Speaker's Office <speaker@guamlegislature.org>

M&C Fwd: M & C_Judicial Council February 20, 2020 Regular Meeting Packet

1 message

Speaker's Office <speaker@guamlegislature.org>
To: Clerks Office <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

Wed, Feb 26, 2020 at 11:27 AM

02-26-20	9:30 AM	02-20-20	Judicial Council February 20, 2020 Regular Meeting Packet.*	Judicial Council of Guam	35GL-20-1593

35GL-20-1593
Speaker Tina Rose Muña Barnes

FEB 2 6 2020
Time 9:30 (X)AM ( )PM
Received By: Mat

Sinseru yan Minagåhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
T: (671) 477-2520/1
speaker@guamlegislature.org

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Gumai pribilehu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hågu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yanggen lachi rinisibu-mu nu este na mensåhi , put fabor ago' guaru gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

---------- Forwarded message ---------
From: **Shelterihna Alokoa** <salokoa@guamsupremecourt.com>
Date: Wed, Feb 26, 2020 at 9:30 AM
Subject: M & C_Judicial Council February 20, 2020 Regular Meeting Packet
To: <speaker@guamlegislature.org>
Cc: June Bells Cariño <jcarino@guamsupremecourt.com>

Buenas yan hafa adai Messages and Communication Staff for the Honorable Tina Muña Barnes:

Pursuant to 5 GCA § 8113.1 and as the Judicial Council Assistant Secretary, I am sending an electronic copy of the Judicial Council Meeting packet. The packet contains the meeting materials from the recent February 20, 2020 Judicial Council regular meeting. The same materials may be found at http://www.guamcourts.org/Judicial-Council/Judicial-Council-of-Guam.asp

Please note that the new chairperson of the Judicial Council is now the Honorable F. Philip Carbullido, Chief Justice of the Supreme Court. Also, a new Executive Secretary, Ms. June Bells Carino, has been appointed. Ms. Carino's appointment resolution has also been attached. I have copied her in this e-mail.

I respectfully request a reply to confirm receipt of the attached packet. Please also let me know if you have any questions, comments, or concerns.

--

Si Yu'us ma'åse' yan puedi ha' todu maolek.

(Thank you and have a great day.)

Respectfully,

Shelterihna Alokoa

Chamber/Courtroom Clerk for the ***Honorable Katherine A. Maraman***
Associate Justice of the Supreme Court of Guam
Suite 300, Guam Judicial Center
120 West O'Brien Drive

Hagåtña, Guam 96910-5174

T: 671.475.3589 F: 671.475.3337
E-mail: salokoa@guamsupremecourt.com

2020 FEB 26 AM 11:34

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2 attachments

Judicial Council February 20, 2020 Regular Meeting Packet.zip
2142K

Resolution No. JC20-008 re Appointment of Executive Secretary and Assistant Secretary.pdf
204K

1593

JUDICIAL COUNCIL OF GUAM
REGULAR MEETING
THURSDAY, FEBRUARY 20, 2020 | 12:00 PM
JUSTICE MONESSA G. LUJAN APPELLATE COURTROOM

AGENDA

I. CALL TO ORDER

II. PROOF OF DUE NOTICE OF MEETING: February 13, 2020
February 18, 2020

III. DETERMINATION OF QUORUM

IV. READING AND DISPOSAL OF MINUTES: January 16, 2020 Regular Meeting

V. OLD BUSINESS
A. Judiciary FY20 Remittances pursuant to P.L. 35-36
B. Update on Capital Improvement Projects

VI. NEW BUSINESS
A. JC Resolution Commending Justice Katherine A. Maraman for term as Chief Justice
B. JC Resolution for Acquisition of Properties
C. JC Resolution Certifying Need for Vacancy of Judge Michael J. Bordallo
D. JC Resolution Relative to Updating Signature Card For Account Held by the Judiciary for the Purpose of Utilizing a Debit/Check Card
E. JC Resolution to Ratify Administrator of the Courts Kristina Baird
F. JC Resolution Amending the Job Standard and Pay Grade Reassignment of the Assistant Procurement Administrator Position
G. JC Resolution Appointing June Bells Cariño as the Judicial Council Secretary
H. Appointment of Fred Horecky to Judicial Council Advisory Committee Board
I. Night Court Docket
J. FY2021 Budget Process Timeline
K. Notice of Next Meeting (March 19, 2020)

VII. COMMUNICATIONS

VIII. PUBLIC COMMENT
A. Guam Bar Association – President's Report
B. Court Employees Association

IX. ADJOURNMENT

BASKETBALL continued from page 32

under mandatory quarantine.

Channel News Asia, a media organization based in Singapore, reported Feb. 4 that an infected 80-year-old man boarded the ship in Yokohama, Japan, Jan. 20 and disembarked in Hong Kong Jan. 25.

China, Hong Kong, Macau restrictions

As the fear of the virus and the virus itself spread, two of the cruise industry's largest companies are taking action.

Initially, Royal Caribbean International issued a travel ban for all passport holders from China, Macau and Hong Kong.

On Tuesday, RCI lessened restrictions but maintains a strict quarantine.

"Our 15-day restriction on all individuals who have traveled from, to or through mainland China, Hong Kong, and Macau remains in effect, and so do restrictions on individuals who have been in close contact with persons who have traveled from, through or to China, Hong Kong and Macau in the past 15 days," RCI stated on its website. ... "We encourage holders of China, Hong Kong and Macau passports to be aware of the potential for a disrupted vacation, and to contact us with any questions."

Norwegian Cruise Lines, which operates throughout Asia and the world, remains steadfast with potential customers from China, Hong Kong and Macau.

"Any guest that holds a Chinese, Hong Kong or Macau passport will be unable to board any of our ships, regardless of residency," NCL stated on its website. ...

"Guests who have traveled from, visited or transited via airports in China, including Hong Kong and Macau, within 30 days of their voyage embarkation, regardless of nationality, will not be allowed to board any of our vessels.

"The standard incubation period recognized by the WHO and U.S. CDC for this virus is 14 days."

Guam follows guidelines

The A.B. Won Pat Guam International Airport Authority is following federal travel guidelines. This means travelers from Hong Kong are allowed entry into Guam unless they show symptoms that will trigger an assessment by Guam public health officials and a 14-day quarantine if necessary.

Guam doesn't have direct flights from Hong Kong and no charter flights were scheduled as of Wednesday. The outright travel ban for travelers from China into the United States applies to foreigners who have been to China within 14 days prior to their travel. U.S. citizens and permanent residents are required to adhere to a 14-day quarantine in one of 14 designated U.S. points of entry if they've traveled from China two weeks prior to their trip, according to federal travel guidelines.

"We follow U.S. DOT regulation," said Rolenda Lujan Faasuamalie, marketing administrator for the Guam Airport Authority. "If they've been in mainland China in (the) past 14 days and foreign national, they will not be able to be transported to any U.S. port."

If passengers exhibit symptoms, airlines have been instructed to alert Guam Customs and Quarantine, who alert the Guam Department of Public Health and Social Services for screening, she said.

