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MC Fwd: GSWA Minutes - May 10, 2018

1 message

BENJAMIN CRUZ <speaker@senatorbjcruz.com>
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Wed, May 30, 2018 at 12:55 PM

05/30/18	05/30/18	Guam Solid Waste Authority	GSWA Minutes - May 10, 2018*	34-18-1929

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From: **Alicia Fejeran** <alicia.gswa@gmail.com>
Date: Wed, May 30, 2018 at 11:42 AM
Subject: GSWA Minutes - May 10, 2018
To: speaker@senatorbjcruz.com

GL#34-18-1929
Speaker Benjamin J.F. Cruz

MAY 30 2018
Time: 1255 [ ] AM [/] PM File No. _____
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Hafa adai,

Please find approved GSWA Board meeting minutes attached.

Thank you,

Alicia Fejeran,
Waste Management Services Supervisor

Guam Solid Waste Authority
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OFFICE OF SPEAKER BENJAMIN J.F. CRUZ

Committee on Appropriations and Adjudication

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2018 05-10 Approved GSWA Board Meeting Minutes.pdf
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GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING
May 10, 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:

Chace Anderson	Receiver Operations Manager
Greg Martin	GSWA General Manager
Enrique Vinas	GSWA Comptroller (via telephone)
Alicia Fejeran	GSWA Board Clerk
Keilani Mesa	GSWA Admin. Assistant

Guests:

Georgette Concepcion	GSWA Board Legal Counsel
George Castro	Court Reporter
Grace Donaldson	PHRSI
Maria Conneley	PHRSI
Vivian Leon	PHRSI

III. Approval of Minutes

Board Members reviewed draft minutes from the April 23, 2018 Board meeting. Board Secretary Hemlani, made the motion to approve the minutes. Board Vice Chairman, Jonathan Denight, seconded the motion. The motion was passed unanimously.

IV. Reports

a. Management/Receiver's Report

i. Tonnage Report

Receiver Operations Manager, Chace Anderson, explained to the board that the tonnage report was a little less than 2% less at Layon Landfill over a twelve month period. He informed the Board that the Commercial Hauler Transfer Station Tonnage increased. Board Chairman asked about when the Board can receive the Revenue Report and the Operating Budget and Mr. Anderson informed the Board that Mr. Manning will email it to the Board.

ii. General Manager's Report

General Manager, Greg Martin, informed the Board that both he and Mr. Vinas have completed three of the four procurement modules. He also reported that he is working with Chris Lund and Paul Barron about comments and information from EPA on the plans and time table for cell three construction in

Layon. He stated they are waiting for the Receiver to provide the comments back for the FY-2019 Budget before it is submitted to the Legislature.
He informed the Board that the Rules and Regulations have been submitted since the last Board meeting by the Board Attorney, Georgette Concepcion.

b. Committee Reports

i. Personnel Transition

a. Government Classification and Compensation Plan

Pacific Human Resource Services (PHRS) General Manager, Grace Donaldson, informed the Board that desk audits are currently being conducted and that the position descriptions from the employees are coming in slowly. Requests were sent in April, and out of 37 employees only 10 had been received. Ms. Donaldson requested for an extension for their finance report and recommendations until July. Vice Chairman Jon Denight asked if staff could assist the employees, and if some sort of template could be provided to them so that they were not creating descriptions from scratch. Mr. Anderson informed the Board that staff would assist the individuals that are having difficulty filling out their position description questionnaires. Chairman Gayle inquired if every single employee needs to be audited or just every position. Ms. Vivian Leon of PHRS stated that she prefers to audit every single employee to determine whether or not they are performing their position title duties and to identify any misallocations and make her recommendations. Ms. Leon explained that the position description allows the employee to describe their duties, their supervisor will validate it, and the interview allows the employee to expand on any duties they may not have listed. Chairman Gayle stated that they are still going to aim for a timeline of June 30 Ms. Leon said that if responses to description questionnaires were provided by next week, they would be able to meet the June deadline. Ms. Leon also informed the Board that the draft personnel rules and regulations have been prepared and needs to be reviewed by the Department of Administration and GSWA's Legal counsel.

Mr. Martin informed the Board that a draft contract between GSWA and PHR will be ready shortly for review.

V. Unfinished Business

a. Updates to GSWA Rules

Mr. Martin provided an update during his report to the Board.

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

Attorney Concepcion advised that the MOU needs to be reviewed by Legal Counsel and then she will make a recommendation on whether or not the Board should sign the MOU. She also advised that information about the MOU draft should be included in the new management team's report to the court.

VI. New Business

a. Transition Filing

The Board discussed the Receiver's filing regarding transition issues on 5/9/2018.
The Receiver reported that it has not released an RFP for the trustee and independent engineer and will not until the court confirms when the Receivership will terminate. Chairman Gayle said that the Court's current order is for the Receivership to end in June and that the parties should work together towards transition.
The Board and Receiver discussed the PHRS Contract. Board Attorney, Georgette Concepcion, informed the Board that the passage of Public Law 34-58 allows for all contracts to remain the same and no negotiations are needed pursuant to this law. Mr. Anderson asked Attorney Concepcion to clarify the PHRS contract because it is currently between the GBB and PHR and not with GSWA. Mr. Anderson asked if Attorney Concepcion issued an RFP or started the procurement process. Attorney Concepcion said that the Bill 200 allows all contracts in place to continue, and it does not matter if the contract is between GBB and PHRS. Attorney Concepcion also stated that the PHRS contract does not need to be reassigned by the Receiver to GSWA. Chairman Gayle again asked the Receiver and Mr. Anderson to assist with transition issues where appropriate; if they believed procurement was necessary, then do not wait until the 11th hour to tell the Board that it missed a step. Chairman Gayle said that Board appreciates guidance

for a successful transition. Mr. Anderson confirmed that he was the agency's procurement officer. Maria Connelly of PHRS stated that she researched the Board and agency's ability to enter into a contract with PHRS through sole source procurement; she felt confident that the justification needed for sole source was met.

Attorney Concepcion recommended to the Board that a response made to the readiness report be based on today's Board meeting. Board Secretary Hemlani made a motion to authorize Attorney Concepcion to draft a response to the readiness report and circulate it to the Board members for their review. Vice Chairman Denight seconded the motion. The motion was passed unanimously.

VII. Open Discussion

None.

VIII. Public Forum

Customer Judith Amesbury from Talofofo stated that her recycling bin had not been picked up about 4 or 5 times, and that he numerous phone calls had not been returned. She admitted that she was the only person on her street with GSWA service and questioned if that was why her home was missed. Operations Supervisor, Roman Perez, was present and apologized to Ms. Amesbury. He stated that he confirmed her recycling was collected this morning, and that he will personally spot check her area every Thursday. Mr. Perez also stated he will provide Ms. Amesbury his card with his direct contact information.

IX. Next Meeting

The Board scheduled its next meeting for Thursday, May 24, 2018, at 11am at the Guam Solid Waste Authority conference room.

X. Executive Session

Board Secretary Hemlani made a motion to go into Executive Session. Vice Chairman Denight seconded the motion. The motion was passed unanimously.

XI. Adjournment