

EMERGENCY MEDICAL SERVICES COMMISSION**EMS for Children Advisory Committee**

March 27, 2025 at 10:00 a.m.

RECONVENE April 24, 2025

Zoom Link:

<https://us06web.zoom.us/j/87554809529?pwd=aAyaUHeRfGWNsSNMzuX4wLj0BKrlrZ.1>

Meeting ID: 875 5480 9529

Passcode: 048996

MINUTES

TOPIC		DECISION(S) / ACTION(S) MADE	RESPONSIBLE PARTY	Reporting Timeframe	STATUS
I	CALL TO ORDER	Meeting chaired by: C. Mateo, Vice-Chairperson <i>Motion to Call Meeting to Order: Chief San Nicolas; 2nd: Chief Chaco</i>	Chair	1008	Called to Order
II	CONFIRMATION OF PUBLICATION	Proof of Publication. 03/20/2025 & 03/25/2025 Guam Daily Post and Public Notice Portal (Notice of Adjournment from 03/27/2025 to Reconvene 04/24/2025 on Public Notice Portal per S. Manibusan)	HPLO	1008	Confirmed
III	ROLL CALL OF MEMBERS AND DETERMINATION OF QUORUM	Present in HPLO Conference Room: <input checked="" type="checkbox"/> Dorothy Duenas, CHAIRPERSON <input checked="" type="checkbox"/> Cherika Mateo, VICE-CHAIRPERSON <input checked="" type="checkbox"/> Margaret Bell, SECRETARY <input checked="" type="checkbox"/> Julietta Quinene, TREASURER <input type="checkbox"/> Daren Burrier, GFD <input type="checkbox"/> Alvin Dela Cruz, GMHA <input checked="" type="checkbox"/> Kevin San Nicolas <input checked="" type="checkbox"/> Elliot Ross, M.D. GMHA <input checked="" type="checkbox"/> Michael Archangel GPD <input checked="" type="checkbox"/> Robert Leon Guerrero, M.D., Member <input checked="" type="checkbox"/> M. Legaspi, M.D. <input checked="" type="checkbox"/> Dan Sussex <input checked="" type="checkbox"/> Breanna Sablan, Secretary <input checked="" type="checkbox"/> Ed Chaco GFD <input checked="" type="checkbox"/> Bryan Paul Craig (GFD)	Chair	1010	Quorum Established
IV	ELECTIONS	Prior to the Election, Dr. Ross raised a concern regarding the board's ability to certify and vote on a proposed change to its composition, which had been drafted nearly two	EMSC	1010	New Membership Plan Will be

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		<p>years prior and included a permanent seat for GRMC, but had yet to be brought to a quorum for approval. He expressed apprehension about proceeding with officer elections without first addressing this unresolved matter, which had been carried as old business across multiple meetings. In response, B. Sablan acknowledged the concern but clarified that officer elections traditionally take place in January, and that changes to the board's composition must undergo the AAA process, which involves legislative review and a public hearing. Although the draft composition was available and could be redistributed to board members, any formal discussion or vote would need to occur at the next meeting where it is listed on the agenda. C. Mateo inquired about the duration of the AAA and public hearing process, given that the officer elections were already overdue. B. Sablan explained that while a specific timeline could not be guaranteed due to the procedural steps involved, including internal reviews and potential submission to the legislature—the process could take anywhere from three to six months. However, efforts could be made to expedite the matter if prioritized.</p> <p>Nominations for office positions were conducted and confirmed. Dr. Ross nominated Chief Chaco for the position of board chair, with M. Bell seconding the nomination. The motion passed with unanimous approval, and Chief Chaco was officially named chair. Following that, Chief Chaco nominated C. Mateo for vice chair, a motion seconded by Dr. Ross, which also carried unanimously. For the role of secretary, Dr. Ross nominated M. Bell, with a second from C. Mateo, and the board approved the motion with all in favor. Lastly, D. Duenas was nominated for treasurer by C. Mateo and seconded by M. Bell, with unanimous support for the nomination. Although D. Duenas was not present, the board agreed to notify her at the next meeting. After the elections, C. Mateo, now serving as vice chair, offered to complete the meeting on behalf of the newly elected chair. Chief Chaco agreed, adding that while he had submitted his nomination and appointment letter, he had not yet received formal confirmation, B. Sablan noted the governor's office had acknowledged receipt and confirmation was pending. Chief Chaco requested that the vice chair continue the meeting.</p> <p><i>Motion to Add New Membership Plan on the Agenda for the Next EMSC Meeting: Dr. Ross; 2nd: C. Mateo</i></p>			Added to the Agenda For Next Board Meeting. New Officers Were Elected.
V	REVIEW AND APPROVAL OF AGENDA	<p>Adoption of Agenda <i>Motion to Approve: Dr. Ross; 2nd: M. Bell</i></p>	EMSC	1026	Unanimously Approved