Guam has no reported cases of the novel coronavirus.

Guam is ready to ball

With safeguards in place, the Guam vs. Hong Kong game will go on as scheduled.

"I understand the concerns surrounding this game, but everyone flying in with the Hong Kong national team have to meet strict requirements and testing before coming to Guam," Stinnett said. "I would think Hong Kong is also doing everything necessary to ensure that their citizens and country are safe from traveling and having a chance of anything happening to them, as well. So, they won't be traveling if they felt they were at risk."

EJ Calvo, the head coach of Guam's national basketball team, also doesn't feel the Hong Kong team and their traveling companions pose a health risk.

"There is as much risk from Japanese and Korean tourists, where there are cases of the virus," Calvo said. "Hong Kong is not mainland China, and there is a ban on anyone who has visited mainland China."

"Tourists from Asia arrive daily by the hundreds. We're talking about 12 athletes and four coaches that are professional ... and focused on their performance and health."



ACCESS DENIED: *The MS Westerdam, part of the Holland America Line fleet, is shown at sea in this undated file photo. The Westerdam, with 800 passengers who embarked in Hong Kong Feb. 1, was denied entry to Guam's port. Amid the global novel coronavirus scare, the ship remains unable to pull into port. Photo courtesy of Holland America Line*

CHamoru Land Trust Commission
(Kumision Inangokkon Tano' CHamoru)

CHamoru Land Trust Commission Board Meeting
Thursday, February 20, 2020, 1:00 p.m.,
Department of Land Management Conference Room, 3rd Floor, ITC Building,
590 S. Marine Corps Drive, Tamuning.
Public Comment is scheduled for 4:30 p.m.

The agenda may be viewed at http://dlm.guam.gov/announcements-2

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This ad is paid by CLTC funds.

PUBLICATION NOTICE

In accordance with the provisions of Guam Code Annotated, Title XI, Chapter III, Section 3315, notice is hereby given that:

DILIPY, TERRY P.
dba: T-ALL FRIENDS-B LOUNGE

has applied for a Class: **Four (4) General-On-Sale Alcoholic Beverage License** said premises being marked as Lot: 10111-5NEW-R1 Units 218/219 Dededo Center 1051 Rt. 1 Wusstig Rd., Dededo.

JUDICIAL COUNCIL OF GUAM
Suite 300 Guam Judicial Center
120 West O'Brien Drive
Hagåtña, Guam 96910-5174
Tel: (671) 475-3589 Fax: (671) 475-3337
www.guamcourts.org

NOTICE OF PUBLIC MEETING

The **Judicial Council of Guam** will conduct its monthly meeting on **Thursday, February 20, 2020, in the Justice Monessa G. Lujan Appellate Courtroom located on the 3rd Floor of the Guam Judicial Center, 120 West O'Brien Drive in Hagåtña at 12:00 p.m.** The agenda will be made available prior to the meeting.

Any person(s) needing special accommodations, auxiliary aids or services, please contact the Administrator of the Courts at 475-3544, or Shelterihna T. Alokoa at 475-3589.

/s/ CHIEF JUSTICE F. PHILIP CARBULLIDO
Chairman



Cassidy's ASSOCIATED INSURERS

Presents

Chamorro Activity

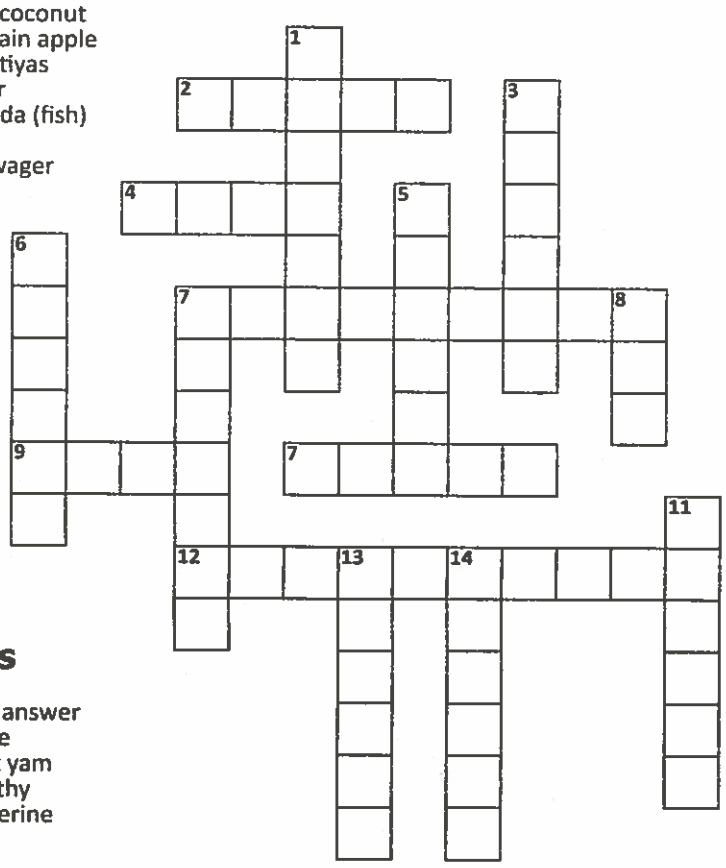
A great way to learn and increase your Chamorro Vocabulary is by doing Crossword Puzzles. Crossword puzzles provide hours of enjoyment and challenge. With practice and patience you'll be done in no time!

A	Q	W	I	C	A	O	H	A	A	C	G
T	M	A	M	N	K	A	L	T	F	U	A
I	F	X	I	A	R	J	E	S	V	V	S
H	K	K	B	I	I	L	A	O	H	Q	G
G	A	O	N	I	K	P	E	P	P	O	A
N	U	A	D	I	N	B	E	A	M	Q	S
A	S	L	S	D	T	A	P	U	K	A	M
L	U	I	A	T	A	G	K	B	Y	B	Z
A	B	X	E	Q	C	S	D	L	Y	R	A
L	H	I	N	E	K	S	A	A	E	A	M
X	L	D	A	D	A	D	D	E	K	B	X
A	W	W	L	F	E	K	T	B	S	U	Z

ALU	baracuda (fish)
APOSTA	bet, wager
BINAKLE	vinegar
BISIKLETA	bicycle
BRABU	healthy
DADDEK	young coconut
GASGAS	clean
HARINA	flour titiyas
HINEKSA'	cooked rice
LALANGHITA	tangerine
MAIPE	hot
MAKUPA	mountain apple
NIKA	sweet yam
OPPE	reply, answer
SADDOK	river

Down

1. cooked rice
3. young coconut
5. mountain apple
6. flour titiyas
7. vinegar
8. baracuda (fish)
11. river
13. bet, wager
14. clean



Across

2. hot
4. reply, answer
7. bicycle
9. sweet yam
10. healthy
12. tangerine

Across: 2. maipe 4. oppe 7. bisiketa 9. nika 10. brabu 12. lalanghita
Down: 1. hineksa 3. daddek 5. makupa 6. harina 7. binakle 8. alu 11. saddok 13. apposta 14. gasgas

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FRUSTRATION: *People wear protective masks as they walk through the financial central district, following the outbreak of the new coronavirus, in Hong Kong, China Feb. 10. Tyrone Siu/File Photo/Reuters*

Hong Kong protesters rally against planned virus quarantine centers

HONG KONG (Reuters) - Hundreds of demonstrators rallied for a second day in Hong Kong on Sunday to protest against plans to turn some buildings into coronavirus quarantine centers, reviving anti-government protests in the Chinese-ruled city.

