PUBLIC DEFENDER SERVICE CORPORATION
Board of Trustees Regular Meeting
Friday, March 21, 2014
Conference Room,
Public Defender Service Corporation
12:30 p.m.

A G E N D A

I. Call to Order

II. Roll Call

III. Proof of Due Notice of Meeting:

5 Working Days Notice:	Marianas Variety, Friday, March 14, 2014
48 Hours Notice:	Marianas Variety, Wednesday, March 19, 2014

IV. Determination of Quorum

V. Approval of Minutes: (Regular Meeting of February 21, 2014)

VI. Old/Unfinished Business:

A. Financial Status Update (PDSC and APD Allotment Releases)
B. Domestic Violence Program Update
C. Alternate Public Defender Update
D. PDSC Director's Performance Review
E. 2014 Competitive Wage Act: Financial Impact on PDSC
F. PDSC Investigators and the Law Enforcement Pay Plan: (Correspondence submitted to Senator Ben Pangelinan)

VII. New Business:

A. Resolution No. 08-14: Request to Use PDSC Lapsed Funds for Partial Reimbursement of Air Fare re: Executive Director Eric Miller's Attendance at the National Center for State Courts' "Evidence-Based/Smarter Sentencing Workshop" scheduled for March 24-25, 2014 in Baltimore, Maryland

B. Resolution No. 09-14: Request to Use PDSC Lapsed Funds to Enable PDSC Investigators to Attend the Criminal Defense Investigation Training Council's 40-Hour Training Academy Program from June 16-20, 2014 in Jensen Beach, Florida

C. Resolution No. 10-14: Request to Use PDSC Lapsed Funds to Rectify Error in Promotional Slotting of MIS Administrator

D. Resolution No. 11-14: Request to Use APD Lapsed Funds to Rectify Errors in Pay Grade/Step Upon Initial Hiring and Pay Adjustments of Attorney Eric Overton

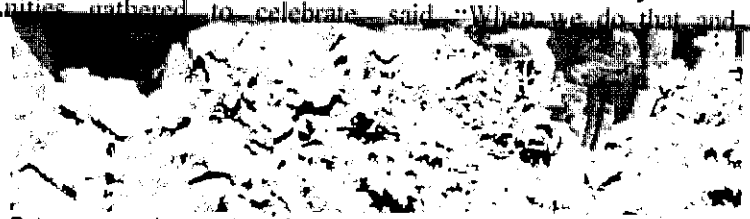
VIII. Public Discussion

IX. Adjournment and Next Meeting Date

Naval Base Guam kicks off Chamorro Month celebration

(JRM) – Service members, base patrons and members of the military and local communities gathered to celebrate

"We don't stay on the base; we go out and live, work and shop in the community," Ward said. "When we do that and



Patrons can take part in various events including food sampling throughout the month of March.

NOTICE OF PUBLIC MEETING

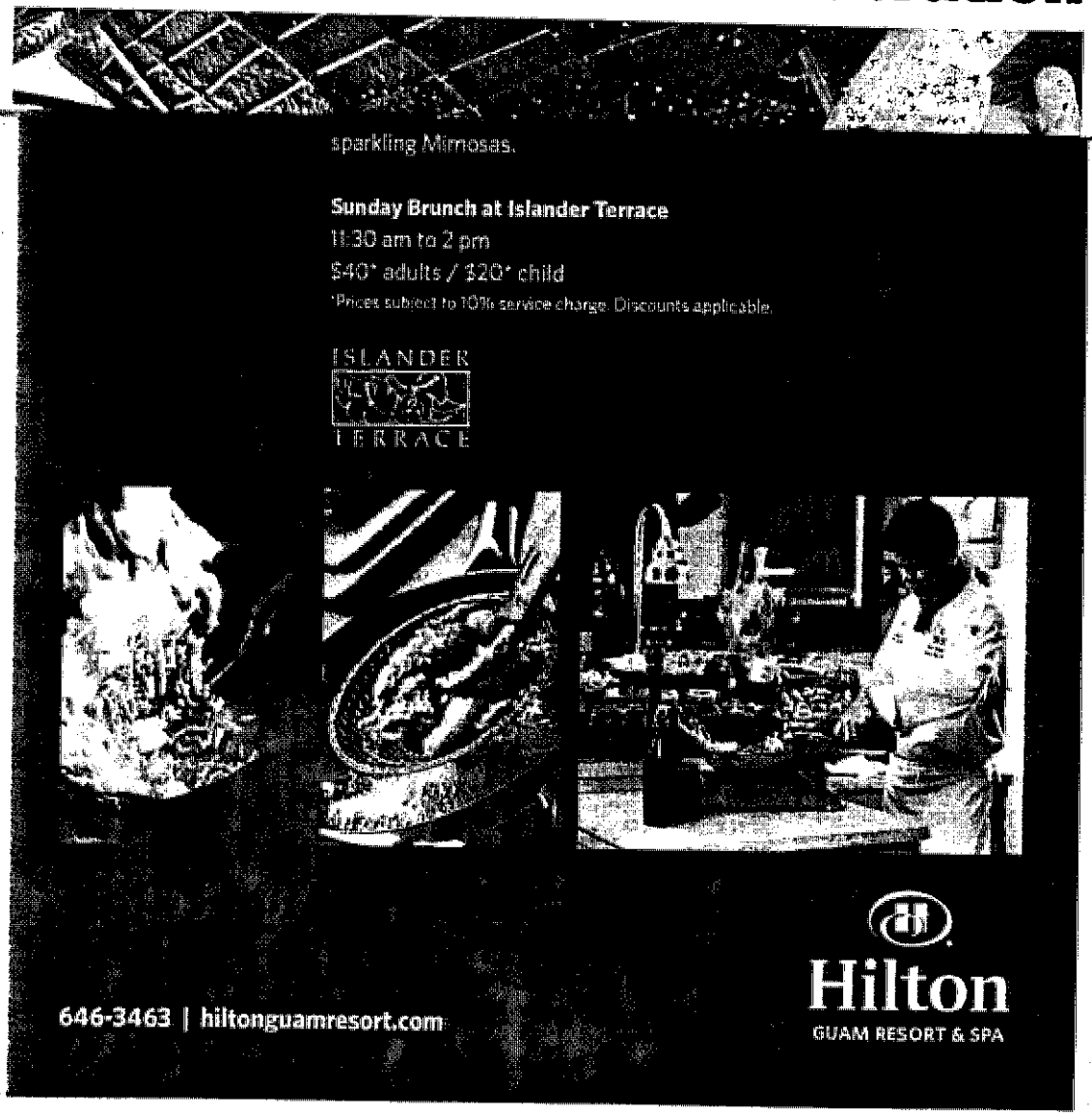
The Public Defender Service Corporation Board of Trustees will conduct a regular meeting on **Friday, March 21, 2014 at 12:30 p.m.** in the Conference Room of the Public Defender Service Corporation, located at the MVP Sinajana Commercial Building, Unit B, 779 Route 4, Sinajana, Guam 96910.

Copies of the agenda will be available prior to the meeting at the Public Defender Service Corporation (address above).

Individuals requiring special accommodations are asked to contact Mrs. Bernadette S.N. Chargualaf at 475-3100.

/s/ CHIEF JUSTICE ROBERT J. TORRES, JR.
Chairman

This public notice is paid for with government funds administered by the Public Defender Service Corporation.



Nonprofit seeking to aid homeless veterans

By Jasmine Stole
Jasmine@mvguam.com
Variety News Staff

Tumon Bay Road, Tumon

"As a community, we don't think twice about celebrating the many national holidays that are relevant to our U.S. history but since the elimination of the Discovery Day holiday over a decade ago, there is not a single day set aside to pause and reflect on Guam's history and Chamorro heritage," Morrison said.

he is pleased that Vice Speaker Benjamin Cruz scheduled the public hearing for the bill, adding: "As you can see by the passionate testimony, there are many people in favor of dedicating one day a year to Guam history and Chamorro heritage. This is an opportunity to educate our children and our visitors on

with co-sponsors Sens. Tony Ada and Chris Duenas, so it could become a legal holiday for the government of Guam.

Last February, Lt. Gov. Ray Tenorio signed an executive order declaring March 3, 2014 a holiday in observance of Guam History and Chamorro Heritage Day.

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/s/ CHIEF JUSTICE ROBERT J. TORRES, JR.
Chairman

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Search on for missing fishermen

(USCG) – The U.S. Coast Guard along with the Navy, Federated States of Micronesia, Australia and several commercial mariners are searching for an overdue skiff with two people aboard that departed Chuuk last Thursday.

Crew members at Coast Guard Sector Guam received a report Friday that a 19-foot skiff departed for a daylong fishing trip in the vicinity of the Chuuk

but did not return.

Assisting in the search is an HC-130 airplane crew from Coast Guard Air Station Barbers Point, Oahu, one Navy P-3 Orion airplane crew from Okinawa, Japan, one P-3 Orion airplane crew from Australia, the Pacific-class patrol boat FSS Micronesia from Pohnpei and five Good Samaritan commercial ships.

The two P-3s and the patrol boat were diverted from Operation Rai Balong. Operation Rai Balong is a bilateral regional maritime surveillance operation that targets illegal fishing.

A total of 6,099 square miles have been searched since the skiff went missing. The Coast Guard, Navy, Australia and the FSS Micronesia continue searches west and northwest of Chuuk. Chuuk Atoll is approximately 621 miles south east of Guam.

Marianas Variety-Guam Edition is circulated by home and office delivery, consignments, and vending machines throughout Guam, as mail delivery to the Federated States of Micronesia, the Marshall Islands, South Pacific, Hawaii, Japan and the continental U.S. Daily coverage can also be read from our website **www.mvguam.com.**

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PUBLIC DEFENDER SERVICE CORPORATION
BOARD OF TRUSTEES
Regular Meeting
of
Friday, February 21, 2014
12:59 p.m.
PDSC Conference Room

MINUTES

I. CALL TO ORDER:

This meeting was called to order by the Chairman, Chief Justice Robert J. Torres at 12:59 p.m.

II. ROLL CALL:

Present:
Chief Justice Robert J. Torres, Chairman
Presiding Judge Alberto C. Lamorena III
Attorney Cynthia Ecube, Guam Bar Association President
Attorney Donna M. Cruz, Member
Mrs. Annette J. U. Ada, Member

Others Present:
Justice F. Philip Carbullido, former Chairman
Donna Muna Quinata, former Member
CathyAnn C. Gogue, former Member
Attorney Eric D. Miller, PDSC Executive Director
Attorney John P. Morrison, Alternate Public Defender
Bernadette S.N. Chargualaf, PDSC Administrative Director
Michael S. Moreno, Chief Fiscal Officer
Bernadette L.P. Lizama, Personnel Specialist IV
Julito B. Tingson, MIS Administrator
Kenneth A. Lim, Computer Systems Analyst
Cecelia M. Fernandez, Administrative Assistant

III. PROOF OF DUE NOTICE OF MEETING:

"Notice of Public Meeting" was published in Marianas Variety on Monday, February 14, 2014 and Wednesday, February 19, 2014.

