PUBLIC DEFENDER SERVICE CORPORATION
Board of Trustees Regular Meeting
Tuesday, September 16, 2014
Conference Room,
Public Defender Service Corporation
12:30 p.m.

AGENDA

I. Call to Order

II. Roll Call

III. Proof of Due Notice of Meeting:

5 Working Days Notice:	Marianas Variety, Monday, September 08, 2014
48 Hours Notice:	Marianas Variety, Friday, September 12, 2014

IV. Determination of Quorum

V. Approval of Minutes: (Regular Meeting of August 27, 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 Fiscal Year 2015 Budget Appropriation Breakdown (request for deferment until next Board Meeting-- Chief Fiscal Officer currently off-island for spouse's medical treatment)

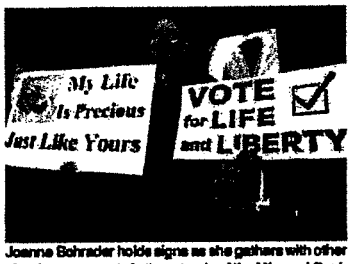
VII. New Business:

A. Resolution No. 15-14: Request to Use Lapsed Funds to Purchase 50 User Licenses for VLA Office Pro Plus 2013 (Microsoft Office 2013)
B. Resolution No. 16-14: Request to Use Lapsed Funds for Computer Systems Analyst's Attendance at Guam Computer Training & Solutions "Comp TIA Network+" and "Comp TIA Security+" Training

VIII. Public Discussion

IX. Adjournment and Next Meeting Date

Missouri lawmakers enact 72-hour abortion wait



Joanne Bohrader holds signs as she gathers with other abortion opponents in the rotunda of the Missouri Capitol Wednesday, Sept. 10, in Jefferson City, Mo. AP

JEFFERSON CITY, Mo. (AP) – Missouri lawmakers enacted one of the nation's most stringent abortion waiting periods Wednesday, overriding a veto of legislation that will require women to wait 72 hours after consulting with a doctor before ending a pregnancy.

The vote by Missouri's Republican-led Legislature overrules the veto of Democratic Gov. Jay Nixon, who had denounced the measure as "extreme and disrespectful" toward women because it contains no exception for cases of rape or incest.

About half of the states, including Missouri, already have abortion waiting periods of 24 hours.

Missouri's new law will be the second most-stringent behind South Dakota, where its 72-hour wait can sometimes extend even longer because weekends and holidays are not counted. Utah is the only other state with a 72-hour delay, but it grants exceptions for rape, incest and other circumstances.

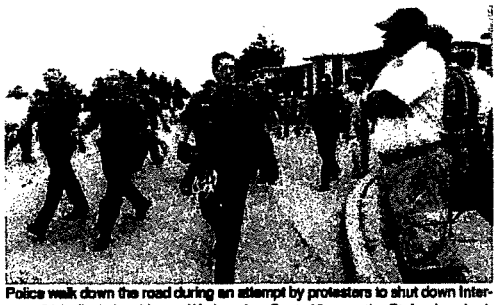
Missouri lawmakers specifically rejected an amendment earlier this year that would have granted exceptions for rape and incest. Supporters of the legislation describe it as a "reflection period" for women and their families.

Highway shutdown averted at Ferguson protests

BERKELEY, Mo. (AP) – A planned highway shutdown fell through Wednesday as a wall of officers in riot gear kept people who planned to protest the Ferguson police shooting from walking onto Interstate 70 during the late afternoon commute.

State troopers and St. Louis city and county officers warned the roughly 150 demonstrators who gathered in a nearby suburb to stay out of the road as they protested last month's shooting of Michael Brown, a black, unarmed 18-year-old, by a white officer. There were nearly as many officers as demonstrators.

Organizers said the protest in Berkeley was designed as an act of nonviolent civil disobedience similar to a 1999 demonstration in the same location.

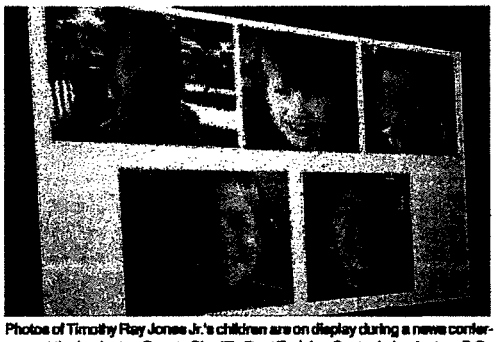


Police walk down the road during an attempt by protesters to shut down Interstate 70 in Berkeley, Mo. on Wednesday, Sept. 10, near the St. Louis suburb of Ferguson, where Michael Brown, an unarmed, black 18-year-old was shot and killed by a white police officer on Aug. 9. AP

During that protest, hundreds of people shut down the interstate in a dispute over minority hiring for road construction projects.

