements.

11. Motion to Approve Updates to the Authority's Purchasing Policy

The Commission directed staff to track contract amounts for future consideration of increasing the GM's signature authority. Commissioner Andrews moved to approve the item. The motion was seconded by Commissioner McGowan and carried unanimously 5-0, by roll call vote.

Ayes: Andrews, Simon, McGowan, Azevedo, Lathi

Noes: None

Absent: None

Abstain: None

12. Report from the Operations and Maintenance Committee

The Operations and Maintenance (O&M) Manager reported on the October 17, 2023 meeting. The O&M Manager provided updates on current activities, including the Emergency Outfall Upgrade and Wet Well Sluice Gate repairs and maintenance at the Oro Loma Effluent Pump Station (OLEPS). The GM updated the Commission on the Cargill brine project and the Advanced Quantitative Precipitation Information (AQPI) project. The Committee reviewed and recommended approval of the change order with Peterson Caterpillar for diesel engine repair and maintenance.

13. Motion Authorizing the General Manager to Execute a Change Order to the Purchase Order with Peterson Caterpillar for Diesel Engine Repair and Maintenance in the Amount of \$74,245 for a Total Purchase Order Value of \$99,244

Commissioner Azevedo moved to approve the item. The motion was seconded by Commissioner Andrews and carried unanimously 5-0, by roll call vote.

Ayes: Andrews, Simon, McGowan, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

14. Report from the Personnel Committee

The General Manager reported on the October 17, 2023 meeting. The Committee reviewed Brown Act regulations and the Commissioner Compensation Policy. The Committee recommended increasing the Commissioner's compensation rate to \$300 per day of service. The updated Policy will be brought to the Commission in November for approval. Lastly, the Committee discussed the agreement with Regional Government Services (RGS) and recommended approval.

15. Motion Authorizing the General Manager to Execute an Agreement with Regional Government Services Authority for Finance and Administrative Services in an Amount Not to Exceed \$136,528

Commissioner Azevedo moved to approve the item. The motion was seconded by Commissioner Andrews and carried unanimously 5-0, by roll call vote.

Ayes: Andrews, Simon, McGowan, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

16. Items from Commission and Staff

Nothing to report from Commission and Staff.

17. Adjournment

Chair Lathi adjourned the meeting at 5:15 p.m.



Jacqueline Zipkin
General Manager