



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., December 16, 2022
GHURA's Main Office (via Zoom)
1st floor, Conference Room, Sinajana
AGENDA**

- I. ROLL CALL**
- II. BOARD MEETING PUBLIC ANNOUNCEMENTS**
1st Printing – Friday, December 09, 2022
2nd Printing – Wednesday, December 14, 2022
- III. APPROVAL OF PREVIOUS BOARD MINUTES – November 22, 2022**
- PAGE (S)**
- IV. NEW BUSINESS**
- | | |
|--|-------|
| 1. Resolution No. FY2023-006 | 1 - 2 |
| Resolution Approving the Above-Step Recruitments for the Accountant II Positions (FISCAL Division) | |
| 2. Resolution No. FY2023-007 | 3 - 4 |
| Resolution Approving the Above-Step Recruitment for the Engineer II Position (Temporary Position) (A/E Division) | |
| 3. Intent to Award | |
| IFB#GHURA-COCC-022-010; Banking Services | |
| 4. Umatac Baseball Field Rehab. Project – Change Order | |
| 5. Umatac Baseball Field Rehab. Project – Contract Amendment | |
- V. EXECUTIVE DIRECTOR'S REPORT**
1. Project Updates
 2. Division Updates
- VI. GENERAL DISCUSSION / ANNOUNCEMENTS**
1. HR Item: Executive Management Performance Evaluations for: 5 - 18
 - Executive Director, Elizabeth F. Napoli due on January 08, 2023 (Initial Evaluation)
 - Deputy Director, Fernando B. Esteves due on February 22, 2023 (Initial Evaluation)
 2. Next proposed scheduled Board Meeting: Tuesday, January 10, 2023 @ 12:00 p.m.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT



COURTESY OF TRITON ATHLETICS

The KFC Bombers, champions of the Triton-KFC Men's Basketball League, Dec. 7, 2022, at the UOG Calvo Field House.

Islanders

Continued from Page 48

sharpshooter Laila Smartt had two 3-pointers, Aedlene Olidan had two buckets and Hannah Gogue had a bucket and made both free throws in the crucial quarter.

The Bulldogs suffered a mighty blow when guard Alaya Fontanilla went down clutching her knee with 2:58 left in the second quarter. She did not return.

JFK used a 13-6 run in the third quarter to build a lead, then spent the fourth quarter protecting it. Han found success driving the ball and scored eight points in the second half. Cassandra Kido had two key offensive putbacks and Smartt hit a floater in the lane to hold off Okkodo.

Jordyn Zacarias and Vaysia Blas had key buckets in the fourth quarter but the team had difficulty getting the ball inside to powerhouse Hanna Meinik, who scored six in the first half.

Pacific Daily News reporter Jojo Santo Tomas covers sports and food. Email him at jsantotoma@guampdn.com.

Hoops

Continued from Page 48

out rebounded Team OG 96-39 in the game as KFC dominated the boards in the game.

Four Stars

It was a struggle for third between the Four Stars and the MicroFriends. The Four Stars first kept the lead at 25-20 in the first quarter, but the MicroFriends caught up and took the lead 42-37 at halftime, according to the release.

By the second half, the Four Stars regained composure and outscored the MicroFriends to lead 56-53 after 30 minutes. Four Stars' EJ Mori scored 10 points

in the final quarter to help them hold off a MicroFriends comeback attempt, and the Four Stars won the game 76-70, according to the release

The Four Stars were led by Mori with 22 points while Walker Meippen added 14 points. Ken Brozo scored 18 points for the MicroFriends with Jose Ignacio adding 16 points, according to the release.

All-League

Bombers Divine Cox took the MVP title for the season. UOG Tritons' Logan Hopkins and MVP Stars' JP Cruz also made the cut for the All-League Team, according to the release.

More of the All-League team include the following:

- Jose Ignacio, MicroFriends
- Ken Brozo, MicroFriends
- Walker Meippen, Four Stars
- Tommy Aputiw, Four Stars
- EJ Mori, Four Stars
- Eric Reyes, Team OG
- Aljurell Grape, Team OG
- Vince Espinal, Team OG
- AJ Carlos, Team OG
- Jaden Finley, KFC Bombers
- Francisco Cerda, KFC Bombers
- Chris Conner, KFC Bombers
- Blake Felder, KFC Bombers

THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY

Board of Commissioners Meeting
Friday, December 16, 2022 at 12:00 PM.
This meeting is open to the public via Zoom.