Highway Patrol Sgt. Al Nothum said that 35 people were arrested, most on charges of unlawful assembly. Nothum said protesters threw rocks, concrete blocks, bricks and bottles, leading to four charges of assault on a law enforcement officer.

'Loving' father now tied to his 5 kids' deaths



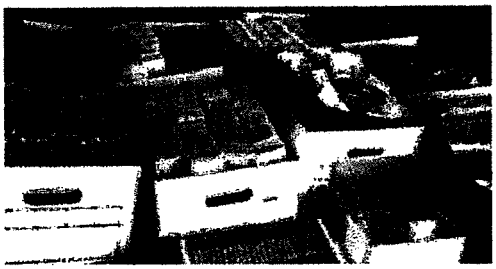
Photos of Timothy Ray Jones Jr.'s children are on display during a news conference at the Lexington County Sheriff's Dept Training Center in Lexington, S.C., Wednesday, Sept. 10. AP

PINE APPLE, Ala. (AP) – Their little bodies shrouded in plastic bags, the five children of Timothy Ray Jones Jr. had been dead for days by the time he led investigators to the spot where they had been dumped among dead trees and scrub brush.

The children's journey to that isolated hilltop in central Alabama covered hundreds of miles and crisscrossed several Southeastern states as Jones drove his Cadillac Escalade around for days, using bleach to try to mask the smell of the decomposing bodies, authorities said Wednesday.

Jones was arrested Saturday at a DUI checkpoint in Mississippi, about 500 miles from his hometown of Lexington, South Carolina. An officer said he "smelled the stench of death" along with chemicals used to make methamphetamine and synthetic marijuana. Jones was acting strangely and appeared "somewhat disoriented," said Lewis McCarty, the acting sheriff in Lexington.

Court documents show the children's brief lives were troubled, marred for years by discord between their parents.



This Department of Justice handout photo shows boxes containing U.S. currency seized during a raid in the Los Angeles Fashion District. Reuters

LA Fashion District raided in drug money-laundering probe

LOS ANGELES (Reuters) – Police and federal agents on Wednesday raided dozens of Los Angeles Fashion District businesses suspected of operating as part of a major money-laundering hub for narcotics traffickers in Mexico, law enforcement officials said.

Nine people were arrested on charges of taking part in the money laundering through a "black market peso exchange" scheme, in which bulk amounts of ill-gotten U.S. cash are converted to Mexican currency, they said.

Four others charged in the investigation remained at large, federal prosecutors said in a statement announcing the busts, which were carried out by about 1,000 law-enforcement personnel.

Authorities carted off scores of boxes stuffed with U.S. currency in large-denomination bills. Together with funds confiscated from bank accounts in asset-forfeiture actions filed around the world, officials estimated that $65 million in illegal proceeds were seized as part of the investigation.

In one of three indictment unsealed in connection with the raids, a wholesaler named QT Fashion was accused of accepting and laundering $140,000 paid as ransom for an American drug dealer kidnapped and tortured by the Sinaloa drug cartel in Mexico.

The indictment says the payments to win release of the victim – who was beaten, shot, subjected to electrical shocks and waterboarded – were funneled through 17 other Fashion District businesses at the direction of a Mexico-based clothing company.

The Fashion District consists of more than 3,000 wholesale and retail apparel outlets, showrooms and manufacturers covering about 100 blocks of downtown Los Angeles, making the garment industry a key sector of the city's economy.

But prosecutors say that in addition to drawing throngs of designers and bargain-hunting shoppers, the Fashion District has attracted criminal elements from the illegal drug trade.

NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will conduct a regular meeting on **Tuesday, September 16, 2014 at 12:30p.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

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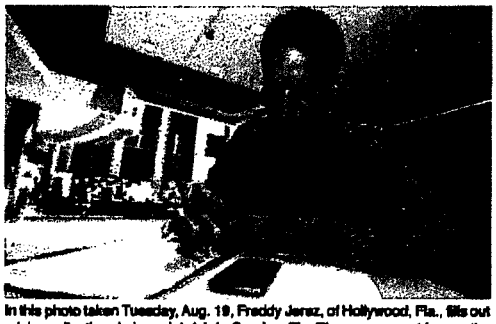
US job growth drops to 142K, slowest in 8 months



In this photo taken Tuesday, Aug. 19, Freddy Jerez, of Hollywood, Fla., fills out a job application during a job fair in Sunrise, Fla. The government issues the August jobs report on Friday, Sept. 5. AP

WASHINGTON (AP) – A surprising drop in hiring and in the number of people seeking work in August sent a reminder that the U.S. economic recovery is still prone to temporary slowdowns.

