



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING
December 14, 2016
11am – 12pm
Guam Solid Waste Authority, Tamuning
GSWA Conference Room
Minutes**

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
Joseph Duenas	Board Member
Alexandra Taitano	Board Member

Management & Staff:

Chace Anderson	Receiver Operations Manager
Alicia Fejeran	GSWA Board Clerk

Guests:

Georgette Concepcion	GSWA Board Legal Counsel
Timiya Kment	Court Reporter
Grace Donaldson	Pacific Human Resource Services, Inc.

III. Approval of Minutes

Board members reviewed minutes from the November 22, 2016 Board meeting. Board member, Joseph Duenas, motioned to approve minutes. Board member, Alexandra Taitano, seconded the motion. Motion was passed.

IV. Reports

a. Management/Receiver's Report

i. Monthly Tonnages and Collections

Receiver Operations Manager, Chace Anderson, reported that the Hauler Only Transfer Station received 0.5% increase in tonnage this year compared to last year. Layon Landfill received a 3% increase due to more sludge disposed by Guam Water Authority and the residential trash collected from the southern villages on Thursdays.

ii. Operating Budget



Chace Anderson informed that Board that Receiver Representative, David Manning, was not able to attend the meeting telephonically. He stated that Mr. Manning emailed reports to the Board, and they could submit any questions to him or to Mr. Manning through email.

b. Remaining Court Ordered Tasks

i. Residential Transfer Station Remediation.

Receiver Operations Manager, Chace Anderson, reported that the Residential Transfer Stations' construction permits are currently under review at the Department of Public Works to include the work for the closure of Dededo Transfer Station.

ii. Environmental Closure of Dededo Transfer Station.

iii. Dero Road remediation- Awarded to Hawaiian Rock

Chace Anderson reported that Dero Road is very close to completion.

V. Unfinished Business

a. Personnel Transition

Board members and Legal Counsel, Georgette Concepcion, reviewed and discussed the proposed legislation and resolution. Board Chairman requested that Ms. Concepcion verify if the Controller position will be considered a new position. They also discussed the legislation which allows the Board to retain current contract employees and any existing contracts for no more than three years. Chairman requested to include a contract termination clause. Chace Anderson will send Alexandra Taitano the list of employees who do not meet GovGuam requirements. He will also send Georgette Concepcion an updated staffing pattern that was recently submitted by Receiver Representative, David Manning. Ms. Concepcion will make changes to the Enabling Act regarding procurement and send it to the Board. The Board decided that they would table the approval of the letter and legislation until the next board meeting.

Board member, Alexandra Taitano, will now sit in the Transition Subcommittee with Joseph Duenas and Georgette Concepcion.

Chace Anderson informed the Board that GSWA's two major contracts, Green Group and the Hauler Only Transfer Station, will be up for renewal in March 2017. He stated that the Board will be involved in the process as the contract may be extended for 5 more years.

b. Management Team Search – Review Job Descriptions for GM and Controller

Board members, Georgette Concepcion, and Chace Anderson reviewed and discussed the GM and Controller job descriptions.

Chace Anderson presented the Board with a proposed strategy and timeline for the management team search.

Alexandra Taitano requested that Chace Anderson prepare scoring criteria for the interviews as well as a release form to allow GSWA to conduct background checks on applicants.

Georgette Concepcion will review laws regarding the purchasing of airline tickets and lodging for off-island applicants.



The Board requested to update the job announcement to reflect the Board Clerk as the contact person for any inquiries as well as indicating the GSWA website for more information. They also agreed that the advertisements would indicate a synopsis of the position, and the website would have the complete job details and application. Joseph Duenas motioned to approve the job announcement subject to minor changes. Alexandra Taitano seconded the motion. Job announcement was approved.

VI. New Business

None.

VII. Open Discussion

Board member, Joseph Duenas, talked about the Bill that the Board Chair and Vice Chair had testified on regarding subsidizing the rates. He suggested that instead of subsidizing the rates, they could look into other ways to collect revenue and provide trash collection service to more residents.

VIII. Public Forum

Receiver Operations Manager, Chace Anderson, introduced Grace Donaldson of Pacific Human Resource Services. Ms. Donaldson informed the Board about Pacific Human Resource Services and some of the services they provide.

IX. Next Meeting

The next board meeting will be held on January 19, 2017 at 11am at the Guam Solid Waste Authority conference room.

X. Adjourn

A motion to adjourn the meeting was made by Joseph Duenas at 12:11pm. The motion was seconded by Alexandra Taitano. Motion was passed.