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VI	REVIEW AND APPROVAL OF MINUTES	<i>Motion to Approve: Chief San Nicolas; 2nd: Dr. Ross</i>	Chair	1026	Unanimously Approved
VII	HPLO ADMINISTRATOR'S REPORT	B. Sablan issued a reminder regarding the conflict-of-interest disclosure form required by the Guam Election Commission, noting that the deadline of April 22, 2025, had already passed. Board members who had not yet submitted the form were instructed to email it to forward it to the Commission. It was also confirmed that Chief Chaco from the Guam Fire Department had been designated to replace Chief Burrier, with the nomination already submitted and pending a formal letter from the governor's office. The board additionally welcomed the return of Chief Kevin San Nicholas to the commission and extended congratulations to the newly elected officers. The board anticipates continued discussions concerning the proposed amended board composition.	HPLO Administrator	1027	Noted
VII I	LEGAL COUNSEL REPORT	No report	OAG	1029	No Report
IX	OLD BUSINESS	A. AGENCY REPORTS: 1. Medical Director's Report USNH: No report 2. GMHA: No report 3. GCC: An update was provided noting that, aside from ongoing matters, the primary report was the planned continuation of the EMS 103 course for the upcoming fall semester, with sufficient participant interest confirmed. Additionally, A. Llagas Jr. reported that the second paramedic cohort, consisting of ten individuals, would be departing for Tyler, Texas over the weekend to complete their capstone hours, with two more groups scheduled to follow. At present, there are a total of 25 paramedic students actively enrolled in the program. 4. GDOE: No report 5. DPHSS: M. Bell reported that while there were no major developments, two outreach events were scheduled: the "Passport to Services" event, set to take place the following day at Tomorrow Village in collaboration with the Homeless Coalition, and the Warm Shriners Clinic, which is planned for mid-May at the Northern Region Community Health Center, with exact dates forthcoming. Additionally, Dr. Leon Guerrero	Agency Representatives	1029	Noted

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	<p>reminded those preparing to travel to Tyler, Texas for their capstone requirements to ensure their MMR immunizations are current before departure.</p> <p>6. DPW: No report</p> <p>7. GPD: No report</p> <p>8. EMS for Children: B. Sablan reported that the grant funding cycle ended on March 31, 2025, and due to procurement delays, approximately \$100,000 in medical supplies and equipment designated for the Guam Fire Department and Guam Memorial Hospital was not utilized in time. Efforts are now underway to request a carryover of these funds into the new grant period, which spans from April 1, 2025, to March 31, 2026. Dr. Ross inquired about the progress made in utilizing the funds, to which B. Sablan explained that while the financial system issue has been resolved, the grant expired before procurement could be completed. A carryover request will be submitted before the June 30 deadline. It was also clarified that funds could not be directly transferred to the Guam Fire Department; instead, procurement must be handled through the originating department. When questioned further by Dr. Leon Guerrero, B. Sablan explained that the main issue of getting those funds stemmed from limitations in DOA's financial system, which was not initially configured to accommodate a two-year grant cycle. She further explained that although the financial system issue was ultimately resolved, the resolution came too late to process procurement before the grant period ended on March 31. As the new grant cycle began on April 1, the focus has now shifted to preparing the federal financial report and submitting a request to carry over the unspent funds. The initial barrier to accessing the funds was rooted in systemic constraints during the first two quarters of the fiscal year, but now that access has been restored, the only remaining step is to complete the necessary documentation, pending approval from the project officer. B. Sablan expressed confidence that the carryover will be approved. When asked by Dr. Leon Guerrero whether the problem would arise in future grant cycles, it was noted that uncertainty remains due to the complexity and ownership of the Department of Administration's multi-phase financial system. She hopes not to have this challenge in the next year.</p> <p>9. Emergency Medical Dispatcher: No report</p> <p>10. GRMC:</p>			