Employers added just 142,000 jobs last month, well below the 212,000 average of the previous 12 months. The unemployment rate fell to 6.1 percent from 6.2 percent. But that was because more people without jobs stopped looking for one and were no longer counted as unemployed.

Analysts took Friday's Labor Department report in stride. They noted that other gauges of the economy – from manufacturing and construction to auto sales – remain solid. Layoffs have dwindled, too. Analysts also noted that month-to-month volatility in hiring is common even in a healthy economy.

But the dip in hiring also suggests that, though the Great Recession officially ended more than five years ago, the economy has yet to shed some of its lingering weaknesses. Held back by sluggish pay growth, for example, consumers continue to spend cautiously.

Most economists foresee an economy that's poised to make further strides, punctuated at times by modest setbacks.

The figures "will inevitably spark speculation that the U.S. recovery is somehow coming off the rails again," said Paul Ashworth, an economist at Capital Economics. "However, we're not too concerned by what is probably just an isolated blip."

Jeans face an uncertain future amid yoga wear rage

NEW YORK (AP) – Americans' obsession with jeans is beginning to wear thin.

Jeans long have been a go-to staple in closets across the country. After all, not many pieces of clothing are so comfortable they can be worn daily, yet versatile enough to be dressed up or down.

But sales of the iconic blues fell 6 percent during the past year after decades of almost steady growth. The decline is being driven by women, but men's interest in jeans also is fading. Why? People more often are sporting yoga pants, leggings, sweatpants and other athletic wear instead of traditional denim.

The shift is partly due to a lack of new designs since brightly colored skinny jeans were a hit a couple years back. It's also a reflection of changing views about what's appropriate attire for work, school and other places that used to call for more formal attire.

"Yoga pants have replaced jeans in my wardrobe," said Anita Ramaswamy, a Scottsdale, Arizona high-school senior who is buying more leggings and yoga pants than jeans. "You can make it as sexy as skinny jeans, and it's more comfortable."

To be sure, the jeans business isn't dead: Customer Growth Partners, a retail consultancy, estimates denim accounts for 20 percent of annual sales at the nation's department stores.

But sales of jeans in the U.S. fell 6 percent to $16 billion during the year that ended in June, according to market research firm NPD Group, while sales of yoga pants and other "active wear" climbed 7 percent to $33.6 billion.

Philanthropist trade lawsuits over 'life settlements' deal

WASHINGTON (Reuters) – An American International Group Inc. unit and a philanthropist traded lawsuits on Friday over a partnership gone sour involving billions of dollars in life insurance policies sold by elderly individuals in exchange for cash.

AIG's Lavastone Capital said in a lawsuit filed Friday in New York federal court that it had paid Coventry First of Fort Washington, Pennsylvania, more than $1 billion since 2006 to help it acquire the policies, known as "life settlements."

Coventry, whose chief executive is Philadelphia philanthropist Alan Buerger, is the "leader and creator" of the life settlement industry, according to its website. Investors who acquire a policy cover the premiums until the individual's death and then collect the payout.

Rather than identifying appropriate policies and selling them to Lavastone at the elderly individuals' asking price, the lawsuit claimed, Coventry used a network of shell companies to artificially inflate the prices to Lavastone. The fraud cost Lavastone more than $150 million, the lawsuit said.

"Thus, defendants' behavior is no different than an auction house that knows a bidder's maximum price ceiling and then uses 'shill bidders' associated with the auction house to fraudulently inflate the price to that bidder's maximum bid," the lawsuit said. It called Coventry and CEO Buerger "scam artists."

In a countersuit filed in New York state court a few hours later, Coventry accused Lavastone of breaching its exclusive contract with Coventry by allowing an affiliate to purchase life settlements from other businesses.

The lawsuit also claimed Lavastone "concocted" fraud allegations to escape contractual provisions that limit its ability to resell certain policies, which Coventry estimated could cost AIG $700 million.

"Their lawsuit is simply meant to get leverage to get rid of the contract provisions," Buerger said in an interview.

Coventry asked a judge to award it more than $100 million and declare that Lavastone is not entitled to its own damages.

An AIG spokeswoman called the Coventry lawsuit "a baseless attempt to distract attention from the fraudulent and illegal scheme that AIG alleged in its complaint."

