PUBLIC DEFENDER SERVICE CORPORATION
Board of Trustees Regular Meeting
Tuesday, August 3, 2010
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, July 23, 2010
48 Hours Notice:	Marianas Variety, Friday, July 30, 2010

IV. Determination of Quorum

V. Approval of Minutes: (Regular Meeting of May 25, 2010)

VI. Old/Unfinished Business:

A. Financial Status Update (PDSC and APD Allotment Releases)

B. Domestic Violence Program Update

C. PDSC Director's Performance Review

VII. New Business:

A. APD Fiscal Year 2011 Budget Request

B. Request to Use Lapsed Funds (PDSC) as follows:

1. $400 for HR Software "HR File Builder-Personnel Management System"
2. $5,000 for Supplies

B. Request to Use Lapsed Funds (APD):

- $2,900 for Purchase of Current Phone System
- $125 to Reimburse J. Warfield's for NACDL dues

VIII. Public Discussion:

IX. Adjournment

The rich are back as luxury spending grows

NEW YORK (Reuters) – Spending on luxury goods by affluent Americans is forecast to grow by $28 billion in 2010, experts said on yesterday, and the wealthy are happy despite most believing the United States is still in recession.

The "Survey of Affluence and Wealth in America" found luxury spending would rebound for the first time in three years, led by purchases of automobiles, services, travel and children's clothing.

But the online poll of 1,900 households with an average annual income of more than $235,000 by American Express Publishing and Harrison Group showed 94 percent still believe the United States is in recession.

The households surveyed between January and April represent 10 percent of Americans and 50 percent of all retail sales.

"Interest in luxury is trending up, but this interest is qualitatively different from the unbridled enthusiasm that characterized ... the mid-2000s," said Jim Taylor, Harrison Group's vice chairman. "People take pride in the way they have managed their finances and family through the recession."

A passerby walks past the Fendi store in New York.

"We think it's going to be a pretty good Christmas (for retailers)," he said.

And this pride had led to happiness among the rich, with 71 percent saying they are happy, up from 40 percent in 2007.

"It's because they didn't know they could survive something this bad," Taylor told the Luxury Marketing Council of New York on Wednesday. "They have gotten competent, they have gotten close to their family, they have self-esteem from their ability to handle a crisis."

"Happiness is now the abiding object of affluent American life, not success," he said.

More than 80 percent of families are now eating at least four meals a week together, compared with 16 percent five years ago, Taylor said.

The survey also found the recession has resulted in more people measuring their success by their personal lives, not their careers. Only 45 percent said they were successful in 2007, while this year 76 percent consider themselves successful in their personal life and 67 percent in their career.

NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will conduct a regular meeting on **Tuesday, August 03, 2010 at 12:30 p.m.** in the Conference Room of the Public Defender Service Corporation, 2nd Floor of the Guam Judicial Center Annex, 110 West O'Brien Drive, Hagatna, Guam 96910.

Copies of the agenda will be available at the Public Defender Service Corporation.

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.

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175/70R13	$ 46.00	$ 91.00	215/70R15	$ 80.00	$158.00
185/70R14	$ 58.00	$114.00	225/70R15	$ 92.00	$182.00
195/70R14	$ 66.00	$130.00	235/75R14	$100.00	$198.00
205/70R14	$ 73.00	$144.00	LT31-1050R15	$134.00	$266.00
195/75R14	$ 71.00	$140.00	205/55R16	$ 90.00	$178.00
185/60R14	$ 56.00	$110.00	215/60R16	$ 84.00	$166.00
195/60R14	$ 60.00	$118.00	225/60R16	$ 86.00	$170.00
175/65R14	$ 52.00	$102.00	235/60R16	$ 98.00	$194.00
185/65R14	$ 58.00	$114.00	215/70R16	$ 99.00	$196.00
195/50R15	$ 68.00	$134.00	225/70R16	$106.00	$210.00
195/60R15	$ 65.00	$128.00	235/70R16	$108.00	$214.00
205/60R15	$ 68.00	$134.00	245/70R16	$120.00	$238.00
185/65R15	$ 64.00	$126.00	265/70R16	$138.00	$274.00
195/65R15	$ 65.00	$128.00	LT245/75R16	$140.00	$278.00
205/65R15	$ 70.00	$138.00	265/65R17	$144.00	$286.00

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Cruz hits CEQ for not saving Pagat

By Janela Buhain
janela@mvguam.com
Variety News Staff

VICE Speaker BJ Cruz wrote to Council on Environmental Quality chair Nancy Sutley, criticizing her for allowing the Department of Defense to push ahead with its plan to use Pagat as the site for the Marines' firing ranges.

"Imagine our disappointment that the White House Council on Environmental Quality, the entity that oversees environmental assessment process, does not object to the use of land in the Pagat area of Guam as firing ranges," Cruz said.

