



Regular Monthly Meeting
10 a.m. Wednesday, May 1, 2024
Mayors' Council Conference Room
Hagåtña, Guam

MINUTES

I. **CALL TO ORDER:** *President* Mayor Jesse L.G. Alig called the meeting to order at 10:05 a.m.

II. **ROLL CALL AND RECITATION OF *INIFRESI*:**

ALIG, Jesse L.G.	Mayor	Piti
ALVAREZ, Dale E.	Mayor	Santa Rita-Sumai
BAUTISTA, Jessie P.	Vice Mayor	Barrigada
BENAVENTE, Peter John S.	Vice Mayor	Dededo
V BLAS, June U.	Mayor	Barrigada
CHARGUALAF, Anthony P.	Mayor	Inalåhan
* CRUZ, John A.	Mayor	Hagåtña
V DELGADO, Kevin AN	Vice Mayor	Mangilao
V GOGUE, Jessy C.	Mayor	Chalan Pago-Ordot
HOFMANN, Robert RDC	Mayor	Sinajana
LEONES, Loreto V.	Vice Mayor	Yigo
V McDONALD, Paul M.	Mayor	Agana Heights
PACO, Rudy A.	Mayor	M-T-M
QUENGA, Bill A.	Mayor	Yona
* QUINATA, Johnny A.	Mayor	Humatak
RIVERA, Louise C.	Mayor	Tamuning
SALAS, Frankie A.	Mayor	Asan-Maina
* SANCHEZ, Anthony P.	Mayor	Yigo
SAVARES, Melissa B.	Mayor	Dededo
SUSUICO, Kevin J.T.	Mayor	Hågat
TAITAGUE, Vicente S.	Mayor	Talo'fo'fo'
TOVES, Albert M.	Vice Mayor	Tamuning
O CHARGUALAF, Ernest T.	Mayor	Malesso
O FEJERAN, Christopher J.	Vice Mayor	Hågat
O UNGACTA, Allan "Al" R.G.	Mayor	Mangilao

O = ABSENT * = LATE ** = OFF ISLAND R = REPRESENTATIVE V = VIRTUAL

Nineteen (19) members present at time of roll call. A quorum was established.

III. NATIONAL ANTHEM / GUAM HYMN

The president announced the Under Secretary of the Navy, the Honorable Erik Raven will pay a visit after the meeting ends.

IV. GUEST SPEAKERS

- A. Imam Khalid Khan, Ahmadiyya Muslim Community
Introduction and services provided on the island.
- B. Jose San Agustin, Director, Guam Veterans Affairs Office
Information regarding concerns, needs and outreach in every village.

V. **APPROVAL OF APRIL MINUTES** – Mayor Vicente Taitague made the motion to approve and was seconded by Mayor Melissa Savares. No discussions or objections. The motion carried.

VI. **APPROVAL OF TREASURER'S REPORT** – Mayor Robert Hoffman made the motion to approve the April report and was seconded by Vice Mayor Albert Toves. No discussions or objections. The motion carried.

VII. PRESIDENT'S REPORT

GUAM 100 INITIATIVE PROPOSED REGIONAL MEETINGS – A contractor will visit Guam in the next month or two who will help the island reach its goal of using 100% renewable energy sources. With a short timeframe, they will visit every village. This is crucial because residents need to hear about the plan before they decide how to move forward. The Body resolved to have meetings with their neighboring village. The council agreed to use more digital resources and less printed material to inform constituents in advance before the upcoming meetings.

FEMA FOR BACK UP GENERATORS – Deadline for submission of applications was by close of business today. If any issues filling out application, Ron Obispo can assist.

STAFF DEVELOPMENT – Guam Community College is going to provide two types of classes. A course in customer service and Microsoft Office. Each lesson is for two weeks and lasts about four hours. Attendees will receive certain college credits. If they don't have a high school diploma, credits will be awarded toward their adult education. Who attends will be decided by the mayor. The administration staff is included.