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		<p>Dr. Haley-Wein initiated a brief discussion to acknowledge the exceptional efforts of EMS crews in recent weeks, noting a significant rise in call volumes and commending their ability to respond effectively despite limited staffing. While acknowledging a few minor errors, the speaker emphasized the overall strong performance of the teams and the high likelihood of burnout under the current demands. Chief Chaco responded by confirming awareness of the strain and outlined steps taken to mitigate it, including increasing the number of operational ambulances from three to four and adding a third crew member to allow for rotation every eight hours. Additionally, EMS commanders have been instructed to alternate teams between shifts to distribute the workload more evenly. Chief Chaco also encouraged ongoing communication, inviting direct reports of any operational concerns so that adjustments can be made to reduce stress and support the crews more effectively.</p> <p>In her report for GRMC, it was stated that while potential changes are anticipated, there are no updates ready for public disclosure at this time. Any forthcoming developments will be shared in future meetings once details and timelines are confirmed.</p>			
		<p>B. COMPLAINT:</p> <p>●MS-2024-001</p> <p>B. Sablan reported that a complaint, previously worked on by Chief Burrier, had been resolved. The recommendation was made to close the complaint, as the EMS Commission did not have jurisdiction over the U.S. Marshall aspect of the matter. Additionally, the individual involved had applied for licensure, addressing the issue. The board was asked to approve the motion to close the complaint.</p> <p><i>Motion to Close: Dr. Ross; 2nd: M. Bell</i></p>	EMSC		Unanimously Closed
X	New Business	<p>A. CERTIFICATIONS</p> <ul style="list-style-type: none"> • Caleb I. Dixon – EMT – 1658 – GFD • Brandon Mitchell N. Barcinas – EMT – 1657 – GFD • Aniceto C. Iglopas – EMT – 1656 – GFD • Shane Min Ho Kim – EMT – 1600 – GFD • Kyle Justin R. Mendiola – EMT – 1653 – GFD • Isidro Miguel B. Orot – EMT – 1651 – GFD 	EMSC	1043	Noted

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	<ul style="list-style-type: none"> • Nichole M. Paulino – EMT – 1650 – GFD • John Ruderick C. San Nicolas – EMT – 1647 – GFD • Jeremiah Michael N. Sablan – EMT – 1648 – GFD • Justin Robert Perez – EMT – 1649 – GFD • Rick Jose Mendiola – EMT – 1652 – GFD • Nicholas Antonio P. Anderson – EMT – 1660 – GFD • Aubrey Kamille D. Buentipo – EMT – 1659 – GFD • Jose Joaquin San Nicolas – EMT – 1646 – GFD • Peter John R. Santos Jr. – EMT – 1645 – GFD • Branden V. Segovia – EMT – 1644 – GFD • Magalena J. Taitano – EMT – 1643 – GFD • William Joseph P. Taitingfong – EMT – 1642 – GFD • Nathan Limtiaco Torres – EMT – 1641 – GFD • Erwin John F. Toves – EMT – 1640 – GFD • Kenneth Ray F. Duenas – EMT – 1634 – GFD • Jomar U. Cruz – EMT – 1663 – GFD • Elijah T. Calvo – EMT – 1661 – GFD • Shawn P. Garcia – EMT – 1662 – GFD • Chelsie R. Cepeda-Gofigan – 1664 – GFD • Toby Vance S.N. Babauta – 1665 – GFD • Aiden Tomas T. Bordallo – EMT – 1666 – GFD • Roland J. Balajadia – EMT – 1667 – GFD • Joseph Paul B. Capulong – EMT – 1668 – GFD • Jeff O. Aggabao – NRP – 016 – GFD • Chase Noah Lujan – EMT – 1654 – GFD • Avery S. Fernandez – EMT – 1655 – GFD 			
	<p>B. RE-CERTIFICATIONS</p> <ul style="list-style-type: none"> • Carl S.N. Santos – EMT – 1475 – GFD • Ezekiel J. Certeza – EMT – 1588 – GFD • Roy Michael T. Candaso – EMT – 1435 – GFD • Tevin A. Santos – EMT – 1609 – GFD 			Noted