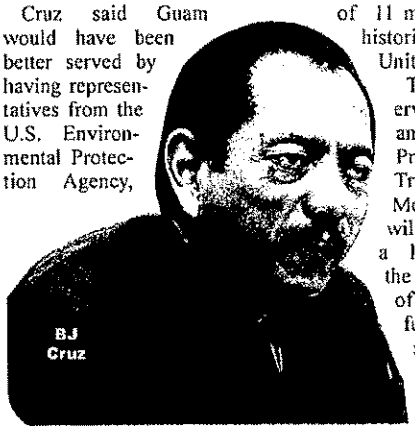
Cruz said Guam would have been better served by having representatives from the U.S. Environmental Protection Agency, who reviewed the draft environmental impact statement, come to Guam to present their views on the final report.

Cruz noted Pagat's sacredness and its significance in the Chamorro culture. He stated that the use of Pagat is "sacrilegious."

"Is Pagat, then, of so little value that it does not warrant protection and preservation?" he asked.

Cruz wrote a separate letter to Congresswoman Madeleine Bordallo, urging her to take a stronger stance in opposition to the use of Pagat by the military.

The National Preservation Trust included Pagat in the list of 11 most endangered historical sites in the United States.


BJ Cruz

The Guam Preservation Trust and National Preservation Trust announced Monday that they will consider filing a lawsuit against the Department of Defense after further analysis of the final impact study.

Federal officials who recently visited Guam have repeatedly defended their stance on a proposed firing range to be built in Pagat, despite clear opposition from the local community.

"There's nothing new," Deputy Secretary of Defense William Lynn said during an ambush interview with reporters after his meeting with members of the legislature at Carmen's Restaurant in Hagatna on Wednesday.

When asked if DOD is prepared for possible legal action, Lynn responded, "As I said we're trying to deal with the concerns on Pagat."

"We understand that it's an important Chamorro culture that's in that area. We need to address that in order to have – to be able to use that area for a Marine firing range," he added.

FEIS vows cultural education for Marines

By Sweet One Gilliam
sweetone@mvguam.com
Variety News Staff

THE final environmental impact study for the military buildup reiterates the Department of Defense's promise to instill cultural sensitivity among incoming military personnel.

"While population increases can highlight cultural differences, they also present unique and new opportunities for cultural learning and sharing," the final impact study stated.

According to the impact report, the defense department has offered plans to educate all personnel while striving to offer orientation programs for incoming and currently stationed military personnel.

The cultural sensitivity program seeks to promote mutual respect, tolerance and the varied cultural historical reference that defines Guam, according to the impact report.

DoD believes that if the military offers more joint activities sharing and understanding of cultures between the local community and military personnel, this will provide a stronger relationship that will be mutually beneficial.

The impact study noted that local residents fear that the explosion of Marine population will force the expression of Chamorro culture through dance language and traditions out into the margins by an increased western culture and that the Chamorro people are already being treated as the minority.

When the draft study was released in November, the community expressed apprehension that the military buildup would extinguish the indigenous Chamorro population, as well as its language and culture.

DUI checkpoints

THE Guam Police Department will set up sobriety checkpoints, from 6 p.m. to 6 a.m., on Routes 8, 16, 14 and 10 tonight and Saturday, according to GPD spokesman A.J.Balajada. Residents are advised to drink responsibly and have a designated driver if they intend to go out partying.

(Sweet One Gilliam)

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

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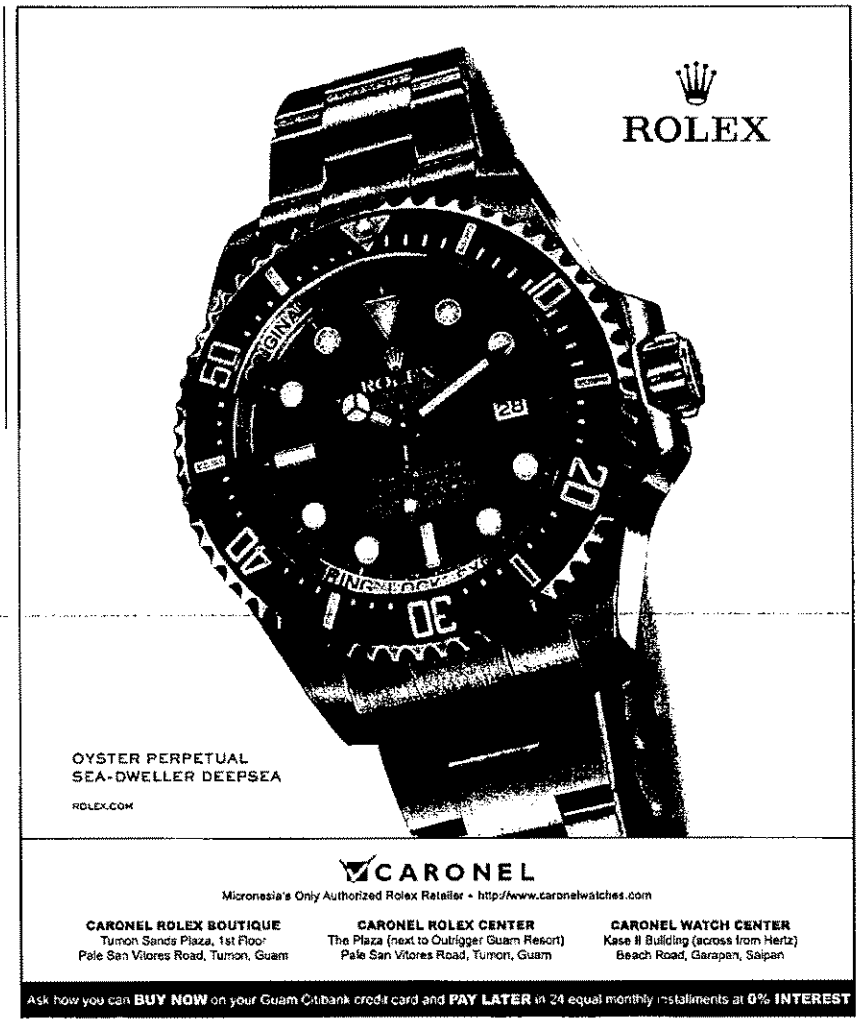