The virus has opened a new front for protesters after months of demonstrations over the perceived erosion of freedoms had largely fizzled out over the past month, as people stayed at home amid fears of a community outbreak of the virus.

About 100 people braved rain in the New Territories district of Fo Tan, where authorities plan to use a newly built residential development that was subsidized by the government as a quarantine center. Riot police stood by.

A 38-year-old mother of two said she had waited eight years for her home in the Chun Yeung estate and was expecting to get her keys by the end of this month.

"There's no consultation and we don't know how long they'll use Chun Yeung estate. That's why we are so mad," she the woman.

Father-of-two Koby, 36, also expressed frustration at not being told for how long the public housing might be used for quarantine.

"I've waited eight years. I have two children studying in kindergarten and have already transferred them to the school in Fo Tan," he said.

Protesters gathered in other districts on Sunday.

With Hong Kong property prices among the most expensive in the world, owning a home is a distant dream for many, and frustration over housing has triggered protests in the past.

Many Hong Kong people, already angry about what they see as meddling by Beijing in the former British colony's affairs - which it denies - have criticized the government's handling of the virus scare, piling pressure on embattled city leader Carrie Lam.

On Friday, the government sought to appease families that have been allocated a flat in the Fo Tan estate by pledging a special subsidy.

Three weeks ago, protesters set alight the lobby of a newly built residential building in another district in the New Territories, that authorities had planned to use as a quarantine facility. The government dropped the plan.

Hong Kong has had 57 confirmed cases of the coronavirus. One person has died of it in the city.

Some Hong Kong people have called on the city government to seal the border with the mainland to block the virus but Lam has ruled that out.

JUDICIAL COUNCIL OF GUAM

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NOTICE OF PUBLIC MEETING

The **Judicial Council of Guam** will conduct its monthly meeting on **Thursday, February 20, 2020, in the Justice Monessa G. Lujan Appellate Courtroom located on the 3rd Floor of the Guam Judicial Center, 120 West O'Brien Drive in Hagåtña at 12:00 p.m.** The agenda will be made available prior to the meeting.

Any person(s) needing special accommodations, auxiliary aids or services, please contact the Administrator of the Courts at 475-3544, or Shelterihna T. Alokoa at 475-3589.

/s/ CHIEF JUSTICE F. PHILIP CARBULLIDO
Chairman

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Suite 300 Guam Judicial Center
120 West O'Brien Drive
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Tel: (671)475-3589 Fax: (671)475-3337

★★★★

Hon. Katherine A. Maraman
Chairwoman

Hon. F. Philip Carbullido
Member

Hon. Robert J. Torres
Member

Hon. Alberto C. Lamorena, III.
Member

Hon. Arthur R. Barcinas
Member

★★★★

Advisiory Committee Members:

Hon. Michael J. Bordallo

Hon. Anita A. Sukola

Hon. Vernon G. Perez

Hon. Maria T. Cenzon

Hon. Elyze M. Iriarte

Atty. Jacqueline T. Terlaje

Atty. Ignacio C. Aguigui

★★★★

Administrator of the Courts:
John Q. Lizama

Judicial Council Secretary:
Shelterihna T. Alokoa

JUDICIAL COUNCIL OF GUAM
THURSDAY, JANUARY 16, 2020
Justice Monessa G. Lujan Appellate Courtroom
Guam Judicial Center

MINUTES

I. CALL TO ORDER

The Regular Meeting of the Judicial Council was called to order by the Chairwoman, Chief Justice Katherine A. Maraman at the hour of 12:11 p.m.

ROLL CALL:

Chief Justice Katherine A. Maraman
Justice F. Philip Carbullido
Justice Robert J. Torres (present via teleconference)
Presiding Judge Alberto C. Lamorena III
Judge Arthur R. Barcinas

Advisory Committee Members:
Ms. Janice Camacho, Secretary, Guam Bar Association
Mr. Joseph Perez, Member-At-Large, Guam Bar Association

Also Present:
Mr. John Q. Lizama, AOC
Ms. Marcelene Santos, Public Guardian
Mrs. Hannah G. Arroyo, Clerk of Court, Supreme Court
Mrs. Danielle Rosete, Clerk of Court, Superior Court
Mrs. Erica Eschbach, Staff Attorney, Supreme Court
Ms. Cerina Mariano, Court Programs Administrator
Mr. Eulogio Gumataotao, Director of Policy, Planning & Community Relations
Mrs. Barbara Jean Perez, HR Administrator
Mr. Troy Pangelinan, Marshal of the Courts
Ms. Rossanna Villagomez-Aguon, Chief Probation Officer
Ms. Ma. Dianne Ollet Gudmalin, FMD Administrator
Mr. Robert Gaminde, Senior Systems Programmer, MIS
Ms. Kristina Baird, Staff Attorney

Ms. Virginia Yasuhiro, CSFC Administrator, Client Services and Family Counseling Division
Ms. Joleen Cepeda, Procurement
Ms. Jeanette Quintanilla, IFIK President
Mr. Joshua Artero, IFIK Treasurer
Ms. Sandra L. Damian, Court Reporter, C& M
Ms. Thelma R. Perez, Court Reporter, C& M
Mrs. Marie Lizama, Guest of Mr. Lizama
Mr. Dominic Lizama, Guest of Mr. Lizama
Ms. June Bells Cariño, Chamber Administrator
Ms. Shelterihna Alokoa, Chamber/Courtroom Clerk

II. PROOF OF DUE NOTICE OF MEETING

Due publication of the five-day and two-day Notices of Meeting of the Judicial Council, as required under the Open Government Law, were published in the Guam Daily Post. Acknowledgements on file.

III. DETERMINATION OF QUORUM

With the presence of five (5) Judicial Council members, a quorum was determined for this meeting.

IV. READING AND DISPOSAL OF MINUTES: December 19, 2019 Regular Meeting

Presiding Judge Lamorena moved to approve the Minutes for the December 19, 2019 Regular Meeting, subject to correction. Justice Torres seconded the motion. Chief Justice Maraman called an oral vote. Justice Torres abstained from voting because he was not present at the last Council meeting. The other four Council members voted in favor; the minutes were approved.

V. OLD BUSINESS

A. Judiciary FY20 Remittances pursuant to P.L. 35-36

Mr. Lizama reported that an allotment payment totaling $1,233,377.00 had been received on January 14, 2020. He stated that the next allotment is due on January 28, 2020 which will bring the remittances to 100%.