GEDA GRANT – Mayors need to complete the process if they are not Child Care Development Fund (CCDF) certified.

SECTION 504 LOANS AND GRANTS PROGRAM – Provides seniors who are at least 62 years of age home repairs and improvements. Grants may be up to \$10,000 and low-interest loans are up to \$40,000. The loan interest rates are 1% with terms up to 20 years. Specifically for the manâmko (elderly) and will launch at certain mayoral offices who will be hosting its introduction. Application (intake) are at the following locations:
Dededo Senior Center, Monday, May 6 from 2pm-6pm (Northern Residents)
Hågat Mayor's Office, Tuesday, May 7 from 2pm-6pm (Southern Residents)
M-T-M Mayor's Office, Thursday, May 9 from 6pm-8pm (Central Residents)

STANDARD MCOG EMAIL ADDRESS – The president will send an email to each mayor containing an OTECH form that they must complete and sign. He will contact them individually.

The official email address will be mcoq@guam.gov.

It's Gmail and every office will have an email address established under mcoq@guam.gov, which will serve as their central email address and the mayor will be the user for that email address. It will be the villagename@mcoq.guam.gov.

To facilitate communication within the office, if you email that address, the other staff members will see it as well. The mayor decides how to manage that and how many aliases (adding staff names) they want.

Senior Center Operations will have one central account and everyone under SCO will have aliases.

MCOG FY 2025 BUDGET – The Budget Hearing is scheduled for 2 p.m., Thursday, May 2, 2024

The president reached out to a few Council members to see if they could give specific testimony on the object classes that we have increased significantly. His testimony will cover all aspects of the Mayor's Council of Guam, inclusive of the main office operations, of whatever happens at Senior Center Operations, the Recycling Revolving Fund, and ARPA.

The \$2.2M increase in capital outlay would have to be justified. He had asked Inalåhan Mayor Anthony Chargualaf to testify on capital outlay.

Everything is dependent upon whether or not the second tranche is going to be made available or \$300,000 to each mayor.

There is an increase of \$500,000 from the previous fiscal year on equipment. If that is reduced, mayors looking to purchase heavy equipment should consider if they can still afford it from their existing funds. Mayors can still buy heavy equipment if they know they have \$99,000 and haven't utilized it for rental under ARPA.

Contractual services increased over \$1M than in previous years. Although it's not the MCOG's responsibility, a number of mayors maintain routed roads even though it's not part of their budget. Mayor Melissa Savares expressed concern that when mayors turned in their public assistance projects, DPW even took the inventory the mayors created from their inventory of the damaged assessments from many of the things the mayors did. They used their money in this way, and as a result, many of the things the mayors were trying to recover from were the responsibility of other agencies. The increase is justifiable.

It is requested of mayors who want travel that they submit testimony to justify their request.

PUBLIC NOTICE PUBLICATION – Mayor Melissa Savares stated that we have an unfunded mandate required by the Guam legislature to publicize meetings. Because she has so many public hearings this month, she would have to spend \$800 for her May advertisement. There is only one print newspaper, making it a monopoly.

Mayor Anthony Chargualaf said we really need to ask the senators to get us away from that requirement. Adding that, as mayors, our services are spread within our boundaries. There's no need for anybody else outside our boundaries, and more importantly having to pay to inform the entire island of a meeting.

The president asked Mayor Chargualaf to spearhead introduction of the policy, expecting that by the next meeting, he may have something ready for Council members to review as they go through the process and then submit for the introduction.

EXECUTIVE DIRECTOR MIKE BROWN – The president gave the floor to Executive Director.

Nineteen GG1s were processed by the central office and will be submitting additional GG1s shortly for the positions.

In a couple of weeks with the retirement of the property control officer and the word processing secretary, central office will be left with six support staff. By August our most senior and knowledgeable employee retires and then from five to four also in August when our other senior most knowledgeable rep is going on medical leave for four to six weeks leaving a total of four support staff for all 19 districts at fiscal year end and right around election season.

The central office staff are some of the hardest working, most committed people he's ever met. They work when they're sick, they work at night, they work on weekends, but something's not connecting. On the one hand, some say the workload should be handled easily and efficiently and sometimes they make such statements in anger and frustration. There are others who still say the workload is too much for two or three administrative people to handle.

He reported that the President agreed to his recommendation to bid out to a third party to conduct a sterile analysis of the current MCOG workload, which includes analyzing the central office in addition to the 19 village offices. He would then provide feedback and recommendations to the Body. It is a sterile review of a given process followed by recommendations for optimum productivity. When formally requested, ED hopes the Body will support and approve this effort, which he refers to as a time and motion study.

With regard to procurement, moving forward with the purchase of some 17 trucks and SUVs using ARPA funds, purchase of these vehicles was tied to an Indefinite Delivery/Indefinite Quantity (IDIQ). Purchase was delayed by the DOA system conversion and also because the head of GSA left her position while the purchase was in process and the IDIQ fell apart. ED is grateful to Mayor Robert Hoffman for his assistance, extended the MCOG central office in working with the acting chief procurement officer at GSA DOA in regards to bringing back to life the IDIQ so we can move forward on the purchase of these long awaited vehicles before the time to do so expires.

With the vehicle's inventory reporting, Ms. Joyce Castro of DOA said this is an ongoing requirement from DPW and each mayor's office is required to list out descriptions of each of their assigned vehicles, four photos of each, front, rear, left side, right side, license numbers, etc. In order to keep our fleet status rolling, and in order to continue with gas card privileges, this must be done by each mayor's office. Miss Castro assured ED of her support in helping them all to get this done if they need her support so that it can be done quickly and correctly.

Recycling Revolving Fund. As of March 5, 2024, MCOG sent to DOA the deobligation status of FY 2021. On March 10, the deobligation status of FY 2022 was sent to DOA. According to Elaine Ayuyu, who processes the deobligation of purchase order balances, the Mayor's Council of Guam's purchase orders have not yet been deobligated for FY 21 or 22 due to what's been described to me as quote unquote hiccups with the new financial system. FY 2023 Recycling Revolving Funds. Per Grace Edrosa, GSA Chief Controller, there are funds listed that amount to \$264,202 in FY23. However, this amount includes funds to be deobligated. As of today, the true amount of the recycling revolving funds for 2023 is \$176,500. Central Office has prepared purchase orders for ten Districts. Per Ms. Edrosa, the overarching account for the FY24 fund is not yet established in the new financial system. DOA Director Birn advises that folks from DOA and others are working to have Z accounts interfaced with the new financial system. However, yesterday he told ED the Z accounts have been eliminated completely. Information changes day by day. According to Ms. Edrosa, it's not clear when funds will be available.

Staff development. EDs overarching concern is the glaring disconnect between the Central Office and those they serve. Some folks seem to believe the central office is there to do one thing while the staff citing GovGuam policy and directives, maintains they must follow specific policies and procedures in order to get the job done. At the end of the day the resulting conflict and discontent are hindering progress. EDs direction with regard to staff development is simple. Get the time and motion study completed and once the results are in and the direction needed to go is agreed to by the council's leadership, plans for staff development can easily be drawn.

Emergency Management. Before ED even got on payroll, he went for a meeting with the U. S. Marines, who never showed. He attended a meeting with Guam's chief of police, who told him when mayors can flash red lights versus blue lights when driving on Guam's roads. ED attended FEMA's Emergency Management Institute at UOG, a four day course that emphasized recovery planning. Spoke about the importance of supporting one another in an emergency. Addressing resources recovery. Water, power, communications, and finally planning for recovery before an emergency occurs. Just recently he attended a FEMA workshop where the main message seemed to be communications. At this workshop, the governor suggested that public media is the best way to get information out to the most people and that president Alig had stated that getting accurate info out is key.

ED is going to present this to the president in writing and Council members can get copies as they wish.

Mayor Savares asked how long would the study take because the admin staff time is precious too and so are the mayors needs. There is a timeline. There is an SOP from the time mayors get their purchase orders, the invoices, the timeline to get to admin office.

She is aware it's all tedious, but her concern is the study and mayors need something done to see how it can improve the flow of things downstairs.

EDs estimation in terms of timing is however long it would take to go through the bid process, the actual work would take anywhere from three to four weeks. Meeting with central staff. Looking at different processes. What is being handled. What is needed to handle by statute. What do we need to handle because we just like to do it. What is the volume, and then also at each of the 19 village offices. Then the report needs to be compiled and presented to Council members so that they have something concrete to work with and make decisions from.

Mayor Anthony Chargualaf, wanted to know where we were at in trying to fill the two open positions.

In response, ED stated that he had requested that all open positions be filled and that they were proceeding with GG1s and whatever the process was. The positions are two administrative assistants and one Administrative Services Officer (ASO).

Mayor Chargualaf's own personal opinion, he is not in support of any time study right now. He stated, "Particularly because if that study was done and they came back to you with some level of feedback, how could you either agree or disagree with any of those findings if you were never really engaged as it is right now? So maybe you ought to be doing your own time study right now. Look at what the process is right now and see what would be best practiced. See if that's even going on and try to make that adjustment right now with you at the helm. At least you can come up with your own perception of what's going on, what needs to be done without having to spend so much money up front. "

In response, ED stated he disagreed. He believes it would be beneficial to have an impartial third party disengaged from all of us to examine what we're doing and if the job we're doing is statutorily required or is something we're just doing on the side. This Friday, he will begin holding weekly team meetings. We're going to start this Friday with weekly Team meetings where he's going to sit down with everybody. We're going to track what is being worked on. He's going to ask them to put together whiteboards and write down the date a task was received, what was the task, and when was it completed. That particular information will feed into our first come first served listing. EDs not sure we're going to get the sterile report that is needed to really truly fix these problems because they've been there for a while if having himself or mayors study something that they're close to.

The president recognized the perspective of the ED regarding an external vendor, but he also acknowledged the mayor of Inalåhan's point of view. According to the president, he had been attempting to streamline this procedure. And while he saw certain items in the report as repetitive, this process is still stuck. Repetitive in that the ED was being given the same excuse that mayors have heard time and time again. The president said, "The new financial management system is an old excuse." Due to the events that occurred prior to the implementation of the new financial management system, which should have been done. It's currently FY24, yet ED mentioned FY 21 and 22, which died before the new financial management system was even born. The president stated that he is unable to accept the excuses for what they are and emphasized that we must move forward fast.

SENIOR CENTER OPERATIONS – The president intends to request another meeting with the Department of Public Health and Social Services. The president will ask those mayors before the conclusion of the current fiscal year about their desired course of action whether or not they remain committed to maintaining Senior Center operations considering that they really cannot afford this obligation. He requested that mayors take this out of the MCOG and return it to DPHSS since it is their program and that someone else oversee it.

The president asked if there were any objections to go to unfinished business to the 80th Liberation planning although it's not specific to the agenda, but under liberation planning. There were no objections. He gave the floor to Development and Program Manager Nicole Calvo and her team with the Pacific Historic Parks.

Recessed at 12:10 p.m. to entertain a meet and greet with U.S. Navy Under Secretary Erik Raven.

Meeting Call To Order at 1:07 p.m.

VIII. COMMITTEE REPORTS

- A. Boards and Commissions – No Report.
- B. Standing Committees

USER FEES – Mayor Melissa Savares reported the proposed fee schedule was essentially the same as the one that was submitted to the legislature back in 2014 but adjustments were made to the amounts. For sports, the usage of gymnasiums, baseball fields, outdoor basketball courts, tennis courts, and volleyball courts are for adult leagues. Youth programs are all free. Mayors can incorporate sponsors to pay for the signage. There are fees for non-sports related use. On the fields and courts, billboards and banners would be displayed.

Regarding age, the president recommended adding an addendum with specifics and to also ensure that every relevant point is covered and not left open-ended, leaving it at the mayor's discretion. He requested that Mayor Savares incorporate language by the next meeting for ratification at the council level in order to introduce it to the legislature.

Mayors are to email Mayor Savares outlining the things they want to add in the fee schedule, along with any additional language that should be included.

THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) – A survey was sent out by Mayor Robert Hofmann a few weeks ago. A few mayors responded He would exclude them and reassign their portion to another district if they didn't respond and take it that they weren't interested in it.

GUAM EDUCATION POLICY BOARD (EX-OFFICIO MEMBER) – Mayor Melissa Savares reported that the superintendent assured board members that there would be no school closures for the upcoming school year. They're going to do a lot more research before they decide on closing schools.

COMMUNITY HEALTH CENTERS –Mayor Savares advised mayors to inform residents so that children can receive their immunizations and physical examinations for the upcoming school year.

IX. UNFINISHED BUSINESS

A. AMIM Special Meeting – No Report.

A. 80th Liberation Planning – The president asked Council members to take a look and listen to this proposal from Nicole Calvo and her team who presented mayors an experience with the Oculus or a headset of a 15-minute virtual reality experience on the Chamorro perspective that focused on the invasion and defense of the Plaza de España when the battle first started on Guam on December 8, 1941 and the battle for Guam and it's the return of the Americans that took place in July of 1944.

Pacific Historic Parks took a pro-active pivotal approach by creating virtual and digital experiences to share interpretively with students and the worldwide community to ensure that the stories and events of World War II in the Pacific are remembered, honored, and understood. PHP is committed to protecting, researching, preserving, and restoring the past, so that future generations learn to value the importance of World War II History in the Pacific.

PHP plans to launch to the general public on July 16 and run through July 19 at the Guam Museum. This is a free program. This is not for charge. Ms. Calvo asked about the idea of partnering with the mayors as part of the program and would love their support.

There were no objections from the Body to include Pacific Historic Parks as a partner in the 80th Liberation festivities.

PARADE – The president conveyed that the administration will coordinate. There will be a media release and mayors will receive an email when information is ready and it will also be available on the Mayor's Council website. He is hopeful that all Districts are preparing to participate.

UNIFIED MEMORIAL CEREMONY – Coordinated by Mayor Hoffman. All concerns go to him. Districts will be informed when the mass is confirmed at the Cathedral Basilica on July 19.

RAFFLE – Raffle tickets are being distributed and sold already. Contact Mayor Kevin Susuico or the Hågat Mayor's Office with any inquiries regarding the raffle.

QUEEN – Overseeing the committee will be President Mayor Alig. The villages of Dededo, Tamuning, Asan-Maina, Piti, Santa Rita, and Mangilao are home to the six candidates.

LOGO – Mayors were emailed the information with the description. Frank Perez once again created the design. Many people have asked to use the logo; inform them to submit an email requesting the use of the logo and how it will be used.

BLOCK PARTY – Coordinated by Guam Visitors Bureau which is scheduled for July 20 and 21. It was also agreed that MCOG would participate in the block party as they had committed to coordinating it. The president stated to make sure that Districts prepare themselves to participate.

X. **NEW BUSINESS** – None.

XI. **ANNOUNCEMENTS** – None.

XII. **ADJOURNMENT**

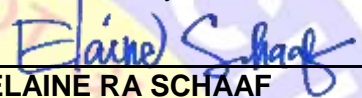
The meeting adjourned at 1:25 p.m.

Attested by:



MAYOR LOUISE C. RIVERA
Council Executive Secretary
17th Mayors' Council of Guam

Transcribed by:



ELAINE RA SCHAAF
Transcriber
MCOG – Administration