Topic: GHURA BOC Mtg Tues., December 16, 2022 @12PM
Time: Dec 16, 2022 12:00 PM Guam, Port Moresby

Join Zoom Meeting
<https://us06web.zoom.us/j/89038873541?pwd=K0hnSmh2cTV6MHhSUlRMem5OUFhOdz09>

Meeting ID: 890 3887 3541 Passcode: 707912

Watch YouTube Live Stream
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The complete Board packet may be viewed on our website at www.ghura.org.

For more information, please contact Audrey Aguon at 475-1378 and for special accommodations, please contact Chief Planner – Designated Section 504 / ADA Coordinator at 475-1322 or TTY 472-3701.

This advertisement was paid for by GHURA.



GUAM ECONOMIC DEVELOPMENT AUTHORITY
590 S. MARINE CORPS, DR. SUITE 511 ITC BLD TAMUNING, GUAM 96913
TEL (671) 647-4332 FAX (671) 649-4146 www.investguam.com

NOTICE OF REGULAR BOARD MEETING

The Guam Economic Development Authority (GEDA), a public corporation, will be holding its Regular Board of Directors meeting on

Friday, December 16, 2022 AT 1:30PM

via Zoom and in the GEDA conference room located in Suite 511, 5th Floor, International Trade Center (ITC) Building, 590 South Marine Corps Drive, Tamuning, Guam. For the link request or for persons requiring special accommodations, please contact GEDA's coordinator, Therese Santos, at 671-647-4332 or at therese.santos@investguam.com by December 15, 2022. The meeting will be streamed live on GEDA's YouTube Channel - [investguam.com/live](https://www.youtube.com/live)

AGENDA

- I. Call to Order
- II. Inifresi
- III. Roll Call
- IV. Approval of Agenda
- V. Approval of Minutes, November 2022 Board Meeting | November 10, 2022
- VI. Chairman Remarks
- VII. CEO/Administrator Remarks
- VIII. Committee & Standard Reports
 - a. Real Property Committee
 - b. Healthcare Committee
 - c. Agriculture Committee/ Aquaculture Committee
- IX. Old Business
- X. New Business
 - a. Approval for Accountable Officers
 - b. Resolution 22-005 Relative to Approving the Write-off for Certain Long Outstanding Accounts Receivable Determined to be Uncollectible
 - c. Resolution 22-004 Relative to Approving a Qualifying Certificate for Tokio Marine Pacific Insurance Limited
- XI. Public Comments
- XII. Adjournment

Pursuant to PL26-12, funding for this ad was paid by GEDA General Fund.

/s/ MELANIE MENDIOLA, GUAM ECONOMIC DEVELOPMENT AUTHORITY CEO/ADMINISTRATOR

Blizzard expected to impact millions

SIOUX FALLS, S.D. (AP) — A massive winter storm blew toward the center of the U.S. on Monday, threatening millions of people with heavy snow, freezing rain and flooding.

The National Weather Service warned that there would be “numerous, widespread, and impactful weather hazards in the heart of the country this week.” Across the Rockies and into the northern Plains and parts of the Midwest, people were warned to prepare for blizzard-like conditions. Those farther south in Texas and Louisiana could get heavy rains with flash flooding, hail and tornadoes by Tuesday. The storm will continue southeast into Florida later in the week, forecasters said.

“It will be a busy week while this system moves

across the country,” said Marc Chenard, a meteorologist at the National Weather Service’s headquarters in College Park, Maryland.

Officials in western South Dakota told residents to brace for 6 inches or more of snow: “Get your shovels handy, get your groceries, and check other needed supplies. The roads will be hard to travel.”

A swath of country stretching from Montana into western Nebraska and Colorado was under blizzard warnings Monday, and the National Weather Service said that as much as 2 feet of snow was possible in some areas of western South Dakota and northwestern Nebraska. Meanwhile, ice and sleet were expected in the eastern Great Plains.

