



**GUAM SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
Thursday, April 11, 2019  
1:00pm-2:00pm  
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 1:03 p.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

**Guests:**

George Castro	Court Reporter
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**III. Approval of Minutes**

A motion was made by Board Secretary, Minakshi Hemlani, to approve the minutes for February 28, 2019. The motion was seconded by Board member Dana Gutierrez. Motion was passed.

A motion was made by Board Secretary, Minakshi Hemlani, to approve the minutes for March 29, 2019. The motion was seconded by Board member Dana Gutierrez. Motion was passed.

**IV. Reports**

**a. Management/Receiver's Report**

**1. Operating Budget**

GSWA Comptroller, Kathy Kakigi, provided the operating budget to the Board members and included the expenses and reserves. She informed the Board that the report reflects a decrease in expenditures due to the DOA system not reflecting all of GSWA's expense invoices.

**2. Transition Update**

The Board was informed that there is a petition from the Guam Federation of Teachers that was submitted to Department of Administration to unionize the Equipment Operators and Sanitation Workers. Board member Gutierrez requested to receive the copy of the petition via email. Board clerk Alicia Fejeran will send the petition.

**3. Bank Accounts**

GSWA Comptroller, Kathrine Kakigi, discussed the restricted bank accounts with the Board. Mrs. Kakigi provided a bank account/cash position report for the Board's review. Board Secretary Hemlani followed up on the outstanding balance for NAVFAC. Mrs. Kakigi informed the Board that the Receiver emailed NAVFAC representative and there was turnover in staff but payment should be received shortly.



Mrs. Kakigi also informed the Board that GSWA has submitted the application for an EIN in order for GSWA to transition the bank accounts over from the Receiver. Board members would like to develop a policy for when Board signature is required, and what authority can be delegated to management. Board member Gutierrez will look at the Guam International Airport Authority's policy, and Board Secretary Hemlani will look into the Guam Memorial Hospital's policy for reference. Mrs. Kakigi requested that the Board leave the bank accounts as it is and conduct a name transfer. She stated Bank of Guam will accept a court order and signature cards to complete the transfer of accounts. General Manager, Larry Gast, suggested that the account at ANZ be closed because the interest is at a low of .05%. Board decided to just concentrate on transferring accounts for now and then decide at a later time to close the ANZ account.

Mr. Gast reported that he gave a presentation at the Sustainability Conference and was also selected to serve on the Waste Oil Task Force. He also informed the Board that Guam EPA has asked that he attend all their Board meetings.

**b. Committee Reports**

**1. Personnel Transition**

- a. Government Classification and compensation Plan Update**  
Tabled.

**2. Legal Counsel Procurement**

Board member Gutierrez reported speaking with Janice Camacho at the Attorney General's office, but she will speak with her again for clarification on the procurement of legal counsel for the agency. She will look at the RFP that was used when the Board hired Attorney Bello-Concepcion and possibly use it as a template.

**V. Unfinished Business**

**a. Cell 3 Financing**

Board discussed the options that GEDA had presented at the court hearing. General Manager suggested that in lieu of hiring a Trustee, it may be an option to have GSWA send quarterly reports to USEPA so they can see that GSWA is putting money into an escrowed account. He also suggested that maybe it can be reported to Guam EPA who in turn reports it to USEPA. Mr. Gast also suggested that an option could be forming an oversight commission made up of people who have a stake in the development. Chairman Gayle reported that there will be a telephone conference tomorrow with regard to the financing plan options and he will update Board members on any decisions made during the conference call.

**VI. New Business**

Chairman Gayle reported that Janice Camacho from AGO recommended Mr. Gast sign the contract assignments on behalf of GSWA, but the Board needs to provide authorization to Mr. Gast. Board Secretary Hemlani made a motion made to authorize Mr. Gast to sign the contract assignments on behalf of the agency. The motion was seconded by Board Member Gutierrez and passed unanimously.

**VII. Open Discussion**

None.

**VIII. Public Forum**

None.

**IX. Next Meeting**

The next Board meeting will be held on Thursday, April 25, 2019 at the GSWA Conference room at 11:00 a.m.

**X. Adjournment**

Board Secretary Hemlani moved to adjourn meeting at 2:14 p.m. The motion was seconded by Board Member Gutierrez and passed unanimously.