B. Update on Loan and RFP for Interim Financing and On-going Renovation Projects

Mr. Lizama announced that he and Chief Justice Maraman signed the final loan packet from the Bank of Guam which includes the promissory note, the credit agreement, and the pledge of assignment of the Judicial Building Fund as part of the $15,000,000.00 loan. He thanked the negotiation team members, Staff Attorney Kristina Baird, DPPCR Shawn Gumataotao, FMD Administrator Ma. Dianne Gudmalin, and Assistant Procurement Administrator Marissa Antonio.

Chief Justice Maraman reported that the JOG received the appraisal report for the San Ramon building which values the property at $1,450,000.00. She and Mr. Lizama noted that the appraisal value is a significant difference from the $2,700,000 than the original price. They noted that the appraisal value will affect the ongoing acquisition negotiations. They concluded by stating that there will be an engineering study done on the building to evaluate its structural soundness.

VI. NEW BUSINESS

****Chief Justice Maraman asked Council if she could move to Agenda Item VI. B. There was no objection from other Council members.** She said that, as noted in the proposed resolution, the governor of Guam had signed a measure that increased the monthly stipend for the Guam Police Department Reservists to $500. Chief Marshal Troy Pangelinan stated that the proposed resolution would increase the VDMR's monthly stipend from $450 to $500. He noted that this increase was needed for the program to have competitive wages and detain reservists in the program. Ms. Gudmalin discussed how the increase would affect the JOG's FY2020 budget. Mr. Pangelinan and Judge Barcinas commented on the importance of the VDMRs and their role in the judiciary's safety measures. **Presiding Judge Lamorena moved to adopt the resolution, subject to correction, and Judge Barcinas seconded the motion. Chief Justice Maraman called an oral vote. All Council members voted in favor; the resolution was unanimously approved.**

A. Certificate of Commendation for Mr. John Q. Lizama

*Please see page 4

B. JC Resolution re Stipend for Volunteer Deputy Marshal Reservists (VDMR)

*Please see first paragraph under New Business.

C. Notice of Next Meeting (February 20, 2020)

Chief Justice Maraman announced that the next Judicial Council meeting will be on February 20, 2020.

VII. COMMUNICATIONS

A. Certificate of Condolence for the Family of the Late Barry Quinata

Chief Justice Maraman reported that the Judiciary had given a Certificate of Condolence to the family of the Late Mr. Barry Quinata, former JOG Facilities Maintenance Superintendent. She stated that said certificate had been presented by the JOG judicial officers and division heads to the family at Mr.Quinata's wake on January 13, 2020. She also thanked the Procurement and Facilities Division for organizing the meal served at one of the rosary nights. She thanked all JOG employees for their contributions.

Mr. Lizama also recounted that, on the day of Mr. Quinata's interment, January 15, 2020, Mr.Quinata's hearse and family members drove by the Guam Judicial Center main parking lot. He added that a line of JOG employees greeted the queue of cars and the JOG law enforcement officers stood at attention.

VIII. PUBLIC COMMENT

A. Guam Bar Association – President's Report

Mr. Joseph Perez and Ms. Janice Camacho from the Guam Bar Association (GBA) reported, as President Terlaje was in a trial. Mr. Perez stated that the GBA Board and members thank the JOG for holding the roundtable discussion on December 30, 2019. He concluded saying that the annual GBA meeting will be on March 26, 2020 and more details will be sent out once finalized.

****At 12:24 p.m., Chief Justice Maraman went back to Agenda Item VI. A.**
Mr. Lizama was brought forward. Chief Justice Maraman presented the Certificate of Commendation. All Council members respectively shared accolades and the numerous achievements of Mr. Lizama. They also thanked him for his 28 years of service. Mr. Lizama, along with his wife, Mrs. Marie Lizama, thanked the judiciary.

****At 12:39 p.m., a brief recess was called for a photography session.**
****At 12:51 p.m., the meeting was called back to order.**

B. Court Employees Association

Treasurer Joshua Artero read aloud the closing report of the 2019 IFIK Board. He stated that, as of January 16, 2020, IFIK had a membership of 233 employees and a closing balance of $6,237.87. President Jeanette Quintanilla announced the new 2020 IFIK board members and the Board of Governors is as follows:

- President Jeannette Quintanilla;
- Vice- President Cynthia Sablan;
- Treasurer Lowella Caburian; and
- Secretary Jaylene E. San Nicolas.

She noted that the IFIK subcommittee, the Law Enforcement Morale Committee, is planning a golfing tournament called the Justice Cup. Ms. Quintanilla stated that the Justice Cup will be on February 29, 2020 and the proceeds will go to the upcoming Law Enforcement Awards and Recognition Ceremony. Council members thanked the 2019 IFIK board.

**** At 12:55 p.m., Chief Justice Maraman called for a recess to begin Executive Session.**
**** At 12:57 p.m., the Judicial Council Executive Session began.**

IX. EXECUTIVE SESSION

Chief Justice Maraman, Justice Carbullido, Justice Torres, Presiding Judge Lamorena, Judge Arthur Barcinas, AOC John Lizama, Staff Attorney Kristina Baird, Court Reporter Sandra L. Damian, Court Reporter Thelma R. Perez, and Council Secretary Shelterihna T. Alokoa were present during the Executive Session.

****At 1:27 p.m., Chief Justice Maraman moved to rise to regular session. The public meeting of the Judicial Council resumed.**

Chief Justice Maraman stated that Council members moved to seal the executive session minutes beyond the regular 6 months so there was no report.

X. ADJOURNMENT

Chief Justice Maraman moved to adjourn. All other Council members seconded the motion. The meeting was adjourned at 1:27 p.m.

Respectfully submitted this 18th day of February, 2020.

SHELTERIHNA T. ALOKOA
Secretary,
Judicial Council of Guam

APPROVED AT A DULY NOTICED JUDICIAL COUNCIL MEETING ON THURSDAY, FEBRUARY 20, 2020

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO RELATIVE TO COMMENDING JUSTICE KATHERINE A. MARAMAN FOR HER SERVICE TO THE JUDICIARY OF GUAM

WHEREAS, Associate Justice Katherine A. Maraman was appointed as Chief Justice of Guam on January 7, 2017 under Promulgation Order PRM l7-001, and served as the Chair of the Judicial Council of Guam pursuant to 7 GCA § 5101; and

WHEREAS, pursuant to 7 GCA § 3103(i), the Honorable Katherine A. Maraman's term as Chief Justice expired on Tuesday, January 21, 2020; and

WHEREAS, as Chief Justice and the Chair of the Judicial Council, the Honorable Katherine A. Maraman will be best remembered as the first woman to hold the position of Chief Justice of Guam and as a leader who was pioneering and innovative in her approach to advancing the operations of the Judiciary of Guam; and

WHEREAS, as Chief Justice and the Chair of the Judicial Council, the Honorable Katherine A. Maraman led the Judiciary in many important projects and undertakings, including the following:

