

PUBLIC DEFENDER SERVICE CORPORATION
Board of Trustees Regular Meeting
Tuesday, March 17, 2015 – 12:30 p.m.
Conference Room,
Public Defender Service Corporation

A G E N D A

- I. Call to Order**
- II. Roll Call**
- III. Proof of Due Notice of Meeting:**
 - A. 5 Working Days Notice: Marianas Variety, Monday, March 09, 2015
 - B. 48 Hours Notice: Marianas Variety, Friday March 13, 2015
- IV. Determination of Quorum**
- V. Approval of Minutes:** (Regular Meeting of February 24, 2015)
- VI. Old Business:**
 - A. Financial Status Update (PDSC and APD Allotment Releases)
 - B. Domestic Violence Program Update
 - C. Alternate Public Defender Update
 - D. Executive Director – CWA Pay Grade Assignment - Response to D.O.A. query—“ is the Executive Director of PDSC a classified position per the enabling act 12 G.C.A., CH 11 or unclassified per 4 G.C.A., CH 4, Sec 4102”
- VII. New Business:**
 - A. Resolution No. PDSC 07-15 Relative to the Approval of the Alternate Public Defender Fiscal Year 2016 Budget Request
 - B. Resolution No. PDSC 08-15 and PDSC 09-15 Relative to the Use of Lapsed Funds for the Attendance of the PDSC Executive Director and the APD Managing Attorney at the National Defender Leadership Institute (NDLI) at the University of South Carolina School of Law in Columbia, South Carolina on June 4-6, 2015
 - C. Resolution No. PDSC 10-15 Relative to the Use of Lapsed Funds to Purchase Rotary File Cabinets
 - D. Training Event – December 2015
- VIII. Public Discussion**
- IX. Adjournment and Next Meeting Date**

Adelup disputes receiver on appellate decision memo

By Robert Q. Tupaz
 robert@mvguam.com
 Variety News Staff

IN RESPONSE to a statement from federal solid waste receiver Gershman, Brickner & Bratton Inc. claiming victory over the dismissal of a government of Guam appeal in the Ordot Dump case, the administration alleged GBB is twisting the facts.

The Ninth Circuit Court of Appeals handed down a legal memorandum Thursday in an appeal stemming from the District Court's orders partially denying substitution of counsel and preceding orders and rulings thereafter through October 2013.

In the memo, the Ninth Circuit stated, "We lack jurisdiction to review the orders related to the partial denial of substitution of counsel because those orders were not final for appellate purposes. These orders, even taken together, do not constitute a full adjudication of the issues."

According to Variety files, GovGuam requested that the circuit judges reverse District Court of Guam Chief Judge Frances Tydingco-Gatewood's decisions finding that the attorney-client relationship between the government of Guam and the attorney general had not completely broken down and that the attorney general did not have a conflict of interest.

The GovGuam lawyer also requested the appellate court remand with instructions to void all subsequent orders of the District Court from May 16, 2013 through Oct. 29, 2013.

Conflict of interest

GovGuam told the Ninth Circuit judges that the district court erred by failing to conduct a meaningful inquiry into the AG's representation of the receiver and potential conflict of interest. According to the filing, the District Court abused its discretion by refusing to consider both the evidence presented by the government of

Guam and also the subsequent independent admissions of the attorney general. GovGuam also informed the circuit judges that because of the failure of the District Court to be heard with respect to the receiver's plans to procure new contracts that exceeded the budget, it affects the rights of the government of Guam.

The Ninth Circuit stated yesterday, "The actual relief sought by Guam in the current appeal is not the substitution of counsel, as that was subsequently obtained in a later order by the District Court. Rather, Guam seeks a declaration that all other orders entered by the District Court during the five-month interim period are void."

In response, GBB issued a press release on the receiver's website expressing its satisfaction at the 9th Circuit Court of Appeal's dismissal of the government of Guam's appeal of the decision of Tydingco-Gatewood's handling of the government of Guam's 2013 effort to remove the Office of the Attorney General from the litigation and replace it with private counsel of the governor's choosing.

Fully implement

In its release, GBB stated, "It is our hope that the government of Guam will now stop its delaying tactics and work with the District Court and the receiver to fully implement the Consent Decree in all respects. We believe that the 9th Circuit's decision today is a strong affirmation of the fair and even handed approach taken by the District Court in the case, and the court's insistence that Guam live up to its obligations under the Consent Decree."

The administration sent a response to the legal memo via email yesterday: "We are disappointed that the appeal was dismissed based on lack of jurisdiction, as we were looking forward to receiving a determination on the merits," stated the response.

NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will conduct a regular meeting on **Tuesday, March 17, 2015 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 Mr. Wilfred G. Aflague 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.

GDOE contract ratified by members, board

By Malorie Paine
 malorie@mvguam.com
 Variety News Staff

GUAM Department of Education support staff members, including custodians, cafeteria workers and school aides, finally have a contract again.

"The support staff contract expired in 2011 and negotiations have lingered since then," said Jon Fernandez, GDOE superintendent.

The Guam Education Board voted Friday night to approve the support staff collective bargaining agreement, which details working conditions.

GFT support staff members voted Wednesday to ratify the agreement, according to a GFT press release.

In 2011, the education board challenged the Guam Federation of Teacher to provide documentation showing they were the sole representation of support staff, but GFT was unable to do so until November 2014, Fernandez said.

Board member Maria Gutierrez said support staff are the backbone of the schools and have been patiently waiting contracts for nearly five years.

"I asked negotiators to expedite an agreement," Fernandez said. "I think our support staff, those who support faculty and students at our schools, deserve basic protections. This agreement will ensure they are able to be supported in their roles



Frank Whitman / Variety

GFT support staff members voted Wednesday to ratify the agreement.

to keep our schools safe and welcoming to all."

Safe schools

Tim Fedenko, GFT president, said the contract would not only protect the working conditions of the support staff, but would provide safe schools for Guam's children.

The spirit of the contract was always said to have been observed, but in some cases, it wasn't, Fedenko said.

Having the contract in place will ensure that support staff members aren't asked to do things outside of their duties, he said. "The contract will define what support staff can and can't do, that's the working conditions," Fedenko said.


There have been violations of the previous support contract, but GFT decided not to act upon those, he said.

Fedenko said he believes the ratification of the contract shows that the board wants to move forward and work together with GFT.

GFT has not had the same luck with previous boards, he said.

The teacher contract has not yet been agreed upon, and GFT took some time off from negotiations to focus on the support staff, Fedenko said.

"Now, we'll get back to that, and hopefully have a decision by the end of the school year," he said.




GHURA

Guam Housing and Urban Renewal Authority

Ataridat Ginima' Yan Rinueban Siudat Guahan

117 Bien Verida Avenue • Sinajana Guam 96910

Phones: (671) 477-9851 • Fax: (671) 300-7565 TTY# (671) 472-3701



Eddie B. Calvo
Governor of Guam

Ray Tenorio
Lt. Governor of Guam

Invitation For Bid

IFB # GHURA -02-24-2015-CDBG

This ad is paid with HUD Funds by GHURA

Guam Housing and Urban Renewal Authority (GHURA) will receive sealed proposals to Up-grade and expand the Sinajana Community Recreational Facility, until 2:00 pm on March 30, 2015, in the BoardRoom located at Main office in Sinajana, bid proposals received after this time will not be considered. On March 10, 2015 at 10:00 am, GHURA will conduct a prebid conference at GHURA office in Sinajana. Site visits will be arranged by GHURA staff after the prebid conference to anyone who desires an onsite visit. All interested bidders are encouraged to attend both the prebid conference and the site visit.

Copies of the bidding documents may be purchased by qualified contractors from the GHURA Main Office. A non-refundable deposit of \$75.00 is required for each set of bidding documents. Copies of the bidding documents will be on file and available for inspection beginning on Feb. 24, 2015 between the hours of 8:00 a.m. and 12:00 p.m. and between 1:00 p.m. and 4:00 p.m. Monday through Friday except on holidays.

A Bid Guarantee in the amount of 5% of the total base bid must accompany each bid, which exceeds \$100,000.00. Bid guarantee shall be a Bid Bond secured by a surety company authorized to do business in Guam and listed in the latest Department of Treasury Circular 570 published in the Federal Register, or as permitted by state law, a certified check, bank draft, or U.S. Government Bond at par value. If bid security is not submitted with the bid, GHURA shall reject the bid. All Bid Guarantees must be made payable to GHURA. Personal checks will not be accepted. In addition, a Non-Collusive Affidavit must be supplied with each bid that exceeds \$10,000. GHURA reserves the right to waive irregularities and to reject any or all bids. Failure to submit a bid properly shall result in rejection of the bid.

For all contracts, which exceed \$100,000, the successful bidder will be required to furnish and pay for satisfactory Performance and Payment bonding for 100% of the contract price. Attention is called to the fact that not less than the minimum of salaries and wages as set forth in the specifications must be paid on this project. The Contractor must not discriminate on the basis of race, color, religion, gender, age, disability, or national origin in employment or the provision of services. Restriction Against Contractors Employing Convicted Sex Offenders from Working at Government of Guam Venues. (§5253 of Title 5 Guam Code Annotated).

The successful bidder will be required to the best possible and greatest extent feasible accomplish the following:

1. A goal of awarding at least 50 percent of the dollar value of construction contracts to Minority and/or Women Business Enterprises (MBE/WBE) or General Contractors with MBE/WBE participation.
2. In accordance with Section 3 of the U.S. Department of Housing and Urban Development Act of 1968, all construction contractors, to the maximum extent feasible, shall provide training, contracting, and employment opportunities to low income residents residing in GHURA.

GHURA intends to award a contract on the basis of the lowest and most responsible bid for the work described in the bid documents. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the prior written consent of GHURA.

GHURA is an Equal Opportunity Employer.

/s/ MICHAEL DUENAS
Executive Director

Iraqi forces, militias sweep into Islamic State-held Tikrit

BAGHDAD (AP) — Iraqi soldiers and allied Shiite militiamen swept into the Islamic State-held city of Tikrit on Wednesday, launching a two-front offensive to squeeze extremists out of Saddam Hussein's hometown in a major test of the troops' resolve.

Explosions and heavy gunfire echoed through Tikrit, a key way station for Iraqi forces trying to expel the militants who hold roughly a third of the country and neighboring Syria. The offensive also will serve as a major crucible for Iraqi forces, which collapsed under the extremists' initial offensive last year and now face street-by-street fighting in one of the Islamic State group's biggest strongholds.

Allied Iraqi forces first entered the city through its northern Qadisiyya neighborhood, according to video obtained by The Associated Press. Overhead, an attack helicopter fired missiles as soldiers and militiamen laid down heavy machine gunfire in the neighborhood's dusty streets as downtown Tikrit loomed in the distance, black smoke rising overhead.

Officials quickly established a supply line through the neighborhood to reinforce troops, Salahuddin police Brig. Kheyon Rasheed told the state-run Iraqiyya television. Authorities offered no immediate casualty figures, though Iran's state-run Press TV satellite channel reported that a mortar attack wounded one of its cameramen there.