A new sign is displayed over the entrance to the AIG headquarters offices in New York's financial district, January 9, 2013. AP

Time Warner Cable employees to share $416M under retention plan

NEW YORK (Reuters) – Employees of Time Warner Cable will be $416 million richer even if the cable operator's merger with Comcast does not close, a move designed to keep staff from bolting while federal regulators contemplate the deal.

A proxy statement, prepared for the shareholders meetings of both companies in October to vote on the merger, also lays out the nearly $81.8 million golden parachute that Time Warner Cable's chairman and chief executive, Robert D. Marcus, would receive.

His payment includes cash, restricted stock, options and $300,000 to pay for financial planning services.

In all, the company will hand out golden parachutes of more than $136 million to five of its top executives if the deal closes.

Comcast Corp. last February said it would buy Time Warner Cable Inc. in a $45.2 billion stock swap that combines the two largest U.S. cable operators.

The day before the deal was announced, the compensation committee of Time Warner Cable's board approved retention grants for more than 1,800 employees that would pay twice the regularly scheduled annual equity awards granted for each person in 2014.

The Time Warner Cable headquarters in New York Feb. 13. Reuters

The awards, which the proxy said totaled approximately $316.4 million in restricted stock, were awarded to compensate for bonuses in 2015 and 2016 the employees would not receive, according to the proxy.

The compensation committee also approved up to $100 million in supplemental bonuses to the more than 15,000 employees eligible to receive cash incentive bonuses. Those bonuses would equal 50 percent of each employee's target bonus for 2014.

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

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GUAM VISITORS BUREAU

Tumon Bus Shelters Design & Management

The Guam Visitors Bureau (GVB), a Guam non-stock, non-profit, membership corporation, issues this solicitation to request proposals from a qualified firm or individual ("Offeror") to provide services related to the TUMON BUS SHELTERS DESIGN & MANAGEMENT Project.

A non-refundable US$25.00 fee is required for each USB Packet. Methods of acceptable payment to the Bureau are:

(1) US$ Cash
(2) Bank Wire Transfer
(3) Major Credit Card - Visa, MasterCard, Discover, JCB

If you are interested in providing TUMON BUS SHELTERS DESIGN & MANAGEMENT for GVB, please send your proposal to: Karl A. Pangelinan, General Manager, Guam Visitors Bureau, 401 Pale San Vitores Road, Tumon, Guam 96913. Deadline for submission of all proposals is 1:00 p.m. (Guam Time) on Wednesday, October 08, 2014.

/s/ Karl A. Pangelinan
General Manager

This ad was paid for by the Tourist Attraction Fund.

GUAM

PUBLIC DEFENDER SERVICE CORPORATION
BOARD OF TRUSTEES
Regular Meeting
of
Wednesday, August 27, 2014
4:05 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 4:05 p.m.

II. ROLL CALL:

Present:	Chief Justice Robert J. Torres, Jr., Chairman Presiding Judge (Acting) Maria Cenzon, Vice Chairman Attorney Cynthia Ecube, Guam Bar Association President Attorney Donna M. Cruz, Member Mrs. Annette J. U. Ada, Member
Others Present:	Attorney Eric D. Miller, PDSC Executive Director Attorney AnaMaria C. Gayle, Alternate Public Defender Attorney James R. Mortland, III, Assistant Public Defender Attorney James N. Spivey, Alternate Public Defender Bernadette S.N. Chargualaf, PDSC Administrative Director Michael S. Moreno, Chief Fiscal Officer Bernadette L.P. Lizama, Personnel Specialist IV 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, August 18, 2014 and Monday, August 25, 2014.

IV. DETERMINATION OF QUORUM:

With the presence of all five (5) board members, a quorum was determined for this meeting.

V. APPROVAL OF MINUTES:

Minutes of the regular board meeting held on Tuesday, July 29, 2014 were adopted and approved, subject to corrections.

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 August 2014 (96%); 4th quarter allotments for the Alternate Public Defender (APD) have been received (100%).

B. **Domestic Violence Program Update:** Funding is in place to support the program through April 2015 according to CFO Mike Moreno.

C. **Alternate Public Defender Update:** Attorney Annie Gayle introduced Attorney James N. Spivey, APD's recently-hired Attorney.

D. **Implementation of Competitive Wage Act of 2014 (CWA):** Chief Justice Torres gave a summary as to the three (3) approaches to the issue of formal legal authority for the implementation of the CWA 2014 for PDSC employees, as noted on the July 29, 2014 minutes.