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THE PACIFIC DAILY NEWS

14 Wednesday, December 14, 2022

THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY
 Board of Commissioners Meeting
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Meeting ID: 890 3887 3541 Passcode: 707912

Watch YouTube Live Stream
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**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., November 22, 2022
GHURA's Main Office (via Zoom)
1st floor, Conference Room, Sinajana
AGENDA**

I. ROLL CALL

After notice was duly given, pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regularly scheduled board meeting was called to order at **12:03 P.M. Tuesday, November 22, 2022**, at the GHURA Sinajana Main Office, 1st floor Conference room, by Chairman Rivera. He indicated that 6 members of the Board of Commissioners were present, representing a quorum and that the meeting would proceed as scheduled.

<p>PRESENT: Dr. John Rivera, Chairman Monica Guzman, Vice Chairwoman Frank Ishizaki, Commissioner Anisia Delia, Commissioner Emilia Rice, Commissioner Karl Corpus, Resident Commissioner</p> <p>ABSENT: Nate Sanchez, Commissioner</p> <p>LEGAL COUNSEL: None present</p>	<p>MANAGEMENT & STAFF: Elizabeth Napoli, Executive Director Fernando Esteves, Deputy Director Audrey Aguon, Special Assistant Frances Danieli, Fiscal Controller Sonny Perez, AE Manager Kimberly Bersamin, HR Administrator Katherine Taitano, CDBG Manager Norma San Nicolas, Section 8 Administrator</p> <p>PUBLIC:</p>
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II. BOARD MEETING PUBLIC ANNOUNCEMENTS

1st Printing – Tuesday, November 15, 2022
2nd Printing – Sunday, November 20, 2022

ACKNOWLEDGED BY THE GHURA BOARD

III. APPROVAL OF PREVIOUS BOARD MINUTES – October 27, 2022

[050/22] Commissioner Delia moved to approve the October 27, 2022 BOC meeting minutes, subject to corrections. Commissioner Rice seconded the motion. There were no objections by the other board members. Motion passed unanimously.

IV. NEW BUSINESS

1. Resolution No. FY2023-005

Resolution approving the Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year ending 2022

[051/22] Deputy Director Esteves stated the following:

- Included in the board packet was the SEMAP Certification which provided an overview and summary of the program. Also included was a copy of the SEMAP self-certification. He deferred to Mrs. Norma San Nicolas, Section 8 Administrator for further discussion.
- Mrs. Norma San Nicolas stated the following:
 1. Every year, 60 days before the end of the fiscal year, GHURA is required by regulation to submit a self-certification of its performance.
 2. Throughout the year, GHURA conducts internal audits to track performance
 3. Indicators 1-9 on Quality Control- is completed monthly
 4. Indicator 10-15 on Monthly Submissions- GHURA tracks that these indicators are met. Based on the monthly internal audits done, it is determined that GHURA is meeting these standards.
 5. Self-Certification- needs BOC signature of approval and submitted to HUD no later than the 29th of November
 6. Mrs. San Nicolas indicated that HUD has until the end of the year to summarize GHURA's complete performance.
 7. Leasing numbers are submitted in December, at which time HUD will determine GHURA's final performance grade in January or February.
 8. During HUD's visits, a confirmatory review is conducted. Documents supporting GHURA's Self-Certification scores for indicators 1-9, are reviewed for confirmation.
- Deputy Director Esteves stated that part of what HUD requires is that the GHURA board review the self-certification and in doing so, ensures that there is a check and balance with the board having the opportunity to review it.
- Deputy Director Esteves read aloud Resolution FY2023-005, which was included in the board packet.

[052/22] Commissioner Ishizaki move to approve Resolution No. FY2023-005 approving the Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year ending 2022. Commissioner Delia seconded the motion. There were no objections by the other board members. Motion passed unanimously.

2. Intent of Award - RFP#GHURA-COCC-022-003; Independent Financial Audit Services

[053/22] Deputy Director Esteves stated the following:

- August 11, 2022, GHURA put out an RFP for Independent Financial Auditing Services.
- (3) companies picked up bid packets. Only (1) submitted a bid, Ernst & Young, LLP
- Public Auditor was a part of the evaluation process
- Evaluation Committee consisted of (5) evaluators that reviewed and evaluated the proposal
- The committee recommended that Ernst & Young, LLP, the sole source or sole bidder, be awarded.
- HUD was contacted and informed of the recommendation and GHURA received approval
- GHURA now requests approval from the GHURA BOC
- He added that the cost for Ernst & Young, LLP is \$85,000 for (3) years.
- it was determined that the first year would be the most difficult, requiring more service hours to conduct GHURA's audit and become easier the following years, and the rising cost of inflation were all considered when determining a flat rate for all (3) years.