IV. DETERMINATION OF QUORUM:

With the presence of all board members, a quorum was determined for this meeting.

V. APPROVAL OF MINUTES: Minutes of the regular board meeting held on Tuesday, January 14, 2014 were adopted and approved.

❖ **NOTE: The agenda for this meeting was taken out of order, so that recognition and appreciation could be extended to former members of the PDSC Board of Trustees who were present. Donna Muña Quinata and CathyAnn C. Gogue were commended and thanked for their services by Chief Justice and Chairman Robert J. Torres, Justice F. Philip Carbullido and Presiding Judge Alberto C. Lamorena III. Certificates of Appreciation were presented to Mrs. Quinata and Ms. Gogue; a token of appreciation had been presented to Justice Carbullido at the January 14, 2014 board meeting.**

Chief Justice and Chairman Torres then introduced and welcomed the new appointees/members to the PDSC Board of Trustees: Attorney Donna M. Cruz and Mrs. Annette J.U. Ada.

[SEE ITEMS VII (A) and VII (B) UNDER NEW BUSINESS.]

VI. OLD BUSINESS:

A. **Financial Status Update (PDSC and APD Allotment Releases):** Chief Fiscal Officer Michael S. Moreno reported that PDSC has received allotments through the first half of February 2014; allotments for the Alternate Public Defender (APD) were received for the first quarter of FY2014, with the 2nd quarter allotment expected to be released in March 2014.

B. **Domestic Violence Program Update:** The monthly reimbursements for this program are up to date. Funds are available to cover expenditures through March 31, 2014. An application for the next grant year has been submitted.

C. **Alternate Public Defender Update:** In the absence of APD Supervising Attorney Annie Gayle (who is off-island), Attorney John P. Morrison was present for this meeting.

The hiring of a Legal Clerk I, as approved in the APD's Fiscal Year 2014 Budget Request, remains in progress.

D. **Pacific Judicial Council Public Defender's Training:** Executive Director Eric Miller presented this matter. The event begins on February 26, 2014; all of PDSC's and APD's attorneys will be in attendance, with the exception of those attorneys who will be taking the Guam Bar examination.

E. **PDSC Fiscal Year 2014 Budget Appropriation: PDSC Resolution No. 05-14 (Correction/Amendment to PDSC Resolution No. 01-14 re: FY14 Shortfall):** Chief Fiscal Officer Mike Moreno and Administrative Director Bernadette Chargualaf presented this matter. Upon a reassessment of the projected expenditures for Fiscal Year 2014, it was determined that the additional amount required to provide for the operations of the PDSC through FY2014 is **$54,358** (in addition to the $6,415 approved on October 8, 2013).

A brief discussion followed; subsequently, Resolution No. 05-14 (Corrected) was adopted and approved.

VII. NEW BUSINESS:

A. Extending Appreciation to DONNA MUNA QUINATA and CATHYANN C. GOGUE, members of the PDSC Board of Trustees from January 2004 to January 2014: See NOTE inserted above.

B. Introduction of Attorney Donna Cruz and Mrs. Annette Ada, Chief Justice's appointments to the PDSC Board of Trustees: See NOTE inserted above.

C. PDSC Executive Director's Performance Review (due February 2014): Attorney Donna Cruz was asked to take charge of this matter in order to comply with §43202, Chapter 43 of Title 5 Guam Code Annotated.

D. 2014 Competitive Wage Act, also known as the "Hay Study Implementation" (Informational Purposes Only): Personnel Specialist IV Bernadette L.P. Lizama presented this item to those present. The effective date for this matter, according to the Department of Administration, is January 26, 2014. Public Law 32-068 specified the percentage earmarked for the PDSC (1.07% of the total amount of $7.05 million appropriated for this purpose). As such, according to Mike Moreno, Chief Fiscal Officer, the PDSC received a check in the amount of $4,441 to cover the first pay period of implementation. Director Eric Miller indicated that this amount does not even begin to cover the payments due to PDSC attorneys, since their adjustments were approved for 100% implementation as of January 26, 2014.

The checks received from the Department of Administration will be held until the PDSC receives the entire funding necessary to carry out the mandates under this act.

This matter was deferred until the next board meeting, with a request from board members that PDSC present information relative to the financial impact on the Corporation caused by the implementation of the 2014 Competitive Wage Act for the current fiscal year.

E. PDSC Investigators and the Law Enforcement Pay Plan: Administrative Director Bennette Chargualaf reported upon receiving information from Chief Justice Torres regarding this subject matter, she and Personnel Specialist IV Bernie Lizama made inquiries with the Department of Administration. PDSC's investigators were never included in the list of positions that fall under the Law Enforcement Pay Plan, while investigators from the Attorney General's Office were. It was further pointed out that the job specifications for investigators from both offices were almost identical.

Mrs. Chargualaf will be working with the appropriate legislative office to request assistance in rectifying this disparity.

VIII. **PUBLIC DISCUSSION:** None.

IX. **NEXT MEETING DATE:** Meeting dates for the remainder of calendar year 2014 were scheduled by Chief Justice Torres. This schedule will be transmitted by the board secretary to all members. The next meeting date is scheduled for March 21, 2014.

There being no further business up for discussion, this meeting was adjourned at 1:32 p.m.

Respectfully submitted,

BERNADETTE S.N. CHARGUALAF
Secretary

Agenda Item # VI (E)

Financial Impact of the 2014 Competitive Wage Act Upon PDSC and APD

Government of Guam
Fiscal Year 2014
Agency Staffing Pattern
03/20/2014

CWA: Effective 01/26/2014 (PPE: 02/08/2014)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: SUMMARY
FUND: GENERAL FUND

Fiscal Year 2014 - C.W.A

As at 03/20/2014

	Input by Department											
	(A)	(B)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(N)	(R)	(S)
				GPP - 50% Implement		GPP - 100%			Benefits			
	Position	Position		Atty & LEO 100%		Implementation		(E+F+G+I)				(J+R)
No.	Number	Title	Beginning Salary	CWA - SLOT		Date	8/1/2014	Subtotal	Retirement (J * 30.03%)	Medicare (1.45% * J)	Total Benefits (K thru Q)	TOTAL
1	2	DIRECTOR'S OFFICE	($12,126)	($28,400)	$29,547	$0	$12,652	$1,673	$503	$0	$503	$2,176
2	14	ATTORNEYS	(367,544)	399,358	-	-	-	31,814	9,103	461	9,565	41,378
3	5	INVESTIGATIVE SERVICES	-	83,725	-	-	-	83,725	25,143	1,214	26,357	110,081
4	15	LEGAL SECRETARIAL SERVICES	(131,100)	(6,854)	84,310	-	71,660	18,016	5,410	258	5,668	23,684
5	1	RECORDS, PROPERTY CONTROL	(27,660)	21,580	-	-	6,772	691	208	10	218	909
6	2	PROCESS	(43,775)	35,072	-	-	11,084	2,381	715	35	750	3,131
7	4+1	LEGAL CLERICAL SERVICES	(34,801)	781	21,056	-	13,753	4,353	1,307	63	1,370	5,724
8	2	FISCAL	(33,443)	8,738	16,865	-	13,287	5,447	1,636	79	1,715	7,161
9	1	PERSONNEL	(33,221)	25,004	-	-	7,967	(250)	(75)	(4)	(79)	(329)
10	2	MANAGEMENT INFO SYS SERVIC	(19,113)	(5,645)	14,861	-	14,904	5,006	1,503	73	1,576	6,581
	48+1	Grand	($702,784)	$533,358	$166,639	—	$152,078	$ 152,856	$ 45,452	$ 2,189	$ 47,641	$ 200,497

* Night Differential / Hazardous / Worker's Compensation / etc.

1/ FY 2014 GovGuam contribution rate for the Government of Guam Retirement is 30.03%

2/ FY 2014 (Proposed) GovGuam contribution rate of $19.02 (bi-weekly) for DDI is subject to change.

3/ FY 2014 (Proposed) GovGuam contribution rate of $153 (per annum) for Life Insurance is subject to change.

	100%

	Law Enforcement

	Operations (J+K+N)	A.P.D. (J+K+N)	Total
Required	200,497	34,847	235,344
Budgeted	75,497	0	75,497
Surplus (Shortfall)	(125,000)	(34,847)	(159,847)

ALTERNATE PUBLIC DEFENDER

CWA: Effective 01/26/2014 (PPE: 02/08/2014)

Government of Guam
Fiscal Year 2014
Agency Staffing Pattern
Summary 03/20/2014

[BBMR SP-1]

SUMMARY

					Input by Department								
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(N)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	GPP - 50% Implement Atty & LEO 100% CWA - SLOT		GPP - 100% Implementation Date	8/1/2014	(E+F+G+I) Subtotal	Benefits Retirement (J *30.03%)	Medicare (1.45% * J)	Total Benefits (K thru Q)	(J + R) TOTAL
1	----	ATTORNEYS	----	----	$0	$11,331	$0	$0	($2,611)	$5,720	($1,207)	$101	($1,106)	$4,614
2	----	INVESTIGATIVE SERVICE	----	----	-	29,240	-	-	(1,897)	27,343	6,924	373	7,296	34,639
3	----	LEGAL SECRETARIAL	----	----	(36,765)	29,243	-	-	8,909	1,386	421	47	468	1,854
4	----	LEGAL CLERICAL	----	----	(23,858)	14,935	-	-	4,290	(4,633)	(1,573)	(54)	(1,627)	(6,260)
		Grand Total:		----	($60,623)	$84,748	$0	----	$8,691	$29,816	$4,564	$467	$5,031	$34,847

	100%

	Law Enforcement

	J + K + N
Required	34,847
Budget	0
Surplus (Shortfall)	(34,847)

Agenda Item #VII (A)

Resolution No. 08-14

(Request to Use PDSC Lapsed Funds
For Partial Reimbursement of Air Fare
Re: Executive Director Eric Miller's
Attendance at the National Center
For State Courts' "Evidence-Based/
Smarter Sentencing Workshop"
Scheduled for March 24-25, 2014
In Baltimore, MD)

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF PDSC LAPSED FUNDS
FOR PARTIAL REIMBURSEMENT OF AIR FARE
RE: EXECUTIVE DIRECTOR ERIC MILLER'S ATTENDANCE
AT THE NATIONAL CENTER FOR STATE COURTS'
"EVIDENCE-BASED/SMARTER SENTENCING WORKSHOP"
SCHEDULED FOR MARCH 24-25, 2014 IN BALTIMORE, MARYLAND

RESOLUTION NO. PDSC 08-14

WHEREAS, §11113.1 of 12 GCA authorizes the Public Defender Service Corporation (PDSC) to retain unexpended appropriations beginning with Fiscal Year 2000, and to carry these funds over into succeeding fiscal years; and

WHEREAS, the PDSC Board of Trustees adopted Resolution No. 99-07 requiring Board approval for the budgeting of and/or spending authorization(s) for these lapsed funds; and

WHEREAS, the National Center for State Courts will present the "Evidence-Based/Smarter Sentencing Workshop" in Baltimore, Maryland on March 24-25, 2014 and Executive Director Eric Miller has been recommended for attendance at this forum; and

WHEREAS, Executive Director Miller has confirmed flight reservations to this workshop, with the total air fare of $1,765.49 charged to his personal credit card; and

WHEREAS, the National Center for State Courts will only cover a maximum of $700 in air fare costs, with the remainder to be assumed by the PDSC; and

WHEREAS, for Fiscal Year 2014, off-island travel was not budgeted for as instructed by the PDSC Board of Trustees due to budgetary constraints being experienced by the government of Guam; and

WHEREAS, the amount of $1,365.49 is required to ensure Director Miller's attendance, which must come from the Corporation's lapsed funds; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its meeting of March 21, 2014, hereby approves the Corporation's request to expend **$1,365.49** of lapsed funds as reimbursement to Executive Director Eric D. Miller for air fare associated with his attendance at the National Center for State Courts' "Evidence-Based/Smarter Sentencing Workshop" in Baltimore, MD.

DULY AND REGULARLY ADOPTED this 21st day of March, 2014.

Chief Justice ROBERT J. TORRES

ATTEST:

BERNADETTE S.N. CHARGUALAF
Secretary

MileagePlus award miles.*

Sat., Mar. 22, 2014 | Guam (GUM) to Baltimore, MD (BWI)

Depart:	Arrive:	Flight Time:	Distance:	
7:00 a.m. **Sat., Mar. 22, 2014** Guam (GUM)	**10:10 a.m.** **Sat., Mar. 22, 2014** Osaka, Japan (KIX)	4 hr 10 mn	**1,560 miles**	Flight: **UA151** Aircraft: **Boeing 737-800** Fare Class: **United Economy (W)** Meal: **Breakfast**

Change Planes. Connect time in Osaka, Japan (KIX) is 7 hours 10 minutes.

Depart:	Arrive:	Flight Time:	Distance:	
5:20 p.m. **Sat., Mar. 22, 2014** Osaka, Japan (KIX)	**10:55 a.m.** **Sat., Mar. 22, 2014** San Francisco, CA (SFO)	9 hr 35 mn	5,413 miles	Flight: **UA34** Aircraft: **Boeing 787-8 Dreamliner** Fare Class: **United Economy (S)** Meal: **Dinner**

Change Planes. Connect time in San Francisco, CA (SFO) is 5 hours 2 minutes.

Depart:	Arrive:	Flight Time:	Distance:	
3:57 p.m. **Sat., Mar. 22, 2014** San Francisco, CA (SFO)	**11:44 p.m.** **Sat., Mar. 22, 2014** Baltimore, MD (BWI)	4 hr 47 mn Travel Time: **30 hr 44 mn**	2,457 miles Total Distance: **9,430 miles**	Flight: **UA573** Aircraft: **Boeing 757-200** Fare Class: **United Economy (S)** Meal: **Meals for Purchase No Special Meal Offered.**

Wed., Mar. 26, 2014 | Baltimore, MD (BWI) to Houston, TX (IAH - Intercontinental)

Depart:	Arrive:	Travel Time:	Distance:	
12:05 p.m. **Wed., Mar. 26, 2014** Baltimore, MD (BWI)	**2:35 p.m.** **Wed., Mar. 26, 2014** Houston, TX (IAH - Intercontinental)	**3 hr 30 mn**	**1,235 miles**	Flight: **UA255** Aircraft: **Airbus A320** Fare Class: **United Economy (S)** Meal: **Meals for Purchase No Special Meal Offered.**

Sun., Mar. 30, 2014 | Houston, TX (IAH - Intercontinental) to Guam (GUM)

Depart:	Arrive:	Flight Time:	Distance:	
10:55 a.m. **Sun., Mar. 30, 2014** Houston, TX (IAH - Intercontinental)	**2:30 p.m.** +1 Day **Mon., Mar. 31, 2014** Tokyo, Japan (NRT - Narita)	13 hr 35 mn	**6,643 miles**	Flight: **UA7** Aircraft: **Boeing 777-200** Fare Class: **United Economy (S)** Meal: **Lunch**

Change Planes. Connect time in Tokyo, Japan (NRT - Narita) is 2 hours 30 minutes.

Depart:	Arrive:	Flight Time:	Distance:	
5:00 p.m. **Mon., Mar. 31, 2014** Tokyo, Japan (NRT - Narita)	**9:45 p.m.** **Mon., Mar. 31, 2014** Guam (GUM)	3 hr 45 mn Travel Time: **19 hr 50 mn**	1,558 miles Total Distance: **8,201 miles**	Flight: **UA197** Aircraft: **Boeing 737-800** Fare Class: **United Economy (W)** Meal: **Dinner**

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United Confirmation Number JTQPXQ

Purchase Summary

1 Adults (age 18 to 64)	**$1,658.00**
Additional Taxes/Fees	**$107.49**
Total	$1,765.49

#1,765.49

Payment Information
Name of Cardholder: **Eric D Miller**
Card Type: **MasterCard**

MileagePlus Members: Upon completion of this itinerary, you will earn up to **18,866**

Eric Miller

From: Jackie Cruz [jzcruz@guamcourts.org]
Sent: Wednesday, March 12, 2014 9:39 AM
To: Barbara Perez; Annaleah C. Sablan
Cc: Alberto C. LamorenaIII; Melanie Brennan; Basil O'Mallan; Eric Miller; Joshua Tenorio; Robert J. Torres; Robert Cruz; Christopher Budasi
Subject: Re: Application for Smarter Sentencing Workshop - With Attachment this time!
Attachments: Baltimore Travel Voucher.xlsx; NCSC Workshop Logistics and Hotel Rooming Form.docx; Smarter Sentencing to Reduce Recidivism Application 02272014.pdf; Travel Voucher Instructions_Phoenix Evidence Based Sentencing workshop.docx

All,

Attached are relevant forms for your use. Thank you.

Jackie

On Wed, Mar 12, 2014 at 9:20 AM, Jackie Cruz <jzcruz@guamcourts.org> wrote:
All,

Please note if there are cost differences in what NCSC can reimburse vs. actual costs, we are requesting that the AG and PD incur those costs, respectively, travelers Mr. Miller and Mr. O'Mallan. Thank you for your understanding and cooperation.

On Wed, Mar 12, 2014 at 9:14 AM, Jackie Cruz <jzcruz@guamcourts.org> wrote:
Hi Barb and Annaleah. Here are some emails to give you a history of this travel request. CJ Torres asked me to prepare a training request that we submitted to NCSC for an Evidence-Based Sentencing workshop that Acting AOC Tenorio approved/signed Feb. 27, 2014. Here are the 4 recommended by PJ Lamorena for this workshop:

1) Presiding Judge Alberto C. Lamorena III
2) Deputy Chief Probation Officer Melanie Brennan
3) Prosecutor Basil O'Mallan, Office of the Attorney General
4) Eric Miller, Executive Director of Public Defender

Although the workshop we selected was for April, there is an opening for **March 24-25, 2014 in Baltimore, MD**, and NCSC has approved us to attend this workshop.

Attached is the NCSC Travel Voucher instructions, and our workshop application. I'm looking for the Travel Voucher form, which I believe was sent to the individual travelers. I am cc'ing each of the travelers so that you have their email addresses. Mr. Miller and Basil, please provide us with your telephone numbers so that Human Resources can contact you if they need to.

Thanks very much for your application. I have a place open in the Phoenix workshop, and we can provide financial support for some of your travel. Since you are coming such a long way, you'll need more hotel nights than we can cover with our BJA grant funding. I am copying my colleague Brenda Otto, so that she can provide details regarding travel reimbursements. Then you can let me know if you are still interested in attending. Best, Pam

Pamela Casey | Principal Researcher

National Center for State Courts | 300 Newport Avenue | Williamsburg, VA 23185
t 757.259.1508 | f 757.564.2057 | pcasey@ncsc.org | www.ncsc.org

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From: Jackie Cruz [mailto:jcruz@guamcourts.org]
Sent: Wednesday, February 26, 2014 10:47 PM
To: Casey, Pam
Cc: Joshua Tenorio; Robert J. Torres; Alberto C. LamorenaIII
Subject: Application for Smarter Sentencing Workshop

Hafa Adai Ms. Casey. Enclosed please find the Judiciary of Guam's Application to attend a Regional Workshop entitled Smarter Sentencing to Reduce Recidivism.

Thank you for bringing this opportunity to our attention. Please let us know if you have any questions.

--

Best Regards,

Jacqueline Cruz

Court Programs Administrator

Judiciary of Guam

Guam Judicial Center

120 West O'Brien Drive

Hagatna, GU 96910

Tel: (671) 475-3270

If you look at "Airfare" on the instructions, it must not exceed $700 without prior approval (from NCSC). Therefore, please email Brenda Otto of NCSC with the airfare quotes and request prior approval for the airfare quotation amounts as soon as possible. We also have to abide by the per diem amounts for meals and lodging, and ground transportation. Rental cars are not reimbursable.

I am hoping the AG's and PD can front the travel costs and seek reimbursement through NCSC. Messrs. O'Mallan and Miller, please let us know.

If not, and if the Judiciary is able to front the costs, we need to ask the travelers once they receive a reimbursement check to forward the check to the Judiciary for deposit. Each traveler is responsible for preparing their reimbursement forms, signing, dating, and returning the form to Brenda Otto. Please see "Sign and date" on instructions for details. However, we can assist if necessary.

Thanks for your help. Please let me know if you have any questions.

Jackie

---------- Forwarded message ----------
From: **Otto, Brenda** <[redacted]>
Date: Fri, Feb 28, 2014 at 3:36 AM
Subject: RE: Application for Smarter Sentencing Workshop - With Attachment this time!
To: "Casey, Pam" <[redacted]>, Jackie Cruz <[redacted]>
Cc: Joshua Tenorio <[redacted]>, "Robert J. Torres" <[redacted]>, "Alberto C. LamorenaIII" <[redacted]>

Brenda G. Otto | Program Specialist , Research Division

National Center for State Courts | 300 Newport Avenue | Williamsburg, VA 23185
t [redacted] | f [redacted] | [redacted] | www.ncsc.org

From: Casey, Pam
Sent: Thursday, February 27, 2014 8:48 AM
To: Jackie Cruz
Cc: Joshua Tenorio; Robert J. Torres; Alberto C. LamorenaIII; Otto, Brenda
Subject: RE: Application for Smarter Sentencing Workshop

NCSC
National Center for State Courts

Center for Sentencing Initiatives

Smarter Sentencing to Reduce Recidivism

Regional Workshops Announcement

The National Center for State Courts (NCSC), with funding from the Office of Justice Programs, Bureau of Justice Assistance, will host three regional workshops on evidence-based sentencing (EBS). EBS focuses on practices that work to reduce recidivism, hold offenders accountable, and increase public safety. The workshops will introduce stakeholder teams to the science behind EBS on the first day of training. During the second day, the teams will develop a plan for advancing EBS practices in their respective jurisdictions.

The dates and locations of the workshops are:

- Eastern workshop, March 24-25, 2014 in Baltimore, MD
- Western workshop, April 15-16, 2014 in Phoenix, AZ
- Midwestern workshop, May 5-6, 2014 in St. Louis, MO

Travel costs for the first three teams (judge, probation officer, prosecutor, and defense attorney) from different states and one tribal court applying for each workshop will be covered by a grant from the Bureau of Justice Assistance. Teams from up to three additional jurisdictions also may participate at their own expense.[1]

Interested jurisdictions must submit the attached brief application. The application must be signed by the state's chief justice or state court administrator or the tribal court's chief judge or governing authority.

Questions regarding the workshops should be directed to Brenda Otto at botto@ncsc.org. For more information on EBS and the NCSC's Center for Sentencing Initiatives, visit www.ncsc.org/csi.

[1] Some additional funding is available from the State Justice Institute to cover judicial branch participants who are not part of the first three teams. Contact Brenda Otto at botto@ncsc.org for additional information.

Smarter Sentencing to Reduce Recidivism

Regional Workshops Application

1. Name and location of jurisdiction

Judiciary of Guam, Superior Court, 120 West O'Brien Drive, Hagatna, Guam 96910

Concurred by: Joshua F. Tenorio, Acting Administrator of the Courts Date: February 27, 2014

2. Stakeholder team members and contact information

- **Judge**
  - Name Alberto C. Lamorena III, Presiding Judge
  - Email alamorenaiii@guamcourts.org
  - Phone # 671.475.3410
- **Probation officer**
  - Name Melanie W. Brennan, Deputy Chief Probation Officer
  - Email mbrennan@guamcourts.org
  - Phone # 671.475.3488
- **Prosecutor**
  - Name Basil O'Mallan
  - Email bomallan@guamattorneygeneral.com
  - Phone # 671.475-3324 ext. 716
- **Defense attorney**
  - Name Eric Miller, Executive Director, Public Defender Service Corporation
  - Email emiller@guampdsc.net
  - Phone # 671.475-3100

3. Please check the regional workshop the team is interested in attending.

____ Eastern workshop, March 24-25, 2014 in Baltimore, MD
__X__ Western workshop, April 15-16, 2014 in Phoenix, AZ
____ Midwestern workshop, May 5-6, 2014 in St. Louis, MO

4. Are any members of the team already familiar with evidence-based sentencing practices? If yes, please describe.

Team members are familiar with the principles of evidence-based sentencing practices, but Guam is not implementing these practices pending training and acquisition of assessment tools. Knowledge gained from this training will complement our efforts to implement a Reentry Court in Guam.

5. Are there any similar efforts already underway in your jurisdiction to enhance the effectiveness of sentencing and corrections practices? If yes, please briefly describe.

Yes. A Criminal Sexual Conduct Management Committee received technical assistance from the Center for Sex Offender Management in January 2014 to learn of assessment tools available for (treatment and probation) practitioners to use that will help guide Judges' decisions for sentencing.

NCSC
National Center for State Courts

2014 Smarter Sentencing
Eastern Regional Workshop

Baltimore, Maryland
March 24 – 25, 2014

Workshop Schedule. March 24, 2014 8:30 a.m. – 5:00 p.m.

March 25, 2014 8:30 a.m. – 3:00 p.m.

Hotel Rooming Form. Attendees must submit the attached hotel rooming form by *Wednesday, March 12, 2014.*

Hotel.

Residence Inn Baltimore Downtown/Inner Harbor
17 Light Street
Baltimore, MD 21202
Phone: 410-962-1220 / Fax: 410-962-1221

Hotel accommodations and group rate are available for Sunday night, March 23 and Monday night, March 24, 2014 (with a departure date of Tuesday, March 25). Brenda Otto botto@ncsc.org will make all hotel reservations. Please notify her directly should you need to make any changes after submitting the rooming form. Attendees will be responsible for any hotel penalties for cancellations made later than 72 hours prior to arrival. Hotel check-in is 4:00 p.m.; check-out is at 12:00 p.m.

Air Transportation. We ask that you please make your arrangements no later than March 14, 2014. Please note that airfare costs cannot exceed $700 to include taxes, service charges and baggage fees. ***If you cancel a non-refundable ticket after it has been purchased and are unable to attend the meeting, please contact the airline directly to arrange for a credit; the NCSC would be unable to reimburse you for the cost of the cancelled ticket.***

Personal Auto. Participants driving to the meeting will be reimbursed at $.56 per mile, not to exceed the prevailing airfare.

Ground Transportation. The NCSC will reimburse your taxi fare between the BWI airport and Residence Inn up to $40.00 each way. The NCSC will also reimburse your roundtrip mileage from your home to the airport at $.56 per mile, not to exceed 50 miles each way. Home airport parking will be reimbursed; not to exceed $12 per day for up to 3 days.

Reimbursement Procedures. Please see the attached ***Travel Reimbursement Instructions.*** Hotel room and tax will be direct-billed to the NCSC, but the hotel will need a major credit card at check-in for incidental costs. **Please save original receipts for air travel and ground transportation to submit for reimbursement after your trip**. Meals will be reimbursed as the ***Instructions*** indicate. Note: a box lunch will be served each day so you would need to deduct $18 from your per diem allowance on the 24th and 25th. A travel reimbursement form is also attached.

Contact Information. Brenda Otto, Program Specialist at the NCSC, can assist you with any special needs or questions, **757-259-1596** or by e-mail at botto@ncsc.org.

Agenda Item #VII (B)

Resolution No. 09-14

(Request to Use PDSC Lapsed Funds to
Enable PDSC Investigators to Attend the
Criminal Defense Investigation Training
Council's 40-Hour Training Academy Program
From June 16-20, 2014
in Jensen Beach, Florida

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF PDSC LAPSED FUNDS
TO ENABLE PDSC INVESTIGATORS TO ATTEND
THE CRIMINAL DEFENSE INVESTIGATION TRAINING COUNCIL'S
40-HOUR TRAINING ACADEMY PROGRAM
FROM JUNE 16-20, 2014 IN JENSEN BEACH, FLORIDA

RESOLUTION NO. PDSC 09-14

WHEREAS, §11113.1 of 12 GCA authorizes the Public Defender Service Corporation (PDSC) to retain unexpended appropriations beginning with Fiscal Year 2000, and to carry these funds over into succeeding fiscal years; and

WHEREAS, the PDSC Board of Trustees adopted Resolution No. 99-07 requiring Board approval for the budgeting of and/or spending authorization(s) for these lapsed funds; and

WHEREAS, the Corporation recognizes the importance of providing training opportunities for its employees, in order to keep them abreast of the latest techniques and advancements in their fields; and

WHEREAS, PDSC Chief Investigator Robbie T. Call has researched and discovered the training opportunity provided by the Criminal Defense Investigation Training Council's 40-Hour Training Academy, which will eventually lead to the recognition of PDSC's investigators as Certified Defense Investigators (please see attachments as to a description and synopsis of this program); and

WHEREAS, a training session is slated for June 16-20, 2014 in Jensen Beach, Florida with the total cost for attendance by PDSC Investigators Sea C. Alvarez and Randolph F. Rivera being **$6,439.38** as referenced on the attached spreadsheet ; and

WHEREAS, for Fiscal Year 2014, off-island travel was not budgeted for as instructed by the PDSC Board of Trustees due to budgetary constraints being experienced by the government of Guam; and

WHEREAS, PDSC Executive Director Eric D. Miller and Administrative Director Bernadette S.N. Chargualaf encourage and support the attendance by these PDSC investigators; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its meeting of March 21, 2014, hereby approves the Corporation's request for

the expenditure of **$6,439.38** in lapsed funds for the purposes described above, and as specified on the attachments hereto, which are made a part of this resolution.

DULY AND REGULARLY ADOPTED this 21st day of March, 2014.

Chief Justice ROBERT J. TORRES

ATTEST:

BERNADETTE S.N. CHARGUALAF
Secretary

The Criminal Defense Investigation Training Council
40 - Hour Training Academy Program
June 16 - 20th 2014; 930AM- 530PM
Venue: Courtyard Hutchinson Island Beachfront; Jensen Beach, Florida
(Cost Estimate)

Séa C. Alvarez		
Airfare	$1,531.69	
Per Diem (hotel & meals)	$938.00	7 days x $134.00
Cost of Training	$750.00	$650.00 if paid before 5/1/14
Subtotal	**$3,219.69**	
Randolph F. Rivera		
Air-fare	$1,531.69	
Per Diem (hotel & meals)	$938.00	7 days x $134.00
Cost of Training	$750.00	$650.00 if paid before 5/1/14
Subtotal	**$3,219.69**	
Grand Total	**$6,439.38**	

Note: This Academy satisfies the academic requirements for the CDITC Board Certification.

Board Certified Criminal Defense Investigator requirements:

1. Successfully complete 40 hours of formal training in the discipline of criminal defense investigation. The training program must be approved & accredited by the Criminal Defense Investigation Training Council.
2. Provide documentation supporting the successful investigation of a minimum of 25 criminal defense assignments. The assignments must be comprehensive in nature & not merely single task oriented. A notarized affidavit from a supervisor or defense counsel attesting to the fact must be provided to the Advisory Board.
3. Two written recommendations from defense counsel noting the investigator's reputation, intellectual acuity, ability, accomplishments, & skill level as a criminal defense investigator.
4. A minimum of 2 years professional experience as a criminal defense investigator, either working for a state public defender's office or as a licensed private investigator.
5. Sign a sworn affidavit attesting to the investigator's dedication & commitment to conducting impartial, objective, & ethical investigations as an advocate of the truth.
6. Adhere to the continuing education requirements mandated to maintain the CCDI designation. Ten continuing education units must be satisfied every 2 years. CEU requirements must be obtained from approved programs providing training in the discipline of criminal investigations.

Lastly, the goal of this training request is for the PDSC Investigators is to obtain a professional certification within our field of work. This certification is national recognized and sets high standards for certification. cditctraining.com; & defenseinvestigator.com; are references for this training.

Robbie T. Call, Chief Investigator RT Call

Your Trip to **West Palm Beach, FL**

Sat, Jun 14 - Sat, Jun 21 | Total price: **$3,063.38**

Review | Traveler Info | Payment | Confirmation

Nice Job! You picked one of our **Best Value** flights. Book now so you don't miss out on this price!

Flights

Change Flights | Hide Details

Sat, Jun 14 - Departure — 2 stops — Total travel time : 24h 49m

Best Value

Guam
GUM 10:25am
Delta 634
Economy/Coach (K) Seat Preview
Boeing 757-200 | Lunch

→ Tokyo
NRT 1:15pm
Terminal 1
3h 50m
1,561 mi

Layover: 2h 40m

Tokyo
NRT 3:55pm
Terminal 1
Delta 236
Economy/Coach (T) Seat Preview
Boeing 747-400 | Dinner

→ Atlanta
ATL 3:28pm
Terminal I
12h 33m
6,853 mi

Layover: 3h 57m

Atlanta
ATL 7:25pm
Terminal S
Delta 1285
Economy/Coach (T) Seat Preview
Boeing 757 | 40 % on time

→ West Palm Beach
PBI 9:14pm
1h 49m
546 mi

Sat, Jun 21 - Return — 2 stops — Total travel time : 22h 45m

Best Value

West Palm Beach
PBI 11:50am
Delta 1930
Economy/Coach (X) Seat Preview
Airbus A320 | Refreshment for purchase | 80 % on time

→ Detroit
DTW 2:49pm
Terminal EM
2h 59m
1,094 mi

Layover: 0h 45m

Detroit
DTW 3:34pm
Terminal EM
Delta 275
Economy/Coach (X) Seat Preview
Boeing 777 | Dinner

→ Tokyo
NRT 5:35pm + 1 day
Terminal 1
Arrives on Sun, Jun 22
13h 1m
6,398 mi

Layover: 2h 20m

Tokyo
NRT 7:55pm
Terminal 1
Departs on Sun, Jun 22
Delta 617
Economy/Coach (K) Seat Preview
Boeing 757-200 | Dinner

→ Guam
GUM 12:35am
+ 1 day
Arrives on Mon, Jun 23
3h 40m
1,561 mi

Important Flight Information

Please review these flight restrictions

- Tickets are **nonrefundable** and **nontransferable.** A fee of $100.00 per ticket is charged for itinerary changes. Name changes are not allowed.
- The airline may charge additional fees for checked baggage or other optional services.

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Trip Summary

Guam to West Palm Beach

Sat, Jun 14 - Sat, Jun 21

Return: Arrives on Mon, Jun 23

2 Tickets: Roundtrip

Traveler 1: Adult	**$1,531.69**
Flight	$1,095.00
Taxes & Fees	$436.69
Traveler 2: Adult	**$1,531.69**
Flight	$1,095.00
Taxes & Fees	$436.69
Expedia Booking Fee	$0.00

Total: $3,063.38

All prices quoted in US dollars.

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LOCATION (1)	County and/or Other Defined Location (2)	Seasons (Beg-End)	Max Lodging	Local Meals	Prop. Meals	Incidentals	Maximum Per Diem	Effective Date
JENNINGS	HAMILTON COUNTY	01/01-12/31	63	41	27	5	125	10/01/2013
JENSEN BEACH	MARTIN COUNTY	01/01-04/30	96	46	29	5	147	10/01/2013
JENSEN BEACH	MARTIN COUNTY	10/01-12/31	83	46	29	5	134	10/01/2013
JENSEN BEACH	MARTIN COUNTY	05/01-09/30	83	46	29	5	134	10/01/2013

PUBLIC DEFENDER SERVICE CORPORATION
(Kotperasion Setbision Defensot Pupbleku)
GOVERNMENT OF GUAM
779 MVP Commercial Bldg.Unit B
Route 4 Sinajana, GU 96910
Tel: (671) 475-3100
Fax: (671) 477-5844

March 13, 2014

Memorandum

To: Executive Director- Eric D. Miller; &
Administrative Director – Bernadette SN Chargualaf

CC: Investigator II- Sea A. Alvarez
Investigator I- Randolph F. Rivera

From: Chief Investigator- Robbie T. Call

Subject: Request for Training

Buenas yan Hafa Adai,

I am respectfully requesting for Investigators Séa C. Alvarez and Randolph F. Rivera to attend the National Criminal Defense Investigator Academy from June 16 – 20, 2014 in Jensen Beach, Florida. Upon completion of this training they will meet the academic requirements for the Criminal Defense Investigation Training Council Board Certification. The training will consist of the following subjects:

- The Law- Four Categories of Defense
- Rules of Evidence
- Forensic case review & analysis
- Defendant interview- reconstruction & visual imagery methodology
- Crime scene Inspection- diagrams & photography
- Impeachment background investigations
- Witness interviews & statements
- Report writing- work product documentation
- Blood detection & interpretation / crime scene
- Computer forensics & digital data recovery
- Firearms examination

- The cost of tuition is $750.00 but the discounted rate is $650.00 if paid/registered before May 1, 2014.
- The venue is at the Marriott Courtyard Hutchinson Island Beachfront 10978 South Ocean Drive Jensen Beach, FL 34957; (772) 229-1000.
- The cost of the hotel is $135.15 per room/per night. The hotel is also the venue of the training so transportation to the training location is not needed.
- Attached are copies of the website for the training, the registration form, contact information, and hotel cost estimates.

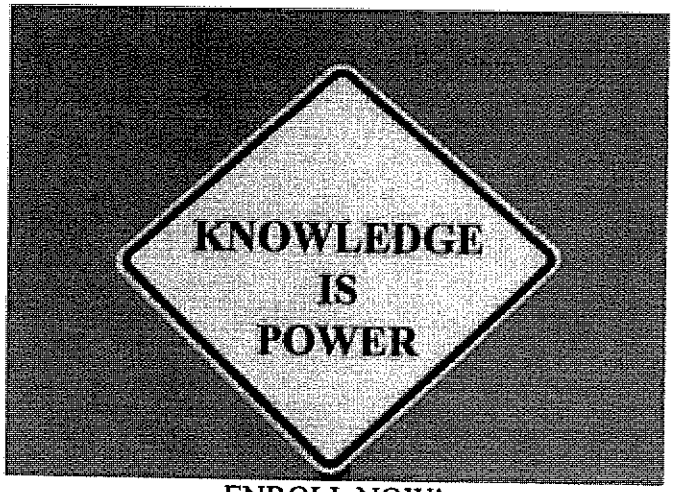
Please consider this training request as a way to improve our support staff. I believe all of the Investigators in our office should hold a professional certification to enhance our work production & standards.

V/r,

Robbie T. Call, Chief Investigator

CRIMINAL DEFENSE

INVESTIGATOR ACADEMY



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The Component Method of Criminal Defense Investigation:

Philosophy and Methodology of Investigation & Law - Legal Defenses - Defense Theories

Component 1 - Forensic Review/Analysis

Component 2 - The Defendant Interview

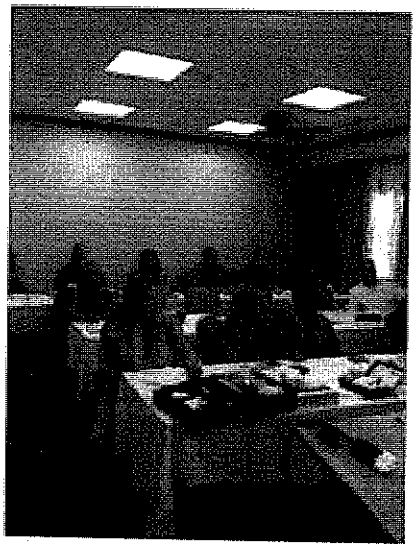
Component 3 - Crime Scene Examination Component 4 - Impeachment/Background

Component 5 - Interviewing & Statements

Component 6 - Report Writing & Testifying

Forensic & Specialized Training Topics:

Computer Forensics and Data Recovery Techniques
Blood Spatter Analysis / Blood Detection
Forensic Photography



The CDITC National Criminal Defense Investigator Academy

ENROLL NOW!

The Criminal Defense Investigation Training Council
40 - Hour Training Academy Program

June 16- 20th 2014 - 9:30 am to 5:30 pm daily

The program of instruction utilizes the text *Uncovering Reasonable Doubt: The Component Method – A Comprehensive Guide for the Criminal Defense Investigator* As a reference guide. The six primary components of investigative procedure will be discussed as a fundamental strategy and formula for conducting a comprehensive criminal defense investigation from a forensic perspective. Again, the instruction is focused upon a strategic approach designed to gain optimal results.

- The Law - Four Categories of Defense
- Rules of Evidence
- 1 - Forensic Case Review & Analysis
- 2 - Defendant Interview - Reconstruction & Visual Imagery Methodology
- 3 - Crime Scene Inspection - Diagrams & Photography
- 4 - Impeachment Background Investigations
- 5 - Witness Interviews & Statements
- 6 - Report Writing - Work-Product Documentation
- Blood Detection & Interpretation / Crime Scenes
- Computer Forensics & Digital Data Recovery
- Firearms Examination

Participants are instructed in the discipline of criminal defense investigation as well as a variety of forensic specialties including but not limited to *Computer Forensics & Data Recovery, Blood Stain Detection & Interpretation, and Forensic Firearms Examination.*

Upon completion, participants will understand the role of the due process investigators, the concept of reasonable doubt and understand what is necessary to manage and conduct a comprehensive criminal defense investigation.

Criminal Defense Investigation Academy

Click Here for Registration Form

ENROLL NOW!

Complete 5 day program / Discount price of $ 650.00 if enrolled before May 1, 2014 - After May 1st $ 750.00.

$650.00

Component Method Only / 2 days / Discount price of $ 300.00 if purchased

** Satisfies the Academic Requirements for CDITC Board Certification.*

Training Schedule:

Day 1 - Monday, June 16 - Criminal Defense Investigation: *Brandon A. Perron, CCDI*
Day 2 - Tuesday, June 17 - Criminal Defense Investigation Continued.
Day 3 - Wednesday, June 18 - Blood/Detection/Blood Spatter Analysis - *Brad Perron, CCDI.*
Day 4 - Thursday, June 19 - Morning/Crime Scene Scenario - Afternoon / Computer Forensics & Data Recovery - *Anthony Pullano, CCDI*
Day 5 - Friday, June 20 - Forensic Firearms Examination - Paul Laska, *Forensic Expert & Criminalist.*

Tuition: Primary Programs:

5 Day Complete Program: $ 750.00
Discount before May 1st: $ 650.00

2 Day Component Method: $ 350.00
Discount before May 1st: $ 300.00

Forensic Program:

3 Day Forensic Program: $ 450.00
Discount before May 1st: $ 400.00
Blood Spatter & Detection:
Computer Forensic:
Forensic Firearms Examination:

Location/Venue:

Courtyard Hutchinson Island Beachfront
10978 South Ocean Drive
Jensen Beach, FL 34957
(772) 229-1000

The Official Hotel of the CDITC

The venue hotel is located beachfront on a barrier island surrounded by unparalleled natural beauty. The richly appointed rooms offer stunning views of the Atlantic Ocean or amazing sunsets over the Indian River Lagoon. The beach is the ideal spot to enjoy the splendor and relaxation that only being on the ocean can provide. If you prefer freshwater, the pool & hot tub with a tropical waterfall await you. Poolside, Latitudes Tiki Bar & Grille serves all your favorite drinks, as well as lunch and light dinner.

* Nearest Airport Palm Beach International in West Palm Beach.

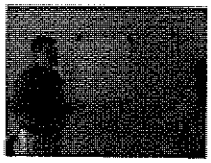
Visit for Hotel Information and Registration:

http://www.courtyardhutchinsonisland.com/hotel_information.shtml

before May 1, 2014. After May 1st $ 350.00

$300.00

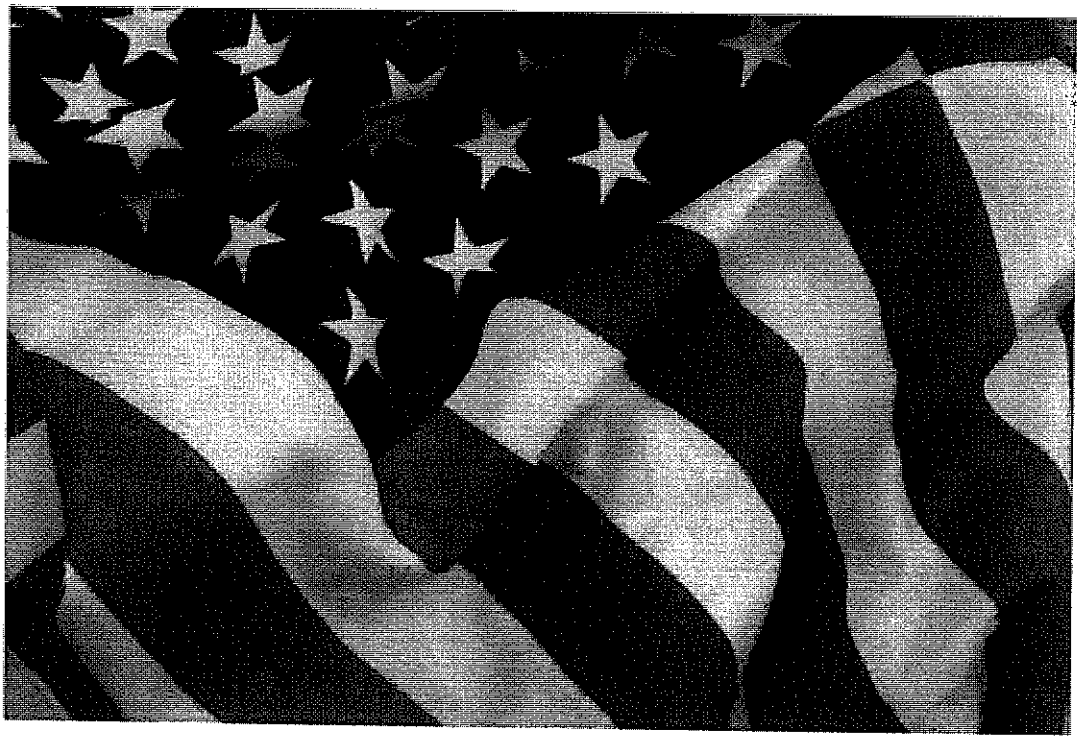
Buy Now



Forenic Program 3 days -Blood Spatter / Computer Forensics / Firearms Examination / Discount price of $ 400.00 if purchased by May 1, 2014. After May 1st $ 450.00

$400.00

Buy Now



The Criminal Defense Investigation Training Council

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REGISTRATION FORM

The Criminal Defense Investigation Training Council
40 - hour Training Program

UNCOVERING REASONABLE DOUBT - "The Component Method"

June 16th - 20th, 2014

Please check program attending and write in amount:

		Special**	
___Complete Program - 5 days/40 hours	$ 750.00	650.00	_____
___Component Method - 2 days/16 hours	350.00	300.00	_____
___Forensic Program –3 days/24 hours	450.00	400.00	_____

TOTAL: _____

** Special rate to CDITC, FALI, NDIA, Student
MUST BE PAID/REGISTERED PRIOR TO MAY 1

Monday	9:30 am – 5:30 pm – Introduction / Legal Defenses / Component Method
Tuesday	9:30 am - 5:30 pm - Component Method - Fundamentals.
Wednesday	9:30 am – 5:30 pm - Introduction to Blood Spatter Analysis and Blood Detection
Thursday	9:30 am - 5:30 pm – Crime Scene Exam (AM) / Computer Forensics & Data Recovery (PM)
Friday	9:30 am - 5:30 pm – Forensic Firearms Examination

Certificates of Training will be provided for each program.

NAME: _____
(Print as you wish it to appear on certificate)

TITLE/POSITION: _____

ORGANIZATION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ email: _____

Please make checks payable to: CDITC – Check #: _____ **Amount:** _____

MAIL FEE AND REGISTRATION FORM TO:

THE CRIMINAL DEFENSE INVESTIGATION TRAINING COUNCIL
416 SE Balboa Avenue, Suite 2
Stuart, Florida 34994

1-800-465-5233

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Courtyard Hutchinson Island Oceanside/Jensen Beach

10978 S Ocean Drive · Jensen Beach, FL34957-2611USA

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>CURRENCY CALCULATOR
>PHOTO GALLERY

Please Note - All rates at this hotel include complimentary in-room high speed Internet access

Standard Rates	Room Packages	Marriott Rewards Offers
From 135.15 (USD) per night	From 169.00 (USD) per night	From 135.15 (USD) per night

Get 25% off if you find a better deal anywhere else on Marriott rooms. We'll match it + save you even more. View brand exclusions and terms.

BOOK RIGHT

Advance Purchase rate, prepay in full, self parking, see Rate Rules

Guest room, 2 Double, Limited view

Rate rules | Room details

135.15 USD / Night

Room & Accessibility Preferences (optional)

1 / 2

Guest room, 1 King, Limited view

Rate rules | Room details

143.65 USD / Night

Room & Accessibility Preferences (optional)

Guest room, 2 Double, Atlantic Ocean view, Oceanfront

Rate rules | Room details

160.65 USD / Night

Room & Accessibility Preferences (optional)

Guest room, 1 King, Atlantic Ocean view, Oceanfront
Rate rules|Room details

Room & Accessibility Preferences (optional)

169.15
USD / Night

Florida Resident Rate $20 Food Credit, includes 20 USD food and beverage credit per night, Florida Drivers License required, see Rate Rules

Guest room, 2 Double, Limited view
Rate rules|Room details

Room & Accessibility Preferences (optional)

143.00
USD / Night

Guest room, 1 King, Limited view
Rate rules|Room details

Room & Accessibility Preferences (optional)

152.00
USD / Night

1 / 2

Guest room, 2 Double, Atlantic Ocean view, Oceanfront
Rate rules|Room details

Room & Accessibility Preferences (optional)

170.00
USD / Night

Guest room, 1 King, Atlantic Ocean view, Oceanfront
Rate rules|Room details

Room & Accessibility Preferences (optional)

179.00
USD / Night

Best Available rate

Guest room, 2 Double, Limited view
Rate rules|Room details

Room & Accessibility Preferences (optional)

159.00
USD / Night

Guest room, 1 King, Limited view
Rate rules|Room details

Room & Accessibility Preferences (optional)

169.00
USD / Night

1 / 2

Guest room, 2 Double, Atlantic Ocean view, Oceanfront
Rate rules|Room details

Room & Accessibility Preferences (optional)

189.00
USD / Night

Guest room, 1 King, Atlantic Ocean view, Oceanfront
Rate rules|Room details

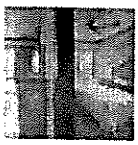
Room & Accessibility Preferences (optional)

199.00
USD / Night

Beach-Family Suite, 1 Bedroom Junior Suite, 1 King or 2 Double, Sofabed, Limited view, Balcony
Rate rules|Room details

Room & Accessibility Preferences (optional)

229.00
USD / Night



Executive Suite, 1 Bedroom Residential Suite, 1 King, Sofabed, Atlantic Ocean view, Oceanfront
Rate rules|Room details

Room & Accessibility Preferences (optional)

299.00
USD / Night

Penthouse-Governor, 1 Bedroom Penthouse Suite, 1 King, Sofabed, Atlantic Ocean view, Ocean view
Rate rules|Room details

Room & Accessibility Preferences (optional)

349.00
USD / Night

Agenda Item #VII (C)

Resolution No. 10-14

(Request to Use PDSC Lapsed Funds to Rectify Error in Promotional Slotting and Subsequent Salary Increments of MIS Administrator)

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF PDSC LAPSED FUNDS
TO RECTIFY AN ERROR IN THE PROMOTIONAL SLOTTING
OF THE MIS ADMINISTRATOR

RESOLUTION NO. PDSC 10-14

WHEREAS, §11113.1 of 12 GCA authorizes the Public Defender Service Corporation (PDSC) to retain unexpended appropriations beginning with Fiscal Year 2000, and to carry these funds over into succeeding fiscal years; and

WHEREAS, the PDSC Board of Trustees adopted Resolution No. 99-07 requiring Board approval for the budgeting of and/or spending authorization(s) for these lapsed funds; and

WHEREAS, upon reviewing the Personnel Jacket of MIS Administrator Julito B. Tingson, Jr. for the purpose of verifying his salary increment date, it was discovered that an error occurred in the slotting of his Pay Grade and Step when he was promoted to his current position in November 2004 ; and

WHEREAS, the error described above was primarily caused by the confusion regarding the mandated freeze of salary increments and their subsequent restoration occurring in between Mr. Tingson's former position and his promotion to MIS Administrator; and

WHEREAS, a thorough review and analysis of Julito Tingson's Personnel Jacket by Personnel Specialist IV Bernadette Lizama is depicted on the attached spreadsheets; and

WHEREAS, Personnel Specialist IV Bernadette Lizama has determined that Mr. Tingson is owed $14,920.56 in back pay in order to bring him to the proper Pay Grade/Step for his position and time in service as of this date; and

WHEREAS, to correct the errors and satisfy the back pay owed to Julito Tingson by the Corporation, the use of lapsed funds is necessary; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its meeting of March 21, 2014, hereby approves the Corporation's request for the expenditure of **$14,920.56** from lapsed funds in order to resolve and correct the errors described above; and be it further

RESOLVED, the spreadsheets prepared by Personnel Specialist IV Bernadette Lizama, which detail the errors and necessary corrections in this matter, are attached hereto and made a part of this resolution.