He also provided an update on this matter, indicating that legislation was introduced and passed addressing PDSC's issues (i.e., legal authority for implementation, placement of and funding for PDSC investigators under the Law Enforcement Officer Pay Plan, and additional funding to provide for the shortfall for the period of January 26 – August 8, 2014), and that by all indications, Governor Calvo is inclined to sign the Fiscal Year 2015 Budget bill as passed.

VII. **NEW BUSINESS:**

A. **Introduction of New Attorneys (PDSC and APD):** Attorneys James N. Spivey and James R. Mortland, III were introduced and provided both professional and personal background information. Both were welcomed to Guam and to the PDSC/APD family.

VIII. **PUBLIC DISCUSSION:** Administrative Director invited board members to the annual PDSC Office Picnic to be held on August 30, 2014 at Polaris Beach, from 10:00 a.m. to 3:00 p.m.

XII. **ADJOURNMENT AND NEXT MEETING DATE:** The next meeting will take place on Tuesday, September 16, 2014 at 12:30 p.m.

There being no further business up for discussion, this meeting was adjourned at 4:25 p.m.

Respectfully submitted,

BERNADETTE S.N. CHARGUALAF
Secretary

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF LAPSED FUNDS
TO PURCHASE FIFTY (50) USER LICENSES
FOR VLA OFFICE PRO PLUS
(MICROSOFT OFFICE 2013)

RESOLUTION NO. PDSC 15-14

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 PDSC finds it necessary to update its current software from Microsoft Office 2007 to Microsoft Office 2013 in order to promote greater user-interphase, increased speed, and consistent performance which will serve to enhance employee productivity and the agency's overall performance; and

WHEREAS, a price quote of $316.42 for each user has been received from Dell ASAP Software, which amounts to a total of $15,821.00 for fifty (50) users; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its meeting of September 16, 2014, hereby approves the Corporation's request for the expenditure of **$15,821.21** of lapsed funds for the purchase of fifty (50) user licenses associated with Microsoft Office 2013 software as described herein.

DULY AND REGULARLY ADOPTED this 16th day of September, 2014.

Chief Justice ROBERT J. TORRES, JR.
Chairman

ATTEST:

BERNADETTE S.N. CHARGUALAF
Secretary

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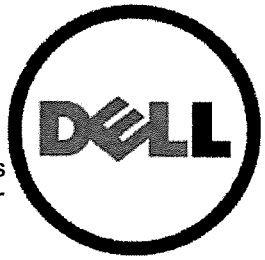
Your Dell Quote

All quotes expire the last business day of the month this quotation is issued. Please verify that this quote is accurate. Feel free to contact your Software Inside Sales Representative if you have any questions regarding your purchase.



Quote Information	
Customer Number:	126251520
Customer Name:	PUBLIC DEFENDER SERVICE CORP
Contract Number:	GS03ABZ
Agreement Number:	USCA-09-B-0013
Your Sales Professional:	Jennifer Hillard Jennifer_Hillard@Dell.com (800) 456-3355x 4335662
Quote Number:	690651575
Quote Date:	09/09/2014

Customer Information	
Billing Contact:	ACCOUNTS PAYABLE
Billing Phone Number:	(671) 475-3100
Billing Address:	MVP SINAJANA COMM BLDG UNIT B 779 RTE 4 GOVT OF GUAM 96910 SINAJANA GUAM, XX XXXXX

Quote Details

Quote Number: 690651575

Item Number	Mfg P/N	Qty	Item Description	Price
A6589418	79P-04712	**50**	VLA OFFICE PRO PLUS 2013	316.42

A3458532	ELC	**1**	ELECTRONIC LICENSE CONFIRMATION elec dwnld only	0

Subtotal:	$15,821.00
Shipping & Handling:	$0.00
Tax:	$0.00
Environmental Disposal Fee:	$0.00
Total Price w/Discounts:	**$15,821.00**

Terms & Conditions:

- 1. Federal Tax ID: 74-2616805
  2. Duns #: 114315195
  3. All quotes expire the last business day of the month this quotation is issued, unless Customer has a separate purchase agreement with Dell.
  4. Customer's purchase is subject to Dell's Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.
  5. All prices are based on Net 30 Terms unless Customer has a separate purchase agreement with Dell.
  6. Sales/use tax is based on the "ship to" address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file. If you have a question re: your tax status, please contact your Dell | ASAP representative.
  7. All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.
  8. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.
  9. Customer acknowledges that the products offered under this quotation are subject to the customs and export control laws and regulations of the U.S. and the laws of any country to which the products are exported and agrees to abide by those laws and regulations with respect to those products. Customer acknowledges that it is Customer's sole responsibility to comply with any applicable export and customs laws and regulations.
  10. Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.

BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF LAPSED FUNDS
TO PROVIDE FOR NETWORK AND SECURITY TRAINING
INVOLVING PDSC'S MIS PERSONNEL

RESOLUTION NO. PDSC 16-14

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 PDSC recognizes the need to stay on top of any threats to the Corporation's assets, especially that of network security; and

WHEREAS, training opportunities with Guam Computer Training & Solutions involving "Comp TIA Network+" and Comp TIA Security+" have come up, and the PDSC finds it most beneficial for its current Computer Systems Analyst to take advantage of these sessions; and

WHEREAS, this training will assist the MIS department in implementing new methodology which may reveal several critical weaknesses in our overall security posture, as well as provide us with the expertise to identify and mitigate vulnerabilities as part of our internal network lifecycle while reducing the potential for damages; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its meeting of September 16, 2014, hereby approves the Corporation's request for the expenditure of **$4,590.00** of lapsed funds to ensure the attendance of the agency's Computer Systems Analyst at the Guam Computer Training & Solutions courses described herein; and be it further

RESOLVED, the Computer Systems Analyst shall execute an Employee Training Commitment Contract relative to continuing his employment with the PDSC for a minimum of two (2) years following completion of the training above-mentioned.

DULY AND REGULARLY ADOPTED this 16th day of September, 2014.

_____
Chief Justice ROBERT J. TORRES, JR.
Chairman

ATTEST:

_____
BERNADETTE S.N. CHARGUALAF
Secretary

DIRECTOR
Eric D. Miller

ADMINISTRATIVE DIRECTOR
Bernadette S.N. Chargualaf

PUBLIC DEFENDER SERVICE CORPORATION
(Kotperasion Setbision Defensot Pupbleku)

GOVERNMENT OF GUAM
779 Route 4
Sinajana, Guam 96910
Tel: (671) 475-3100 ◆Fax: (671) 477-5844

STAFF ATTORNEYS
Richard S. Dirkx
Terrance A. Long
Loretta T. Gutierrez-Long
Pablo M Aglubat
Raymond B. Ilagan
Jocelyn M. Roden
Peter J. Sablan
Maria G. Fitzpatrick
Ali N. Nusbaum
Suresh Sampath
Brian E. Kegerreis
Mikaela S. Henderson
William B. Jones

August 21, 2014

To: Bernadette S.N. Chargualaf
Administrative Director

From: Julito Tingson, Jr.
MIS Administrator

Subject: Justification for Network and Security Training

It is an essential business strategy to stay on top of any threats to our assets especially our network security. Having a highly skilled employee who is given the potential to grow their expertise is a great benefit to any organization. An organization's success can often be directly attributed to the skills and expertise of its individual employees, and these benefits should not be overlooked.

I would kindly like to request approval for Kenneth Lim to attend Guam CTS "Comp TIA Network+" and "CompTIA Security+" training course located at 121 Takano Lane, Suite 303 Tamuning. As a responsibility of Management Information System, our network's security is vital.

This training will assist us in implementing new methodology which may reveal several critical weaknesses in our overall security posture. This class with provide us with the expertise to identify and mitigate vulnerabilities as part of our internal network lifecycle. Addressing these issues early will save us both money and reputational damage.

The course cost is $4,590.00, and is currently available on island. Please see attached price quotation from GUAM CTS (Guam Computer Training & Solutions). Our employee can repeat a course for up to 6 months on a seat-available basis. (Please see the attached terms and conditions)

I hope you will consider my request, and recognize the clear benefit that specialized skills will bring to our organization's ongoing efforts to improve our network security posture.

Sincerely,
Julito Tingson, Jr.

121 Takano Lane, Suite 303

Tamuning, Guam 96913

Tel: (671) 647-4287 Fax: (671) 647-4288

Training Agreement

Company Information	
Contact Name: Kenneth Lim	
Company:	
Address:	
Phone:	kennethlim@guampdsc.net
Student Information	**Training Consultant**
Student Name: TBD	Alicia Castro

Training Services

Qty:	Decription	Dates	List Price	Discounted Price	Total
1	CISSP	9/1/14 - 9/5/14	$3,295.00	$3,295.00	$3,295.00
1	CompTIA Network+	9/29/14 - 10/3/14	$2,295.00	$2,295.00	$2,295.00
1	CompTIA Security+	40 Hours	$2,295.00	$2,295.00	$2,295.00
PAYMENT TERMS: Due upon acceptance of this proposal. Payment reserves the enrollment(s) in class. If payment is not received, the enrollment(s) will be moved to the wait list and your seat in class cannot be guaranteed.				**Sub Total:**	$7,885.00
				Grand Total:	***$7,885.00***