Commissioner Ishizaki inquired about how much GHURA paid Deloitte and Touche for services in the past three years. Mrs. Frances Danieli, FISCAL controller, stated that the expenditure for Deloitte & Touche was about \$60,000.

Chairman Rivera indicated that in the past, GHURA had experienced some difficulties on the finance side due to timeliness issues. He added that the Public Auditor has requested that GHURA try its best to be timely in submitting audit reports, moving forward.

Deputy Director Esteves added that GHURA feels confident that the company that it is with is fully aware of the complexities and all that is required. Although, it does come with the cost, GHURA remains optimistic that the company will be timely and on schedule.

[054/22] Commissioner Delia moved to approve RFP#GHURA-COCC-022-003; Independent Financial Audit Services to Ernst & Young, LLP in the amount of \$85,000 for FYs 2022, 2023, and 2024. Vice Chairwoman Guzman seconded the motion. There were no objections by the other board members. Motion passed unanimously.

3. Intent to Rescind Board Action Item #120/22 GHURA-06-16-2022-CDBG; Construction of MTM Community Recreational Facility

[055/22] Deputy Director Esteves stated the following:

- A memorandum in the board packet summarized the request for the board to rescind previous board action.
- On October 11, during a regular board meeting, the board provided a conditional award of GHURA-06-16-2022 CDBG, an award to Surface Solutions in the amount of \$558,818. Board action 120/22.
- Conditional award was subject to approval from the SAG or Attorney General
- Upon further review of the packet, it was discovered that the project required additional planning and consideration.
- Going back to the planning phase may affect material changes in terms of cost estimates.
- The procurement process requires GHURA to cancel solicitations if it went out for bid and bids were submitted.
- Per the GARR, GHURA would like to withdraw and reject all solicitations to be able to go back to the planning phase.
- GHURA would thereafter, re-solicit with a new solicitation number
- To begin the process again, GHURA is requesting that the board rescind the previous board action taken and allow the executive side to take the GARR action in terminating the solicitation.
- GHURA wants to ensure that it is executing its due diligence and doing proper planning in considering all factors before soliciting for bids.
- GHURA intends to complete this project per GHURA's action plan.

Vice Chairwoman Guzman inquired about whether GHURA had sought the advice of legal counsel. Deputy Director Esteves stated that GHURA had not as the decision was made because of an internal and continuous review of the procurement process.

Commissioner Ishizaki inquired about whether a meeting with all the bidders regarding the change of the scope of work can be made without having to cancel and rebid. Deputy Director Esteves indicated that the issue is not with the bidders. The issue is on GHURA's end and there is no opportunity to fix it without having to go back to the planning stage of the procurement process. He added that if GHURA does not go back to revise the planning phase, then the project would not be able to move forward.

Chairman Rivera asked how the project timeline would be affected. Deputy Director Esteves indicated that the sooner that GHURA can go back and make the adjustments in the planning phase, the sooner it can get things moving forward again. He added that in order to move forward with procurement, GHURA has to meet all aspects of Section 5150. He deferred to Ms. Katherine Taitano, CPD Administrator, for further information on Section 5150. Ms. Taitano stated the Section 5150 is the documentation for establishing that the work that is

being done was part of the process to ensure that any project over a half a million dollars is going to be subject to a level of review through the Attorney General's side.

Vice Chairwoman Guzman stated that if the board action was a conditional approval, then she would prefer that an amendment be made to the board action rather than having to rescind the conditional approval. She inquired if this could be an option. Deputy Director Esteves indicated that the Section 5150 is hard coded in the law and that the Office of the Attorney General would not approve it. He added that since the contract has not been awarded, this gives GHURA an opportunity to go back to ensure that it is compliant and is able to move forward and complete the work.

Commissioner Ishizaki inquired about whether GHURA received an opinion from the AG's office on how to proceed. DD Esteves indicated that GHURA had experienced a similar procurement issue in the past and determined that it would fix it since the issue was identified. The AG's office has provided some recommendations and GHURA is putting the recommendations into effect immediately.

Ms. Taitano added that GHURA has staff going through more detailed 2CFR 200 training to ensure that they are up to date as there have been rules that have been updated or refined. She added that the Guam State Clearing House has been doing some very detailed grants management training. GHURA is also exploring the HUD trainings that they have on 2CFR 200.

[056/22] Commissioner Delia moved to rescind Board Action 120/22, the cancellation of solicitation to Surface Solutions. Vice Chairwoman Guzman seconded the motion. Motion passed unanimously.

V. OLD BUSINESS

- 1. Change Order-** To add a staircase to the Section 8 Office Expansion – O.H. Construction

[057/22] Mr. Michael Racuyal, AE Planner, stated the following:

- Matter brought before the board is to discuss a change order regarding the Section 8 expansion.
- Additional stairs to the exterior of the extension due to the limited access on the second floor through the FISCAL area
- OH Construction proposal includes (as indicated on the presentation):
 1. Design and Building permit- \$10,000
 2. Structural Works: stairs footing, form works, concrete pouring and walkway overhang- \$41,000
 3. Finishing works: skim coat, plaster, finish painting, new aluminum exterior door- \$25,000
 4. Electrical Work/Lighting system- \$1,000

5. Deductive (2nd floor works)- \$-7,000
 - Partition walls, doors, ceiling
 - Demolition
6. **TOTAL COST= \$70,000**

Vice Chairwoman Guzman inquired about the total cost of the project. Mr. Racuyal indicated that it was \$135, 000. Deputy Director Esteves added that funding for the project will be from the CARES ACT Fund.

[058/22] Vice Chairwoman Guzman moved to approve Change Order GHURA09-28-2021, Section 8 expansion in the amount of \$70,000 for the additional stairway work. Commissioner Ishizaki seconded the motion. There were no objections. Motion passed unanimously.

VI. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Next proposed scheduled Board Meeting: Tuesday, December 13, 2022
@ 12:00 p.m.

[059/22] Chairman Rivera stated that Ms. Audrey Aguon would reach out to the commissioners via email regarding availability for the next board meeting date.

VII. ADJOURNMENT

[060/22] Commissioner Delia moved to adjourn the meeting. Commissioner Rice seconded the motion. There were no objections. Motion passed and meeting was adjourned at 1:11PM.

SEAL

Elizabeth F. Napoli
Board Secretary / Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. FY2023-006

Moved by: _____ **Seconded by:** _____.

RESOLUTION APPROVING ABOVE-STEP RECRUITMENTS FOR THE ACCOUNTANT II POSITIONS

WHEREAS, Under the enabling legislation of the Authority, Title 12 §5103 GCA, its Board of Commissioners is empowered “to employ officers, technical experts, agents and employees, permanent and temporary as it may deem necessary; and shall determine their qualifications, duties, tenure and compensation...”; and

WHEREAS, Title 4 of the Guam Code Annotated, “...The appointing authority, or the head of an agency, department or public corporation listed in 4 GCA,§4105(a) may petition the Director of Administration, the Judicial Council (as to Judicial Branch employment) or the agency, department or public corporation’s governing board or commission (as to an agency, department or public corporation listed in 4GCA §4105(a)) for recruitment at a higher step not to exceed Step 10, because of documented difficulty or exceptional qualifications.....”; and

WHEREAS, on 9/22/22, GHURA recruited for two Accountant II positions and offered them to Mr. Bedrick B. Briones and Ms. Gi Young Kim Reyes; and

WHEREAS, Mr. Briones and Ms. Reyes submitted their requests to Executive Management and the GHURA Board of Commissioners for consideration of an above the minimum step recruitment for the classified positions of Accountant II based on exceptional qualifications; and

WHEREAS, given the critical need and severe staffing shortages in the Fiscal Division to fill these positions immediately, the BOC approved an above step recruitment for the temporary positions, while HR completes the necessary disclosure and transparency requirements as stipulated in 4GCA, Section 6205; and

WHEREAS, since GHURA HR has now completed the required disclosures and transparency requirements, Executive Management now seeks approval from the GHURA Board of Commissioners for an above the minimum step recruitment for the two Accountant IIs based on recruitment difficulty and exceptional qualifications; and

WHEREAS, the exceptional qualifications for the Accountant II position consists of the following employees:

Mr. Bedrick B. Briones

- Worked in private (banking industry), and military sectors;
- Introduced process of “digital signature features” eliminating the need to print hard copy checks;
- Upgraded the banks prepaid expense worksheet and reduced preparation time by over 50%;

- Quickly promoted after only 1 year to “Investment Officer”;
- As Investment Officer, processed over \$30 million per month of wire transfers (error free);
- Journal entries over \$1 billion work of investments and automated many processes that increased the bank’s overall efficiencies; and
- With Mr. Briones joining the fiscal team, GHURA expects him to improve the level of efficiency and effectiveness of the Fiscal Division.