PUBLIC DEFENDER SERVICE CORPORATION
BOARD OF TRUSTEES
Meeting of
Tuesday, May 25, 2010
12:45 p.m.
Conference Room
Public Defender Service Corporation

MINUTES

I. CALL TO ORDER: This meeting was called to order by the Chairman, Chief Justice Robert J. Torres, Jr. at 12:45 p.m.

II. ROLL CALL:

Present were:
Chief Justice Robert J. Torres, Jr., Chairman
Presiding Judge Alberto C. Lamorena III, Vice Chairman
Attorney Cynthia V. Ecube, GBA President
CathyAnn C. Gogue, Member

Absent: Mrs. Donna Muna Quinata

Others present were:
Attorney Mike A. Nisperos, Jr., Director
Bernadette S.N. Chargualaf, Administrative Director
Attorney AnaMaria Gayle, APD Supervising Attorney
Cecilia A.T. Lizama, Chief Fiscal Officer
Julito B. Tingson, Jr., MIS Administrator
Cecelia M. Fernandez, Administrative Assistant
Janet Rosario, APD Legal Secretary III

III. PROOF OF DUE NOTICE OF MEETING:

"Notice of Public Meeting" was published in the Marianas Variety on Friday, May 14, 2010 and on Friday, May 21, 2010.

IV. DETERMINATION OF QUORUM: With the presence of four (4) board members, a quorum was determined for this meeting.

V. APPROVAL OF MINUTES: Minutes of the regular board meeting held on April 6, 2010 were approved, subject to corrections.

VI. OLD/UNFINISHED BUSINESS:

A. Financial Status Update: Chief Fiscal Officer Cecilia Lizama reported that the PDSC has received allotment releases through the first half of May 2010.

The Alternate Public Defender (APD) has received allotments through April 2010.

B. Domestic Violence Program: Chief Fiscal Officer Cecilia Lizama reported that there are ongoing problems with the release of ARRA funds, and that funds for this program are running out. The previous cap of $21,000 on advances from PDSC operations set by the board is close to realization; additional funding is apparently held up by glitches in the appropriate off-island offices.

Chief Justice Torres asked for Director Nisperos' thoughts on this matter, to which he reiterated that he was "always opposed to having this program at the PDSC". Chairman Torres then recommended that lapsed funds be used to operate the program through July 3, 2010 (a total of $5,600 will be needed for this). Ms. Charmaine San Nicolas must be informed of this. Meanwhile, the Chief Justice will call Cecilia Morrison at the Federal Programs office regarding this matter. A motion was subsequently made and approved to this end.

C. PDSC Fiscal Year 2011 Budget Request: A public hearing was held on this matter on May 18, 2010. Ms. CathyAnn Gogue, who was present at the hearing, informed those present that the hearing went well. Director Mike Nisperos provided additional information involving the lease of official vehicles and radios (for 2-way communications) brought up by Senator ben pangelinan. At this, Chief Justice Torres suggested the PDSC look into USDA Rural Development grants for vehicles, as this was the funding source for vehicles purchased by the courts.

D. APD's Request to Acquire Additional Office Space: This matter, initially brought up at the last board meeting, was presented again. The lease of Suite 902A by the APD has been approved commencing June 1, 2010 through September 30, 2010. Included in the acquisition of additional office space is the purchase of small equipment for use by APD staff who would be occupying the new area. A motion was then introduced and subsequently approved, at a cap of $1,300 for the purchase of small equipment.

E. Director's Performance Evaluation: Although inadvertently left out of the agenda, this matter was brought up by board member CathyAnn Gogue. The Chief Justice then indicated that the board will take this matter up at an Executive Session at 4:00 p.m. on June 15, 2010, which will be a continuation of this particular regular meeting.

VII. NEW BUSINESS:

A. Request to Use $4,092 of Lapsed Funds for Attorney Terrance Long's Attendance at the NDCI Defense Counsel Training in Atlanta, Georgia from August 3-6, 2010: Upon reviewing the information submitted by Attorney Long on this matter, Attorney Cynthia Ecube asked if Attorney Long would be sharing the knowledge garnered from this training session with others in the office. Director Nisperos responded affirmatively. A motion was then made and adopted approving this request, and capping associated expenses at $4,500.