A local official in Iraq's Salahuddin province confirmed that Iraqi troops entered Qadisiyya and raised the Iraqi flag over Tikrit's general hospital. He spoke on condition of anonymity as he was not authorized to brief journalists.

Later Wednesday, allied forces also swept into Tikrit from the south in a pincer movement to squeeze out militants, though some suggested many already fled in the face of the advance, codenamed "At your service, prophet of Allah."

"The terrorists are seizing the cars of civilians trying to leave the city and they are trying to make a getaway," Rasheed said.

Tikrit, the capital of Salahuddin province, sits on the Tigris River about 130 kilometers (80 miles) north of Baghdad. Several of Saddam's palaces remain there, as do remnants of his now-outlawed Baathist

party. Many believe party members assisted the Islamic State group in its offensive last summer.

After the 2003 U.S.-led invasion of Iraq, insurgent Baathists in Tikrit launched attacks on American forces. The same could happen to incoming Iraqi forces, who already faced sniper fire and heavily mined roads.

Taking Tikrit would open a supply line for a future operation to besiege Mosul, Iraq's second-largest city that remains under Islamic State control. U.S. military officials have that said a mission to retake Mosul likely will begin in April or May and involve up to 25,000 Iraqi troops. But the Americans have cautioned the offensive could be delayed.

Iranian military advisers have been helping guide Iraqi forces in their advance on Tikrit. Speaking Wednesday on Capitol Hill, U.S. Gen. Martin Dempsey described the militias as "Iranian trained and somewhat Iranian equipped."

Among those directing operations is Iranian Gen. Qassem Soleimani, commander of the powerful Revolutionary Guard's Quds Force. Frontline images have emerged of the general in recent days, showing him smiling in plainclothes without a bulletproof vest.

The overt Iranian role and the prominence of Shiite militias in the campaign have raised fears of possible sectarian cleansing should Tikrit, an overwhelmingly Sunni city, fall to the government troops.

"Iranians will try to calm the fears of the Sunnis instead of

persecuting them because the Iranian officials know that it is in their best interest to keep the Iraq united," said Hadi Jalo, a Baghdad-based political analyst. "For the Iraqis, it is easier to dominate one country instead of three separate states."

The U.S. says its allied coalition carrying out airstrikes targeting the extremists has not been involved in the ongoing Tikrit offensive. Iraq's Prime Minister Haider al-Abadi has appealed for more aid for his country's beleaguered ground forces, though the U.S. spent billions of dollars training and equipping Iraq's army during its eight-year occupation.

A senior U.S. military official told the AP that as of June 2014, the Iraqi military stood at 125,000 men at best, down from 205,000 in January 2014. Iraqi officials now say that at least 30,000 men—including the military, militias, Sunni tribes and police — are fighting to capturing Tikrit. Dempsey said Wednesday that at least 20,000 militiamen are taking part.

Most battlefield successes in Iraq have been coordinated efforts, with Iraqi and Kurdish forces and Shiite militias fighting on the ground and the U.S.-led coalition providing air power.

The siege on the village of Amrili just north of Baghdad, when many feared the capital itself might fall, was broken last year with the help of U.S.-led airstrikes and a fighting force of mainly Shiite militias. Shiite militiamen backed by a coalition air campaign also retook the town of Jurf al-Sukhr, on Baghdad's outskirts, in October.

Australia investigates whether teen was IS suicide bomber

SYDNEY (AP) — Australia's government said Thursday it was trying to confirm reports that an Australian teenager was among a group of suicide bombers from the Islamic State movement that struck Iraq's embattled Anbar province.

The Islamic State group claimed in an online statement that it used foreign fighters from Australia, Belgium, Syria and Uzbekistan in Wednesday's attack, in which at least 13 suicide car bombs exploded almost simultaneously in Ramadi, the provincial capital of Anbar, killing two soldiers and wounding eight. One photo that was posted featured a white van driving down a dusty street, alongside an image of a young man who closely resembles 18-year-old Australian Jake Bilardi sitting behind the wheel.

"I can confirm that we're seeking to independently verify that he was part of this suicide bombing attack," Australian Foreign Minister Julie Bishop said. "The news appears very grim, but we are seeking to independently verify it."

The British press labeled

Bilardi the "White Jihadi" in December after images of him armed with a rifle in front of Islamic flags appeared on social media sites.

The teen left his home in the southern Australian city of Melbourne in August and headed to the Middle East. Bishop said he had been on Australia's radar for several months, and in October, she canceled his passport on the advice of the country's security agencies.

Last year, the Australian government passed sweeping counterterrorism legislation that made it easier for officials to cancel the passports of people they suspect of engaging in extremism. The law also makes it a crime for Australians to visit certain terrorism hot spots overseas.

"If these reports are confirmed, this is another tragic example of a young Australian being lured to a senseless and violent death by a brutal terrorist organization," Bishop said.

"This organization is intent on imposing suffering and misery not only in Iraq and in Syria, but beyond."

PUBLICATION NOTICE

In accordance with the provisions of Guam Code Annotated, Title XI, Chapter III, Section 3315, notice is hereby given that:

Morato, Jose N.

dba: CHIC BOY GRILL & RESTAURANT

has applied for a Class: (4) GENERAL ON SALE ALCOHOLIC BEVERAGE LICENSE said premises being marked as Lot: 5110-NEW-R1 #958 N. Marine Corp. Dr. Upper Tumon.



DEPARTMENT OF CORRECTIONS

Departamenton Mangngurihi
P.O. Box 3236, Hagatna, Guam 96932



Eddie Baza Calvo
Governor

Jose A. San Agustin
Director

Ray Tenorio
Lt. Governor

REQUEST FOR PROPOSALS
RFP NO. 001-15

Carleen G. Borje
Deputy Director

The Honorable Eddie Baza Calvo, Governor of Guam, through the Director of the Department of Corrections (DOC), Jose A. San Agustin, announces the solicitation of Request for Proposals (RFP) for:

DESIGN-BUILD SERVICES FOR THE DEPARTMENT OF CORRECTIONS ELECTRONIC LOCKING SYSTEMS UPGRADE

Non Refundable Fee: \$200.00 (Two Hundred Dollars) required as payment for each RFP documents. Make check payable to Department of Corrections.

Availability of Documents: — March 13, 2015, Department of Corrections, Director's Office, 1 Mashburn Lane, Mangilao, Guam. (671) 735-5170
Pre-Proposal Conference: — March 25, 2015, 10:00 A.M., walk through at DOC's ADULT CORRECTIONS FACILITY (ACF), MANGILAO. (Please meet inside the Visitor's Processing Center.)

Notice 1: Interested Proposers and Offerors must have a representative attend this required meeting in order to be eligible for award of this RFP.

April 03, 2015
05:00 P.M.

LAST DAY TO SUBMIT WRITTEN QUESTIONS AND/OR CLARIFICATIONS

April 17, 2105
On or Before
03:00 P.M.

DEADLINE FOR SUBMITTING YOUR RFP PROPOSAL OFFERS TO THE DIRECTOR'S OFFICE LOCATED IN MANGILAO.

Department of Corrections reserves the right to reject any or all proposals and to waive any imperfection in the proposals, which in its sole and absolute judgment will serve the Government of Guam interests.

JOE A. SAN AGUSTIN
DIRECTOR

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Individuals requiring special accommodations are asked to contact Mr. Wilfred G. Aflague 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.

**PUBLIC DEFENDER SERVICE CORPORATION
BOARD OF TRUSTEES
Regular Meeting
of
Tuesday, February 24, 2015
12:48 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 12:48 p.m.

II. ROLL CALL:

Present: Chief Justice Robert J. Torres, Jr., Chairman
Presiding Judge Alberto C. Lamorena, III
Guam Bar Association President, Attorney Jehan'ad G. Martinez
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
Wilfred G. Aflague, Administrative Director
Bernadette L.P. Lizama, PDSC Personnel Specialist IV
Michael S. Moreno, Chief Fiscal Officer
Julito B. Tingson, MIS Administrator
Kenneth A. Lim, Computer Systems Analyst
Cecelia M. Fernandez, Administrative Assistant
Jonathan Rai C. Sablan, Grant Writer

Attorney Cynthia V, Ecube, Former PDSC Board of Trustees Member

III. PROOF OF DUE NOTICE OF MEETING:

"Notice of Public Meeting" was published in Marianas Variety on Monday, February 09, 2015 and Friday, February 13, 2015.

IV. DETERMINATION OF QUORUM:

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

V. APPROVAL OF MINUTES: Minutes of the regular board meeting held on Tuesday, January 20, 2015 were adopted and approved, subject to corrections.

VI. OLD BUSINESS:

- A. Financial Status Update (PDSC and APD Allotment Releases):** Chief Fiscal Officer Michael Moreno reported that PDSC received 83%, still pending the second half of January, plus first half of February which was due by the 15th. APD is at 100%; an invoice was issued to Superior Court on January 6, 2015, and received on February 23rd.
- B. Domestic Violence Program Update:** Chief Fiscal Officer Michael Moreno reported that DVP is still operating under one grant – STOP 2013. There was enough funding as reported at the last Board Meeting. However, Mr. Jacob Perez was approved to be placed under the CWA 2014 pay plan, which raised his annual salary, and includes retroactive pay, which resulted in shortening the funds available and the coverage period. A letter was submitted to the Governor's Office requesting for additional funding to cover through June. The balance is now at \$3,205 which will cover him another two pay periods. DVP is vying for the STOP 2014 grant to continue the program.
- C. Alternate Public Defender Update:** Attorney Gayle submitted no report.
- D. Executive Director – CWA Pay Grade Assignment:** Personnel Specialist Bernadette Lizama reported that she was continuing discussions with Shane Ngata, DOA Personnel Administrator, as to the appropriate methodology for slotting the Executive Director's CWA Pay Grade Assignment, with respect to the time he spends in court and representation of clients. This will be continued at the next meeting.

VII. NEW BUSINESS

- A. Presentation of Certificate of Appreciation, Outgoing Guam Bar Association President, Attorney Cynthia V. Ecube:** A Certificate of Appreciation was presented to outgoing PDSC Board of Trustees member, Attorney Cynthia V. Ecube. After words of appreciation and friendship from Presiding Judge Lamorena, Attorney Donna Cruz, and Mrs. Annette Ada, as well as the Board Chairman. Words of appreciation were expressed by Attorney Ecube herself, after which a formal Certificate of Appreciation was presented.
- B. Introduction of New Guam Bar Association President, Attorney Jehan'ad G. Martinez:** Newly Elected Guam Bar Association President, and PDSC Board Member, Attorney Jehan'ad G. Martinez gave brief remarks on some of his goals for the Guam Bar Association as well as for PDSC.
- C. Introduction of New Administrative Director, Wilfred G. Aflague:** Attorney Eric Miller reported that PDSC had received 21 applicants and 5 were interviewed for the Administrative Director position. After all due processes were conducted, Mr. Aflague was selected.
- D. Introduction of New Grant Writer, Jonathan Rai C. Sablan:** Mr. Sablan was hired on a part time basis as a resource grant writer.
- E. Executive Session Performance Review APD Managing Attorney:** After discussions during Executive Session, it was moved and adopted that Attorney AnaMaria C. Gayle be retained to be the Supervisor/Managing Attorney for the APD.