Ms. Gi Young Kim Reyes

- Worked in private, and military sectors;
- Internal audit assurance practice;
- Fraud investigation;
- 3 to 5 year budget and business plans;
- Individual, corporate and non-profit organization tax; and
- With Ms. Reyes joining the fiscal team, GHURA expects her to improve the level of efficiency and effectiveness of the Fiscal Division.

WHEREAS, Management believes the compensation package of salary and benefits (i.e. retirement, holidays, annual/sick leave, etc.) is fair, and respectfully requests an above step recruitment of Mr. Bedrick B. Briones and Ms. Gi Young Kim Reyes, **MG4-7(E)**, \$55,560.00 pa; \$26.71 phr; and

WHEREAS, the GHURA Board recognizes it has the discretionary authority to go below or beyond management’s recommendations (i.e., **MG4-2(A)**, \$39,921.00 p/a; \$19.19 p/hr through **MG4-10(F)**, \$66,809.00 p/a; \$32.12 p/hr - maximum), but supports management’s request for the above-step recruitment; and

WHEREAS, Funding for this position is available from COCC Funds; and be it further

RESOLVED, that in consideration of the applicants’ exceptional knowledge and experience, the GHURA Board of Commissioners grants the above-step requirement for:

- 1) Mr. Bedrick B. Briones, **MG4-7(E)**, \$55,560.00 p/a; \$26.71 p/hr; and
- 2) Ms. Gi Young Kim Reyes, **MG4-7(E)**, \$55,560.00 p/a; \$26.71 p/hr;

IN REGULAR BOARD MEETING, SINAJANA, GUAM – DECEMBER 16, 2022

PASSED BY THE FOLLOWING VOTES:

AYES:

NAYES:

ABSENT:

ABSTAINED:

SEAL

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on December 16, 2022.

ELIZABETH F. NAPOLI
Secretary / Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. FY2023-007

Moved by: _____

Seconded by: _____

RESOLUTION APPROVING ABOVE-STEP RECRUITMENT FOR THE ENGINEER II POSITION (TEMPORARY POSITION)

WHEREAS, under the enabling legislation of the Authority, Title 12 §5103 GCA, its Board of Commissioners is empowered “to employ officers, technical experts, agents and employees, permanent and temporary as it may deem necessary; and shall determine their qualifications, duties, tenure and compensation...”; and

WHEREAS, the Board of Commissioners recognizes their authority to recruit above the minimum step, and wishes to do so even for temporary positions; and

WHEREAS, with the upcoming A/E construction projects, specifically for the Modernization Grant Program; and

WHEREAS, the Authority on 11/16/2022, offered Mr. Miguel T. Fernandez, a temporary position to the Engineer II position; and

WHEREAS, Mr. Fernandez requested an above-step recruitment salary to \$68,000.00 per annum; and

WHEREAS, the Board of Commissioners acknowledges both the recruitment difficulty and Mr. Fernandez’s exceptional qualifications, and the critical need to move the construction projects along; and

WHEREAS, Mr. Fernandez’s exceptional qualifications include the following:

Republic of the Philippines Government Certifications:

Construction Project Management
Republic of the Philippines, Department of Trade and Industry
Construction Manpower Development Foundation

Association of Safety Practitioners of the Philippines, Inc.(ASPPI Member)
Republic of the Philippines, Department of Labor and Employment
Bureau of Working Conditions, Intramuros, Manila

Occupational Safety & Health Practitioner
Republic of the Philippines, Department of Labor and Employment
Bureau of Working Conditions; Intramuros, Manila
COA No. 1033-02726311-1132

US Federal Certifications:

NAVFAC Construction Quality Management
Naval Facilities Engineering Command

OSHA 40 Hour EM 385-1-1
Conducted by: OSH SOLUTIONS GUAM on February 13, 2020
Graduation from the Manuel L. Quezon University with a Bachelor of Science in Civil
Engineering: March 1987