B. Office of the Public Auditor Report No. 10-01 (Payroll Efficiency for Employee Pay and Voluntary Deductions/Direct Deposit): This subject was discussed for informational purposes only, and centered on the fact that the PDSC now utilizes direct deposit for payroll purposes.

VIII. **PUBLIC DISCUSSION:** None.

IX. **ADJOURNMENT:** There being no further business up for discussion, this meeting was adjourned at 1:08 p.m.

Respectfully submitted,

BERNADETTE S.N. CHARGUALAF
Secretary

FOR BOARD MEETING ONLY

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - COMBINED BUDGET DIGEST
IMPACT OF 4 NEW STAFF

Budget Account Code	Appropriation Classification	A FY 2010 Authorized Level	B FY 2011 Status Quo	C FY 2011 4 New Staff	B+C=D FY 2011 Proposed Budget
	PERSONNEL SERVICES				
111	Regular Salaries/Increments	$487,417	$503,745	$113,361	$617,106
112	Overtime/Special Pay	$0	0	0	0
113	Benefits	154,673	161915	45320	207235
	Impact of Government-Wide Hay Study	0	51121	34070	85191
	TOTAL PERSONNEL SERVICES	$642,090	$716,781	$192,751	$909,532
	OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$11,500	$11,500	$1,000	$12,500
230	CONTRACTUAL SERVICES:	18,200	34,225	3,220	37,445
233	OFFICE SPACE RENTAL:	58,000	65,602	0	65,602
240	SUPPLIES & MATERIALS:	7,000	7,000	0	7,000
250	EQUIPMENT: <$5000.00	5,150	3,000	15,620	18,620
	SUB-RECIPIENT/SUBGRANT:	0	0	0	0
290	MISCELLANEOUS:	5,460	7,500	100	7,600
	TOTAL OPERATIONS	$105,310	$128,827	$19,940	$148,767
	UTILITIES				
	Power	$0	$0	$0	$0
	Water/ Sewer	0	0	0	0
363	Telephone/ Toll	4,080	4,080	120	4,200
	TOTAL UTILITIES	$4,080	$4,080	$120	$4,200
	INDIRECT COST	$0	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$0	$20,000	$0	$20,000
	TOTAL APPROPRIATIONS	$751,480	$869,688	$212,811	$1,082,499

$ 118,208
15.73%

28.32%

$331,019
44.05%

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - COMBINED BUDGET DIGEST

Budget Account Code	Appropriation Classification	A FY 2009 Expenditures & Encumbrances	B FY 2010 Authorized Level	C FY 2011 Proposed Budget	C-B=D Increase/ (Decrease) in $$	D/B=E Increase/ (Decrease) in %
	PERSONNEL SERVICES					
111	Regular Salaries/Increments	$407,990	$487,417	$617,106	$129,689	27%
112	Overtime/Special Pay	0	$0	0	0	0
113	Benefits	122,212	154,673	207,235	52,562	34%
	Impact of Government-Wide Hay Study	$0	0	85,191	85,191	
	TOTAL PERSONNEL SERVICES	$530,202	$642,090	$909,532	$267,442	42%
	OPERATIONS					
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$3,372	$11,500	$12,500	$1,000	9%
230	CONTRACTUAL SERVICES:	13,569	18,200	37,445	19,245	106%
233	OFFICE SPACE RENTAL:	46,896	58,000	65,602	7,602	13%
240	SUPPLIES & MATERIALS:	3,401	7,000	7,000	0	0%
250	EQUIPMENT: <$5000.00	7,021	5,150	18,620	13,470	262%
	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0
290	MISCELLANEOUS:	2,860	5,460	7,600	2,140	39%
	TOTAL OPERATIONS	$77,119	$105,310	$148,767	$43,457	41%
	UTILITIES					
	Power	$0	$0	$0	$0	$0
	Water/ Sewer	0	0	0	0	0
363	Telephone/ Toll	3,309	4,080	4,200	120	3%
	TOTAL UTILITIES	$3,309	$4,080	$4,200	$120	3%
	INDIRECT COST	$0	$0	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$6,248	$0	$20,000	$20,000	
	TOTAL APPROPRIATIONS	$616,878	$751,480	$1,082,499	$331,019	44%

1/ Specify Fund Source

	FULL TIME EQUIVALENCIES (FTEs)					
	UNCLASSIFIED	0	0	0	0	0%
	CLASSIFIED	8	9	13	4	44%
	TOTAL FTEs	8	9	13	4	44%

PLEASE REFER TO FOOTNOTES ON FOLLOWING PAGES.

FOOTNOTES:

For Fiscal Year 2011, an increase of $331,019 or 44% is requested over the appropriation level for Fiscal Year 2010. The following is a justification for the increases:

1. PERSONNEL SERVICES:

$129,689 **REGULAR SALARIES/INCREMENTS:** Increase is needed to pay for mandated attorneys' pay adjustments and employees' salary increments. In addition, it is attributed to the request to hire one Investigator I ($24,656), one Paralegal I ($34,518), one Legal Secretary II ($28,875) and one Legal Clerk I ($19,974).

