

MINUTES OF BOARD OF DIRECTORS MEETING
ADMINISTRATION AND FINANCE ISSUES COMMITTEE
ORANGE COUNTY WATER DISTRICT
Thursday, August 10, 2023, @ 12:00 p.m.

Director Rowe called the Administration and Finance Issues Committee meeting to order at 12:00 p.m. in Conference Room C-2 in Fountain Valley, CA. Public access was also provided via Zoom webinar. The Secretary called the roll and reported a quorum as follows:

Committee Members

Roger Yoh (absent)
Dina Nguyen (absent)
Valerie Amezcua
Natalie Meeks (absent)
Bruce Whitaker

OCWD staff

Jeremy Jungreis – General Counsel
Randy Fick - CFO/Treasurer
Mike Markus – General Manager
Christina Fuller – District Secretary

Alternates

Kelly Rowe
Denis Bilodeau
Steve Sheldon (absent)
Van Tran
Cathy Green (absent)

CONSENT CALENDAR

The Consent Calendar was approved upon motion by Director Bilodeau, seconded by Director Amezcua and carried [5-0-] as follows:

Ayes: Amezcua, Whitaker, Rowe, Bilodeau, Tran

1. Minutes of Previous Meeting

The minutes of the Administration/Finance Issues Committee meeting held July 13, 2023 were approved as presented.

2. Monthly Cash Control Report

Recommended by Committee for approval at August 16 Board meeting: Receive and file Summary Cash, and Cash Equivalents Control Reports dated July 31, 2023.

3. Investment Portfolio Holdings Reports

Recommended by Committee for approval at August 16 Board meeting: Receive and File the Investment Portfolio Holdings Reports dated July 31, 2023.

4. Purchase Reverse Osmosis Membrane Cleaning Chemicals from American Water Chemicals, Inc

Recommended by Committee for approval at August 16 Board meeting: Authorize issuance of Purchase Orders to purchase 31,200 pounds of AWC C-227 RO membrane cleaning chemical from American Water Chemicals, Inc. for \$111,290.

5. Purchase Order to Tevora for Artic Wolf Cybersecurity Services

Recommended by Committee for approval at August 16 Board meeting: 1) Authorize issuance of Purchase Order to Tevora, a value-added reseller for Arctic Wolf, in an amount not to exceed \$71,108 to renew the District's Arctic Wolf cybersecurity services for a one-

year period commencing on August 30, 2023; and 2) Authorize two additional annual renewals not to exceed 8% increase per year.

6. Ultraviolet Light (UV) Equipment Supply

Recommended by Committee for approval at August 16 Board meeting: Authorize issuance of Purchase Order to Trojan Technologies Group ULC for the purchase of 2,160 UV lamps in the amount of \$516,359, including freight.

MATTERS FOR CONSIDERATION

7. Actuarial Valuation of Retiree Medical Insurance Benefit Plan Update

CFO/Treasurer Randy Fick introduced Mary Beth Redding, an Actuary with Bartell Associates, LLC. Ms. Redding presented the June 30, 2022, actuarial valuation of the District's retiree medical insurance benefits plan. Ms. Redding began with a brief summary of the benefits and then outlined the current valuation. She reported that the District's actuarial accrued liability (AAL) is \$24,168,000, and the market value of the trust assets is \$27,460,000. She advised that the net Other Post-Employment Benefits (OPEB) Liability is \$920,921, and the District's retiree medical benefit is 96.4% funded as of June 30, 2023. Ms. Redding noted that Actuarial valuations are used to derive OPEB liabilities every two years.

Upon motion by Director Bilodeau, seconded by Director Rowe, and carried [5-0], the Committee recommended that the Board at its August 16 Board meeting: Receive and file the Orange County Water District actuarial report dated July 31, 2023, with a measurement date as of June 30, 2022.

Ayes: Amezcua, Whitaker, Rowe, Bilodeau, Tran

INFORMATIONAL ITEM

8. Monthly Cash Disbursements Report

There was no discussion of this item.

CHAIR DIRECTION AS TO WHICH ITEMS, IF ANY TO BE AGENDIZED AS MATTERS FOR CONSIDERATION AT AUGUST 16 BOARD MEETING

It was agreed to place all items on the Consent Calendar for the August 16 Board meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:15 p.m.

DocuSigned by:
Kelly Rowe
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Kelly Rowe, Director