



PUBLIC DEFENDER SERVICE CORPORATION
(Kotperasion Setbision Defensot Pubbleku)

GOVERNMENT OF GUAM

779 Route 4
Sinajaña, Guam 96910-5174
Tel: (671) 475-3100 ♦ Fax: (671) 477-5844



BOARD OF TRUSTEES

Attorney Shane F.T. Black
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Attorney Jeffrey A. Moots
Vice Chairman

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PhD, Member

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Member

Donna Muna-Quinata
Member

Attorney Joseph "Jojo" Perez
Member

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Shane G.L. Ngata
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Executive Director

John P. Morrison
Deputy Director

Shane G.L. Ngata
Administrative Director

AnaMaria C. Gayle
Managing Attorney
Alternate Public Defender

Carol M. Hinkle-Sanchez
Managing Attorney
Civil Law Center

PDSC Board of Trustees
Regular Meeting
Tuesday, September 22, 2026 at 12:30 PM
via ZOOM/YouTube/PDSC Conference Room

AGENDA

- I. **Call to Order**
- II. **Roll Call**
- III. **Determination of a Quorum**
- IV. **Proof of Due Notice of Meeting**
 - A. Notice: 5 Working Days – Public Notices Portal/PDSC/Pacific Daily News: Tuesday, September 15, 2026
 - B. Notice: 48 Hours – Public Notices Portal/PDSC/Pacific Daily News: Friday, September 18, 2026
- V. **Approval of Minutes: August 25, 2026 Regular Meeting**
- VI. **Old Business**
 - A. Continued Discussion Regarding Additional Guidelines for the Private Attorney Panel (PAP)
 1. Presentation of Pending Payments for the PAP and Reasons for Pending Statutes Related to Request for Payment by Attorney Jacqueline T. Terlaje
 2. Presentation of Any Feedback on Proposed Guidelines for Paralegals and 60-day Deadline Provision from the PAP Advisory Committee and the Guam Bar Association
 3. Decision on Updates to Proposed Guidelines Relative to Paralegals and 60-Day Deadline Provision
 - B. Continued Discussion on the Process for the Appointment of the Executive Director by the Board of Trustees
 1. Discussion on Status of Executive Director Position
 2. Polling of Trustees on Participation as a Full Board of Trustees Executive Hiring Committee
 3. Presentation on Activities That will be Executed and Those Items that Require Approval from the Board of Trustees
- VII. **New Business**
 - A. Appointment of New PDSC Board Trustee
 - B. 3rd Quarter Financial Report
- VIII. **Public Discussion**
- IX. **Adjournment and Next Meeting Date**

Tuesday, October 27, 2026 at 12:30 PM via ZOOM/YouTube/PDSC Conference Room

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Assorted Stuff

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Boats



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Department of Integrated Services
For Individuals with Disabilities
Dipåtamenton Programa Para I Maninutet

Guam Division of Vocational Rehabilitation – State Rehabilitation Council (SRC)

VIRTUAL MEETING
Tuesday, September 22, 2026 at 3:30 PM via ZOOM

AGENDA

- Call to Order
- Attendance
- Approval of Agenda
- Review and Approval of Minutes of February 17, 2026
- VR Administrator's Remarks
- New Business
 - Chairman's Resignation
- Old Business
 - Subcommittees
 - Bylaws
- Discussion
- Adjournment

Join Zoom Meeting: <https://us02web.zoom.us/j/85386191862?pwd=Fa39j1r4bw1R8uXmxJeWnyF2paArLE.1>

Meeting chat link: <https://us02web.zoom.us/jc/85386191862>

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Join instructions
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Governor

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Lieutenant Governor

Michelle L. C. Perez
Director

Kathleen P. Aguin
Deputy Director

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GOVERNMENT OF GUAM
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NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will conduct its regular meeting on **Tuesday, September 22, 2026 at 12:30 p.m** via videoconference (Zoom) in the PDSC conference room, located at the MVP Sinajana Commercial Building, Unit B, 779 Route 4, Sinajana, Guam 96910.

The meeting will be streamed live on YouTube at www.youtube.com/@pdscguam.

The following agenda is available on the PDSC website at www.guampdsc.org.