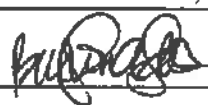
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		<ul style="list-style-type: none"> • Roy Chargualaf Pablo II EMT – 1455 – GFD • Vincent I. Phillips – EMT – 1599 - GFD • Brandon Delgado Hernandez – EMT – 1532 – GFD • Jonathan K. Loren – EMT – 1593 – GFD • Joshua Matthew N. Sablan – EMT – 1606 – GFD • Robinson Glenn Chaco – EMT – 1597 – GFD • Jason R. Pablo – EMT – 1444 – GFD • Clifford R. Cruz – EMT – 1270 – GFD • William Stanley – EMT – 1574 – GFD • Charles R. Megino – EMT – 1614 – GFD 			
		<p>C. EMS Week May 18-25, 2025</p> <p>The EMS Week for 2025 will take place from May 19th to May 24th. The proclamation signing to kick off EMS Week will be held on Friday, May 16th, 2025, at 2:30 p.m. in the Governor's Large Conference Room. On Monday, May 19th, EMS Safety and Education Day will take place. Tuesday, May 20th, will feature the EMS multi-agency mass casualty event, led by Dr. Westcott. Wednesday, May 21st, will see two events: the Parade of Lights, which begins at Southern High at 8:00 a.m., passing through various high schools and concluding at the Micronesia Mall, and the EMS for Children's Health Fair, which will run from 1:00 p.m. to 4:00 p.m. at the Micronesia Mall's center court. Thursday, May 22nd, will be dedicated to the EMS Wave, which will be held at the ITC intersection from 4:00 p.m. to 5:00 p.m. On Friday, May 23rd, EMS Recognition and Awards Day will be hosted at Capitol Kitchen, with the time to be determined. Finally, the EMS Olympics will take place on Saturday, May 24th, at Ipau Beach, though the time for this event is also yet to be finalized. Further updates will be provided at the May meeting. It was requested that once all events for the week are confirmed, they are communicated via email. There were no additional questions raised regarding EMS Week 2025.</p>			Noted
		<p>D. Interfacility transport agreement</p> <p>C. Mateo noted that a subcommittee had previously been formed to review the Interfacility Transport Agreement. Members who received the draft agreement or opted into the subcommittee were asked to coordinate a meeting time with Dr. Ross in</p>			Unanimously Tabled

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		<p>order to proceed toward a final vote on the agreement, should any revisions be necessary. Dr. Ross confirmed that the subcommittee meeting would be scheduled for May 5th at 0800 hours and stated that notifications would be sent to all subcommittee members. It was also confirmed that support would be provided to ensure all members were informed. As the subcommittee had not yet convened to review the agreement, it was agreed that there was nothing further to discuss on the matter at this time, and Dr. Ross motioned to table the Interfacility Transport Agreement discussion until the next meeting.</p> <p><i>Motion to Table: Dr. Ross; 2nd: Dr. Leon Guerrero</i></p>			
XI	NEXT BOARD MEETING	<p>The next board meeting, originally scheduled for May 22nd, 2025, was discussed for rescheduling due to its conflict with EMS Week, which includes multiple events involving many board members. Concerns were raised about the feasibility of holding the meeting amid a busy week, and it was proposed to move the meeting to May 29th instead. The committee agreed that postponing the meeting would be more practical given everyone's involvement in EMS Week.</p> <p><i>Motion to Move Meeting from May 22 to May 29, 2025: M. Bell; 2nd: Dr. Leon Guerrero</i></p> <p>Next Board meeting will be held, May 29, 2025, at 10:00 a.m.</p>	EMSC	1053	Set Date
XII	ADJOURNMENT	<i>Motion to Adjourn: Dr. Ross; 2nd: M. Bell</i>	EMSC	1055	Adjourned

Minutes Drafted by: FLAME TREE Freedom Center, Inc.

Date Submitted:

Submitted by the EMSC Secretary:



Date:

07/28/2025

Approved by the EMSC with or without changes:

Date:

Certified by or Attested by the Chairperson:

Date: