

VENTURA REGIONAL SANITATION DISTRICT

Minutes of the Regular Meeting of April 2, 2020

1001 Partridge Drive, Ventura, California

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDERS DECLARING A STATE OF EMERGENCY AND THE COUNTY OF VENTURA HEALTH OFFICER'S LOCAL HEALTH EMERGENCY DECLARATION AS A RESULT OF THE THREAT OF THE COVID-19 VIRUS, THIS VRSD BOARD OF DIRECTORS MEETING WAS HELD VIA TELECONFERENCE CALL.

Chairperson Perello called the meeting to order at 8:35 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Rick Araiza, City of Santa Paula
Al E. Fox, Special Districts
Jim Friedman, City of San Buenaventura
Laura Hernandez, City of Port Hueneme
Ed Jones, City of Thousand Oaks
Kevin Kildee, City of Camarillo
Bert Perello, City of Oxnard
William Weirick, City of Ojai

Absent: Mark Austin, City of Fillmore

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel; Tina Rivera, Director of Finance; Melissa Macias, Human Resources Manager; Michael Castro, Senior Management Analyst; Sandy Warren, Management Analyst; and Juliet Rodriguez, Clerk of the Board.

2. Pledge of Allegiance: The Pledge was led by Director Ed Jones.

3. Agenda Review:

The agenda was accepted as presented.

4. Public Comment:

None.

CONSENT AGENDA (None)

REGULAR AGENDA (Item 5 only)

5. Award Financial Audit Services Contract to FARR, LLP

Tina Rivera, Director of Finance, gave the presentation.

It was moved by Director Kildee, seconded by Director Weirick, to approve, and authorize the Board Chairperson to sign, VRSD Contract No. 20-001 with Davis Farr, LLP in the amount of \$99,000 to provide financial auditing services for VRSD, Saticoy Sanitary District (SSD), and Ventura Regional Energy Alliance (VCREA) for Fiscal Years ending 2020, 2021, and 2022 with the option to extend the contract for two additional years for an additional \$69,000. VOTE: Araiza, Fox; Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.

INFORMATION ITEMS (Items 6 through 9)

6. Revenue and Expense Report: February 2020
7. Disbursement Report: February 2020
8. Investment Report: February 2020

It was moved by Chairperson Perello, seconded by Director Weirick, to have staff send the March 2020 Investment Report to the Board as soon as it becomes available. VOTE: Araiza, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 7-0. For technical reasons, Director Fox was unable to vote during the roll call.

9. Future Meetings, Seminars and Conferences

- ♦ Apr. 7, 2020, 8:30 a.m. – P&F Committee Meeting
- ♦ Apr. 16, 2020, 8:30 a.m. – Regular Board Meeting
- ♦ May 5, 2020, 8:30 a.m. – P&F Committee Meeting
- ♦ May 7, 2020, 8:30 a.m. – Regular Board Meeting

It was moved by Director Kildee, seconded by Director Jones, to receive and file the Information Items. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.

ORAL REPORTS (Items 10 through 13)

10. Regulatory Compliance Report
None.
11. Committee Reports
None.
12. Board Member Comments

Board Members wished everyone be well and safe during the pandemic.

Chair Perello shared having emailed two news articles to General Manager Theisen and asked that they be distributed to the Board.

Director Fox stated that during an earlier vote, he could hear the meeting, but was unable to cast an affirmative vote.

13. General Manager Comments

General Manager Theisen read his comments from a prepared statement.

“District staff has closely followed the development of the pandemic as it has unfolded, and we have implemented education and training for employees related to public health orders regarding hygiene and social distancing practices in order to facilitate slowing the spread of the coronavirus.

As you know, the services the District provides are all essential and I’m able to announce today that District operations in Water/Wastewater and Solid Waste have continued uninterrupted to date.

With regard to the potential for sick employees, we are following guidance from our labor attorneys, LCW. These are the limits of my comments today with regard to this subject.

We have not sought, nor do we anticipate, any special treatment for VRSD employees in terms of infection testing or antibody testing due to the District’s status as a provider of essential services. Note that we are members of professional associations such as CASA (California Association of Sanitation Agencies) and SWANA (Solid Waste Association of North America) that provide advocacy on behalf of their members.

We are tracking our expenditures on the pandemic for possible reimbursement from any source. Most employees are performing the normal duties.

We are tracking all relevant legislation and will follow guidance provided by legal counsel, labor counsel, employee organizations, and public agencies.

A few weeks ago, we heard that recycling facilities might have difficulty maintaining social distancing on their sorting lines and this could result in more recycling being sent to landfills. So we sought and received a waiver from Ventura County to allow us to receive an additional 500 tons per day, on top of our approved amount of 1,500 tpd, just in case our customers needed additional disposal capacity.

There was a recent article in the L.A. Times about the expected surge in medical waste. As a reminder, VRSD does not accept untreated medical waste at the Toland Road Landfill, and companies with contracts to haul Municipal Solid Waste to Toland know we are not permitted to accept medical waste unless it has been treated through an autoclave, as per our CUP. Our staff is well aware of this fact and receives training regarding this on a regular basis. They vigilantly look for non-permitted waste and they would inform their supervisors if they suspected any had

been delivered to the landfill. The California Department of Public Health and Ventura County Environmental Health Division are the regulatory enforcement bodies for Medical Waste disposal.

The pandemic has affected our income stream in expected ways. The number of tons we are accepting at Toland has decreased, likely due to an overall drop in consumption. There is no doubt that this situation will continue into the future. One could only speculate with regard to the duration and extent of the effect on our tonnage and revenues.

The pandemic has and will likely continue to affect our schedule for approval of our application to modify the District's CUP for the Toland Road Landfill. As the pandemic evolves there will be a multitude of effects to this project. One could only speculate with regard to the duration and extent of the effects on this project.

At the most recent VRSD Board meeting we discussed a request from Triunfo Water and Sanitation District for VRSD to provide financial analysis regarding their initiative to provide some services included in the VRSD contract in different ways, and the VRSD Board directed staff to coordinate this response with the Executive Committee. Needless to say, this effort has been delayed. Resources expended on this task, along with all tasks that VRSD staff has on the horizon to undertake, will be prioritized along with issues brought on by the developing pandemic.

VRSD does not have an ability to store excess gasoline for future use, and gasoline will continue to be purchased at market prices. The District does not invest in derivatives and does not speculate on commodity prices as part of its mission or core services; the District will not be attempting to take advantage of changes in future fuel prices.

The post-Easy Fire mitigation work VRSD is performing at Tierra Rejada Landfill on behalf of the Terra Rejada Consortium continues, and we currently anticipate that the work will be completed by the middle of June."

ADJOURNMENT: With no further business, *it was moved by Vice Chairperson Friedman, seconded by Director Jones*, to adjourn the meeting at 9.28 a.m. to a Regular Meeting to be held April 16, 2020, 8:30 a.m. via videoconference. VOTE: Araiza, Fox, Friedman, Hernandez, Jones, Kildee, Perello, and Weirick were in favor; the motion carried 8-0.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Bert Perello, Chair
Ventura Regional Sanitation District