AGENDA

- Call to Order
- Roll Call
- Determination of Quorum
- Proof of Due Notice of Meeting:
 - Notice: 5 Working Days – Public Notices Portal PDSC/Guam PDN Tuesday, September 15, 2026
 - Notice: 48 Hours – Public Notices Portal/PDSC Guam PDN Friday, September 18, 2026
- Approval of Minutes: August 25, 2026 Regular Meeting
- Old Business
 - Continued Discussion and Decision Regarding Additional Guidelines for the Private Attorney Panel (PAP)
 - Presentation of Pending Payments for the Private Attorney Panel and Reasons for Pending Status Related to Request for Payment by Attorney Jacqueline T. Terlaje
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 - Presentation on Activities That Will Be Executed and Those Items That Require Approval from the Board of Trustees
- New Business
 - Approval of Using Prior Year Lapses to Cover Any Fiscal Year 2027 Shortfalls
- Public Discussion
- Adjournment and Next Meeting Date: Tuesday, October 27, 2026, 2026 at 12:30 p.m. via Zoom YouTube/PDSC Conference Room

Copies of the agenda and meeting packet will be available prior to the meeting at Public Defender Service Corporation and on its website at www.guampdsc.org.

Closed captioning available on livestream.

Person(s) needing special accommodations, auxiliary aids, or services, please contact Shane Ngata at 671-969-0180 or sngata@guampdsc.org.

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SHANE F.T. BLACK
Chairman

Asian Games chief defends 'functional' rooms after backlash

Andrew MCKIRDY

Accommodation for Asian Games athletes in Japan is "functional" and efforts are being made to deal with numerous complaints from disgruntled teams, a chief organizer told AFP.

More than 17,000 competitors and officials are expected at the continent's biggest sporting spectacular, which opens on Satur-

day in Nagoya.

In a bid to cut costs, organizers are housing athletes and officials in temporary accommodation ranging from a cruise liner and wooden containers to hotel rooms.

The plan has run into immediate problems, with South Korean officials branding the container huts the "worst ever" and saying the beds are too

short.

An official from another team told AFP that he entered the facility, took one look at the arrangement and booked a hotel room instead.

Several countries have also complained about a shortage of accommodation.

Speaking ahead of the opening ceremony, organizing committee president Hideaki Omura said efforts are being made to ensure athletes are comfortable.

"If there are different opinions then we will respond to them appropriately," said Omura, who also serves as governor of Aichi prefecture.

"At this point, while we are responding to individual opinions, we have been improving everything as issues arise and we will continue to respond



FRED MERY/TOWNNEWS.COM CONTENT EXCHANGE
The Costa Serena cruise ship docks at the Port of Nagoya ahead of the 2026 Asian Games.

that way."

Byeon Jun-hyeong, a player with South Korea's men's basketball team, posted a video on social media showing a leaking sink and soaked floor in his hut accommodation.

He posted the caption, "Please help us." Hundreds of athletes were briefly evacuated from their accommodation last week as record rainfall lashed Nagoya.

About 2,000 people are supposed to stay in the huts.

Cruise control

Omura said plans for the huts, which were built this year, had been given a favorable assessment by a committee of former athletes, including Olympians.

"We explained everything to them and had them take a look around, and they said it looked functional and good," he said.

About 4,000 athletes and officials will also stay on the Italian cruise ship Costa Serena, which arrived in Nagoya on Tuesday.

Cruise ships have been used previously as accommodation at international sports events but never on this scale.

The Asian Games are taking place at a time when typhoons are common in Japan, and Nagoya has experienced heavy rainfall in recent weeks.

Omura said the priority was to keep athletes and officials on board safe.

"We believe we can provide accommodation that guarantees athletes' safety and allows them to deliver their best perfor-

mance," he said.

Slow sales

Athletes from 45 countries and territories will compete in more than 40 sports across over two weeks.

Omura said ticket sales were going "fairly well", especially for the marquee events.

But he admitted that lesser-known sports had yet to capture the Japanese public's imagination.

That includes cricket, which is practically unknown in Japan.

"India have a superstar cricket squad coming and Indian residents in Japan are saying, 'I can't believe we get to watch matches like this', but ticket sales haven't been very strong," said Omura.

"A lot of people in Japan have never seen cricket, so I really hope they take this chance and go and watch."