Public Law 26-86 provides that upon retirement under the Defined Contribution (DC) Plan, 50% of the employees' unused accumulated sick leave shall be paid in cash. GASB Statement No. 16 requires that a liability be recognized if sick leave or other compensated absences are earned by employees and that it is probable the employer will compensate its employees by cash payments at termination or retirement.

A year end annual leave accrual adjustment (estimated at $9,901) and year end sick leave accrual adjustment (estimated at $10,037) is also proposed to reflect the leave balances at the close of the fiscal year.

$52,562 **BENEFITS:** Increase is needed to fund for mandated increases in the government's share of retirement contributions. The additional request is attributed to the request to hire one Investigator I ($11,717), one Paralegal I ($12,361), one Legal Secretary II ($10,879) and one Legal Clerk I ($10,363). (The life, health and dental rates are based on current rates in effect).

$85,191 **IMPACT OF GOVERNMENT-WIDE HAY STUDY:** An additional amount of $85,191 has been budgeted for the impact of the Government-Wide Hay Study should it be approved. (APD is not funded directly by General Fund).

$267,442 **SUB-TOTAL FOR PERSONNEL COSTS**

2. OPERATIONS:

a. **$1,000 TRAVEL (Off-Island/Local Mileage):** Funds are used to reimburse eligible employees for utilizing their personally-owned vehicles for official purposes. The reimbursement rates are based on federal rates as required by local law. Funds are also requested to pay for off-island travel for the attorneys' training/conferences. The additional request is for mileage reimbursement for the proposed Investigator I and Legal Clerk I positions.

b. **$19,245 CONTRACTUAL SERVICES:** Funds are used to pay for the lease of copy machine $($4,560), malpractice insurance ($2,625), Westlaw Internet Services ($6,600), maintenance of phone system ($1,010), internet service ($600), internet website hosting ($130), and notary bonding ($1,000). Majority of the increase is due to the request to upgrade the Abacus Licenses ($7,000), to purchase software/license for the archiving system ($13,200) and to purchase 4 additional phone licenses for the new staff ($720).

c. **$7,602 OFFICE SPACE RENTAL:** The increase is due to the additional office space leased as of June 01, 2010.

d. **$0 SUPPLIES & MATERIAL:** Funds are used to purchase office supplies and materials. Please refer to BBMR96A for details.

e. **$13,470 EQUIPMENT:** The request for funds is to purchase desks and chairs ($3,400), filing cabinets ($1,050), computer workstations ($10,000), telephone instruments ($1,120), and pager ($50) for the proposed 4 staff. In addition, purchase of a heavy duty shredder ($3,000) is requested.

f. **$2,140 MISCELLANEOUS:** Funds are used to pay for Guam Bar Dues ($1,500), the registration fees for our attorneys and staffs' training/conferences ($2,500), annual NACDL dues ($300), legal subscriptions ($500), publication for Job/RFP/BID announcements ($2,600) and process server fees ($200).

g. **$120 UTILITIES:** Funds in this category is to pay for telephone services ($3,600) pager services ($240) and long distance calls ($360).

h. **$20,000 CAPITAL OUTLAY:** The request for funds is to purchase computer server ($6,000) and document scanner ($7,000) for the archiving system, and a filing system ($7,000).

$63,577 **SUB-TOTAL FOR OPERATIONAL COSTS**

$331,019 TOTAL INCREASE FOR FY2011 OVER FY2010's AUTHORIZED LEVEL

Government of Guam
Fiscal Year 2011
Program Budget Digest

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - ATTORNEYS

Budget Account Code	Appropriation Classification	A FY 2009 Expenditures & Encumbrances	B FY 2010 Authorized Level	C FY 2011 Proposed Budget
	PERSONNEL SERVICES			
111	Regular Salaries/Increments	$282,046	$357,636	$369,222
112	Overtime/Special Pay	0	0	0
113	Benefits	81,966	110,469	116,033
	Impact of Government-Wide Hay Study	0	0	40,298
	TOTAL PERSONNEL SERVICES	$364,012	$468,105	$525,553
	OPERATIONS			
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$3,372	$10,000	$10,000
230	CONTRACTUAL SERVICES:	13,569	17,950	22,525
233	OFFICE SPACE RENTAL:	46,896	58,000	65,602
240	SUPPLIES & MATERIALS:	3,401	7,000	7,000
250	EQUIPMENT: <$5000.00	7,021	5,150	0
	SUB-RECIPIENT/SUBGRANT:	0	0	0
290	MISCELLANEOUS:	2,860	5,460	7,400
	TOTAL OPERATIONS	$77,119	$103,560	$112,527
	UTILITIES			
	Power	$0	$0	$0
	Water/ Sewer	0	0	0
363	Telephone/ Toll	3,309	4,080	4,200
	TOTAL UTILITIES	$3,309	$4,080	$4,200
	INDIRECT COST	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$6,248	$0	$0
	TOTAL APPROPRIATIONS	$450,688	$575,745	$642,280

1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)			
UNCLASSIFIED	0	0	0
CLASSIFIED	4	5	5
TOTAL FTEs	4	5	5

Note 1- Travel (Off-Island Travel): The request for funds under this category is to pay for the attorneys travel for training/conference.

