



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING
December 20, 2018
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 10:37 a.m.

II. Roll Call

Board Members:

Andrew Gayle	Chairman (Via Phone)
Jonathan Denight	Vice Chairman (Via Phone)
Minakshi Hemlani	Board Secretary

Management & Staff:

Chace Anderson	Receiver Operations Manager
Kathy Kakigi	Comptroller
Alicia Fejeran	GSWA Board Clerk
Keilani Mesa	Administrative Assistant
Roman Perez	GSWA Staff

Guests:

Dr. Karri Perez	Allied Business Consultants
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Court Reporter was not present but stated he will receive the recording that GSWA staff took of the meeting.

III. Approval of Minutes

Board members reviewed the November 21, 2018 draft minutes. Board Secretary, Minakshi Hemlani, made a motion to approve the minutes. The motion was seconded by Vice Chairman, Jonathan Denight. The motion passed unanimously.

IV. Reports

a. Committee Reports

i. Management Team Search

1. GM Candidate recommendation and employment agreement

Board members discussed the two candidates and their qualifications. Chairman Gayle stated that Mr. Gast has more experience with respect to opening and closing landfills, cell expansion, and he also has dealt with a Consent Decree so he is more familiar with the situation GSWA is in. Vice Chairman Denight had met with Mr. Gast and also expressed that he would be a viable candidate. The Board discussed that both candidates are highly qualified and both meet the qualifications for the GM position. The Board decided that based on Mr. Gast's experience that the Board would make an offer to Mr. Gast first. A motion was made by Secretary Hemlani, to make an offer to Mr. Gast and provide him with an employment contract for consideration, and Mr. Gast accepted the offer to begin the background check and provide Chairman Gayle with authorization to negotiate on behalf of the Board. The motion was seconded by Vice Chairman, Jonathan Denight. The motion passed unanimously.



Chairman Gayle stated he will report back to the Board on the outcome of the discussion between himself and Mr. Gast.

A second motion was made by Secretary Hemlani to authorize Chairman Gayle to make an offer on behalf of the Board to Mr. Sulleyman if Mr. Gast does not accept the offer and to proceed with the same recruitment process. The motion was seconded by Vice Chairman Denight. The motion passed unanimously.

ii. **Personnel Transition**

1. Government Classification and Compensation Plan Update

Board Clerk, Alicia Fejeran, presented a Classification and Compensation study and recommendations for the Board to consider. She informed the Board that GSWA has been working with Dr. Perez from Leading Edge/Allied Business to conduct a competitive analysis and review of job titles and descriptions, review of the current wage scale and benefit package, and comparative research. GSWA Comptroller, Kathrine Kakigi, went over the financial impact of implementing the recommended Classification and Compensation Pay Plan. She informed the Board that there is about a one percent increase in payroll due to the salary of the GM and Controller and adding three additional positions. She informed the Board that if GSWA employed some accountants in house, it would decrease the amount that GSWA has to pay for the MOU with the Department of Administration. Mrs. Kakigi also stated that she does not recommend purchasing an accounting system for GSWA at this time. Vice Chairman Denight wanted to know what it would cost to establish an Accounting Department with needed software for GSWA and bring it in-house. Vice Chairman Denight requested that Mrs. Kakigi provide a proposed budget.

The Board reviewed the Wage and Job Grade Analysis presented and discussed the creation of new titles, current vs. recommended grades, and min to max salaries. Chairman Gayle offered to work with Ms. Fejeran and Mrs. Kakigi on revising the analysis if needed before presenting to the Board at the next meeting.

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

1. **Operating Budget**

Tabled.

2. **Cash Collections and Billing**

Tabled.

3. **Tonnage**

No significant changes.

V. **Unfinished Business**

a. **GSWA Board Legal Counsel Status**

Chairman Gayle stated that there is a ruling from the court about GSWA paying for legal services for the Board. He stated that there is still a question on whether the Board can continue using the contract with Attorney Conception or whether the Board must initiate a procurement for a new contract for legal services. He stated he is going to have a conversation with Ken Orcutt from the Attorney General's Office regarding this issue.

b. **Receiver's updated financing plan**

Chairman Gayle stated that his recommendation to hold off on the discussion until January 2019. Chairman Gayle stated that any borrowing by GSWA would need to be approved by the PUC because GSWA is considered a utility and is regulated by the PUC.

VI. **New Business**

Chairman Gayle stated there was a court order regarding a status update and whether the Board has filled the General Manager and Comptroller positions. Chairman Gayle stated he will ask for the AG to file an update on the Board's behalf. Secretary Hemlani made a motion to authorize Chairman Gayle to work with the Attorney



General's Office with regards to the status update report that needs to be submitted to the court. Vice Chairman Denight seconded the motion. Motion was passed unanimously.

VII. **Open Discussion**
None.

VIII. **Public Forum**
None.

IX. **Next Meeting**
The Board scheduled its next meeting for January 17, 2019, at 11am at the Guam Solid Waste Authority Conference Room.

X. **Adjournment**
Vice Chairman Denight moved to adjourn the meeting at 11:36 a.m. The motion was seconded by Secretary Hemlani and passed unanimously.