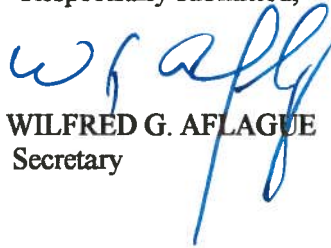
F. Policy for Outreach Time and Credit for Mock Trial: The Policy governing Time Credit for Community Outreach High School Mock Trial Competition was amended and adopted to state that Staff Attorneys who participate in STW will not be eligible to seek Continuing Legal Education Credits from the Guam Bar Association. .

VIII. PUBLIC DISCUSSION:

XII. ADJOURNMENT AND NEXT MEETING DATE: The next meeting will take place on Tuesday, March 17, 2015 at 12:30 p.m.

There being no further business up for discussion, this meeting was adjourned at 1:20 p.m.

Respectfully submitted,

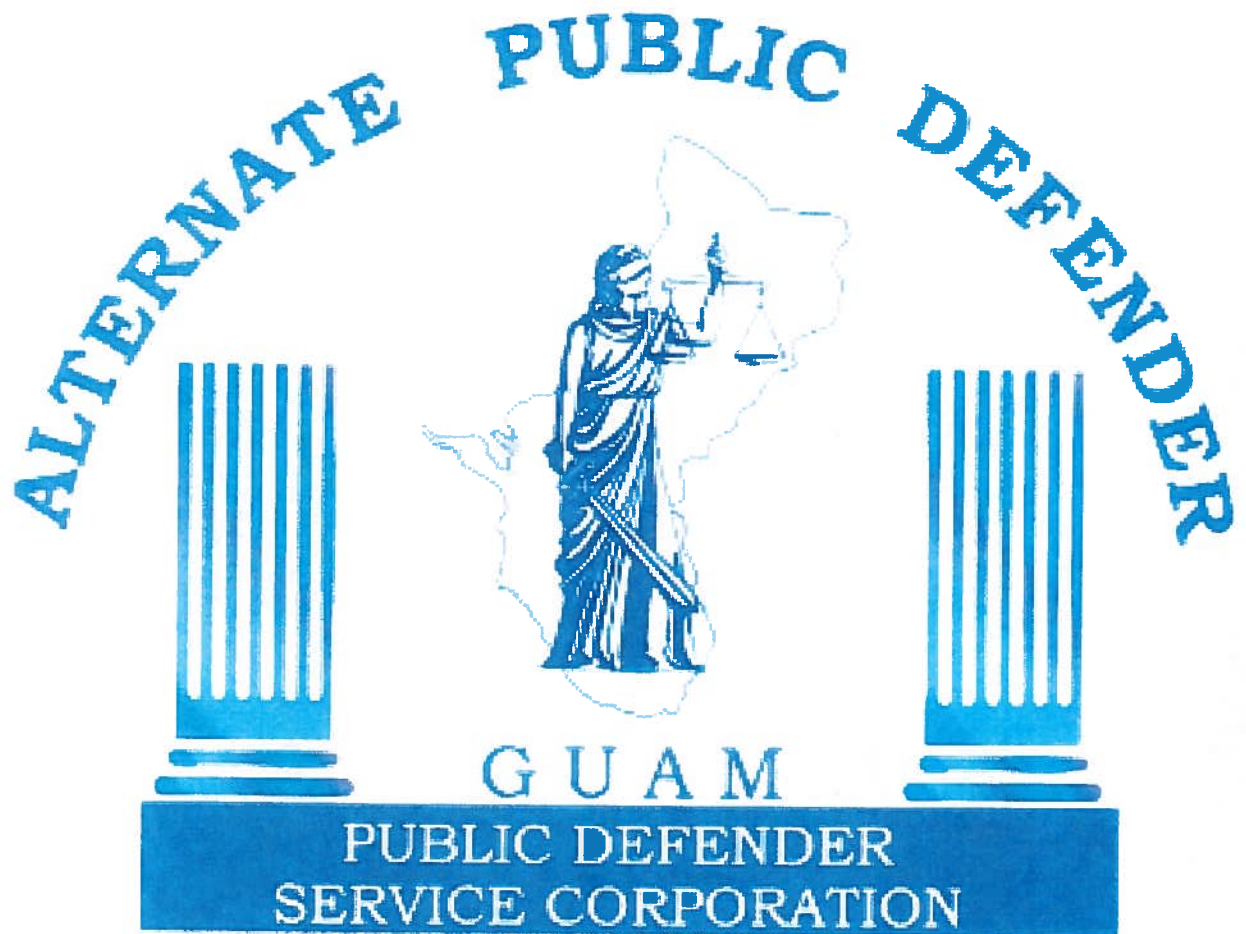


WILFRED G. AFLAGUE
Secretary

Agenda Item #VII-A

**Relative to the
Approval of the
Alternate Public Defender
Fiscal Year 2016
Budget Request**

(Resolution No. 07-15)



**FISCAL YEAR 2016
BUDGET REQUEST**

March 17, 2015



ALTERNATE PUBLIC DEFENDER
Public Defender Service Corporation
GOVERNMENT OF GUAM

Suite 902, DNA
238 AFC Flores Street
Hagåtña, Guam 96910
Tel: (671) 475-3234 ♦ Fax: (671) 475-3238



BOARD OF TRUSTEES

Hon. Robert J. Torres, Jr.
Chairman

Hon. Alberto C. Lamorena, III
Vice-Chairman

Atty. Jehan'ad G. Martinez
Member

Atty. Donna Cruz
Member

Ms. Annette Ada
Member

ADMINISTRATION

Eric D. Miller
Director

Wilfred G. Aflague
Administrative Director

ALTERNATE PUBLIC DEFENDER

Ana Maria C. Gayle
Supervising Attorney

Stephen P. Hattori
Staff Attorney

John P. Morrison
Staff Attorney

Eric R. Overton
Staff Attorney

James N. Spivey, Jr.
Staff Attorney

March 17, 2015

Honorable Robert J. Torres, Jr.
Chief Justice, Supreme Court of Guam
Chairman, Guam Judicial Council
120 West O'Brien Drive
Hagatna, Guam 96910

Dear Chief Justice Torres:

Buenas yan Saluda! Submitted herewith for your review is the Alternate Public Defender's (APD) Fiscal Year 2016 Budget Request.

APD has been in existence for eleven years. Since its inception, our objective has remained on providing defense to qualified indigent clients while simultaneously containing the cost of doing so. However, because of the increase of caseload, APD seeks the judicial council's approval for the recruitment of one additional Attorney I-1 to meet this demand of caseload increase.

A summary of FY2016 budget request is as follows:

<u>Object Category</u>	<u>Request</u>
Personnel Services	\$ 991,395
Contractual Services	\$ 26,143
Office Space Rental	\$ 65,602
Supplies and Materials	\$ 5,690
Equipment	\$ 7,900
Miscellaneous	\$ 9,700
Utilities & Telephone	\$ 300
TOTAL REQUEST:	<u>\$1,107,730</u>

Increases to this budget are primarily related to the mandated government's share for retirement and the mandated salary increments. The retirement, life, health and dental insurance rates were calculated at the current levels. Should enabling legislation for Fiscal Year 2016 mandate increases in these areas, we will be requesting a supplemental budget to cover these costs for this period.

APD's Fiscal Year 2016 Budget Request was approved by the PDSC Board of Trustees at the duly-noticed meeting on March 17, 2015.

Should you have any questions or desire further information, please feel free to contact Mr. Wilfred Aflague, PDSC Administrative Director, or Mr. Michael Moreno, PDSC Chief Fiscal Officer at 475-3100.

Respectfully,

Ana Maria C. Gayle
APD Supervising Attorney

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION (PDSC)
RELATIVE TO THE APPROVAL OF THE
ALTERNATE PUBLIC DEFENDER
FISCAL YEAR 2016 BUDGET REQUEST**

RESOLUTION NO. PDSC 07-15

- WHEREAS,** Public Defender Service Corporation (PDSC) Board of Trustees Resolution No. 08-04 established the office of the Alternate Public Defender (APD) as a separate section/division of the PDSC, answerable to the PDSC Board of Trustees and subject to funding by the Judicial Client Services Fund under the stewardship of the Judicial Council of Guam; and
- WHEREAS,** on June 15, 2004 an Agreement to Provide Attorney Services for Indigent Defendants was executed by and between the PDSC and the Judicial Council of Guam through the Administrator of the Courts, providing funding for this program through Fiscal Year 2004; and
- WHEREAS,** as provided by Section Four of the above-described Agreement, subsequent instruments were executed by the PDSC and the Judicial Council of Guam thereby funding the office of the APD through Fiscal Year 2015; and
- WHEREAS,** in order to extend the services rendered by the APD into the next fiscal year, and to allow for the renewal of the Agreement to Provide Attorney Services for Indigent Defendants, a budget plan must be submitted for consideration and approval by the PDSC Board of Trustees; and
- WHEREAS,** the Alternate Public Defender, by and through its Supervising Attorney, presented the APD's Fiscal Year 2016 Budget Request of \$1,107,730 to the PDSC Board of Trustees; and
- WHEREAS,** the Board of Trustees finds this budget request appropriate and adequate to carry out the APD's mission for Fiscal Year 2016; now therefore be it
- RESOLVED,** the Board of Trustees of the Public Defender Service Corporation, in its meeting of March 17, 2015 hereby approves the **APD Fiscal Year 2016 Budget Request of \$1,107,730** with all its provisions contained therein being attached hereto and made a part of this resolution.

DULY AND REGULARLY ADOPTED this 17th day of March, 2015.

Presiding Judge ALBERTO C. LAMORENA III
Chairperson
(Upon Recusal and Appointment By
Chief Justice Robert J. Torres, Jr., Chairman)

ATTEST:

WILFRED G. AFLAGUE
Secretary

ALTERNATE PUBLIC DEFENDER
A Division of the
PUBLIC DEFENDER SERVICE CORPORATION
Government of Guam
DNA Building, Suite 902
238 Archbishop F.C. Flores Street
Hagåtña, Guam 96910

Fiscal Year 2016 Budget

**Division/Program Performance-Based
Budget Certification**

This is to certify that I have carefully reviewed the attached budget, submitted herewith, and find the amounts requested to be sufficient to execute the mission, goals and objectives of the office of the Alternate Public Defender for Fiscal Year 2016. I further certify the accuracy of the information contained in this document.

Dated this 17th day of March, 2015.