- Conversion of the DWI Court to a specialized treatment court within the Superior Court of Guam.
- Authorization and approval of the $15,000,000 financing and loan for critically needed capital improvement projects, real property acquisitions.
- Establishment of the Guam Adult Reentry Court Program.
- Implementation of cost-saving measures to ensure the continuation of the administration of justice in the face of budget and appropriations reductions.
- Opening of the Judicial Education Center.
- Establishing the Judiciary's Employee Assistance Program.
- Amending the Guam Rules of Professional Conduct.
- Amending the Rules Governing Admission to the Practice of Law.
- Establishing an interim rule on proceedings in which a lawyer is to be declared incompetent or alleged to be incompetent.
- Affirming the need for, and recommending the appointment of, an eighth judge of the Superior Court of Guam.
- Establishment of the Judiciary's first formal Service Animal Policy.
- Establishing the Judiciary's Electronic Monitoring Program.
- Approval of the Judiciary's Tax Refund Offset Program.
- Holding the first Institute for Court Management Course.
- Launching of the Guam Immediate Violation Enforcement Program (GIVE).
- Hosting the 2017 Pacific Judicial Council Probation Officer Training and Environmental Law & Science Conference.
- Establishment of the Guam Family Recovery Program (GFRP).
- Implementation of the National Guardianship Network's Working Interdisciplinary Networks of Guardianship Stakeholders Program (WINGS).
- Launched the Civil Justice Reform Initiative and recruitment of a Civil Case Manager and establishment of a Civil Case Management Team.
- Hosted the first Judiciary Law Enforcement Awards Banquet.

- Received in 2017, 2018, and 2019, respectively, on behalf of the Judiciary, the fourth, fifth and sixth consecutive Pro Patria Award from the Employer Support of the Guard and Reserve Guam-CNMI Committee (ESGR).
- Received on behalf of the Judiciary, the sixth and seventh national ABA Law Day Outstanding Activity Awards for Best Public Program.
- Participation by the Judiciary for the first time in the *Kontra I Pilugru* Exercise
- Hosted the Leading Change-Mapping Resources Workshop with the Officer of the Lieutenant Governor to advance community-based solutions for justice-involved people with mental and substance abuse disorders.
- Hosted the Pacific Judicial Council Biennial Conference in 2019.
- Received in 2019 on behalf of the Judiciary the Gold Award for the 2018 Citizen Centric Report.
- UOG-Judiciary Master of Public Administration Cohort graduation in May 2017 for 12 JOG employees.
- Expansion of the Judicial Employee Training and Development Program.
- Continuation of the Judiciary's Probation Reform Initiatives in 2017.
- Establishment of the Court-Appointed Special Advocates Program (CASA) in 2017.
- Improved and enhanced the Criminal Justice Automation Commission (CJAC).
- Implemented the Volunteer Guardian Ad Litem Program.
- Implemented the Equal Employment Opportunity Policy for staff and judicial officers.

NOW, THEREFORE, BE IT RESOLVED that the Judicial Council recognizes the efforts of the Honorable Katherine A. Maraman as Chief Justice and the Chair of the Judicial Council to the Judiciary of Guam; and

BE IT FURTHER RESOLVED that the Judicial Council hereby extends heartfelt *Dangkolo Na Si Yu'us Ma'ase* to Justice Katherine A. Maraman for her service as Chief Justice and the Chair of the Judicial Council to the Judiciary and people of Guam for her service from 2017-2020.

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

F. PHILIP CARBULLIDO
Chief Justice of Guam &
Chairperson, Judicial Council of Guam

ROBERT J. TORRES, Member
Associate Justice, Supreme Court of Guam

ALBERTO C. LAMORENA, III, Member
Presiding Judge, Superior Curt of Guam

ARTHUR R. BARCINAS, Member
Judge, Superior Court of Guam

MICHAEL J. BORDALLO
Judge, Superior Court of Guam

ANITA A. SUKOLA
Judge, Superior Court of Guam

VERNON P. PEREZ
Judge, Superior Court of Guam

MARIA T. CENZON
Judge, Superior Court of Guam

ELYZE M. IRIARTE
Judge, Superior Court of Guam

BENJAMIN C SISON, JR.
Magistrate Judge, Superior Court of Guam

JONATHAN R. QUAN
Magistrate Judge, Superior Court of Guam

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO THE ACQUISITION OF PROPERTIES

WHEREAS, recognizing the need to expand the capacity of the Judiciary to improve the efficient administration of justice to the people of Guam, in JC Resolution No. 10-021 the Judicial Council approved the 2010 Facilities Master Plan; and

WHEREAS, the Master Plan contemplated purchase of the San Ramon Building, which is adjacent to the Judicial Center on Esperanza Street; and

WHEREAS, in 2015, *I Liheslaturan Guahan* in Public Law 33-066, codified at 7 GCA § 9512, authorized the Judicial Council to seek financing for facility repairs, improvements and acquiring real property delineated in the Master Plan approved in JC Resolution No. 10-021; and

WHEREAS, in JC Resolutions No. 15-025 and No. 17-016, the Judicial Council authorized a Request for Proposals, RFP No. 19-03, to secure financing under 7 GCA § 9512 and set forth a priority list of projects to be paid for by the financing; and

WHEREAS, in JC Resolution No. 19-026, the Judicial Council set forth a revised list of priority projects to be undertaken and financed under 7 GCA § 9512; and

WHEREAS, the Judicial Council now desires to purchase the San Ramon Building to house critical Judiciary divisions and to enable other projects on that list of priorities to begin.

NOW, THEREFORE, BE IT RESOLVED that the Chief Justice, along with his designees, to include the Administrator of the Courts, are authorized to enter into negotiations and consummate the purchase of the San Ramon Building; and

BE IT FURTHER RESOLVED, that the Chief Justice shall negotiate a fair price considering the fair market value of the San Ramon Building.

BE IT FURTHER RESOLVED, that the Chief Justice and the Administrator of the Courts are authorized to finalize negotiations and execute any documents or instruments required for the purchase of the San Ramon Building.

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____

F. PHILIP CARBULLIDO, Chairman

Dated: _____

ATTEST:

_____

SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO THE VACANCY ON THE BENCH OF THE SUPERIOR COURT OF GUAM RESULTING FROM THE RESIGNATION OF THE HONORABLE MICHAEL J. BORDALLO

WHEREAS, the Honorable Michael J. Bordallo has resigned from his position as judge of the Superior Court of Guam effective February 17, 2020 as shown in the attached letter; and

WHEREAS, the matter of the vacancy created by Judge Bordallo's resignation was communicated by the Chief Justice to the members of the Judicial Council in advance of its duly noticed February 20, 2020 meeting;

WHEREAS, under 7 GCA § 4101(b) and (c), the Judicial Council here determines a need to fill the vacancy resulting from the resignation of the Honorable Michael J. Bordallo to fulfill the duties and carry out the business of the Superior Court.

NOW, THEREFORE, the Judicial Council does hereby authorize the Chief Justice to certify the existence of a vacancy of a judge on the Superior Court of Guam and to notify *I Maga'Haga* [the Governor] of the immediate need to fill the vacancy and request the Governor to appoint a new judge in accordance with applicable law.

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____

F. PHILIP CARBULLIDO, Chairman

Dated: _____

ATTEST:

_____

SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

JC20-004 Exhibit A

JUDICIARY OF GUAM
Guam Judicial Center
120 West O'Brien Drive · Hagåtña, Guam 96910
Telephone: (671)475-3384 · Facsimile: (671)477-8016

Chambers of
Hon. Michael J. Bordallo
Judge

February 5th, 2020

Governor Lourdes A. Leon Guerrero
Maga Haga – Governor of Guam
513 West Marine Corps Drive
Ricardo J. Bordallo Complex
Hagatna, GU 96910

Chief Justice F. Philip Carbullido
Chief Justice, Supreme Court of Guam
Judiciary of Guam
120 West O'Brien Drive
Hagatna, Guam 96910

Dear Govenor Leon Guerrero and Chief Justice Carbullido,

As you know, Chief Judge Francis Tydingco-Gatewood has graciously appointed me as the next Magistrate Judge of the U.S. District Court of Guam. I am accepting the appointment and am scheduled to be sworn in on February 14th. I will begin my duties as magistrate judge on February 17th, 2020.

Therefor, I am resigning as Judge of the Superior Court of Guam effective at the close of business, February 13th, 2020. While I have enjoyed these last twenty-two years on the bench, the time has come to begin a new adventure.

I wish to thank you for the opportunity to serve the people and please do not hesitate to contact me in the future if I can be of further assistance.

Si Yu'os Ma'ase

Honorable Michael J Bordallo
Judge, Superior Court of Guam

Cc: Administrator of the Courts of Guam

JUSTICE FOR ALL
RECEIVED
CHAMBER OF CHIEF JUSTICE
F. PHILIP CARBULLIDO
BY:
DATE: 02/06/2020
TIME: 8:50 AM
SUPREME COURT OF GUAM

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO UPDATING SIGNATURE CARD FOR ACCOUNT HELD BY THE JUDICIARY FOR THE PURPOSE OF UTILIZING A DEBIT/CHECK CARD

WHEREAS, this Council, in its Resolution No. JC13-016, attached hereto and incorporated herein, authorized the Administrator of the Courts and Controller to secure a debit/check card from a banking institution in Guam to be utilized in accordance with the Administrator of Courts' Procurement Policy for Debit Cards; and

WHEREAS, the Administrator of the Courts and the Controller opened an account, at First Hawaiian Bank, on behalf of the Judiciary for this authorized purpose; and

WHEREAS, some of the individuals whose signatures were denominated as authorized for the account in Judicial Council Resolution No. 17-019 have since ceased employment with the Judiciary; and

WHEREAS, the banking institution, First Hawaiian Bank, has requested that this Council specifically authorize, in the form of this Resolution, any updates to the authorized signatures for the account.

NOW, THEREFORE, BE IT RESOLVED that Judicial Council Resolution No. 17-019 is repealed and the signatory authorizations therein are no longer authorized; and

BE IT FURTHER RESOLVED that the Judicial Council hereby authorizes the following individuals to serve as authorized signers for the debit/check card account at First Hawaiian Bank and the other accounts at the Bank of Guam, Bank Pacific and ANZ Bank:

Kristina Baird, Administrator of the Courts
Robert S. Cruz, Deputy Director
Ma. Dianne O. Gudmalin, Finance Administrator
Danielle R. Rosete, Clerk of the Superior Court of Guam
Marcelene C. Santos, Public Guardian
Andrew S. Quenga, Staff Attorney

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____
F. PHILIP CARBULLIDO, Chairman

Dated:_____

ATTEST:

_____
SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO RATIFYING THE APPOINTMENT OF KRISTINA BAIRD TO THE POSITION OF ADMINISTRATOR OF THE COURTS

WHEREAS, on January 30, 2020, in Supreme Court of Guam Administrative Order No. ADM20-001, Chief Justice F. Philip Carbullido, under 48 U.S.C.A. §§ 1424-1(b)(2) and (3), appointed former Judiciary of Guam Staff Attorney Kristina Baird to the position of Administrator of the Courts of Guam; and

WHEREAS, Kristina was the Judiciary's Staff Attorney from 2017-2020 and provided exemplary service to the Judiciary and gained much institutional knowledge of the Judiciary's operational and administrative processes and systems; and

WHEREAS, before becoming Staff Attorney, Kristina had twenty five years of experience in the public and private sector, including as an Assistant Attorney General with the State of Ohio Attorney General's Office, and as an associate attorney with the Guam law firms of Klemm, Blair, Sterling & Johnson and Horecky & Associates; and

WHEREAS, Kristina holds an LLM in taxation from Southern Methodist University Dedman School of Law and a Juris Doctorate from Capital University; and

WHEREAS, Kristina is well-qualified to serve as Administrator of the Courts of Guam; and

WHEREAS, prior to the enactment of 48 U.S.C.A. §§ 1424-1(b)(2) and (3), under 7 GCA § 7103(c), the Judicial Council was given the authority to appoint the Administrator of the Courts of Guam.

NOW, THEREFORE, the Judicial Council does hereby ratify the appointment of Kristina Baird to the position of Administrator of the Courts of Guam by the Chief Justice in Supreme Court of Guam Administrative Order No. ADM20-001 together with all authority vested in such position.

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____

F. PHILIP CARBULLIDO, Chairman

Dated: _____

ATTEST:

_____

SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO AMENDING THE JOB STANDARD AND PAY GRADE REASSIGNMENT OF THE ASSISTANT PROCUREMENT ADMINISTRATOR POSITION

WHEREAS, the duties and responsibilities of the Assistant Procurement Administrator have evolved to include a multitude of strategic procurement activities and facilities projects related to the Judiciary's Master Plan and capital improvement projects; and

WHEREAS, such activities and projects require a detailed understanding of laws, regulations and codes associated with procurement and construction requirements; and

WHEREAS, over the immediate and foreseeable future, the Judiciary of Guam will require the Assistant Procurement Administrator to continue to play a critical role in upcoming major capital improvement projects; and

WHEREAS, the Judiciary's Human Resources Office has completed a classification review for the Assistant Procurement Administrator position and has found the need to amend the job standard and pay grade of that position; and

WHEREAS, based upon that review, the Human Resources Office recommends the conversion of the position of Assistant Procurement Administrator to the position of Deputy Procurement & Facilities Management Administrator is necessary and consistent with Judicial Council Resolution JC14-016 and the Competitive Wage Act of 2014; and

WHEREAS, the Administrator of the Courts has agreed with the findings of the Human Resources Office in this matter and recommends approval as shown in the attached memorandum.

NOW, THEREFORE, BE IT RESOLVED that the Judicial Council does hereby approve the amended job standard and change of position title from Assistant Procurement Administrator to Deputy Procurement & Facilities Management Administrator at Pay Grade GPP-Q as shown in the attached Job Standards description (Exhibit B).