Note 2 - Contractual: The request for funds under this category is to pay for malpractice insurance ($2,625), lease of copy/fax machine ($4,560), West Law Services ($6,600), maintenance for telephone system ($1,010), internet services ($600), renewal for internet domain ($130), and Abacus upgrade licenses ($7,000).

Note 3 - Miscellaneous: The request for funds is to pay for Guam Bar Dues ($1,500), the registration fees for attorneys/staff training/conferences ($2,500), annual NACDL dues ($300), legal subscriptions ($500) and publication for job/RFP/Bid announcements($2,600).

Note 4 - Telephone Utilities: Funds under this category is to pay for telephone service ($3,600), pager services ($240) and long distance calls ($360).

Government of Guam
Fiscal Year 2011 Budget
Program Budget Digest

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - INVESTIGATIVE SERVICES

		A	B	C
Budget Account Code	Appropriation Classification	FY 2009 Expenditures & Encumbrances	FY 2010 Authorized Level	FY 2011 Proposed Budget
	PERSONNEL SERVICES			
111	Regular Salaries/Increments	$41,529	$42,531	$70,880
112	Overtime/Special Pay	0	0	0
113	Benefits	11,190	13,521	25,744
	Impact of Government-Wide Hay Study	0	0	16,521
	TOTAL PERSONNEL SERVICES	$52,719	$56,052	$113,145
	OPERATIONS			
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$0	$1,500	$1,500
230	CONTRACTUAL SERVICES:	0	0	430
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <$5000.00	0	0	3,555
	SUB-RECIPIENT/SUBGRANT:	0	0	0
290	MISCELLANEOUS:	0	0	100
	TOTAL OPERATIONS	$0	$1,500	$5,585
	UTILITIES			
	Power	$0	$0	$0
	Water/ Sewer	0	0	0
363	Telephone/ Toll	0	0	0
	TOTAL UTILITIES	$0	$0	$0
	INDIRECT COST	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$0	$0	$0
	TOTAL APPROPRIATIONS	$52,719	$57,552	$118,730

1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)			
UNCLASSIFIED	0	0	0
CLASSIFIED	1	1	2
TOTAL FTEs	1	1	2

Note 1- Travel (Local Mileage Reimb.): The request for funds under this category is to reimburse eligible employees for using their personal vehicles for official purposes. The reimbursement rates are based on federal rates as required by law.

Note 2- Contractual: The request for funds is to pay for notary bonding ($250) and additional phone license ($180).

Note 3- Equipment: Funds are requested to purchase desk and chair ($775), computer workstation ($2,500), and phone instrument ($280) for the proposed investigator position.

Note 4- Miscellaneous: The request for funds is to pay for process server fees.

Government of Guam
Fiscal Year 2011 Budget
Program Budget Digest

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - LEGAL SECRETARIAL SERVICES

		A	B	C
Budget Account Code	Appropriation Classification	FY 2009 Expenditures & Encumbrances	FY 2010 Authorized Level	FY 2011 Proposed Budget
	PERSONNEL SERVICES			
111	Regular Salaries/Increments	$57,462	$59,543	$128,016
112	Overtime/Special Pay		0	0
113	Benefits	19,974	21,053	45,086
	Impact of Government-Wide Hay Study	0	0	17,815
	TOTAL PERSONNEL SERVICES	$77,436	$80,596	$190,917
	OPERATIONS			
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$0	$0	$0
230	CONTRACTUAL SERVICES:	0	250	1,110
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <$5000.00	0	0	11,460
	SUB-RECIPIENT/SUBGRANT:	0	0	0
290	MISCELLANEOUS:	0	0	0
	TOTAL OPERATIONS	$0	$250	$12,570
	UTILITIES			
	Power	$0	$0	$0
	Water/ Sewer	0	0	0
363	Telephone/ Toll	0	0	0
	TOTAL UTILITIES	$0	$0	$0
	INDIRECT COST	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$0	$0	$0
	TOTAL APPROPRIATIONS	$77,436	$80,846	$203,487

1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)			
UNCLASSIFIED	0	0	0
CLASSIFIED	2	2	4
TOTAL FTEs	2	2	4

Note 1- Contractual: Funds are requested to pay for notary bonding ($250) for existing staff, notary bonding ($500) for proposed paralegal and legal secretary postitions. Also, to purchase additional phone licenses ($360) for proposed paralegal and legal secretary positions.

Note 2- Equipment: Funds are requested to purchase desks and chairs ($1,850), filing cabinest ($1,050), computer workstations ($5,000), and phone instruments ($560) for the proposed paralegal and legal secretary positions. In addition, purchase of a heavy duty shredder ($3,000) is requested.