DULY AND REGULARLY ADOPTED this 21st day of March, 2014.

Chief Justice ROBERT J. TORRES

ATTEST:

BERNADETTE S.N. CHARGUALAF
Secretary

Julito B. Tingson, Jr.

POSITION TITLE	NATURE OF ACTION	DATES		NO. OF DAYS	NO. OF DAYS - PROPER	Work Hours - Proper	FROM				TO				RATE DIFF	AMOUNT OWE	COMMENTS
		FROM	TO				PAY GRADE	STEP	SALARY	HOURLY RATE	PAY GRADE	STEP	SALARY	HOURLY RATE			
MIS Admin	Salary Adjust	05/29/05	11/22/05	127	127	1016	P	5	$46,062.00	$22.15	P	6	$47,904.00	$23.03	$0.88	$894.08	Full Restoration PL27-106
"	S/I	11/23/05	05/22/07	390	390	3120	P	6	$47,904.00	$23.03	P	7	$49,747.00	$23.92	$0.89	$2,776.80	Correct Step/Salary
"	S/I	05/23/07	11/22/08	393	393	3144	P	7	$49,747.00	$23.92	P	8	$51,589.00	$24.80	$0.88	$2,766.72	Correct Step/Salary
"	S/I	11/23/08	05/22/10	390	390	3120	P	8	$51,589.00	$24.80	P	9	$53,432.00	$25.69	$0.89	$2,776.80	Correct Step/Salary
"	S/I	05/23/10	09/30/10	94	94	752	P	9	$53,432.00	$25.69	P	10	$55,274.00	$26.57	$0.88	$661.76	Correct Step/Salary
"	Hay 2010 Impl	10/01/10	01/30/11	86	86	688	P	1	$55,488.00	$26.68	P	2	$57,590.00	$27.69	$1.01	$694.88	Correct Step/Salary
"	Hay 2010 Susp	01/31/11	05/22/12	342	342	2736	P	9	$53,432.00	$25.69	P	10	$55,274.00	$26.57	$0.88	$2,407.68	Correct Step/Salary
"	S/I	05/23/12	05/22/13	261	261	2088	P	10	$55,274.00	$26.57	P	11	$57,209.00	$27.50	$0.93	$1,941.84	Correct Step/Salary

$14,920.56

Julito B. Tingson, Jr.

COMPLETED PERSONNEL ACTIONS											REQUIRED ACTIONS (AMENDMENTS)								
					FROM			TO					FROM			TO			
POSITION TITLE	EFF DATE	PA #	NATURE OF ACTION	PAY PLAN	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	EFF DATE	NATURE OF ACTION	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	COMMENTS
Systems Programmer	04/17/95	PD-95-43	Probational Appt	Unified				N	01	$31,064.00									
Systems Programmer	10/17/95	PD-96-02	Permanent Appt	Unified				N	01	$31,064.00									Probationary Period 04/17/95 - 10/17/95
Systems Programmer	04/17/96	PD-96-41	Salary Increment	Unified	N	01	$31,064.00	N	02	$33,006.00									PE Period 04/17/95 - 04/17/96
Systems Analyst	04/17/97	PD-97-31	Salary Increment	Unified	N	02	$33,006.00	N	03	$34,947.00	04/17/97	Amendment - Salary Increment	N	02	$33,006.00	N	03	$34,947.00	PE Period 04/17/96 - 04/17/97 Amend PA PD-97-31 Position Title to read Systems Programer
Systems Analyst	04/17/98	PD-98-36	Salary Increment	Unified	N	03	$34,947.00	N	04	$36,889.00	04/17/98	Amendment - Salary Increment	N	03	$34,947.00	N	04	$36,889.00	PE Period 04/17/97 - 04/17/98 Amend PA PD-98-36 Position Title to read Systems Programmer
Systems Analyst	04/17/99	PD-99-29	Salary Increment	Unified	N	04	$36,889.00	N	05	$38,830.00	04/17/99	Amendment - Salary Increment	N	04	$36,889.00	N	05	$38,830.00	PE Period 04/17/98 - 04/17/99 Amend PA PD-99-29 Position Title to read Systems Programmer
Systems Analyst	04/17/00	PD-00-20	Salary Increment	Unified	N	05	$38,830.00	N	06	$40,383.00	04/17/00	Amendment - Salary Increment	N	05	$38,830.00	N	06	$40,383.00	PE Period 04/17/99 - 04/17/00 Amend PA PD-00-20 Position Title to read Systems Programmer
Systems Analyst	04/17/01	PD-01-24	Salary Increment	Unified	N	06	$40,383.00	N	07	$41,936.00	04/17/01	Amendment - Salary Increment	N	06	$40,383.00	N	07	$41,936.00	PE Period 04/17/00 - 04/17/01 Amend PA PD-01-24 Position Title to read Systems Programmer
											10/17/02	Salary Increment (Non-Compensable)	N	07	$41,936.00	N	08	$43,490.00	PE Period 04/17/01 - 10/17/02 S/I Freeze PL26-152. Compensable Salary N-07 $41,936. This is for Recordkeeping Purposes.
											04/17/04	Salary Increment (Non-Compensable)	N	08	$43,490.00	N	09	$45,043.00	PE Period 10/17/02 - 04/17/04 S/I Freeze PL27-29. Compensable Salary N-07 $41,936. This is for Recordkeeping Purposes.
Systems Analyst	10/01/04	PD-01-05	Salary Increment	Unified	N	07	$41,936.00	N	08	$43,490.00	10/01/04	Amendment - Compensable Salary Increment	N	07	$41,936.00	N	08	$43,490.00	PE Period 04/17/01 - 10/17/02 Amend PA PD-01-05 Position Title to read Systems Programmer. Compensable salary adjustment pursuant to PL27-106.
MIS Admin	11/23/04	PD-02-05	Promotion	Unified	N	08	$43,490.00	P	05	$46,062.00	11/23/04	Amendment - Promotion	N	09	$45,043.00	P	06	$47,904.00	Compensable Salary FROM: N-08 $43,490 TO: P-05 $46,062. Amend PA PD-02-05 Position Title to read Systems Programmer on the FROM Side.

bpt 3/20/2014

Julito B. Tingson, Jr.

COMPLETED PERSONNEL ACTIONS											REQUIRED ACTIONS (AMENDMENTS)								
					FROM			TO					FROM			TO			
POSITION TITLE	EFF DATE	PA #	NATURE OF ACTION	PAY PLAN	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	EFF DATE	NATURE OF ACTION	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	COMMENTS
											05/29/05	Compensable Salary Adjustment	N	09	$45,043.00	P	06	$47,904.00	PE Period 10/17/02 - 04/17/04 Compensable salary adjustment on Promotion pursuant to PL27-106 full S/I restoration.
MIS Admin	11/23/05	PD-53-06	Salary Increment	Unified	P	05	$46,062.00	P	06	$47,904.00	11/23/05	Amendment - Salary Increment	P	06	$47,904.00	P	07	$49,747.00	PE Period 11/23/04 - 11/23/05. Amend PA PD-53-06 S/I to reflect correct Step/Salary
MIS Admin	11/23/06	PD-21-07	Salary Increment	Unified	P	06	$47,904.00	P	07	$49,747.00	05/23/07	Amendment - Salary Increment	P	07	$49,747.00	P	08	$51,589.00	PE Period 11/23/05 - 05/23/06. Amend PA PD-21-07 S/I to reflect correct Eff Date & Step/Salary
MIS Admin	05/23/08	PD-11-09	Salary Increment	Unified	P	07	$49,747.00	P	08	$51,589.00	11/23/08	Amendment - Salary Increment	P	08	$51,589.00	P	09	$53,432.00	PE Period 05/23/06 - 11/23/07. Amend PA PD-11-09 S/I to reflect correct Eff Date & Step/Salary.
MIS Admin	11/01/09	PD-22-10	Salary Increment	Unified	P	08	$51,589.00	P	09	$53,432.00	05/23/10	Amendment - Salary Increment	P	09	$53,432.00	P	10	$55,274.00	PE Period 11/23/07 - 05/23/09. Amend PA PD-22-10 S/I to reflect correct Eff Date & Step/Salary.
MIS Admin	10/01/10	PD-69-11	Hay Implementation	HAY 2010	P	09	$53,432.00	P	1	$55,488.00	10/01/10	Amendment - Hay Implementation	P	10	$55,274.00	P	2	$57,590.00	Amend PA PD-69-11 Hay Impl to reflect correct Step/Salary.
MIS Admin	01/31/11	PD-70-11	Hay Suspension	Unified	P	1	$55,488.00	P	09	$53,432.00	01/31/11	Amendment - Hay Suspension	P	2	$57,590.00	P	10	$55,274.00	Amend PA PD-70-11 Hay Suspension to reflect correct Step/Salary.
MIS Admin	05/23/11	PD-140-11	Salary Increment	Unified	P	9	$53,432.00	P	10	$55,274.00	05/23/12	Amendment - Salary Increment	P	10	$55,274.00	P	11	$57,209.00	PE Period 05/23/09 - 05/23/11. Amend PA PD-140-11 S/I to reflect correct Eff Date & Step/Salary.
MIS Admin	05/23/13	PD-67-13	Salary Increment	Unified	P	10	$55,274.00	P	11	$57,209.00	05/23/13	Cancellation - Salary Increment	P	10	$55,274.00	P	11	$57,209.00	S/I not due until 05/23/14.
											05/23/14	Salary Increment	P	11	$57,209.00	P	12	$59,211.00	PE Period 05/23/12 - 05/23/14.

Agenda Item #VII (D)

Resolution No. 11-14

(Request to Use APD Lapsed Funds to Rectify Errors in Pay Grade/Step Upon Initial Hiring and Pay Adjustments Of Attorney Eric Overton)

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF APD LAPSED FUNDS
TO RECTIFY ERRORS IN PAY GRADE/STEP
UPON INITIAL HIRING AND PAY ADJUSTMENTS
OF ATTORNEY ERIC R. OVERTON

RESOLUTION NO. PDSC 11-14

WHEREAS, Section 6208, Chapter 6 of Title 4 Guam Code Annotated provides the pay scale for government of Guam attorneys, as well as the methodology for pay increases occurring on their anniversary date of hire; and

WHEREAS, Attorney Eric R. Overton commenced employment with the Alternate Public Defender on December 6, 2010 as an Attorney I-1; and

WHEREAS, at the time of hire, Attorney Overton possessed one (1) year and eight (8) months of creditable legal work experience which would place him at Attorney I-2 level; and

WHEREAS, then PDSC Executive Director Mike A. Nisperos, Jr. directed that Attorney Overton be placed at Attorney I-1 due to budgetary constraints; and

WHEREAS, on December 6, 2011 Eric Overton received a Pay Adjustment to Attorney I-2, when in fact the proper level (based on his legal work experience) was Attorney I-3; and

WHEREAS, on March 26, 2012 (prior to his anniversary date of hire), another Pay Adjustment was granted, moving him to Attorney II-1; and

WHEREAS, the above-mentioned move was based on erroneous information received from the Department of Administration relative to pay adjustments being made for attorneys when they reach the required experience level, and not on their anniversary date of hire; and

WHEREAS, Personnel Specialist IV Bernadette Lizama has re-evaluated Attorney Overton's Personnel Jacket to verify his "Pay Adjustment" date, and discovered the errors that were made; and

WHEREAS, details of Mrs. Lizama's assessment are included and specified on the attached spreadsheets, as well as the proper advancement(s) associated with this individual's employment at the Alternate Public Defender; and

WHEREAS, the PDSC incorrectly slotted Attorney Overton as an Attorney I-1 at the time of his initial hiring, and subsequent pay adjustments prolonged this error, the Corporation now owes Attorney Overton the amount of $2,204.48 in back pay.