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____

F. PHILIP CARBULLIDO, Chairman

Dated: _____

ATTEST:

_____

SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

JC20-007 EXHIBIT A

JUDICIARY OF GUAM

Administrative Office of the Courts
Guam Judicial Center • 120 West O'Brien Dr • Hagåtña, Gu. 96910
Tel: (671) 475-3544 • Fax: (671) 477-3184

HON. F. PHILIP CARBULLIDO
CHIEF JUSTICE

HON. ALBERTO C. LAMORENA III
PRESIDING JUDGE

KRISTINA L. BAIRD
ADMINISTRATOR OF THE COURTS

February 14, 2020

MEMORANDUM

To: Chief Justice
Members, Judicial Council of Guam

From: Administrator of the Courts

Subject: **Amended Job Standard & Pay Grade Reassignment**
Ref: Assistant Procurement Administrator

Chief Justice and Members of the Guam Judicial Council:

The Human Resources Office completed a classification review for the Assistant Procurement Administrator position. This review is in accordance with Judicial Council Resolution JC14-016 and the Competitive Wage Act of 2014 ("CWA"), Classification and Compensation Implementation Policy and Procedures, Section XV, Pay Grade Reassignment. Based on the findings and recommendations submitted, I hereby request the Judicial Council's approval for the adoption of an amended Job Standard for the position which simultaneously changes the position title, pay grade and minimum experience and training requirements.

To complete the study, functional charts, position description questionnaire and comparable classifications were utilized to conduct the analysis. This revealed that the Hay Evaluation Points and assigned Pay Grade of GPP-N adopted in January 1996 is not aligned with the overall management of procurement and facilities administration. The duties and responsibilities of this position have evolved to include a multitude of strategic procurement activities and facilities projects related to the Judiciary's Master Plan and Capital Improvement Projects. Coupled with a myriad of laws, codes and regulations associated with executing these programs and projects.

In the next two (2) years, the position will play a critical role in the completion of seven (7) phases of Capital Improvement Projects & Activities. These include construction, renovations, relocation and alterations of the following properties:

1. **San Ramon Building (Temporary Renovation)**
2. **Route 4 Building**
3. **Guam Historical Courthouse**
4. **San Ramon Building (Permanent Renovation)**
5. **8th Courtroom**
6. **Guam Judicial Center**
7. **Santos Property**

I concur with the recommendation from the Human Resources Office to amend the job standard for the Assistant Procurement Administrator position to include the following:

1. **CHANGE OF POSITION TITLE:**
   To recognize the duties performed for both the Procurement & Facilities Management sections, it is recommended to change the position title from **Assistant Procurement Administrator** to **Deputy Procurement & Facilities Management Administrator**

2. **MINIMUM EXPERIENCE & TRAINING:**
   Given the accretion of duties, the minimum work and supervisory experience will increase one (1) additional year.

   FROM:

   A. Graduation with a Bachelor's degree from a recognized college or university in Public or Business Administration, plus three (3) years experience in various phases of technical procurement and supply work, inclusive of one (1) year supervisory experience; or

   B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

   Necessary Special Qualification:
   Possession of a Valid Driver's License.

   TO:

   A. Graduation from a recognized college or university with a Bachelor's Degree in Business or Public Administration, Business Law, Finance or closely related field; plus four (4) years of professional work experience in procurement, contract negotiations and management, Capital Improvement Projects, and facilities management inclusive of two (2) years supervisory experience; or

   B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Required Licenses/Certificates:

A. Certificate of Enrichment (Advanced) from the Guam Community College Procurement Program in accordance with 5GCA § 5141; and

B. Possession of a Valid Driver's License.

3. INCREASE OF HAY EVALUATION POINTS & PAY GRADE:

The duties and responsibilities have increased over the past twenty-three (23) years, to include statutory requirements mandating the position to require completion of four (4) Procurement Modules offered at the Guam Community College. It is recommended to increase the Hay Evaluation Points and Pay Grade as follows:

HAY EVALUATION POINTS:

Know-How: F- II 3 = 350
Problem Solving: E 3+ (38) = 132
Accountability: E 3 C = 152
Total Points: 417

PAY GRADE: Q

The increase in hay evaluation points descriptively recognizes a seasoned professional whose freedom to think and accountability are clearly defined and directed as it relates to procurement and facilities management, construction management and capital improvement planning. The adoption of the amended job standard will properly align the position given the nature of the job is to assist the administrator in overseeing the operational components, achieving organizational objectives and assuming the responsibilities in his/her absence.

In the event the amended job standard and pay grade is adopted, the effective date of any compensation will be prospective.

Senseramente,

Kristina L. Baird

KRISTINA L. BAIRD
Administrator of the Courts

Attachment (Amended Job Standard)

JC RESOLUTION 20-007 EXHIBIT B

	JUDICIARY OF GUAM	HUMAN RESOURCES OFFICE JOB STANDARD
CLASSIFICATION TITLE: **DEPUTY PROCUREMENT & FACILITIES MANAGEMENT ADMINISTRATOR**		ESTABLISHED DATE: January 1996 REVISED DATE: Pursuant to Judicial Council Resolution No. JC_____.
PAY GRADE: **GPP - Q**	TOTAL HAY EVALUATION POINTS: **634**	POSITION STATUS: [X] Classified [ ] Unclassified [X] FT [ ] PT
FLSA CATEGORY: [X] Exempt [ ] Non-Exempt		EEO CATEGORY: Officials/Administrator
REPORTS TO: P&FM Administrator		**APPROVED BY:** Kristina L. Baird KRISTINA L. BAIRD, Administrator of the Courts

NATURE OF WORK:
This position assists in the overall administration and coordination of the Judiciary's Procurement and Facilities Management Operations. Work emphasizes the supervision of clerical, technical, and other support staff, and the performance of diversified management-level activities.

An employee in this class is responsible for the management and supervision of Procurement & Facilities to include Capital Improvement Projects, budgeting, contract management, planning, regulatory compliance, and other project management activities as directed.

ESSENTIAL FUNCTIONS: (This is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the incumbent for this position. Duties, responsibilities and activities may change at any time with or without cause.)

Oversees the daily operations of the Central Supply Management Program, Contracting Capital Improvement Projects, Purchasing, Inventory/Asset Management, Receipt of Goods and Services, and Facilities Management.

Trains, supervises, and evaluates Procurement and Facilities Management staff; monitors attendance; approves leave requests; prepares and administers employee performance evaluations; and provides guidance in setting and accomplishing goals.

Meets regularly with the Procurement & Facilities Management Administrator and staff to plan and implement ongoing programs and projects; formulates new or revised policies and procedures; and coordinates management decisions with subordinate personnel.

Plans and prepares the budget for the Procurement & Facilities Management Office; and manages the division's budget and expenditures on a quarterly basis.

Reviews and approves the issuance of bids and/or request for proposals, to include review and approval of specifications.

Prepares, conducts and manages contract negotiations and contracts/agreements.

Provides Logos training for the Procurement modules to new and existing users.

Coordinates and confers with division managers and employees regarding general and specific supply and services; and coordinates the implementation of approved supply and service programs and procedures.