Government of Guam
Fiscal Year 2011 Budget
Program Budget Digest

JUDICIARY
Agency: PUBLIC DEFENDER SERVICE CORPORATION
Program: ALTERNATE PUBLIC DEFENDER - LEGAL CLERICAL SERVICES

Budget Account Code	Appropriation Classification	A FY 2009 Expenditures & Encumbrances	B FY 2010 Authorized Level	C FY 2011 Proposed Budget
	PERSONNEL SERVICES			
111	Regular Salaries/Increments	$26,953	$27,707	$48,988
112	Overtime/Special Pay	0	0	0
113	Benefits	9,082	9,630	20,372
	Impact of Government-Wide Hay Study	0	0	10,557
	TOTAL PERSONNEL SERVICES	$36,035	$37,337	$79,917
	OPERATIONS			
220	TRAVEL - Off-Island/Local Mileage Reimburs.	$0	$0	$1,000
230	CONTRACTUAL SERVICES:	0	0	13,380
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <$5000.00	0	0	3,605
	SUB-RECIPIENT/SUBGRANT:	0	0	0
290	MISCELLANEOUS:	0	0	100
	TOTAL OPERATIONS	$0	$0	$18,085
	UTILITIES			
	Power	$0	$0	$0
	Water/ Sewer	0	0	0
363	Telephone/ Toll	0	0	0
	TOTAL UTILITIES	$0	$0	$0
	INDIRECT COST	$0	$0	$0
450	**CAPITAL OUTLAY >$5000.01**	$0	$0	$20,000
	TOTAL APPROPRIATIONS	$36,035	$37,337	$118,002

1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)			
UNCLASSIFIED	0	0	0
CLASSIFIED	1	1	2
TOTAL FTEs	1	1	2

Note 1- Travel (Local Mileage Reimb.): The request for funds under this category is to reimburse eligible employees for using their personal vehicles for official purposes. The reimbursement rates are based on federal rates as required by law.

Note 2- Contractual: Funds are requested to pay for additional phone license ($180) for the proposed legal clerk position and to purchase software and license for the archiving system ($13,200).

Note 3- Equipment: Funds are requested to purchase desk and chair ($775), computer workstation ($2,500), phone instrument ($280) and a pager ($50) for the proposed legal clerk position.

Note 4- Miscellaneous: The request for funds is to pay for process server fees.

Note 5- Capital Outlay: Funds are requested to purchase computer server ($6,000) and document scanner ($7,000) for the archiving system and to purchase filing system ($7,000).

PUBLIC DEFENDER SERVICE CORPORATION
ALTERNATE PUBLIC DEFENDER DIVISION

FY 2011 STAFFING PATTERN REPORT
SUMMARY

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Increment Date	Increment Amt	(E+G) Subtotal	Benefits Ret 0	Ret (DDI)	Medi care	Life (Prem)	Med (Prem)	Den (Prem)	Total Benefits (I thru N)	(H + O) TOTAL
APD-100	ATTORNEY IV-SUPERVISOR	ANA MARIA C. GAYLE	IV/6(1X)	83,400	9/27/12	0	83,400	22,902	479	1,209	174	2,077	216	27,057	110,457
APD-101	ATTORNEY IV	STEPHEN P. HATTORI	IV/6	80,580	12/15/10	2,350	82,930	22,773	479	1,202	174	2,077	216	26,921	109,851
APD-102	ATTORNEY IV	JOHN P. MORRISON	IV/2	68,493	3/16/11	2,350	70,843	19,453	479	1,027	174	1,248	168	22,549	93,392
APD-103	ATTORNEY IV	JEFFERY L. WARFIELD, SR.	IV/5	77,894	5/11/11	1,120	79,014	21,697	479	1,146	174	1,248	168	24,912	103,926
APD-108	ATTORNEY I	PIER O. PETERSEN	I/1	40,352	1/5/11	1,892	42,244	11,600	479	613	174	1,560	168	14,594	56,838
APD-104	INVESTIGATOR II	NORMA L. SALAS	M/10	43,018	3/27/12	0	43,018	11,813	0	624	174	1,248	168	14,027	57,045
APD-112	INVESTIGATOR I	NEW	K/1	24,656	N/A	0	24,656	6,771	479	358	174	3,576	359	11,717	36,373
APD-109	PARALEGAL I	NEW	K/8	34,518	N/A	0	34,518	9,479	479	501	174	1,560	168	12,361	46,879
APD-105	LEGAL SECRETARY III	JANET L. ROSARIO	J/9	33,266	3/20/12	0	33,266	9,135	0	482	174	1,560	168	11,519	44,785
APD-110	LEGAL SECRETARY II	NEW	I/7	28,875	N/A	0	28,875	7,929	479	419	174	1,662	216	10,879	39,754
APD-106	LEGAL SECRETARY I	NADINE T. GOGUE	H/6	25,967	10/18/10	998	26,965	7,405	479	391	174	1,662	216	10,327	37,292
APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	H/7	26,965	4/4/11	500	27,465	7,542	479	398	174	1,248	168	10,009	37,474
APD-111	LEGAL CLERK I	NEW	H/1	19,974	N/A	0	19,974	5,485	479	290	174	3,576	359	10,363	30,337
	GRAND TOTAL			587,958		9,210	597,168	163,984	5,269	8,660	2,262	24,302	2,758	207,235	804,403

FUNDING SOURCE: CLIENT SERVICES FUND UNDER THE STEWARDSHIP OF THE JUDICIAL COUNCIL.

