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BENJAMIN CRUZ <speaker@senatorbjcruz.com>

MC Fwd: GSWA Minutes - May 24, 2018

BENJAMIN CRUZ <speaker@senatorbjcruz.com>
To: 34th Guam Legislature Clerks <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>

Mon, Jun 11, 2018 at 9:09 AM

Hafa adai Clerk's: Please disregard earlier MC GL 34-18-1977 and accept this,thanks.

06/11/18	06/11/18	Guam Solid Waste Authority	GSWA Minutes - May 24, 2018*	34-18-1977

---------- Forwarded message ----------
From: **Alicia Fejeran** <alicia.gswa@gmail.com>
Date: Fri, Jun 8, 2018 at 4:15 PM
Subject: GSWA Minutes - May 24, 2018
To: speaker@senatorbjcruz.com

GL# 34-18-1977
Speaker Benjamin J.F. Cruz

JUN 11 2018
Time 9:25 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
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OFFICE OF SPEAKER BENJAMIN J.F. CRUZ

Committee on Appropriations and Adjudication

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2018 JUN 11 AM 9:25

2018 05-24 Approved GSWA Board Meeting Minutes.pdf
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GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING
May 24, 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 11:03 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)
Greg Martin	GSWA General Manager
Enrique Vinas	GSWA Comptroller (Via phone)
Alicia Fejeran	Board Clerk
Roman Perez	GSWA Operations
Keilani Mesa	GSWA Admin Assistant

Guests:

George Castro	Court Reporter
Grace Donaldson	PHRS Inc.
Vivian Leon	PHRS Inc.

III. Approval of Minutes

Board Secretary, Minakshi Hemlani, provided the May 10, 2018 revised draft minutes for the Board Members to review. Board Chairman Andrew Gayle indicated a spelling correction that needed to be made to "Talofofo" in the public forum section of the minutes. Board Secretary Hemlani also found an error in the public forum section that should reflect "that *her"* not he. A motion to approve the minutes subject to the revision provided by Board Secretary Hemlani and the corrections suggested at the meeting was made by Minakshi Hemlani. The motion was seconded by Vice Chairman, Jonathan Denight. Motion was passed.

IV. Reports

a. Management/Receiver's Report

i. Operating Budget

Receiver Representative, David Manning, reported on the revenue report as of April 2018. Mr. Manning informed the Board that the revenue is consistent with the budget because he was conservative in the way he estimated for the budget and recommends that the Board continues to be conservative. Mr. Manning explained the cash collections and billings report to the Board to provide them with a more thorough understanding of each line item. Chairman Gayle stated that the expense side is 8.4% over budget to-date. Mr. Manning explained to the Board that it is due to two payments being made to GGH

and Mr. Rubbishman to stay within compliance of the contracts and they are not monthly recurring payments and will filter out over the fiscal year.

ii. General Manager's Report

Mr. Martin reported to the Board that a signed contract or MOU was ready for the Board's review and signature. He also reported that a draft of the PHR contract will be ready by Tuesday or Wednesday next week for the Board to review.

b. Committee Reports

i. Personnel Transition

a. Government Classification and Compensation Plan Update

Vivian Leon of PHRS Inc. reported that she had conducted 19 classification reviews. She is pending 16 more interviews and is waiting on three more position description questionnaires from employees on leave status. She also reported that GBB had requested that she include three additional positions to be audited. Board Secretary Hemlani asked what the three additional position were. Ms. Leon said GBB was creating classified positions for Alicia Fejeran, an operations clerk, and for something to manage warehouse inventory. Ms. Leon expected desk audits and analysis to be completed by June 15, 2018, and targeting submitting a draft with her analysis by June 30, 2019. She informed the Board that as a part of the Classification and Compensation plan she was looking at updating the current job specifications for GSWA. Ms. Leon stated that she has identified 14 positions that the Board may want to consider creating for GSWA. She also suggested the GSWA adopt the CWA salary structure. Ms. Leon also reported that GSWA is currently using DOA's personnel rules and regulations. She had drafted personnel rules and regulations for GSWA to include a policy that sets a foundation to create new positions that are unique to the agency and incorporates Bill 200. Ms. Leon stated that the personnel rules and regulations are expected to be adopted by November 2018; however, timeline could be extended depending on the Department of Administration and Legislature. Ms. Leon also informed the Board that once GSWA has ownership over the HR functions the employee personnel jackets will be turned over and she has drafted a policy on the maintenance of employee's jackets to be in compliance with the law.

V. Unfinished Business

a. Updates to GSWA Rules and Regulations - Status

Board Attorney, Georgette Concepcion, reported that the public hearing for the GSWA Rules and Regulations will be held on May 31, 2018 at 10:00am in the Guam Congress Building. She advised the Board to attend.

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

General Manager, Greg Martin, provided the Board with the draft MOU for their review and signature. Chairman Gayle requested that Mr. Martin circulate the draft for review.

c. 2019 Budget

The Receiver had reviewed the proposed budget and provided recommendations. Receiver also suggested that the budget indicate projected annual revenue for GSWA. The Board requested that the management team review and evaluate the recommendations and include a revenue report. General Manager, Greg Martin, stated that they will revise the proposed budget and present it to the Board at the next meeting.

VI. New Business

a. Ordot Post Closure

Vice Chairman Denight asked Receiver Representative David Manning to explain the change in cost for the post closure care at Ordot from $500K to $800K. Mr. Manning explained that there has not been a change and that

the cost is in line with the expected costs and is lower than other alternatives. Mr. Manning stated that costs for the $15M plan would vary and would be lower through the years. The current contract negotiation was for a period of 6 years. However, Manning stated that the amount is not final and EPA would need to approve of the amount.

VII. Open Discussion
None.

VIII. Public Forum
None.

IX. Next Meeting
The Board scheduled its next meeting for Friday, June 8, 2018, at 11am at the Guam Solid Waste Authority conference room.

X. Executive Session
Board Secretary Minakshi Hemlani motioned to go into executive session at 11:52am. Motion was seconded by Vice Chairman Jonathan Denight. Motion was passed.

XI. Adjournment