Events at the Games including basketball and football have been under way since last week.

Omura said he was in attendance as the first action began when Qatar took on Iran in men's basketball.

After watching a physical contest, Omura said he hoped the Games would help Asia "reaffirm its bonds of friendship through sport".

"Iran and Qatar are in a situation where missiles are flying back and forth but they can still play basketball together," he said.

"Without the Asian Games you couldn't have a game like that."



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YouTube/PDSC Conference Room

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SHANE F.T. BLACK
Chairman



GUAM WATERWORKS AUTHORITY
Gloria B. Nelson Public Service Building
688 Route 15, Mangilao, Guam 96913
P.O. Box 3010, Hagåtña, Guam 96932
Tel. No.: (671) 300-6846/48 Fax: (671) 648-3290

***THIS AD IS PAID FOR BY GWA (PUBLIC LAW 26-12)**

INVITATION FOR BID

The Guam Waterworks Authority invites sealed bids for the **Chlorine Analyzer** under **GWA IFB NO. 2026-39**. Bids will be received until **10:00 a.m. Chamorro Standard Time** on **September 30, 2026**, at the GWA Procurement Office, situated on the first floor of the Gloria B. Nelson Public Services Building in Mangilao. At this appointed time and location, all bids will be publicly and virtually opened via GoToMeeting and read aloud. Bidders interested in attending the virtual meeting may send their request to psbids@guamwaterworks.org to obtain the GoToMeeting ID/Link prior to the due date and time.

Each bid must be accompanied by a Bid/Performance Bond, amounting to fifteen percent (15%) of the total bid price. Acceptable bid securities include Bid/Performance Bonds, Surety Bonds, or certified/cashier's checks payable to the Guam Waterworks Authority.

A non-refundable fee of \$15.00 is required for each set of bidding documents, available for purchase at the GWA Procurement Office. Alternatively, bidders can access the bid package for download at www.guamwaterworks.org without charge. However, vendors are strongly encouraged to register via email at psbids@guamwaterworks.org or visit the GWA Procurement Office to ensure receipt of updated information, notices, or bid amendments.

GWA retains the right to amend, reject, or revise any or all proposals and to waive minor imperfections in the bid proposal in the best interest of the Guam Waterworks Authority.

Page 3 of 53
/s/ Miguel C. Bordallo, P.E.
General Manager

PUBLIC DEFENDER SERVICE CORPORATION
Board of Trustees' Regular Meeting
Tuesday, August 25, 2026, at 12:30 PM
via ZOOM/PDSC YouTube/PDSC Conference Room

MINUTES

I. CALL TO ORDER

The meeting was called to order at 12:30 P.M. on August 25, 2026, by Chairman Shane F.T. Black.

II. ROLL CALL

Present: Attorney Shane F.T. Black, Chairman
Attorney Jeffrey A. Moots, Vice Chairman
Artemio "Ricky" Hernandez, Member (via Zoom)
Donna Muna-Quinata, Member (via Zoom)
Marcelene C. Santos, Member

Not Present: Attorney Janet H. King, Member (Excused)
Attorney Joseph "Jojo" A. Perez (Excused)

Others Present: Stephen P. Hattori, Executive Director
John P. Morrison, Deputy Director
Shane G.L. Ngata, Administrative Director
Ana Maria C. Gayle, APD Managing Attorney
Carol Hinkle-Sanchez, CLC Managing Attorney
Gaudencio A. Rosario, Chief Financial Officer
Felicia M. Cruz, Administrative Officer
Katherine R. Sablan, Personnel Specialist IV
Francis N. L. Flisco, Personnel Specialist II
Kenneth A. Lim, Network Specialist
Audre K. Hattori, PAP Administrative Services Officer
Edna MR Topasna, CLC Management Officer
Christina A. Martinez, CLC Program Coordinator III
James B. O'Mallan III, CLC Attorney IV
Daniel S. Somerfleck, Private Attorney
Jacqueline T. Terlaje, Private Attorney
Kristine B. Borja, Private Attorney

III. DETERMINATION OF A QUORUM

With five (5) out of the seven (7) board members present, a quorum was established, allowing the meeting to proceed.