Ana Maria C. Gayle
Supervising Attorney

JUDICIARY

Agency: PUBLIC DEFENDER SERVICE CORPORATION

Program: ALTERNATE PUBLIC DEFENDER - COMBINED BUDGET DIGEST

Budget Account Code	Appropriation Classification	A	B	C	C-B	D/B
		FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Proposed Budget	Increase/ (Decrease) in \$\$	Increase/ (Decrease) in %
PERSONNEL SERVICES						
111	Regular Salaries/Increments/Special Pay	\$538,768	\$646,200	\$715,639	\$69,439	11%
112	Overtime/Special Pay	0	0	0	0	0
113	Benefits	199,753	252,544	275,756	23,212	9%
	TOTAL PERSONNEL SERVICES	\$738,522	\$898,744	\$991,395	\$92,651	10%
OPERATIONS						
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0	\$0	0%
230	CONTRACTUAL SERVICES:	23,991	25,156	26,143	987	4%
233	OFFICE SPACE RENTAL:	64,498	65,602	65,602	0	0%
240	SUPPLIES & MATERIALS:	7,711	5,000	5,690	690	14%
250	EQUIPMENT: <\$5000.00	3769	12,500	7,900	-4,600	-37%
271	DRUG TESTING	40	1,000	1,000	0	0%
290	MISCELLANEOUS:	5,840	7,350	9,700	2,350	32%
	TOTAL OPERATIONS	\$105,849	\$116,608	\$116,035	-\$573	0%
UTILITIES						
	Power	\$0	\$0	\$0	\$0	\$0
	Water/ Sewer	0	0	0	0	0
363	Telephone Services	2,759	3,060	300	-2,760	-90%
	TOTAL UTILITIES	\$2,759	\$3,060	\$300	-\$2,760	-90%
	INDIRECT COST	\$0	\$0	\$0	\$0	0%
450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0	\$0	0%
	TOTAL APPROPRIATIONS	\$847,130	\$1,018,412	\$1,107,730	\$89,318	9%

1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)						
	UNCLASSIFIED	0	0	0		
	CLASSIFIED	9	11	12		
	TOTAL FTEs	9	11	12		

JUDICIARY

Agency: PUBLIC DEFENDER SERVICE CORPORATION

Program: ALTERNATE PUBLIC DEFENDER - COMBINED BUDGET DIGEST

Budget Account Code	Appropriation Classification	A	B	C
		FY 2014	FY 2015	FY 2016
		Expenditures & Encumbrances	Authorized Level	Proposed Budget
PERSONNEL SERVICES				
111	Regular Salaries/Increments/Special Pay	\$538,768	\$646,200	\$715,639
112	Overtime/Special Pay	0	\$0	0
113	Benefits	199,753	252,544	\$275,756
		\$0	0	0
	TOTAL PERSONNEL SERVICES	\$738,522	\$898,744	\$991,395
OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0
230	CONTRACTUAL SERVICES:	23,991	25,156	26,143
233	OFFICE SPACE RENTAL:	64,498	65,602	65,602
240	SUPPLIES & MATERIALS:	7,711	5,000	5,690
250	EQUIPMENT: <\$5000.00	3,769	12,500	7,900
271	DRUG TESTING	40	1,000	1,000
290	MISCELLANEOUS:	5,840	7,350	9,700
	TOTAL OPERATIONS	\$105,849	\$116,608	\$116,035
UTILITIES				
	Power	\$0	\$0	\$0
	Water/ Sewer	0	0	0
363	Telephone Services	2,759	3,060	300
	TOTAL UTILITIES	\$2,759	\$3,060	\$300
	INDIRECT COST	\$0	\$0	\$0
450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$847,130	\$1,018,412	\$1,107,730
1/ Specify Fund Source				
FULL TIME EQUIVALENCIES (FTEs)				
	UNCLASSIFIED	0	0	0
	CLASSIFIED	9	11	12
	TOTAL FTEs	9	11	12

FOOTNOTES:

For Fiscal Year 2016, an increase of **\$89,318** or 9% is requested over the appropriation level for Fiscal Year 2015. The following are details for the additional requests:

1. **PERSONNEL SERVICES:**

\$69,439 **REGULAR SALARIES/INCREMENTS/SPECIAL PAY:** Increase is to pay for mandated attorneys' pay adjustments, employees' salary increments, night differential based on the salaries/wages amount through the implementation of the Competitive Wage Act of 2014 and the Public Safety & Law Enforcement Pay scale and 1 new Attorney I-1.

\$23,212 **BENEFITS:** Increase is needed to fund for mandated government's share of retirement contributions of 29.85% (basis: FY 2015 retirement rate). The health, dental and life insurance rates were calculated at current levels. Should the retirement, and/or insurance rates increase in FY 2016, we will be requesting a supplemental budget to cover these costs.

\$92,651 **SUB-TOTAL FOR PERSONNEL COSTS (10%)**

2. **OPERATIONS:**

a. **\$0** **TRAVEL (Off-Island/Local Mileage Reimbursement):**
Due to budgetary constraints, funds for off-island travel and local mileage reimbursement were not requested for FY 2016.

b. **\$987** **CONTRACTUAL SERVICES:**

- Malpractice Insurance (\$4,000)
- Westlaw Services (\$8,398)
- Annual Phone Maintenance (\$3,300)
- Lease of Copier Machines (\$3,000)
- Internet Domain Name Renewal (\$150)
- Abacus Tech Support (\$2,695)
- Network Security Services (\$600)
- Antivirus Software License (\$600)
- Notary Bonding (\$400)
- Software Upgrade-Office 365 (3,000)

COMBINED BUDGET DIGEST
Page 3 of 3

- c. \$0 **OFFICE SPACE RENTAL:** Rental cost kept at FY 2015 level.
- d. \$690 **SUPPLIES AND MATERIAL:** Please refer to Form 96A for details.
- e. -\$4,600 **SMALL EQUIPMENT:** Please refer to Form 96A for details (decrease).
- f. \$2,350 **MISCELLANEOUS:** Please refer to Form 96A for details
- g. \$0 **DRUG TESTING:** Costs kept at FY 2015 level.
- h. -\$2,760 **UTILITIES:** Telecom equipment transfer to maintenance contract (decrease)

-\$3,333 **SUB-TOTAL FOR OPERATIONAL COSTS (Decrease 3%)**

\$89,318 **TOTAL INCREASE FOR FY 2016 OVER FY 2015**
AUTHORIZED LEVEL

Schedule B- Contractual

Item	Quantity	Unit Price	Total Price	Funded in FY 2015?	
				Yes	No
Malpractice Insurance	1 year		\$ 4,000.00	x	
Westlaw Services (+1 attorney)	1 year		\$ 8,398.00		x
Annual Phone Maintenance	1 year		\$ 3,300.00		x
Lease of Copier Machine (New Lease)	12 mons	\$249.00	\$ 3,000.00		x
Internet - Domain Renewal	1 year		\$ 150.00	x	
Abacus Tech Support	1 year		\$ 2,695.00		x
Network Security Services	1 year		\$ 600.00	x	
Antivirus Software License	1 year		\$ 600.00	x	
Notary Bond	1 year		\$ 400.00	x	
Software upgrade (12 users)	1 year		\$ 3,000.00		x
Total Contractual			\$ 26,143.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	Total Price	Funded in FY 2015?	
				Yes	No
Office Supplies (batteries, binders, calling cards, computer disks, daily appointment calendars, computer cdr/disks, daily appointment calendars, envelopes, expandable folders, fasteners, file folders, file labels, index cards, notary books, notary seals, paper clips, pens/pencils, post it, stamps for mailing, scotch tape, staplers, staples two/three hole perforator, typewriter ribbon, correction tape, xerox paper, yellow pads)			\$ 5,690.00		x
Computer supplies (computer parts, ink/toner cartridges)					
Sundries (hand sanitizer, clorox wipes, water).					
Total Supplies & Materials			\$ 5,690.00		

Schedule D - Equipment <\$5,000.00

Item	Quantity	Unit Price	Total Price	Funded in FY 2015?	
				Yes	No
Replace Obsolete Workstation @\$2000	3		\$ 6,000.00		x
Desk, Chair, etc (New Attorney)	1		\$ 1,400.00		x
Telephone Unit (PDS)	1		\$ 500.00		x
Total Equipment			\$ 7,900.00		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	Total Price	Funded in FY 2015?	
				Yes	No
Guam Bar Dues (+ 1 Attorney)			\$ 2,100.00		x
Professional Dues for NACDL	1	\$200.00	\$ 200.00	x	
Legal Subscriptions> References for Attorneys			\$ 500.00	x	
Process Server Fees	4	\$50.00	\$ 200.00	x	
Local Training for Attorneys and Staff			\$ 3,500.00	x	
Off-Island Training for Investigators	2		\$ 2,000.00		x
Publication of job announcements/bids			\$ 1,200.00	x	
Total Miscellaneous			\$ 9,700.00		

Schedule F - Capital Outlay >\$5,000.01

Item	Quantity	Unit Price	Total Price	Funded in FY 2015?	
				Yes	No
Total Capital Outlay			0.00		

Government of Guam

[BD-1]

Fiscal Year 2016

Program Budget Digest

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

Budget Account Code	Appropriation Classification	A	B	C
		FY 2014	FY 2015	FY 2016
		Expenditures & Encumbrances	Authorized Level	Proposed Budget

PERSONNEL SERVICES				
111	Regular Salaries/Increments/Special Pay	\$366,557	\$389,517	\$478,180
112	Overtime/Special Pay	0	0	0
113	Benefits	135,356	146,400	176,164
		0	0	0
	TOTAL PERSONNEL SERVICES	\$501,912	\$535,917	\$654,344

OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0
230	CONTRACTUAL SERVICES:	16,544	22,956	24,243
233	OFFICE SPACE RENTAL:	64,498	65,602	65,602
240	SUPPLIES & MATERIALS:	1,275	5,000	5,690
250	EQUIPMENT: <\$5000.00	0	0	5,900
271	DRUG TESTING	0	1,000	1,000
290	MISCELLANEOUS:	4,315	5,950	9,500
	TOTAL OPERATIONS	\$86,632	\$100,508	\$111,935

UTILITIES				
	Power	\$0	\$0	\$0
	Water/ Sewer	0	0	0
363	Telephone Services	1,278	2,100	300
	TOTAL UTILITIES	\$1,278	\$2,100	\$300

	INDIRECT COST	\$0	\$0	\$0
450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0

TOTAL APPROPRIATIONS	\$589,823	\$638,525	\$766,579
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1/ Specify Fund Source

FULL TIME EQUIVALENCIES (FTEs)				
UNCLASSIFIED		0	0	0
CLASSIFIED		5	5	6
TOTAL FTEs		5	5	6

Note 1 - Contractual: The request for funds under this category is to pay for Malpractice Insurance (\$4,000), lease of copy machine (\$3,000), West Law Services (\$8,938), maintenance agreement for PDS phones and internet services (\$3,300), and renewal for Internet Domain (\$150), Abacus tech support (\$2,695), to pay for network security (\$600) and antivirus software license (\$600). . The additional request is to pay upgrade of software (Office 365), and Notary Bonding (\$400).

