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BENJAMIN CRUZ <speaker@senatorbjcruz.com>

MC Fwd: GSWA Minutes - April 11, 2018

1 message

BENJAMIN CRUZ <speaker@senatorbjcruz.com>
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Fri, May 4, 2018 at 10:23 AM

05/04/18	05/04/18	Guam Solid Waste Authority	GSWA Minutes - April 11, 2018	34-18-1853

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From: **Alicia Fejeran** <alicia.gswa@gmail.com>
Date: Fri, May 4, 2018 at 9:55 AM
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To: speaker@senatorbjcruz.com

GL# 34-18-1853
Speaker Benjamin J.F. Cruz

MAY 0 4 2018

Time: 1023 ( ) AM ( ) PM File No. ____
Received By:

Hafa adai,

Please find approved GSWA Board meeting minutes attached.

Thank you,

Alicia Fejeran,
Waste Management Services Supervisor

Guam Solid Waste Authority
542 N. Marine Corps Dr. tel: 671.647.4312
Tamuning, Guam 96913 fax: 671.649.3777
www.guamsolidwasteauthority.com

OFFICE OF SPEAKER BENJAMIN J.F. CRUZ

Committee on Appropriations and Adjudication

I Mina'trentai Kuattro na Liheslaturan Guahan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910

T: (671) 477-2520/1 | F: (671) 477-2522 | www.senatorbjcruz.com

2018 04-11 Approved GSWA Board Meeting Minutes.pdf
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GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING
April 11, 2018
11am-12:00pm
Guam Solid Waste Authority
GSWA Conference Room, Tamuning

I. Call to Order

The Guam Solid Waste Authority Board of Directors' meeting was called to order by Chairman, Andrew Gayle, at 11:07 am.

II. Roll Call

Board Members:

Andrew Gayle	Chairman
Jonathan Denight	Vice Chairman
Minakshi Hemlani	Board Secretary

Management & Staff:

David Manning	Receiver Representative (Via phone)
Chace Anderson	Receiver Operations Manager
Greg Martin	GSWA General Manager
Enrique Vinas	GSWA Comptroller (Via phone)
Roman Perez	GSWA Operations
Keilani Mesa	GSWA Admin. Assistant

Guests:

Georgette Concepcion	GSWA Board Legal Counsel
George Castro	Court Reporter
Joyce Tang	GSWA Legal Counsel
Vanessa Williams	GSWA Legal Counsel
Grace Donaldson	PHRSI
Maria Conneley	PHRSI

III. Approval of Minutes

Board Members reviewed draft minutes from the March 15, 2018 Board meeting. A motion to approve the minutes was made by Board Secretary, Minakshi Hemlani. The motion was seconded by Board Vice Chairman, Jonathan Denight. The motion passed unanimously.

IV. Reports

a. Management/Receiver's Report

i. Monthly Tonnages and Collections

Receiver Operations Manager, Chace Anderson, reported to the Board that on the Commercial Hauler's Transfer Station tonnage that there is a slight decline in comparison with Year 2016 and 2017 that seems to come from the Commercial Hauler Non-Compacted Roll off. He then explained that the compacted tonnage is slightly up by about 2%.

ii. Operating Budget/Revenue Report

Receiver Representative, David Manning, reported that he did not receive the information on time to submit an expenditure report but one will be forwarded later to the Board members. Mr. Manning

reported that with the Revenue Report the Board will see that the cash collections portion is down about 7.7% and it's mostly relative to the tonnage that Mr. Anderson had explained. He reported that the billings and discount is up about 1.1% in March. He also reported that on the final page of the report the YTD percentage is about 1.7% under from what it was a year ago from a cash collections perspective and about 3.3% down from a pure revenue bill perspective. He informed the Board that the amount the budget is estimated for revenue is relatively on target.

iii. Update on Methane Remediation at Ordot

Mr. Manning reported that a contract has been awarded to EN Corporation. They are awaiting a shipment of piping that is necessary to complete the work. Mr. Manning said that based on all the information they are aware of at this moment they are optimistic about completing the project by end of June 2018.

iv. General Manager's Report

General Manager, Greg Martin, reported that he works with Comptroller, Enrique Vinas, daily to discuss on-going projects such as the GSWA's FY-2019 Budget which they have forwarded to the Board members to review for approval. He informed the Board that the Budget is due to BBMR by April 16, 2018. Mr. Martin informed the Board that if they needed an extension then he could request for one. Chairman Gayle instructed Mr. Martin that if anything needs Board approval then it should be presented to the Board during a Board meeting.

Mr. Martin informed the Board that there has not been a meeting with DOA, PHR, and GSWA Management due to DOA not being able to meet.

He also informed the Board that he and Enrique are attending Module 3 of 4 of the procurement classes.

Mr. Martin stated that they are working on the quarterly report errors and will be working with the Receiver to finalize the changes. GSWA Board Attorney, Georgette Concepcion, stated that when the report is ready she will ask for the Court's permission on the submission of the updated report.

Mr. Martin also reported that he is attending a Web X meeting on the new cell development at the Layon Landfill.

b. Committee Reports

i. Personnel Transition

a. Government Classification and Compensation Plan

PHR Representative, Grace Donaldson, stated that in a previous meeting with GSWA management (i.e. Mr. Martin, Mr. Vinas, Ms. Fejeran, and Mr. Anderson) PHR submitted a timeline but have been held up by the Department of Administration's division of Human Resources which has failed to commit to having a meeting with PHR/GSWA on this issue of that the requirements for various processes are being followed in the classification study. She informed the Board that PHR recently hired an experienced person who will help with completing this project. Chairman Gayle expressed that he would like to see a draft by the middle of next month (May) and he does not believe PHR should hold up its work because DOA's HR division refuses to meet with PHR/GSWA. Ms. Donaldson also stated that a draft will be provided by the next board meeting.

b. Current Staffing Pattern

Comptroller informed the Board that the staffing pattern that he had submitted for FY-2019 only included the current Government employees. He discussed the numbers of the classified and contracted employees.

V. Unfinished Business

a. Updates to GSWA Rules

Chairman Gayle stated the Legislature will be holding a public hearing on April 17, 2018, at 10:00 a.m. Attorney Concepcion, stated that she does not believe anyone is required to say anything at the hearing but that someone from the Board should appear at the meeting. Vice Chairman Denight stated that Mr. Martin, Attorney Concepcion, and himself will attend the public hearing.

b. MOU with DOA for payroll, GG1's, and Increments

Mr. Martin reported that the MOU for GSWA is completed but not signed. He stated he will ensure it is transferred.

VI. New Business

a. Action Items from last court hearing

GSWA Board Attorney Concepcion to clarify if GSWA Board needs to resubmit the changes for the GM's Report.

VII. Executive Session

Attorney Concepcion advised the Board that because it is a personnel matter, an audio recording was not necessary, but written minutes would be taken. Discussion was made about whether or not the minutes needed to be audio recorded because it was not litigation but a personnel issue. Mr. Manning reminded the Board that the District Court ordered all Board meetings to be recorded by the court reporter including any Executive Session. Attorney Tang stated that the Board needs to proceed carefully with this Executive Session. Board Attorney Concepcion stated she has an AG's opinion from August 12, 2008 that states 'the Open Government Law does not require that Board meetings be transcribed unless the Board goes into Executive Session to discuss litigation the Executive Session be transcribed." Chairman Gayle had the court reporter record the Executive Session.

VIII. Public Forum

None.

IX. Next Meeting

The Board scheduled its next meeting for Monday, April 23, 2018, at 11am at the Guam Solid Waste Authority conference room.

X. Adjourn