IV. PROOF OF DUE NOTICE OF MEETING

“Notice of Public Meeting” was published in the Pacific Daily News on Tuesday, August 18, 2026, and Friday, August 21, 2026, and posted on Government of Guam’s Public Notices Portal.

V. **APPROVAL OF MINUTES**

Vice Chairman Moots made a motion to proceed with the approval of the minutes of the regular board meeting on June 15, 2026.

Motion to adopt the minutes was made by Vice Chairman Moots and seconded by Trustee Quinata. Approved by acclamation.

VI. **OLD BUSINESS**

A. **CONTINUED DISCUSSION REGARDING ADDITIONAL GUIDELINES FOR THE PRIVATE ATTORNEY PANEL (PAP)**

Executive Director Hattori presented proposed administrative guidelines regarding the Private Attorney Panel (PAP) reimbursable expenses, paralegal billing, and clarification on the 60-day payment timeframe aimed at establishing agency transparency and standardizing non-reimbursable expenses.

Panel attorneys in attendance raised extensive concerns regarding the operational, legal, and financial impacts of the proposal:

- Attorney Daniel Somerfleck argued that limiting reimbursements strictly to “actual costs” rather than fixed rates ignores the operational reality of law firm overhead and indirect expenses. He strongly challenged the proposed 15-cent per page copying cap, contrasting it with the \$1.00 per page rate charged by the court and explaining that 15 cents fails to cover physical equipment leases, toner, paper, and required staff time. He warned that forcing private firms to absorb these overhead gaps makes panel participation financially unsustainable.
- Attorney Jacqueline Terlaje emphasized that the Board is statutorily mandated to set competitive rates that account for firm overhead, whereas the proposed guidelines explicitly restrict those recoveries. She raised concerns regarding administrative due process, lack of prior consultation with the Guam Bar Association, restrictions on technology reimbursement such as Westlaw, and over \$66,232.15 in firm billings currently past due beyond the 60-day threshold without formal written rejection. She also warned that such restrictive policies disincentivize private attorneys from remaining on the panel.
- Attorney Kristine Borja highlighted the severe workload carried by panel members, noting she personally handles over 100 active cases, including complex felonies and murder trials, while regularly working nights, weekends, and holidays. She

pushed back against proposals requiring attorneys to utilize an in-house research kiosk at the PAP Office, calling it completely impractical for lawyers who spend their working hours in courtrooms or visiting detained clients.

Vice Chairman Moots moved to take no action on the proposed additional PAP guidelines until they are vetted by the PAP Advisory Committee and subsequently circulated to the Guam Bar Association for formal review and comment.

Motion to take no action on the additional PAP guidelines was made by Vice Chairman Moots and seconded by Trustee Quinata. Approved by acclamation.

B. CONTINUED DISCUSSION ON THE PROCESS FOR THE APPOINTMENT OF THE EXECUTIVE DIRECTOR BY THE BOARD OF TRUSTEES

The Board continued discussion on the process for the appointment of the Executive Director. They evaluated options for establishing a search committee, comparing past models involving judiciary participation against using either the full board or a smaller committee of members and external stakeholders. Key considerations include; determining whether search proceedings must occur in executive sessions or open public meetings, deciding whether recruitment will be managed internally or through an external HR agency, and establishing job security beyond four-year terms to attract qualified candidates from classified government positions.

Vice Chairman Moots moved to table the discussion on the Executive Director appointment process until the next regular meeting, pending a presentation from Human Resources regarding recruitment frameworks and qualifications.

Motion to table discussion until the next regular board meeting was made by Vice Chairman Moots and seconded by Chairman Black. Approved by acclamation.

VII. NEW BUSINESS

A. APPOINTMENT OF NEW PDSC BOARD TRUSTEE

The Board officially recognized, welcomed, and introduced newly appointed Board Trustee Marcelene C. Santos to her first meeting.

B. 3RD QUARTER FINANCIAL REPORT

Chief Financial Officer Rosario delivered the 3rd Quarter Financial Report, detailing agency-wide expenditures, line-item allocations, and divisional breakdowns across PDSC, APD, CLC and PAP operations.