□ VISA □ MC □ AMEX - Card# :	CVV:	Exp. Date:
Cardholder Name:		
Please make checks payable to: **GuamCTS**	Remit payment to: **121 Takano Lane Suite 303 Tamuning Guam 96913**	
Purchase Order #	**Check #**	
Accounting Contact:	Phone:	

Your signature acknowledges acceptance of the training services, terms and conditions, cancellation policy and guarantee of payment as described within the two (2) pages of this Training Agreement.

Signature:	Print Name:	
Title:	Phone:	Date:

Thank you for choosing Guam Computer Training & Solutions as your training solutions provider! Please acknowledge the training services outlined below, arranged in accordance with your instructions, by signing and faxing this form to 671-647-4288.

GUAMCTS

Please take a moment to read the following ***Important Information*** regarding your upcoming training event.

Terms and Conditions

Cancellation Policy:

___ Application class cancellation requires five (5) business day advance notice prior to the scheduled training date, upon which no cancellation penalty is incurred. If cancellation occurs less than five (5) business days prior to the scheduled training date, client will be charged 100% of the class fee but still be eligible for our six (6) month retake policy to attend the class which the original enrollment was for.

___ Technical class cancellation requires ten (10) business day advance notice prior to the scheduled training date, upon which no cancellation penalty is incurred. If cancellation occurs less than ten (10) business days prior to the scheduled training date, client will be charged 100% of the class fee but still be eligible for our six (6) month retake policy to attend the class which the original enrollment was for.

___ High End Technical / Specialty / Dedicated (CISSP, Cisco, VMware, ETC.) class cancellation requires a ten (10) business day advance notice prior to the scheduled training date, upon which no cancellation penalty is incurred. If cancellation occurs less than ten (10) business days prior to the scheduled training date, client will be responsible for 100% of the class fee but still be eligible for our six (6) month retake policys.

General:

___ To enroll, reschedule, or cancel a registration, please notify your Training Consultant.

___ Enrollment in the class cannot be completed until payment has been received unless otherwise agreed upon.

___ Students can expect to be called by the Registrar to confirm their attendance 48 hours prior to the scheduled class dates.

___ Students should arrive at least fifteen (15) minutes prior to class start time. Students will NOT be admitted to class if they arrive more than thirty (30) minutes after a class begins. If you expect to be late, please CALL - 671.647.4287.

___ Retake Privilege: You may repeat a course* up to 6 months on a seat available basis; with your original courseware and provided that you have completed the original course in its entirety. *Please talk to your Training Consultant about specialized class retakes such as Boot Camps and other high end classes. When retaking certain high end classes, there may be charges to cover the cost of labs and resources that must be paid to attend the course even as a standby. The full payment must be satisfied before any additional training is provided by GuamCTS. Courseware is revised from time to time, due to the advancement of technology. GuamCTS has little to no knowledge when these revisions occur.

___ Due to Microsoft's digital courseware initiative, all Microsoft Official Curriculum will be issued to our students on a thumb drive the first day of class. If a student would like to have it printed and placed in a binder, there will be a $50 charge for that service.

___ GuamCTS reserves the right to cancel class at any time. If this happens, GuamCTS will refund the course fee in full. GuamCTS liability is limited to the course fee only. GuamCTS cannot be held liable for other related expenses, i.e., airfare, airline penalties, lodging, etc

___ GuamCTS offers many certification courses. The certifying organizations may add or delete courses and credits at any time. GuamCTS is not responsible for changes made to the certification requirements.

Payment Terms:

___ Payment is due upon acceptance of this agreement unless otherwise agreed upon. GuamCTS does not issue refunds. Classes of equal value may be exchanged pursuant to the cancellation policy.