Note 2 - Equipment: The request for funds is to pay for replacement computers for 3 attorneys and staff (\$6,000) and desk, chair, and telephone for new attorney (\$1,900).

Note 3 - Miscellaneous: The request for funds is to pay for Guam Bar Dues (\$2,100), , the registration fees for attorneys/staffs' on-island training/conference (\$3,000), off-island training for 2 investigators, annual NACDL dues (\$200), legal subscriptions (\$500), and publication for job/RFP/Bid announcements(\$1,200).

Government of Guam
Fiscal Year 2016 Budget
Program Budget Digest

[BD-1]

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

Budget Account Code	Appropriation Classification	A	B	C
		FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Proposed Budget
		PERSONNEL SERVICES		
111	Regular Salaries/Increments/Special Pay	\$71,887	\$77,458	\$112,477
112	Overtime/Special Pay	0	0	0
113	Benefits	27,278	30,501	40,015
		0	0	0
	TOTAL PERSONNEL SERVICES	\$99,164	\$107,959	\$152,492
OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0
230	CONTRACTUAL SERVICES:	0	0	900
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <\$5000.00	0	0	2,000
271	DRUG TESTING	0	0	0
290	MISCELLANEOUS:	0	100	100
	TOTAL OPERATIONS	\$0	\$100	\$3,000
UTILITIES				
	Power	\$0	\$0	\$0
	Water/ Sewer	0	0	0
363	Telephone Services	0	0	0
	TOTAL UTILITIES	\$0	\$0	\$0
	INDIRECT COST	\$0	\$0	\$0
450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$99,164	\$108,059	\$155,492

1/ Specify Fund Source

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

Note 1- Miscellaneous: The request for funds is to pay for process server fees.

Government of Guam
Fiscal Year 2016 Budget
Program Budget Digest

[BD-1]

JUDICIARY

Agency: PUBLIC DEFENDER SERVICE CORPORATION

Program: ALTERNATE PUBLIC DEFENDER - LEGAL SECRETARIAL SERVICES

Budget Account Code	Appropriation Classification	A	B	C
		FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Proposed Budget

PERSONNEL SERVICES				
111	Regular Salaries/Increments/Special Pay	\$44,377	\$56,311	\$68,143
112	Overtime/Special Pay		0	0
113	Benefits	18,454	29,393	31,731
		0	0	0
	TOTAL PERSONNEL SERVICES	\$62,831	\$85,704	\$99,874

OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0
230	CONTRACTUAL SERVICES:	0	0	500
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <\$5000.00	0	0	0
271	DRUG TESTING	0	0	0
290	MISCELLANEOUS:	0	0	0
	TOTAL OPERATIONS	\$0	\$0	\$500

UTILITIES				
	Power	\$0	\$0	\$0
	Water/ Sewer	0	0	0
363	Telephone Services	0	0	0
	TOTAL UTILITIES	\$0	\$0	\$0

	INDIRECT COST	\$0	\$0	\$0
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450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0
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	TOTAL APPROPRIATIONS	\$62,831	\$85,704	\$100,374
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1/ Specify Fund Source

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

Government of Guam
Fiscal Year 2016 Budget
Program Budget Digest

[BD-1]

JUDICIARY

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

Budget Account Code	Appropriation Classification	A	B	C
		FY 2014	FY 2015	FY 2016
		Expenditures & Encumbrances	Authorized Level	Proposed Budget
PERSONNEL SERVICES				
111	Regular Salaries/Increments/Special Pay	\$28,385	\$48,041	\$56,839
112	Overtime	0	0	0
113	Benefits	11,445	27,487	27,846
		0	0	0
	TOTAL PERSONNEL SERVICES	\$39,831	\$75,528	\$84,685
OPERATIONS				
220	TRAVEL - Off-Island/Local Mileage Reimburs.	\$0	\$0	\$0
230	CONTRACTUAL SERVICES:	0	1,050	500
233	OFFICE SPACE RENTAL:	0	0	0
240	SUPPLIES & MATERIALS:	0	0	0
250	EQUIPMENT: <\$5000.00	0	3,200	0
271	DRUG TESTING	0	0	0
290	MISCELLANEOUS:	0	50	100
	TOTAL OPERATIONS	\$0	\$4,300	\$600
UTILITIES				
	Power	\$0	\$0	\$0
	Water/ Sewer	0	0	0
363	Telephone Services	0	0	0
	TOTAL UTILITIES	\$0	\$0	\$0
	INDIRECT COST	\$0	\$0	\$0
450	CAPITAL OUTLAY >\$5000.01	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$39,831	\$79,828	\$85,285
1/ Specify Fund Source				
FULL TIME EQUIVALENCIES (FTEs)				
	UNCLASSIFIED	0	0	0
	CLASSIFIED	1	2	2
	TOTAL FTEs	1	2	2

Note 1 - Miscellaneous: The request is to pay for process server fees.

Note 2 - Contractual and Equipment<\$5000: For replacement of computer

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
Summary
(PROPOSED)

[BBMR SP-1]

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: SUMMARY

Input by Department										Input by Department									
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Increment		Subtotal (E+F+G+I)	Benefits							Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.		Retirement (J *30.03%)	Retire (DDI) (\$19.02*26PP)	SS (6.2%*J)	Medicare (1.45%*J)	Life 1/	Medical (Premium)	Dental (Premium)		
1	---	ATTORNEYS	---	---	\$468,345	\$0	\$2,200	-	\$9,835	\$478,180	\$142,080	\$2,475	\$0	\$6,934	\$1,068	\$22,028	\$1,579	\$176,164	\$654,343
2	---	INVESTIGATIVE SERVICES	---	---	110,101	-	-	-	2,318	112,418	33,557	495	-	1,630	356	3,496	463	39,997	152,415
3	---	LEGAL SECRETARIAL	---	---	67,413	-	-	-	678	68,091	20,325	990	-	987	356	8,441	615	31,715	99,806
4	---	LEGAL CLERICAL	---	---	56,321	-	-	-	1,026	57,347	17,118	990	-	832	356	1,572	224	21,092	78,438
			Grand Total:	---	\$702,180	\$0	\$2,200	---	\$13,857	\$716,036	\$213,080	\$4,950	\$0	\$10,383	\$2,136	\$35,537	\$2,881	\$268,967	\$985,003

* 10% of reg. rate, applicable from 6pm- 6am, **employee must work 4 hours consecutive after 6pm for entitlement of the pay**

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: ATTORNEYS

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(PROPOSED)

[BBMR SP-1]

Input by Department										Input by Department									
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade / Step	Salary	Overtime	Special*	Increment		(E+F+G+I) Subtotal	Retirement (J *29.85%)	Retire (DDI) \$19.01*26PP	SS (6.2%*J)	Medicare (1.45%*J)	Life 1/	Medical (Premium)	Dental (Premium)	Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.										
1	APD-100	ATTORNEY-SUPERVISOR	ANA MARIA C. GAYLE	V-4	\$95,500	\$0	\$0	9/27/2016	\$64	95,564	\$ 28,526	\$495	\$0	\$ 1,386	\$178	\$3,781	\$224	\$ 34,589	\$ 130,153
2	APD-101	ATTORNEY IV	STEPHEN P. HATTORI	IV-6	94,194	0	1200	12/15/2015	4,534	98,728	\$ 29,112	495	0	1,432	178	3,781	224	\$ 35,222	133,950
3	APD-102	ATTORNEY IV	JOHN P. MORRISON	IV-4	84,200	0	0	3/16/2016	2,634	86,834	\$ 25,920	495	0	1,259	178	4,809	278	\$ 32,939	119,773
4	APD-103	ATTORNEY IV	JAMES N. SPIVEY, JR.	IV-4	84,200	0	0	8/9/2016	691	84,891	\$ 25,340	495	0	1,231	178	1,464	224	\$ 28,932	113,823
5	APD-108	ATTORNEY II	ERIC R. OVERTON	II-2	59,426	0	1000	12/6/2015	1,912	61,338	\$ 18,011	495	0	889	178	1,683	226	\$ 21,482	82,820
6		ATTORNEY I	NEW	I-1	50,825	0	0	10/1/2017	0	50,825	\$ 15,171	0	0	737	178	6,510	403	\$ 22,999	73,824
Grand Total:				---	\$468,345	\$0	\$2,200	---	\$9,835	478,180	\$ 142,080	\$2,475	\$0	\$ 6,934	\$1,068	\$22,028	\$1,579	\$ 176,164	\$ 654,343

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change.

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change.

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

Input by Department											
Special Pay Categories											
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay Reg + 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(D+E+F+G+H+I+J) Subtotal
1	APD-100	ATTORNEY IV-SU	ANA MARIA C. GAYLE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	APD-101	ATTORNEY IV	STEPHEN P. HATTORI	0	1,200	0	0	0	0	0	1,200
3	APD-102	ATTORNEY IV	JOHN P. MORRISON	0	0	0	0	0	0	0	0
4	APD-103	ATTORNEY IV	Vacant	0	0	0	0	0	0	0	0
5	APD-108	ATTORNEY II	ERIC R. OVERTON	0	1,000	0	0	0	0	0	1,000
Grand Total:				\$0	\$2,200	\$0	\$0	\$0	\$0	\$0	\$2,200

1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~

2/ Applies to law enforcement personnel

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA:

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(PROPOSED)

[BBMR SP-1]

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: INVESTIGATIVE SERVICES

Input by Department										Input by Department									
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(J) Subtotal (E+F+G+I)	(K) Retirement (J * 29.85%)	(L) Retire (DDI) (\$19.01 * 26PP)	(M) SS (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life 1/	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
								Date	Amt.										
1	APD-104	INVESTIGATOR II	NORMA L. SALAS	ML04-14	\$69,110	\$0	\$0	3/27/2016	\$1,023	\$70,133	20,935	\$0	\$0	1,017	\$178	\$1,924	\$240	\$24,293.76	\$94,427
2	APD-109	INVESTIGATOR I	JULIE ANN G. SABLAN	KL04-4	40,991	0	0	2/13/2016	1,294	42,285	12,622	495	0	613	178	1,572	223	15,703	57,988
3																			
4																			
5																			
Grand Total:					\$110,101	\$0	\$0		\$2,318	\$112,418	33,557	\$495	\$0	1,630	\$356	\$3,496	\$463	\$39,997	\$152,415

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

Input by Department											
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) Subtotal (+E+F+G+H+I+J)
					(E) Night Differential Pay Reg + 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Nurse Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) EMT Pay 15%	
					1/	2/	3/	4/	5/	6/	
1	APD-104	INVESTIGATOR II	NORMA L. SALAS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	APD-109	INVESTIGATOR I	JULIE ANN G. SABLAN	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

1/ 10% of reg. rate, applicable from 6pm- 6am, **employee must work 4 hours consecutive after 6pm for entitlement of the pay**

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: LEGAL SECRETARIAL

FUND:

**Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(PROPOSED)**

[BBMR SP-1]