Trustee Hernandez noted that the Board had previously approved a higher internal budget request than the lump sum amount appropriated by the Guam Legislature. He requested that management prepare a detailed budget presentation for the next meeting

comparing the Board-approved budget against the actual Legislature-approved appropriations, including proposed line-item and divisional adjustments. He further requested clarification on whether the Board must formally re-approve a revised internal operating budget aligned with the legislative lump-sum appropriations and how the agency plans to cover any resulting funding shortfalls (e.g., through the utilization of reserve funds).

CFO Rosario also reported that the FY 2025 Financial Audit is ongoing. Auditors requested detailed agency expenditure records in Excel format. CFO Rosario confirmed that the Fiscal Division is actively preparing requested files and will submit them to the audit team within the week.

VIII. **PUBLIC DISCUSSION**

None.

IX. **ADJOURNMENT AND NEXT MEETING DATE**

The next board meeting is scheduled for Tuesday, September 22, 2026 at 12:30 PM in the PDSC Conference Room.

With no further matters to discuss, **motion to adjourn this meeting was made by Trustee Quinata and seconded by Vice Chairman Moots. Approved by acclamation.**

Respectfully submitted,


SHANE G.L. NGATA
Board Secretary

Agenda Item VI-A-1

Old Business

**Presentation of Pending
Payments for the Private
Attorney Panel and Reasons
for Pending Status Related
to Request for Payment by
Attorney Jacqueline T.
Terlaje**

Vendor Name	Invoice / Billing Lines	Voucher Payments	Total Paid	Reconciliation Control Rows	Unique Cases Paid
BLAIR STERLING JOHNSON & MARTINEZ, PC	37	4	\$11,044.50	0	27
BLAIR STERLING JOHNSON MARTINEZ	8	1	\$2,580.00	0	8
BRIDGET ANN KEITH	7	3	\$24,151.26	0	5
CABOT MANTANONA LLP	9	2	\$3,187.50	0	8
CAMACHO & TAITANO LLP	11	2	\$22,307.71	0	10
FISHER & ASSOCIATES, P.C.	47	7	\$84,637.50	0	28
FORENSIC DNA EXPERT SERVICES	1	1	\$2,802.50	0	1
JAMES F. BALDWIN	76	3	\$14,475.00	0	69
JAVIER M ATALIG JR	1	1	\$1,575.00	0	1
JOJO T. GARCIA	2	1	\$637.50	0	2
JUAN S. SALAS	4	3	\$607.50	0	3
KARLO ISAIAS J. DIZON	1	1	\$2,400.00	0	1
KODIFY LLC	8	1	\$3,120.00	0	1
LAW OFFICE - JACQUELINE TAITANO TERLAJE PC	208	14	\$47,326.81	0	104
LAW OFFICE OF CARLOS L. TAITANO, PC	4	1	\$868.65	0	4
LAW OFFICE OF CARLOS LUJAN TAITANO, PC	3	2	\$284.31	0	2
LAW OFFICE OF CYNTHIA V. ECUBE, ESQ., PC	8	2	\$5,878.50	0	7
LAW OFFICE OF HEATHER M. QUITUGUA, PC	290	11	\$93,229.61	1	162
LAW OFFICE OF JAMES L.J. STAKE LLC	1	1	\$2,250.00	0	1
LAW OFFICE OF MARK A. SMITH	12	1	\$7,460.23	0	12
LAW OFFICE OF MARK S. SMITH, PC	8	1	\$4,196.85	0	8
LAW OFFICE OF VANESSA L. WILLIAMS, PC	13	1	\$9,097.53	0	13
LAW OFFICE OF WILLIAM B. POLE, PC	19	6	\$5,595.00	0	16
LAW OFFICES OF MARK S. SMITH, P.C.	15	1	\$7,521.45	0	15
LOUIE J. YANZA, PC	2	1	\$5,322.25	0	1
MARLYNA R GUMABON	3	2	\$1,350.00	0	3
MCDONALD LAW OFFICE, LLC	8	2	\$38,947.50	0	8
PACIFIC LAW PROFESSIONALS, PLLC	44	4	\$23,070.00	0	43
PETER C PEREZ	1	1	\$8,973.35	0	1
PHILLIPS & BORDALLO, PC	2	1	\$644.50	0	2
RAZZANO WALSH & TORRES PC	8	1	\$6,630.00	0	8
RICHELLE YU CANTO	88	8	\$14,640.00	0	58
SAMUEL S. TEKER	13	2	\$36,960.00	0	13
TERRY E. TIMBLIN	87	5	\$111,989.30	0	77
THOMPSON THOMPSON & ALCANTARA PC	3	1	\$412.50	0	3
GRAND TOTAL	1052	98	\$606,174.31	1	648