WHEREAS, this amount was not budgeted for in this current fiscal year's obligations, the use of lapsed funds to satisfy this debt is necessary ; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its duly-noticed meeting of March 21, 2014, hereby approves the Corporation's request for the expenditure of **$2,204.48** from APD lapsed funds in order to resolve and correct the errors described above; and be it further

RESOLVED, the spreadsheets prepared by Personnel Specialist IV Bernadette Lizama, which detail the errors and necessary corrections in this matter, are attached hereto and made a part of this resolution.

DULY AND REGULARLY ADOPTED this 21st day of March, 2014.

_____
Chief Justice ROBERT J. TORRES

ATTEST:

_____
BERNADETTE S.N. CHARGUALAF
Secretary

DIRECTOR
Eric D. Miller

ADMINISTRATIVE DIRECTOR
Bernadette S.N. Charguialaf

PUBLIC DEFENDER SERVICE CORPORATION
(Kotperasion Setbision Defensot Pupbleku)

GOVERNMENT OF GUAM
MVP Sinajana Commercial Building, Unit B
779 Route 4, Sinajana, Guam 96910-5174
Tel: (671) 475-3100 ◆Fax: (671) 477-5844

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Rebecca M. Warfield
Ali N. Nusbaum
Suresh Sampath
Brian E. Kegerreis
Mikaela S. Henderson
William B. Jones

March 20, 2014

MEMORANDUM

TO: Eric R. Overton
Assistant Alternate Public Defender

FROM: Administrative Director

SUBJECT: **Review and Evaluation of Employment Records**
RE: Personnel Actions and Pay Adjustments

Håfa Adai. Based on my records for pay adjustments, I had you listed down as pending a pay adjustment on March 26, 2013. However, I had requested Mrs. Bernadette Lizama, Personnel Specialist IV to conduct a review of your Personnel Jacket to ensure that our records were still on track with due dates and steps and salaries. Below are the findings:

a. On 12/06/10 your Probationary Appointment as Attorney I Step 1 @ $40,352 per annum (pa) with the Alternate Public Defender commenced. (Personnel Action PD-11-11)

   However, based on Title 4 Guam Code Annotated (GCA) Chapter 6 §6208, you should have been slotted at Attorney I Step 2 @ $42,874 pa because of your creditable attorney experience of 1 year 8 months.

b. On February 2012, our office processed the Hay Study Implementation which was effective on 10/01/10. Personnel Action PD-47-12 Hay Study Implementation had you moving from Attorney I Step 1 @ $40,352 pa to Attorney Level 1 Step 1 at $50,825 pa effective 12/26/10. You were given a retro payment on Pay Period Ending (PPE) 02/11/12.

   However, you should have been slotted from Attorney I Step 2 @ $42,874 pa to Attorney Level 1 Step 1 @ $50,825 pa, which causes an **overpayment of about $388.00** in the retro that was given to you on PPE 02/11/12.

c. Then on 01/31/11 the Hay Study was suspended and you were returned to Attorney I Step 1 @40,352 pa, which should actually be Attorney I Step 2 @ $42,874 pa. (Personnel Action PD-48-12) The result is an **underpayment** of salary to you **estimated at $2,139.28**.

d. On 06/06/11 you were granted a Permanent Appointment to Attorney I Step 1 @ $40,352 pa via Personnel Action PD-137-11. This should read Attorney I Step 2 @ $42,874 pa.

e. You received your first pay adjustment to Attorney I Step 2 @ $42,874 pa on 12/06/11 (Personnel Action PD-13-12). This action should have read Attorney I Step 3 @ $45,396 pa. The result is an **underpayment of about $771.04.**

f. 03/26/12 you were granted another pay adjustment and level movement from Attorney I Step 2 @ 42,874 pa to Attorney II Step 1 @ $47,008 pa via Personnel Action PD-59-12.

   However, this pay adjustment was based on erroneous information received by then Personnel Specialist IV Edbert J. Quintanilla from the Department of Administration relative to granting pay adjustments to government attorneys as soon as they meet the "work experience level" and not having to wait until the "anniversary of hire" as mandated by §6208, Chapter 6, 4 GCA. This resulted in an **estimated overpayment of $1,127.28** in salary and **the actual date for the pay adjustment should be 12/06/12.**

g. You are now currently due for another pay adjustment effective 12/06/13 to Attorney II Step 2 @ $49,773 pa. **An estimated amount of underpayment to date (03/21/14) is $808.64.**

Attached are copies of the review worksheets breaking down each action and recommendations and an estimated amounts of overpayment and underpayment. Please be advised that the total estimated amount of ***overpayment was $1,515.28*** and the total estimated amount of ***underpayment is $3,718.96***, which comes out to an **estimate of $2,204.48 to be paid out to you.**

We thank you for your patience and understanding as we work to amend our administrative errors on this matter. Should you have any questions or additional information, please contact our Human Resources at 475-3100 ext. 823 or email blizama@guampdsc.net. *Dångkolo na Agradesimento.*

BERNADETTE S.N. CHARGUALAF
Administrative Director

Eric R. Overton

COMPLETED PERSONNEL ACTIONS											REQUIRED ACTIONS (AMENDMENTS)								
					FROM			TO					FROM			TO			
POSITION TITLE	EFF DATE	PA #	NATURE OF ACTION	PAY PLAN	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	EFF DATE	NATURE OF ACTION	PAY GRADE	STEP	SALARY	PAY GRADE	STEP	SALARY	COMMENTS
Attorney I	12/06/10	PD-11-11	Probational Appointment	6208				A-1	1	$40,352.00	12/06/10	Amendment - Probational Appt	A-1	1	$40,352.00	A-1	2	$42,874.00	Incumbent has 1 yr 8 mos creditable experience. A1-2 more than 1 yr less than 2 yrs. Amend to reflect correct Step/Salary.
Attorney Level 1	12/06/10	PD-47-12	Hay Study Implementation	Hay 2010	A-1	1	$40,352.00	ATTY-1	1	$50,825.00	12/06/10	Amendment - Hay Study Implementation	A-1	2	$42,874.00	ATTY-1	1	$50,825.00	Amend to reflect correct Step/Salary.
Attorney I	01/29/11	PD-48-12	Hay Study Suspension	6208	ATTY-1	1	$50,825.00	A-1	1	$40,352.00	01/31/11	Amendment - Hay Study Suspension	ATTY-1	1	$50,825.00	A-1	2	$42,874.00	Amend to reflect correct Effective date & Step/Salary.
Attorney I	06/06/11	PD-137-11	Permanent Appointment	6208	A-1	1	$40,352.00	A-1	1	$40,352.00	06/06/11	Amendment - Permanent Appt	A-1	1	$40,352.00	A-1	2	$42,874.00	Amend to reflect correct Step/Salary.
Attorney I	12/06/11	PD-13-12	Salary Increment	6208	A-1	1	$40,352.00	A-1	2	$42,874.00	12/06/11	Amendment - Pay Adjustment	A-1	2	$42,874.00	A-1	3	$45,396.00	Incumbent has 2 yrs 8 mos creditable experience. A1-3 more than 2 yrs less than 3 yrs. Amend to reflect correct Step/Salary.
Attorney II	03/26/12	PD-59-12	Pay Adjustment	6208	A-1	2	$42,874.00	A-2	1	$47,008.00	12/06/12	Amendment - Pay Adjustment	A-1	3	$45,396.00	A-2	1	$47,008.00	Incumbent has 3 yrs 8 mos creditable experience. A2-1 more than 3 yrs less than 4 yrs. Amend to reflect correct Effective date & Step/Salary.
											12/06/13	Pay Adjustment	A-2	1	$47,008.00	A-2	2	$49,773.00	Incumbent has 4 yrs 8 mos creditable experience. A2-2 more than 4 yrs less than 5 yrs.

Eric R. Overton

POSITION TITLE	NATURE OF ACTION	DATES		NO. OF DAYS	NO. OF DAYS - PROPER	Work Hours - Proper	FROM				TO				RATE DIFF	AMOUNT OWE	COMMENTS
		FROM	TO				PAY GRADE	STEP	SALARY	HOURLY RATE	PAY GRADE	STEP	SALARY	HOURLY RATE			
Attorney I	Probational	12/06/10	01/30/11	40	40	320	A1	1	$40,352.00	$19.40	ATY1	1	$50,825.00	$24.44	$5.04	$1,612.80	This retro was paid out on PPD 02/11/12
Attorney I	Probational	12/06/10	01/30/11	40	40	320	A1	2	$42,874.00	$20.61	ATY1	1	$50,825.00	$24.44	$3.83	$1,225.60	This is what should have been paid for the retro. Was overpaid $387.20
																-$387.20	
Attorney I	Pay Adjust	01/31/11	12/05/11	221	221	1768	A1	1	$40,352.00	$19.40	A1	2	$42,874.00	$20.61	$1.21	$2,139.28	Correct Step/Salary
Attorney I	Pay Adjust	12/06/11	03/25/12	79	79	632	A1	2	$42,874.00	$20.61	A1	3	$45,396.00	$21.83	$1.22	$771.04	Correct Step/Salary
Attorney I	Pay Adjust	03/26/12	12/05/12	183	183	1464	A2	1	$47,008.00	$22.60	A1	3	$45,396.00	$21.83	-$0.77	-$1,127.28	Correct Step/Salary Overpaid $1,127.28
Attorney II	Pay Adjust	12/06/12	12/05/13	261	261	2088	A2	1	$47,008.00	$22.60	A2	1	$47,008.00	$22.60	$0.00	$0.00	Good
Attorney II	Pay Adjust	12/06/13	03/21/14	76	76	608	A2	1	$47,008.00	$22.60	A2	2	$49,773.00	$23.93	$1.33	$808.64	Correct Step/Salary
				0	0	0									$0.00	$0.00	
																$2,204.48	

Acknowledged and accepted:

ERIC R. OVERTON