CISSP - Certified Information Systems Security Professional:

Duration: 40 Hours

Topic-Level Outline

ACCESS CONTROL
1. Effectiveness
2. Attacks

TELECOMMUNICATIONS AND NETWORK SECURITY
1. Network architecture and design
2. Communication channels
3. Network components
4. Network attacks

INFORMATION SECURITY GOVERNANCE AND RISK MANAGEMENT
1. Security governance and policy
2. Information classification/ownership
3. Contractual agreements and procurement processes
4. Risk management concepts
5. Personnel security
6. Security education, training and awareness
7. Certification and accreditation

SOFTWARE DEVELOPMENT SECURITY
1. Systems development life cycle (SDLC)
2. Application environment and security controls
3. Effectiveness of application security

CRYPTOGRAPHY
1. Encryption concepts
2. Digital signatures
3. Cryptanalytic attacks
4. Public Key Infrastructure (PKI)
5. Information hiding alternatives

SECURITY ARCHITECTURE AND DESIGN
1. Fundamental concepts of security models
2. Capabilities of information systems (e.g. memory protection, virtualization)
3. Countermeasure principles
4. Vulnerabilities and threats (e.g. cloud computing, aggregation, data flow control)

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OPERATIONS SECURITY
1. Resource protection
2. Incident response
3. Attack prevention and response
4. Patch and vulnerability management

BUSINESS CONTINUITY AND DISASTER RECOVERY PLANNING
1. Business impact analysis
2. Recovery strategy
3. Disaster recovery process
4. Provide training

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GuamCTS

GUAM COMPUTER
TRAINING & SOLUTIONS

CompTIA: Network+ Certification

Duration: 40 Hours

Topic-Level Outline

Unit 1: Network basics
- **Topic A:** Network concepts
- **Topic B:** Network architectures
- **Topic C:** The OSI model

Unit 2: Wired computer-to-computer connections
- **Topic A: Wired network connections**
- **Topic B: Network interface cards and modems**

Unit 3: Network-to-network connections
- **Topic A: Network-to-network connection components**
- **Topic B: LAN wiring**
- **Topic C: LAN wiring tests**

Unit 4: Wired internetworking devices
- **Topic A: Basic internetworking devices**
- **Topic B: Specialized internetworking devices**

Unit 5: Wired communication standards
- **Topic A: The TCP/IP protocol suite**
- **Topic B: TCP/IP**
- **Topic C: DHCP servers**

Unit 6: Wireless networking
- **Topic A: Wireless network devices**
- **Topic B: Wireless networking standards**
- **Topic C: Wireless configuration**

Unit 7: Security threats and mitigation
- **Topic A: Security threats**
- **Topic B: Threat mitigation**

Unit 8: Security practices
- **Topic A: Operating systems**
- **Topic B: Devices**

Unit 9: Network access control
- **Topic A: Authentication**
- **Topic B: Public key cryptography**
- **Topic C: Remote access**
- **Topic D: Wireless security**

Unit 10: Monitoring
- **Topic A: Monitoring resources**
- **Topic B: Event Viewer**

Unit 11: Troubleshooting
- **Topic A: Troubleshooting basics**
- **Topic B: Troubleshooting the network**
- **Topic C: Troubleshooting scenarios**

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CompTIA Security+

Duration: 40 Hours

Topic-Level Outline

Mitigating threats 1-1

- Topic A: System maintenance
- Topic B: Application security
- Topic C: Physical security
- Topic D: Malware
- Topic E: Social engineering

Cryptography 2-1

- Topic A: Symmetric cryptography
- Topic B: Public key cryptography

Authentication 3-1

- Topic A: Authentication factors and requirements
- Topic B: Authentication systems
- Topic C: Authentication system vulnerabilities

User- and role-based security 4-1

- Topic A: Baseline security policies
- Topic B: Resource access

Peripheral security 5-1

- Topic A: File and disk encryption
- Topic B: Peripheral and component security
- Topic C: Mobile device security

Public key infrastructure 6-1

- Topic A: Public key cryptography
- Topic B: Implementing public key infrastructure
- Topic C: Web server security with PKI

Application and messaging security 7-1

- Topic A: Application security
- Topic B: E-mail security
- Topic C: Social networking and messaging

Ports and protocols 8-1

- Topic A: TCP/IP basics
- Topic B: Protocol-based attacks

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Network security 9-1
- Topic A: Network devices
- Topic B: Secure network topologies
- Topic C: Secure networking
- Topic D: Virtualization and cloud computing

Wireless security 10-1
- Topic A: Wireless network security
- Topic B: Mobile device security

Remote access security 11-1
- Topic A: Remote access
- Topic B: Virtual private networks

Vulnerability testing and monitoring 12-1
- Topic A: Risk and vulnerability assessment
- Topic B: Auditing and logging
- Topic C: Intrusion detection and prevention systems
- Topic D: Incident response

Organizational security 13-1
- Topic A: Organizational policies
- Topic B: Education and training
- Topic C: Disposal and destruction

Business continuity 14-1
- Topic A: Business continuity planning
- Topic B: Disaster recovery
- Topic C: Environmental controls

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