Input by Department										Input by Department									
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade / Step	Salary	Overtime	Special*	Increment		Subtotal (E+F+G+I)	Benefits							Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.		Retirement (J *29.85%)	Retire (DDI) (\$19.01*26PP)	SS (6.2%*J)	Medicare (1.45%*J)	Life I/	Medical (Premium)	Dental (Premium)		
1	APD-105	LEGAL SECRETARY III	JANET L. ROSARIO	J-7	\$38,845	\$0	\$0	3/20/2016	\$616	\$39,461	\$11,779	\$495	\$0	\$572	\$178	\$1,924	\$240	\$15,188	\$54,649
2	APD-106	LEGAL SECRETARY I	FELICIA M. CRUZ	H-3	28,568	0	0	8/26/2016	62	\$28,630	\$8,546	495	\$0	\$415	178	6,517	375	16,526	45,157
Grand Total:				---	\$67,413	\$0	\$0	---	\$678	\$68,091	\$20,325	\$990	\$0	\$987	\$356	\$8,441	\$615	\$31,715	\$99,806

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

Input by Department											
Special Pay Categories											
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	1/	2/	3/	4/	5/	6/	E+F+G+H+I+J) Subtotal
					Differential Pay Reg + 10%	Hazard 10%	Hazard 8%	Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	
1	APD-105	LEGAL SECRETARY III	JANET L. ROSARIO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	APD-106	LEGAL SECRETARY I	Vacant	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel, 15% of reg. rate of pay

FUNCTIONAL AREA:
 DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER
 PROGRAM: LEGAL CLERICAL

Government of Guam
 Fiscal Year 2016
 Agency Staffing Pattern
 (PROPOSED)

[BBMR SP-1]

Input by Department														Input by Department						
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Grade / Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Amt.	(J) (E+F+G+I) Subtotal	(K) Retirement (J *29.85%)	(L) Retire (DD1) (\$19.01*26PP)	(M) SS (6.2%*J)	(N) Medicare (1.45%*J)	(O) Life 1/	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
								Date												
1	APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	H-7	\$33,150	\$0	\$0	4/4/2016		\$526	\$33,676	\$10,052	\$495	\$0	\$488	\$178	\$1,572	\$224	\$13,010	\$46,686
2		LEGAL CLERK I	LEONA J. SISON	F-2	23,171	0	0	2/23/2017		\$500	23,671	\$7,066	\$495	0	\$343	178	0	0	\$8,082	\$31,753
Grand Total:				---	\$56,321	\$0	\$0	---		\$1,026	\$57,347	\$17,118	\$990	\$0	\$832	\$356	\$1,572	\$224	\$21,092	\$78,438

- * Night Differential / Hazardous / Worker's Compensation / etc.
- 1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change
- 2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DD1 is subject to change
- 3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

Input by Department											
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	(E)-(J) Special Pay Categories						(K) Subtotal (E+F+G+H+I+J)
					Night Differential Pay Reg + 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	
1	APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	0	LEGAL CLERK I	NEW	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~
- 2/ Applies to law enforcement personnels
- 3/ Applies to solid waste employees
- 4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
Summary
(CURRENT)

[BBMR SP-1]

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: SUMMARY

Input by Department										Input by Department									
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Increment		Subtotal (E+F+G+I)	Benefits							Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.		Retirement (J *29.85%)	Retire (DDI) (\$19.02*26PP)	Social Security (6.2% * J)	Medicare (1.45% * J)	Life I/	Medical (Premium)	Dental (Premium)		
1	---	ATTORNEYS	---	---	\$407,698	\$0	\$2,200	-	\$3,198	\$413,096	\$122,652	\$2,475	\$0	\$5,990	\$765	\$15,518	\$1,176	\$148,576	\$561,672
2	---	INVESTIGATIVE SERVICES	---	---	107,943	-	-	-	1,295	109,238	32,607	495	-	1,584	306	3,496	463	38,951	148,189
3	---	LEGAL SECRETARIAL	---	---	64,952	-	-	-	769	65,721	19,618	495	-	953	306	8,441	615	30,428	96,149
4	---	LEGAL CLERICAL	---	---	55,111	-	-	-	605	55,716	16,631	990	-	808	306	1,572	224	20,531	76,247
			Grand Total:	---	\$635,704	\$0	\$2,200	---	\$5,866	\$643,770	\$191,509	\$4,455	\$0	\$9,335	\$1,683	\$29,027	\$2,478	\$238,486	\$882,257

* 10% of reg. rate, applicable from 6pm- 6am. ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change.

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change.

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: ATTORNEYS

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

Input by Department										Input by Department									
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)		(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
No.	Position Number	Position Title	Name of Incumbent	Grade / Step	Salary	Overtime	Special*	Increment		Subtotal (E+F+G+I)	Benefits							Total Benefits (K thru Q)	(J + R) TOTAL
								Date	Amt.		Retirement (J *29.85%)	Retire (DDI) (\$19.01*26PP)	Social Secur (6.2% * J)	Medicare (1.45% * J)	Life I/	Medical (Premium)	Dental (Premium)		
1	APD-100	ATTORNEY-SUPERVISOR	ANA MARIA C. GAYLE	V-3	\$92,204	\$0	\$0	9/27/2015	\$25	\$92,229	\$ 27,530	\$495	\$0	\$ 1,337	\$153	\$3,781	\$224	\$ 33,521	\$125,750
2	APD-101	ATTORNEY IV	STEPHEN P. HATTORI	IV-6	94,194	0	1200	12/15/2015	0	95,394	28,117	495	0	1,383	153	3,781	224	34,153	\$129,547
3	APD-102	ATTORNEY IV	JOHN P. MORRISON	IV-3	81,294	0	0	3/16/2015	1,498	82,792	24,713	495	0	1,200	153	4,809	278	31,649	\$114,441
4	APD-103	ATTORNEY IV	JAMES N. SPIVEY JR	IV-4	80,580	0	0	8/11/2016	0	80,580	24,053	495	0	1,168	153	1,464	224	27,558	\$108,138
5	APD-108	ATTORNEY II	ERIC R. OVERTON	II-2	59,426	0	1000	12/6/2015	1,675	62,101	18,239	495	0	900	153	1,683	226	21,696	\$83,797
6					0	0	0		0	0	0	0	0	0	0	0	0	0	\$0
Grand Total:					\$407,698	\$0	\$2,200		\$3,198	\$413,096	\$ 122,652	\$2,475	\$0	\$ 5,990	\$765	\$15,518	\$1,176	\$148,576	\$61,672

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change.

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change.

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

Input by Department												
Special Pay Categories												
(A)	(B)	(C)	(D)	(E)			(F)	(G)	(H)	(I)	(J)	(K)
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay Reg + 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	+E+F+G+H+I+J	
											1/	2/
1	APD-100	ATTORNEY IV	ANA MARIA C. GAYLE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	APD-101	ATTORNEY IV	STEPHEN P. HATTORI	0	1,200	0	0	0	0	0	0	2,220
3	APD-102	ATTORNEY IV	JOHN P. MORRISON	0	0	0	0	0	0	0	0	0
4	APD-103	ATTORNEY IV	Vacant	0	0	0	0	0	0	0	0	720
5	APD-108	ATTORNEY II	ERIC R. OVERTON	0	1,000	0	0	0	0	0	0	1,296
Grand Total:				\$0	\$2,200	\$0	\$0	\$0	\$0	\$0	\$0	\$4,236

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: INVESTIGATIVE SERVICES

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

Input by Department										Input by Department									
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(J) Subtotal (E+F+G+I)	(K) Retirement (J *29.85%)	(L) Retire (DDI) (\$19.01*26PP)	(M) Social Security (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life 1/	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
								Date	Amt.										
1	APD-104	INVESTIGATOR II	NORMA L. SALAS	ML04-14	\$69,110	\$0	\$0	3/27/2016	\$0	\$69,110	20,629	\$0	\$0	1,002	\$153	\$1,924	\$240	\$23,948.43	\$93,058
2	APD-109	INVESTIGATOR I	JULIE ANN G. SABLAN	KL04-3	38,833	0	0	2/13/2015	1,295	-0,128	11,978	-495	0	582	153	1,572	223	15,003	55,130
3																			
4																			
5																			
Grand Total:					\$107,943	\$0	\$0		\$1,295	\$109,238	32,607	\$-495	\$0	1,584	\$306	\$3,496	\$463	\$38,951	\$148,189

- * Night Differential / Hazardous / Worker's Compensation / etc.
- 1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change
- 2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change
- 3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

Input by Department											
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) Subtotal (E+F+G+H+I+J)
					(E)	(F)	(G)	(H)	(I)	(J)	
					1/ Night Differential Pay Reg + 10%	2/ Hazard 10%	3/ Hazard 8%	4/ Nurse Sunday Pay 1.5	5/ Nurse Pay 1.5	6/ EMT Pay 15%	
1	APD-104	INVESTIGATOR II	NORMA L. SALAS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	APD-109	INVESTIGATOR I	JULIE ANN G. SABLAN	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~
- 2/ Applies to law enforcement personnels
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: LEGAL SECRETARIAL

FUND:

**Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(CURRENT)**

[BBMR SP-1]

Input by Department										Input by Department									
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Grade Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(J) Subtotal (E+F+G+I)	Benefits					(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
								Date	Amt.		(K) Retirement (J *29.85%)	(L) Retire (DDI) (\$19.01*26PP)	(M) Social Securit (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life 1/				
1	APD-105	LEGAL SECRETARY II	JANET L. ROSARIO	J-6	\$37,427	\$0	\$0	3/20/2015	\$709	\$38,136	\$11,384	\$0	\$0	\$553	\$153	\$1,924	\$240	\$14,254	\$52,390
2	APD-106	LEGAL SECRETARY I	FELICIA M. CRUZ	H-2	27,525	0	0	8/26/2015	60	27,585	\$8,234	495	0	\$400	153	6,517	375	16,174	43,759
Grand Total:				---	\$64,952	\$0	\$0	---	\$769	\$65,721	\$19,618	\$495	\$0	\$953	\$306	\$8,441	\$615	\$30,428	\$96,149

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

Input by Department											
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) Subtotal (E+F+G+H+I+J)
					(E) Differenti Pay Reg + 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) EMT Pay 15%	
1	APD-105	LEGAL SECRETARY II	JANET L. ROSARIO	\$0	\$12	\$0	\$0	\$0	\$0	\$0	\$12
2	APD-106	LEGAL SECRETARY I	Vacant	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$12	\$0	\$0	\$0	\$0	\$0	\$12

1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA:

DEPARTMENT/AGENCY: ALTERNATE PUBLIC DEFENDER

PROGRAM: LEGAL CLERICAL

Government of Guam
Fiscal Year 2016
Agency Staffing Pattern
(CURRENT)

[BBMR SP-1]

