



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
Thursday, April 25, 2019
11:00am-12:00pm
Guam Solid Waste Authority Conference Room**

I. Call to Order

The Guam Solid Waste Authority Board of Directors' meeting was called to order by Chairman, Andrew Gayle, at 11:09 a.m.

II. Roll Call

Board Members:

Andrew Gayle	Chairman
Minakshi Hemlani	Board Secretary
Dana Gutierrez	Board Member

Management & Staff:

Larry J. Gast	General Manager
Kathrine Kakigi	Comptroller
Alicia Fejeran	Board Clerk
Keilani Mesa	Administrative Assistant
Roman Perez	Operations
Barbara Manibusan	Operations
Jesse Murakami	Operations

Guests:

Kevin Kerrigan	Guam Daily Post
Charlene Flores	Senator Nelson's Office

III. Approval of Minutes

A motion was made by Board Secretary, Minakshi Hemlani, to approve the minutes for April 11, 2019. The motion was seconded by Board member Dana Gutierrez. Motion was passed.

IV. Reports

a. Management/Receiver's Report

Chairman Gayle announced that the court has ordered the partial end of Receivership, and the day-to-day operations at the Guam Solid Waste Authority will transition at the close of business on April 30, 2019. GSWA Legal Counsel, Vanessa Williams, stated she had reviewed the contract assignments and sent them to Receiver Representative David Manning for his review and signature.

Comptroller, Kathrine Kakigi, reported that GSWA has established their EIN to move forward with the transfer of the bank accounts. Board members and management team agreed that signatories should be two-part signatures which would be the Comptroller as the Certifying Officer and General Manager as the Approving Official. Management will develop policies regarding signatories.

Comptroller Kakigi also reported that she and Department of Administration (DOA) Director, Ed Birn, had developed a Memorandum of Understanding (MOU) between GSWA and DOA. She stated that this MOU will be month to month and should reduce costs for GSWA. Comptroller Kakigi will update the MOU and send it to the Board.

General Manager (GM), Larry Gast, also recommended that the security services contract be terminated and security be handled by GSWA personnel. Secretary Hemlani appreciated management's cost benefit analysis when considering investment in surveillance versus use of in-house personnel.



Board Clerk, Alicia Fejeran, reported to the Board that she is working on the transition of the GSWA website. Chairman Gayle requested that the Customer Service Team have a script and FAQ sheet regarding the transition.

Management team and the Board members discussed the rate study that needs to be provided to the Public Utilities Commission.

b. Committee Reports

I. Personnel Transition

1. Government Classification and Compensation Plan Update

Board Clerk, Alicia Fejeran, presented the Board with a draft of the proposed wage scale and classification/compensation plan. Ms. Fejeran explained that this was a work in progress and also needs review by the General Manager. She stated that the classification/compensation plan would provide employees with a career path at GSWA. The Board members will review and advise if they have any suggestions.

II. Legal Counsel Procurement

The contract for Vanessa Williams' legal services will functionally end on May 1, 2019 and she is unable to provide an opinion on the potential assignability of her contract due to a conflict of interest. Because Attorney Williams reported that her contract was with the Receiver and her scope of services was to provide legal assistance "with GSWA operations while under Receivership," Board Secretary Hemlani did not think her contract would continue post-receivership.

Attorney Williams reported to the Board that there are no pending litigations in Superior Court, however, GSWA has one pending personnel matter, one pending government claim, and one active operations inquiry about personnel retrieving government property on customer property. Attorney Williams said she will reach out to Attorney Joyce Tang and communicate these pending issues for the collaborative compilation that Attorney Tang is working on. The Board discussed that they need to reach out to the Office of the Attorney General and ask for interim legal assistance. Board Member Gutierrez will work with Alicia Fejeran in the preparation of the request for proposal for the legal services.

V. Unfinished Business

a. Cell 3 Financing

Bill 79 is with Senator San Agustin's Office and there will be a public hearing.

b. Ordot Post Closure Financing Plan

None.

c. Reserved Powers for the Board

Board members discussed, and they will formulate a policy.

VI. New Business

Comptroller Kakigi informed the board that GEDA will be doing an off-island bond presentation and requested the GM be present. She informed the Board that she will be receiving a recommendation from GEDA by the end of May on who needs to attend the off-island presentation. Ms. Kakigi also stated she will work with GEDA on the Board resolution that the Board will have to pass.

VII. Open Discussion

None.

VIII. Public Forum

None.

IX. Next Meeting

The next Board meeting will be held on Friday, May 10, 2019 at the GSWA Conference room at 11:00 a.m.

X. Adjournment

Board Secretary Hemlani moved to adjourn meeting at 12:20 p.m. The motion was seconded by Board Member Gutierrez and passed unanimously.