- WHEREAS,** Mr. Fernandez possesses over 37 years of private sector engineering experience, consisting of: 1) 13 years of various private sector experience on Guam; and 2) Over 20 years of experience as the Project Engineer/Manager in the Philippines, and 3) One year in Saudi Arabia; and
- WHEREAS,** in consideration of both the recruitment difficulty and exceptional qualifications, the Board of Commissioners wishes to compensate Mr. Fernandez at above the minimum step for the temporary position of Engineer II at Pay Grade "NG4," Step 9(F), which is \$68,271.00 per annum; and
- WHEREAS,** funding for the above-step recruitment is available under federal funds; and now therefore be it
- RESOLVED,** that the Board of Commissioners, in accordance with Title 4 of the Guam Code Annotated §6205, grants the above-step recruitment to Mr. Miguel T. Fernandez to the temporary position of Engineer II at Pay Grade "NG4," Step 9 (F), \$68,271.00 per annum.

IN REGULAR BOARD MEETING, HAGATNA, GUAM -- December 16, 2022
PASSED BY THE FOLLOWING VOTES:
AYES:
NAYS:
ABSENT:
ABSTAINED:



I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on December 16, 2022.

(S E A L)

ELIZABETH F. NAPOLI
Secretary / Executive Director

December 2, 2022

MEMORANDUM

TO: Board of Commissioners
VIA: Executive Director 
FROM: Personnel Services Administrator 
SUBJECT: Upcoming Performance Evaluations for Executive Management

Hafa Adai Commissioners,

Pursuant to 5GCA, Chapter 43, Section 43202, states,

§ 43202. Performance Reviews of Agency Heads. The governing Boards for all agencies, instrumentalities, or entities shall issue performance reviews of the Chief Executive selected for that agency six (6) months after appointment of the said Chief Executive and every twelve (12) months thereafter that the Chief Executive is retained by the Governing Board. Each performance review shall document the Chief Executive's performance, accomplishments, and the respective Governing Board's reasons for retaining the said Chief Executive. SOURCE: Added by P.L. 27-20. Amended by P.L. 29-061.

For the benefit of the new board members, the Commissioners during their May 2019 Board Meeting voted to have each individual board member evaluate both the ED and DD independently and submit the completed forms directly to HR for tabulation and report back to the board on the overall score I have attached the corresponding evaluation forms for you to rate both the ED and DD, respectively. HR will also be emailing you the digital copies. To memorialize this process, HR will be working with legal counsel to finalize a draft policy for the board's review and approval by March 2023.

Below is the performance evaluation schedule.

EXECUTIVE MANAGERMENTS PERFORMANCE EVALUATION SCHEDULE

<u>NAME/TITLE</u>	<u>EVALUATION PERIOD (Anniversary)</u>	<u>DUE TO HR</u>
ELIZABETH F. NAPOLI, EXECUTIVE DIRECTOR	7/8/2022 – 1/7/2023 (Initial Evaluation-6 months)	On or before Friday, 12/30/2022
FERNANDO B. ESTEVES, DEPUTY DIRECTOR	8/22/2022 – 2/21/2023 (Initial Evaluation – 6 months)	On or before Wednesday, 02/1/2023

5 GCA GOVERNMENT OPERATIONS
CH. 43 BOARDS & COMMISSIONS

§ 43202. Performance Reviews of Agency Heads.

The governing Boards for all agencies, instrumentalities, or entities shall issue performance reviews of the Chief Executive selected for that agency six (6) months after appointment of the said Chief Executive and every twelve (12) months thereafter that the Chief Executive is retained by the Governing Board. Each performance review shall document the Chief Executive's performance, accomplishments, and the respective Governing Board's reasons for retaining the said Chief Executive.

SOURCE: Added by P.L. 27-20. Amended by P.L. 29-061:2 (Apr. 4, 2008).

§ 43203. Publication of Performance Reviews.

The performance reviews required under this Act shall be made public and the availability of these reviews shall be published by the respective Governing Boards issuing the aforementioned reviews by newspaper of general circulation or by radio or television which is reasonably calculated to provide notice of the facts it announces to the public at large and posted on the agency, instrumentality or entity's website.

SOURCE: Added by P.L. 27-20. Amended by P.L. 29-061:3 (Apr. 4, 2008).