Input by Department										Input by Department										
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Grade / Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(J) (E+F+G+I) Subtotal	(K) Retirement (J *29.85%)	(L) Retire (DDI) (\$19.01*26PP)	(M) Social Security (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life 1/	Benefits			(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
								Date	Amt.							(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)		
1	APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	H-6	\$31,940	\$0	\$0	4/4/2015	\$605	\$32,545	\$9,715	\$495	\$0	\$472	\$153	\$1,572	\$224	\$12,631	\$45,176	
2		LEGAL CLERK I	LEONA J. SISON	F-1	23,171	0	0	2/23/2016	0	23,171	6,917	\$495	0	\$336	153	0	0	7,901	31,072	
Grand Total:				---	\$55,111	\$0	\$0	---	\$605	\$55,716	\$16,631	\$990	\$0	\$808	\$306	\$1,572	\$224	\$20,531	\$76,247	

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

1/ FY 2015 (Proposed) GovGuam contribution rate of 29.85% for the Government of Guam Retirement is subject to change

2/ FY 2015 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change

3/ FY 2015 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change

Input by Department												
No.	(A) Position Number	(B) Position Title	(C) Name of Incumbent	(D) Holiday Pay	Special Pay Categories						(K) +E+F+G+H+I+J Subtotal	
					(E) Night Differential 1 Pay Reg + 10%	(F) Hazard 10%	(G) Hazard 8%	(H) Nurse Sunday Pay 1.5	(I) Nurse Pay 1.5	(J) EMT Pay 15%		
					1/	2/	3/	4/	5/	6/		
1	APD-107	LEGAL CLERK II	MICHAEL S. BORRETA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	0	LEGAL CLERK I	NEW	0	0	0	0	0	0	0	0	0
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

1/ 10% of reg. rate, applicable from 6pm- 6am, ~~employee must work 4 hours consecutive after 6pm for entitlement of the pay~~

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

Agenda Item #VII-B

**Relative to the
Use of Lapsed Funds
For the Attendance of
PDSC Executive Director
And APD Managing Attorney
At the National Defender Leadership
Institute (NDLI) at the University of
South Carolina School of Law,
Columbia, South Carolina
June 4 – 6, 2015**

**(Resolution No. 08-15 and
Resolution No. 09-15)**

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF PDSC LAPSED FUNDS
FOR THE ATTENDANCE OF THE PDSC EXECUTIVE DIRECTOR
AT THE NATIONAL DEFENDER LEADERSHIP INSTITUTE (NDLI)
LEADERSHIP MANAGEMENT TRAINING AT THE UNIVERSITY OF SOUTH CAROLINA
SCHOOL OF LAW ON JUNE 4-6, 2015 IN COLUMBIA, SOUTH CAROLINA**

RESOLUTION NO. PDSC 08-15

- 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 Defender Leadership Institute (NDLI)'s Leadership Management is a highly interactive, hands-on training program, introducing key issues of leadership within public defense systems, focusing primarily on internal management; and
- WHEREAS,** this training is designed for current supervisors and managers, and for those considering a move from line attorney to a leadership role within their system; and
- WHEREAS,** the anticipated cost is \$300.00 for registration, \$435.00 for per diem and \$1,700.00 for airfare; and
- WHEREAS,** for Fiscal Year 2015, 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 \$2,435.00 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 17, 2015 hereby approves the Corporation's request to expend \$2,435 of lapsed funds to attend the National Defender Leadership Institute training program of the University of South Carolina School of Law on June 4-6, 2015 at Columbia, South Carolina.

DULY AND REGULARLY ADOPTED this 17th day of March, 2015

Chief Justice ROBERT J. TORRES

ATTEST:

WILFRED G. AFLAGUE
Secretary

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF
ALTERNATE PUBLIC DEFENDER LAPSED FUNDS
FOR THE ATTENDANCE OF THE APD MANAGING ATTORNEY AT THE
NATIONAL DEFENDER LEADERSHIP INSTITUTE (NDLI) LEADERSHIP
MANAGEMENT TRAINING AT THE UNIVERSITY OF SOUTH CAROLINA
SCHOOL OF LAW ON JUNE 4-6, 2015 IN COLUMBIA, SOUTH CAROLINA**

RESOLUTION NO. PDSC 09-15

- WHEREAS,** the office of the Alternate Public Defender (APD), a separate division of the Public Defender Service Corporation (PDSC, was established through PDSC Board of Trustees Resolution No. 08-04; and
- WHEREAS,** the PDSC Board of Trustees approved the APD's Fiscal Year 2015 Budget Request through Board Resolution No. 14-14 ; and
- WHEREAS,** the Judicial Council of Guam subsequently approved the APD's Fiscal Year 2015 Budget Request at its duly-noticed meeting on July 17, 2014; and
- WHEREAS,** due to continued budgetary constraints, the APD did not submit a budget request for off-island training, 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 Defender Leadership Institute (NDLI)'s Leadership Management is a highly interactive, hands-on training program, introducing key issues of leadership within public defense systems, focusing primarily on internal management; and
- WHEREAS,** this training is designed for current supervisors and managers, and for those considering a move from line attorney to a leadership role within their system; and
- WHEREAS,** the anticipated cost is \$300.00 for registration, \$435.00 for per diem and \$1,700.00 for airfare; and the amount of \$2,435.00 is required to ensure Managing Attorney AnaMaria C. Gayle's attendance, which must come from the APD's lapsed funds; now therefore be it

RESOLVED,

The Board of Trustees of the Public Defender Service Corporation, in its meeting of March 17, 2015 hereby approves the Alternate Public Defender's request to expend **\$2,435.00** of lapsed funds to attend the National Defender Leadership Institute training program of the University of South Carolina School of Law on June 4-6, 2015 at Columbia, South Carolina.

DULY AND REGULARLY ADOPTED this 17th day of March, 2015

Chief Justice **ROBERT J. TORRES, JR.**

ATTEST:

WILFRED G. AFLAGUE
Secretary

Wilfred G. Aflague

From: Eric Miller
Sent: Saturday, March 07, 2015 1:11 PM
To: Wilfred G. Aflague
Cc: Michael Moreno; Bernadette Lizama
Subject: FW: National Defender Leadership Institute (NDLI)

Wil, please add this to the agenda, I am going to ask the Board to send Annie and I to this training event.
Bossman

From: Michelle Bonner, NLADA [mailto:nlada@nlada.ccsend.com] **On Behalf Of** Michelle Bonner, NLADA
Sent: Friday, March 06, 2015 8:30 AM
To: Eric Miller
Subject: National Defender Leadership Institute (NDLI)



National Defender Leadership Institute (NDLI)'s Nuts and Bolts of Leadership Management is a highly interactive, hands-on training program. It introduces key issues of leadership within public defense systems, focusing primarily on internal management. It is designed for current supervisors and managers, and for those considering a move from line attorney to a leadership role within their system.

June 4-6, 2015
University of South Carolina School of Law

THURSDAY, JUNE 4

2:00 - 4:00 p.m. Registration
4:00 - 6:00 p.m. Opening Session
6:30 - 8:00 p.m. Evening Reception

FRIDAY, JUNE 5

7:30 - 8:30 a.m. Registration/Continental Breakfast
8:30 a.m. - Noon Morning Sessions

Noon - 1:30 p.m. Lunch and Break
1:30 - 5:00 p.m. Afternoon Sessions

SATURDAY, JUNE 6

7:30 - 8:30 a.m. Continental Breakfast
8:30 a.m. - Noon Morning Sessions
Noon - 1:00 p.m. Lunch
1:00 - 3:00 p.m. Afternoon Sessions

Schedule is subject to change.

Registration opening soon.

[Forward this email](#)



This email was sent to emiller@guampdsc.net by m.bonner@nlada.org | [Update Profile/Email Address](#) | Rapid removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).



National Legal Aid & Defender Association | 1901 Pennsylvania Avenue, NW | Suite 500 | Washington | DC | 20006

Registration - 300.00 - 300.00
Per Person - 145.00 x 3 = 435.00
Air Fare RT - 170.00 - 170.00

2475.00

MAXIMUM PER DIEM RATES IN THE CONTINENTAL UNITED STATES

FISCAL YEAR: 2015

STATE: SOUTH CAROLINA

NOTES

1. When the Location or DOD Installation does not appear in the first column, search the second column for the County. If the County is not listed, run query using the **STANDARD CONUS PER DIEM RATE**.
2. For other allowances that are based on per diem rates (e.g., TLE, TLA, TQSE, TQSA), see the [appropriate rules](#) for those allowances regarding what per diem rate to use.
3. When Government meals are directed, the appropriate Government meal rate, as prescribed in [Appendix A](#), is applicable.
4. Per Diem Rate = Max Lodging + Meals (Local Meals, [Proportional](#), or [Government](#)) + Incidental rate

LOCATION (1)	County and/or Other Defined Location (2)	Seasons (Beg-End)	Max Lodging	Local Meals	Prop. Meals	Incidentals	Per Diem	Effective Date
COLLETON COUNTY	COLLETON COUNTY	01/01-12/31	83	41	28	5	129	10/01/2014
COLUMBIA	RICHLAND COUNTY	01/01-12/31	94	46	30	5	145	10/01/2014
CONWAY	HORRY COUNTY	10/01-03/31	83	46	30	5	134	10/01/2014

Agenda Item #VII-C

**Relative to the
Use of Lapsed Funds
To Purchase Rotary File
Cabinets**

(Resolution No. 10-15)

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF LAPSED FUNDS
TO PURCHASE ROTARY FILE CABINETS
RESOLUTION NO. PDSC 10-15**

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 upgrade its files storage and retrieval system to maximize available space, as well as to eliminate a potential fire hazard in the work areas and hallways, complying with the Americans with Disabilities Act; and

WHEREAS, a price quotation of **\$20,698.40** for the total cost of the rotary file cabinets includes shipping and installation in two phases; now therefore be it

RESOLVED, The Board of Trustees of the Public Defender Service Corporation, in its duly-noticed meeting of March 7, 2015 hereby approves the Corporation's request for the expenditure not to exceed **\$20,698.40** of lapsed funds for the purchase and installation of rotary filing cabinets.