Evaluates operations, develops and modifies plans and procedures; works with administrators and supervisors to determine needs; plans programs, interprets or recommends policies and procedures; and recommends solutions to problems.

Develops and updates divisional operating procedures in accordance with policies and directives of the court; and administers the program budget and administrative policies for personnel, training and safety.

Prepares and complies statistics for a variety of reports to include budget needs, property, inventory, monthly, quarterly and annual reports.

Performs the duties of the Procurement & Facilities Management Administrator in the absence or as directed.

Maintain records and prepares reports.

Adheres to and complies with all promulgated policies, standards and codes of ethical conduct.

Performs other related work as assigned.

MINIMUM KNOWLEDGE, ABILITIES & SKILLS:
Knowledge of modern principles and practices of large scale governmental procurement and supply chain management.

Knowledge and understanding of current procurement statutes, regulations, policies, procedures, and programs.

Knowledge of business practices related to purchasing.

Knowledge of solicitation methods and their administration related to procurement & facilities.

Knowledge of generally accepted purchasing principles, established procedures, departmental guidelines, and regulatory requirement applicable to work.

Knowledge of the principles, practices and techniques of administration, organization, budget preparation, personnel management, supervision, training and development, financial administration and public relations.

Knowledge of techniques of organizing and motivating individuals and groups.

Knowledge of cost accounting as it relates to price and cost analysis.

Ability to coordinate, manage, problem solve, strategize, schedule, analyze, and plan.

Ability to effectively communicate orally and in writing, including the ability to convey complex and technical subjects in a clear, concise and positive manner.

Ability to establish schedules and to complete projects on a timely basis.

Ability to successfully deal with all persons in a fair and equitable manner.

Ability to supervise the work of professional, technical, and clerical staff engaged in procurement and facilities management activities.

Ability to evaluate and analyze program plans and operations and make recommendations regarding policies and operational methods for improvement.

Skilled with computers, including automated purchasing systems and common office software and productivity tools.

Skilled in establishing and maintaining effective working relationships with all personnel, supervisors, and vendors.

MINIMUM EXPERIENCE & TRAINING:

A. Graduation from a recognized college or university with a Bachelor's Degree in Business or Public Administration, Business Law, Finance or closely related field; plus four (4) years of professional work experience in procurement, contract negotiations and management, Capital Improvement Projects, and facilities management inclusive of two (2) years supervisory experience; or

B. Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

REQUIRED LICENSES/CERTIFICATES:

A. Certificate of Enrichment (Advanced) from the Guam Community College Procurement Program in accordance with 5GCA § 5141; and

B. Possession of a Valid Driver's License.

BEFORE THE 2020 JUDICIAL COUNCIL OF GUAM

RESOLUTION NO. JC20-0

RELATIVE TO APPOINTING AN EXECUTIVE SECRETARY AND ASSISTANT SECRETARY TO THE JUDICIAL COUNCIL

WHEREAS, the Judicial Council requires the services of an Executive Secretary and Assistant Secretary; and

WHEREAS, the duties of the Executive Secretary and Assistant Secretary include attending Judicial Council meetings and preparing minutes, resolutions and orders of the Judicial Council; and

WHEREAS, the Executive Secretary or Assistant Secretary may also be called upon to serve as administrative support to the Administrative Hearings Officers in all Judiciary appeals or any other matter that may be delegated by the Judicial Council to an Administrative Hearings Officer.

NOW, THEREFORE, BE IT RESOLVED that, the Judicial Council appoints June Bells Cariño, as the Executive Secretary, and Shelterihna T. Alokoa as the Assistant Secretary of the Judicial Council, to serve in their respective capacity until further order of the Judicial Council.

DULY ADOPTED this 20th day of February, 2020 at a duly noticed meeting of the Judicial Council of Guam.

_____

F. PHILIP CARBULLIDO, Chairman

Dated: _____

ATTEST:

_____

SHELTERIHNA T. ALOKOA, Secretary

Dated: _____

SUPREME COURT OF GUAM
GUAM JUDICIAL CENTER SUITE 300
120 WEST O'BRIEN DRIVE, HAGÅTÑA, GUAM 96910-5174
www.guamsupremecourt.com
Telephone: +1(671) 475-3162/80• Facsimile: +1(671) 475-3140

F. PHILIP CARBULLIDO
CHIEF JUSTICE

HANNAH G. ARROYO
CLERK OF COURT

February 11, 2020

Attorney Frederick Horecky
Law Office of Federick J. Horecky
643 Chalan San Antonio, Ste. 102B
Tamuning, GU 96913

horeckylaw@teleguam.net

Re: Appointment as Lawyer Advisory Member of Judicial Council

Dear Attorney Horecky,

As Chairman of the Judicial Council of Guam, and pursuant to Article 6 of the Judicial Council Rules of Conduct and Operations, I am appointing you to serve as the lawyer advisory member of the Judicial Council of Guam. Your term will expire on January 17, 2023. Thank you for accepting the appointment.

Senseramente,

F. PHILIP CARBULLIDO
Chief Justice
Chairman, Judicial Council of Guam

"The Judiciary of Guam is an equal opportunity provider and employer."

Superior Court of Guam

Guam Judicial Center
120 West O'Brien Drive
Hagatna Gu 96910
Tel: (671) 475-3502 • Fax: (671) 475-3510

Chambers of
HON. ARTHUR R. BARCINAS
JUDGE

MEMORANDUM

To: Chief Justice F. Philip Carbullido

From: Judge Arthur R. Barcinas AB

Date: February 12, 2020

Subject: Night Court Docket Proposal

Hafa Adai, Chief Justice Carbullido:

Respectfully, I ask that the Judicial Council consider the discussion of "night court" docket.

Briefly, Night Court will allow for the following goals:

1. Customer friendly
2. Alleviate parking during peak courtroom hours

The following are the proposed court activities that would or could be scheduled to occur from the hours of 4:00p.m. to 7:00 p.m.:

A. Pro Se Litigation
   a. Small Claims – Trials and Answering
   b. Traffic Court – Trials and Answering
   c. Magistrate Hearings
   d. MCC?
   e. RS Court?
B. Jury Unit
   a. Orientation
   b. Questionnaires
C. Court Ceremonies
   a. Therapeutic Court Graduations
   b. Marriages
   c. Stakeholder Meetings
D. Probation
   a. Check-in
   b. Drug Testing

Thank you.

"The Judiciary of Guam is an equal opportunity provider and employer."

Doc. No. 35CL-20-1595.

FY 2021 BUDGET PROCESS TIMELINE

February 19-21: Scheduled meetings with AOC, FA and each Division Head to discuss their respective division's budget request

February 21: Deadline to submit excel budget templates from each Division

February 26: Deadline to submit all narrative portion (Decision Package) of the budget from each Division

March 19: FY 2021 Budget Judicial Council Working Session

April 16: Proposal to adopt the FY 2021 Budget at the Judicial Council Meeting

April 28: Chief Justice Carbullido's State of the Judiciary Address

May 1: Deadline to submit FY 2021 Budget to the Legislature