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 728
Period of Report From: 07/08/2022 To: 01/07/2023	Reason for Report <input checked="" type="checkbox"/> Semi-Annual (Initial) <input type="checkbox"/> Annual	

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name	Position Classification / Title	Executive Director (Unclassified)			Employee ID No.
		Outstanding	Highly Satisfactory	Satisfactory	
ELIZABETH F. NAPOLI					728
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)					
<i>1. Leadership</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>2. Strategic Planning</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>3. Communicates Vision and Direction</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>4. Champions Innovation</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>5. Promotes Ethics</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>6. Builds Relationships</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>7. Decision Making</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>8. Leads Change</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>9. Inspires and Directs Action</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>10. Promotes Diversity</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>11. Accountability / Fiscal / Fiduciary Responsibility</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>12. Business Acumen</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>13. Effective Operation & Maintenance of HUD Plans and Projects</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Executive Director (Unclassified)	Employee ID No. 728			
PART III - STANDARDS <i>(Completed by Supervisor)</i>			Outstanding	Highly Satisfactory	Satisfactory
Performance Standard: <i>(Customer Focus)</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification:					<input type="checkbox"/>
Performance Standard: <i>(Adherence to Policy and Federal HUD Regs)</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Justification:					<input type="checkbox"/>

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

- OUTSTANDING SATISFACTORY MARGINAL
 HIGHLY SATISFACTORY UNSATISFACTORY

RETAIN NOT RETAIN

John J. Rivera, Chairman, GHURA BOARD OF COMMISSIONERS Date:

Monica O. Guzman, Vice Chairwoman, GHURA BOARD OF COMMISSIONERS Date:

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date:

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date:

Emilia F. Rice, Member, GHURA BOARD OF COMMISSIONERS Date:

Nathanael P. Sanchez, Member, GHURA BOARD OF COMMISSIONERS Date:

Karl E. Corpus, Resident COMMISSIONER Date:



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name ELIZABETH F. NAPOLI	Position Classification / Title Executive Director (Unclassified)
Employee ID No. 728	

COMPLETE BY EMPLOYEE:

Concur

Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

Employee Signature

Date



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name FERNANDO B. ESTEVES	Position Classification / Title Deputy Director (Unclassified)	Employee ID No. 780
Period of Report From: 08/22/2022 To: 02/21/2023	Reason for Report <input checked="" type="checkbox"/> Semi-Annual (Initial) <input type="checkbox"/> Annual	

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. **Summary of Performance** (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name	Position Classification / Title	Deputy Director (Unclassified)			Employee ID No.
		Outstanding	Highly Satisfactory	Satisfactory	
FERNANDO B. ESTEVES					780
PART II - EXPECTATIONS OF EXECUTIVES: Completed by Supervisor (Check the rating that applies to each)					
<i>1. Leadership</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>2. Strategic Planning</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>3. Communicates Vision and Direction</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>4. Champions Innovation</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>5. Promotes Ethics</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>6. Builds Relationships</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>7. Decision Making</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>8. Leads Change</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>9. Inspires and Directs Action</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>10. Promotes Diversity</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>11. Accountability / Fiscal / Fiduciary Responsibility</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>12. Business Acumen</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>13. Effective Operation & Maintenance of Section 8 and AMP's</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name FERNANDO B. ESTEVES	Position Classification / Title Deputy Director (Unclassified)			Employee ID No. 780	
PART III - STANDARDS <i>(Completed by Supervisor)</i>	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
Performance Standard: <i>(Customer Focus)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Justification:

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*

Comments/Justification:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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PART V -- OVERALL RATING: (Overall rating based on Parts I, II, III, IV)

- OUTSTANDING SATISFACTORY MARGINAL
 HIGHLY SATISFACTORY UNSATISFACTORY

RETAIN NOT RETAIN

John J. Rivera, Chairman, GHURA BOARD OF COMMISSIONERS Date:

Monica O. Guzman, Vice Chairwoman, GHURA BOARD OF COMMISSIONERS Date:

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date:

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date:

Emilia F. Rice, Member, GHURA BOARD OF COMMISSIONERS Date:

Nathanael P. Sanchez, Member, GHURA BOARD OF COMMISSIONERS Date:

Karl E. Corpus, Resident COMMISSIONER Date:



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)**

Employee Name FERNANDO B. ESTEVES	Position Classification / Title Deputy Director (Unclassified)
Employee ID No. 780	

COMPLETE BY EMPLOYEE:

Concur

Do not Concur (Employee comments are mandatory, if this option is selected.)

Employee Comments: (May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)

Employee Signature

Date