DULY AND REGULARLY ADOPTED this 17th day of March, 2015

Chief Justice ROBERT J. TORRES, JR.
Chairman

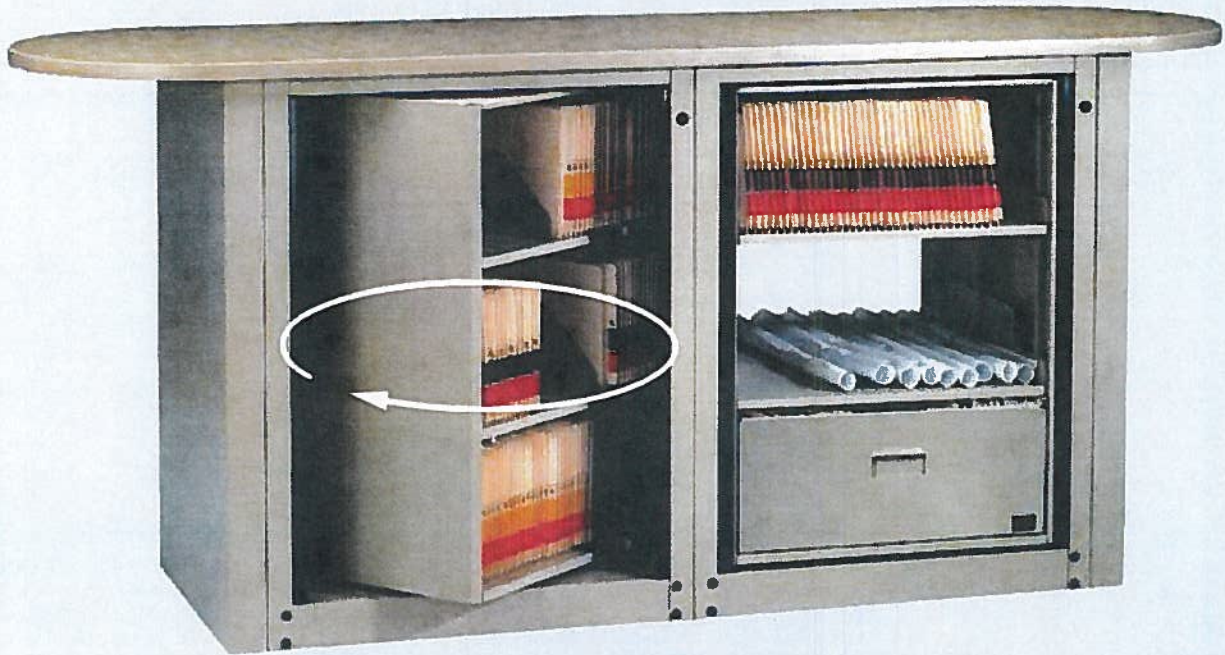
ATTEST:

WILFRED G. AFLAGUE
Secretary

STORAGE COMES FULL CIRCLE.



Both Sides Now: ARC Rotary Files rotate to allow two-sided access, reducing storage space requirements and easing item retrieval.

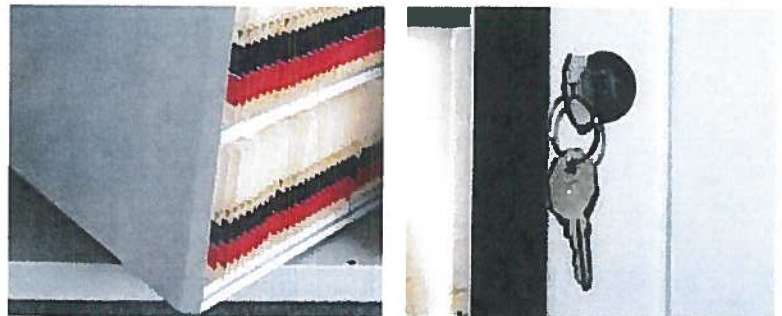


The Arc Rotary Work Center provides convenient storage for end-tab and top-tab filing, binders, supplies and other materials. Optional worksurface creates a standing-height table.

ARC Rotary Files

ARC Rotary Files fit where other files won't. Minimal access space is required because no doors or drawers protrude into aisles. Yet you can access twice the amount of material from a single vantage point, compared to conventional filing solutions. There are no cumbersome foot pedals to operate, a slight push is all it takes to rotate cabinets. Each unit has a standard lock to maximize security and peace of mind.

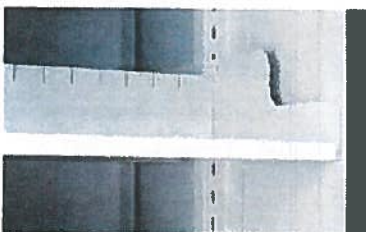
- Choose from six preconfigured units or specify your own storage variations.
- Universal base lets you expand system in either direction.
- Units are lockable and secure (standard)
- Options include reference shelf, cantilevered slotted shelf, roll-out drawers, roll-out shelves, roll-out hanging file frames and pass-through shelves.
- "ARC-in-the-Box" units shipped assembled – leveling and shelf/divider installation required.
- Holds 120 lbs. per shelf.



Files are equipped with a rotating mechanism that self-locates every 90°, plus a standard security lock.



Optional pull-out reference shelf eases file notations.



Cantilevered shelf is adjustable on both sides of unit.



Roll-out drawers are available in five heights.



OFFICE CREATIVITY

"Creative solutions for all your office needs"

Public Defender's Records Area

Cil Fernandez
Filina System

3/13/2015
7:54:43AM

Page 1 of 2

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
1	1	ARC24827S		Letter Starter; 7 Tier; 37"W x 26"D x 82"H	\$3,411.00	\$3,411.00	\$3,411.00	\$1,292.77	\$1,292.77
			Paint Finishes	... Skipped Option	\$0.00				
2	2	ARC24827A		Letter Adder; 7 Tier; 31 1/2"W x 26"D x 82"H	\$3,134.00	\$3,134.00	\$6,268.00	\$1,187.79	\$2,375.58
			Paint Finishes	... Skipped Option	\$0.00				
Furniture items total list:							\$9,679.00	Sell:	\$3,668.35
				Freight Cost		\$875.00	\$875.00	\$875.00	\$875.00
				Installation Cost		\$700.00	\$700.00	\$700.00	\$700.00

Cil Fernandez

Filing System

3/13/2015

Page 2 of 2

7:54:42AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
<i>Total weight (pounds):</i>									
1,157.00									
<i>Total volume (cubic feet):</i>									
0.00									
					Grand total list:		\$11,254.00	Sell:	\$5,243.35

Report type: List, Sell Prices

Public Defender Records Area.visual.sp4



OFFICE CREATIVITY

"Creative solutions for all your office needs"

**Public Defender's
Secretary Supervisor**

Cil Fernandez
Filing System

3/13/2015
7:56:34AM

Page 1 of 2

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
1	1	ARC24827S		Letter Starter; 7 Tier; 37"W x 26"D x 82"H	\$3,411.00	\$3,411.00	\$3,411.00	\$1,292.77	\$1,292.77
			Paint Finishes ...	Skipped Option	\$0.00				
2	1	ARC24827A		Letter Adder; 7 Tier; 31 1/2"W x 26"D x 82"H	\$3,134.00	\$3,134.00	\$3,134.00	\$1,187.79	\$1,187.79
			Paint Finishes ...	Skipped Option	\$0.00				
Furniture items total list:							\$6,545.00	Sell:	\$2,480.56
				Freight Cost		\$750.00	\$750.00	\$750.00	\$750.00
				Installation Cost		\$350.00	\$350.00	\$350.00	\$350.00

Cil Fernandez

Filing System

3/13/2015 Page 2 of 2
7:56:35AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
<i>Total weight (pounds):</i>									
792.00									
<i>Total volume (cubic feet):</i>									
0.00									
					Grand total list:		\$7,645.00	Sell:	\$3,580.56

Report type: List, Sell Prices

Public Defender Secretary Supervisor area.visual.sp4



OFFICE CREATIVITY

"Creative solutions for all your office needs"

Area 2 File System

Cil Fernandez

Area 2 File System

2/19/2015

Page 1 of 2
6:19:16AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
1	1	ARC24827S		Letter Starter; 7 Tier; 37"W x 26"D x 82"H	\$3,411.00	\$3,411.00	\$3,411.00	\$1,292.77	\$1,292.77
			Paint Finishes ...	Skipped Option	\$0.00				
2	3	ARC24827A		Letter Adder; 7 Tier; 31 1/2"W x 26"D x 82"H	\$3,134.00	\$3,134.00	\$9,402.00	\$1,187.79	\$3,563.37
			Paint Finishes ...	Skipped Option	\$0.00				
Furniture items total list:							\$12,813.00	Sell:	\$4,856.14
				Freight Cost		\$975.00	\$975.00	\$975.00	\$975.00
				Installation Cost		\$800.00	\$800.00	\$800.00	\$800.00

Cil Fernandez
Area 2 File System

2/19/2015 Page 2 of 2
6:19:17AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
<i>Total weight (pounds):</i>					1,522.00				
<i>Total volume (cubic feet):</i>					0.00				
						Grand total list:	\$14,588.00	Sell:	\$6,631.14

Report type: List, Sell Prices
Area 2 File System.visual.sp4



OFFICE CREATIVITY

"Creative solutions for all your office needs"

Area 1 File System

Cil Fernandez

Area 1 File System

2/19/2015

Page 1 of 2
6:20:33AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
1	1	ARC24827S		Letter Starter; 7 Tier; 37"W x 26"D x 82"H	\$3,411.00	\$3,411.00	\$3,411.00	\$1,292.77	\$1,292.77
			Paint Finishes	... Skipped Option	\$0.00				
2	2	ARC24827A		Letter Adder; 7 Tier; 31 1/2"W x 26"D x 82"H	\$3,134.00	\$3,134.00	\$6,268.00	\$1,187.79	\$2,375.58
			Paint Finishes	... Skipped Option	\$0.00				
Furniture items total list:							\$9,679.00	Sell:	\$3,668.35
				Freight Cost		\$875.00	\$875.00	\$875.00	\$875.00
				Installation Cost		\$700.00	\$700.00	\$700.00	\$700.00

Cil Fernandez
Area 1 File System

2/19/2015 Page 2 of 2
6:20:35AM

Line #	Qty	Part Number	Department	Part Description	Unit List	List	Ext List	Sell	Ext Sell
<i>Total weight (pounds):</i>									
1,157.00									
<i>Total volume (cubic feet):</i>									
0.00									
Grand total list:							\$11,254.00	Sell:	\$5,243.35

Report type: List, Sell Prices
Area 1 File System.visual.sp4

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF LAPSED FUNDS
TO PURCHASE ROTARY FILE CABINETS
RESOLUTION NO. PDSC 10-15**

- 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 upgrade its files storage and retrieval system to maximize available space, as well as to eliminate a potential fire hazard in the work areas and hallways, complying with the Americans with Disabilities Act; and
- WHEREAS,** a price quotation of **\$20,698.40** for the total cost of the rotary file cabinets includes shipping and installation in two phases; now therefore be it
- RESOLVED,** The Board of Trustees of the Public Defender Service Corporation, in its duly-noticed meeting of March 7, 2015 hereby approves the Corporation's request for the expenditure not to exceed **\$20,698.40** of lapsed funds for the purchase and installation of rotary filing cabinets.

DULY AND REGULARLY ADOPTED this 17th day of March, 2015

Chief Justice ROBERT J. TORRES, JR.
Chairman

ATTEST:

WILFRED G. AFLAGUE
Secretary

**BEFORE THE
BOARD OF TRUSTEES OF THE
PUBLIC DEFENDER SERVICE CORPORATION
RELATIVE TO THE USE OF LAPSED FUNDS
TO PURCHASE ROTARY FILE CABINETS
RESOLUTION NO. PDSC 10-15**

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DULY AND REGULARLY ADOPTED this 17th day of March, 2015

Chief Justice **ROBERT J. TORRES, JR.**
Chairman

ATTEST:

WILFRED G. AFLAGUE
Secretary