PUBLIC DEFENDER SERVICE CORPORATION
ALTERNATE PUBLIC DEFENDER DIVISION

FY 2011 STAFFING PATTERN REPORT
SUMMARY

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Increment Date	Increment Amt	(E+G) Subtotal	Benefits Ret 0	Benefits Ret (DDI)	Benefits Medi care	Benefits Life (Prem)	Benefits Med (Prem)	Benefits Den (Prem)	Total Benefits (I thru N)	(H + O) TOTAL
APD-100	ATTORNEY IV-SUPERVISOR	ANA MARIA C. GAYLE	IV/6(1X)	83,400	9/27/12	0	83,400	22,902	479	1,209	174	2,077	216	27,057	110,457
APD-101	ATTORNEY IV	STEPHEN P. HATTORI	IV/6	80,580	12/15/10	2,350	82,930	22,773	479	1,202	174	2,077	216	26,921	109,851
APD-102	ATTORNEY IV	JOHN P. MORRISON	IV/2	68,493	3/16/11	2,350	70,843	19,453	479	1,027	174	1,248	168	22,549	93,392
APD-103	ATTORNEY IV	JEFFERY L. WARFIELD, SR.	IV/5	77,894	5/11/11	1,120	79,014	21,697	479	1,146	174	1,248	168	24,912	103,926
APD-108	ATTORNEY I	PIER O. PETERSEN	I/1	40,352	1/5/11	1,892	42,244	11,600	479	613	174	1,560	168	14,594	56,838
	GRAND TOTAL			350,719		7,712	358,431	98,425	2,395	5,197	870	8,210	936	116,033	474,464
FUNDING SOURCE: CLIENT SERVICES FUND UNDER THE STEWARDSHIP OF THE JUDICIAL COUNCIL.															

PUBLIC DEFENDER SERVICE CORPORATION
ALTERNATE PUBLIC DEFENDER DIVISION

FY 2011 STAFFING PATTERN REPORT
SUMMARY

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Increment		(E+G)	Benefits						Total Benefits	(H + O)
					Date	Amt	Subtotal	Ret 0	Ret (DDI)	Medi care	Life (Prem)	Med (Prem)	Den (Prem)	(I thru N)	TOTAL
APD-104	INVESTIGATOR II	NORMA L. SALAS	M/10	43,018	3/27/12	0	43,018	11,813	0	624	174	1,248	168	14,027	57,045
APD-112	INVESTIGATOR I	NEW	K/1	24,656	N/A	0	24,656	6,771	479	358	174	3,576	359	11,717	36,373
	GRAND TOTAL			67,674		0	67,674	18,584	479	982	348	4,824	527	25,744	93,418

FUNDING SOURCE: CLIENT SERVICES FUND UNDER THE STEWARDSHIP OF THE JUDICIAL COUNCIL.

PUBLIC DEFENDER SERVICE CORPORATION
ALTERNATE PUBLIC DEFENDER DIVISION

FY 2011 STAFFING PATTERN REPORT
SUMMARY

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Increment		(E+G)	Benefits						Total Benefits	(H + O)
					Date	Amt	Subtotal	Ret 0	Ret (DDI)	Medi care	Life (Prem)	Med (Prem)	Den (Prem)	(I thru N)	TOTAL
APD-109	PARALEGAL I	NEW	K/8	34,518	N/A	0	34,518	9,479	479	501	174	1,560	168	12,361	46,879
APD-105	LEGAL SECRETARY III	JANET L. ROSARIO	J/9	33,266	3/20/12	0	33,266	9,135	0	482	174	1,560	168	11,519	44,785
APD-110	LEGAL SECRETARY II	NEW	I/7	28,875	N/A	0	28,875	7,929	479	419	174	1,662	216	10,879	39,754
APD-106	LEGAL SECRETARY I	NADINE T. GOGUE	H/6	25,967	10/18/10	998	26,965	7,405	479	391	174	1,662	216	10,327	37,292
	GRAND TOTAL			122,626		998	123,624	33,948	1,437	1,793	696	6,444	768	45,086	168,710
FUNDING SOURCE: CLIENT SERVICES FUND UNDER THE STEWARDSHIP OF THE JUDICIAL COUNCIL.															

PUBLIC DEFENDER SERVICE CORPORATION
ALTERNATE PUBLIC DEFENDER DIVISION

FY 2011 STAFFING PATTERN REPORT
SUMMARY

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Increment		(E+G)	Benefits						Total Benefits	(H+O)
					Date	Amt	Subtotal	Ret 0	Ret (DDI)	Medi care	Life (Prem)	Med (Prem)	Den (Prem)	(I thru N)	TOTAL
APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	H/7	26,965	4/4/11	500	27,465	7,542	479	398	174	1,248	168	10,009	37,474
APD-111	LEGAL CLERK I	NEW	H/1	19,974	N/A	0	19,974	5,485	479	290	174	3,576	359	10,363	30,337
	GRAND TOTAL			46,939		500	47,439	13,027	958	688	348	4,824	527	20,372	67,811

FUNDING SOURCE: CLIENT SERVICES FUND UNDER THE STEWARDSHIP OF THE JUDICIAL COUNCIL.