Cases paid by PAP in FY2026 through 09/16/2027

Year	CF	CM	CRA	JD	JP	Total of 5 Types
2026	33	2	0	0	4	39
2025	134	9	18	4	56	221
2024	64	3	5	0	23	95
2023	30	1	0	0	4	35
2022	21	0	0	0	10	31
2021	5	1	0	0	6	12
2020	4	0	0	0	4	8
2019	4	0	0	0	2	6
2018	3	0	0	0	0	3
2017	3	0	0	0	0	3
2016	1	0	0	0	0	1
2012	0	1	0	0	1	2
2005	0	1	0	0	0	1
ALL YEARS	302	18	23	4	110	457

Attorney / Vendor	2026	2025	2024	2023	2022	2021	Pre-2021	CRA Cases	Total Cases
BLAIR STERLING JOHNSON & MARTINEZ, PC	0	3	2	2	2	1	2	0	12
BRIDGET ANN KEITH	0	4	1	0	0	0	0	5	5
CABOT MANTANONA LLP	0	0	4	1	0	0	2	0	7
CAMACHO & TAITANO LLP	0	6	1	2	0	0	0	7	9
FISHER & ASSOCIATES, P.C.	2	10	6	3	2	1	0	0	24
JAMES F. BALDWIN	4	24	19	3	2	0	1	0	53
JAVIER M ATALIG JR	0	1	0	0	0	0	0	0	1
JOJO T. GARCIA	0	1	1	0	0	0	0	0	2
JUAN S. SALAS	0	2	0	0	0	0	0	0	2
LAW OFFICE - JACQUELINE TAITANO TERLAJE PC	0	45	12	5	2	3	2	2	69
LAW OFFICE OF CARLOS L. TAITANO, PC	0	0	0	2	0	0	0	0	2
LAW OFFICE OF CYNTHIA V. ECUBE, ESQ., PC	0	1	0	0	4	0	0	0	5
LAW OFFICE OF HEATHER M. QUITUGUA, PC	22	50	21	0	2	0	4	6	99
LAW OFFICE OF VANESSA L. WILLIAMS, PC	9	3	1	0	0	0	0	0	13
LAW OFFICE OF WILLIAM B. POLE, PC	0	1	0	0	7	2	4	0	14
LAW OFFICES OF MARK S. SMITH, P.C.	9	16	2	3	1	0	2	0	33
LOUIE J. YANZA, PC	0	1	0	0	0	0	0	0	1
MARLYNA R GUMABON	0	3	0	0	0	0	0	0	3
MCDONALD LAW OFFICE, LLC	0	5	2	0	0	0	0	0	7
PACIFIC LAW PROFESSIONALS, PLLC	0	30	0	0	3	4	3	0	40
PHILLIPS & BORDALLO, PC	0	1	0	1	0	0	0	0	2
RAZZANO WALSH & TORRES PC	0	1	2	5	0	0	0	0	8
RICHELLE YU CANTO	1	23	5	10	0	0	3	0	42
SAMUEL S. TEKER	5	3	5	0	0	0	0	0	13
TERRY E. TIMBLIN	2	38	19	4	7	3	2	3	75
THOMPSON THOMPSON & ALCANTARA PC	0	1	0	1	1	0	0	0	3
DISTINCT CASES OVERALL	39	221	95	35	31	12	24	23	457

These are based upon the various invoices submitted for payment.

LAW OFFICE OF JACQUELINE TAITANO TERLAJE, PC

Payment info

Date	Voucher #	Amount	Bank Transaction Date
2/20/2026	VO#2026-09	\$ 8,819.40	
2/25/2026	VO#2026-12	\$ 1,364.29	
2/27/2026	VO#2026-17	\$ 2,658.16	
6/3/2026	VO#2026-42	\$ 2,946.48	
6/10/2026	VO#2026-45	\$ 806.00	
6/26/2026	VO#2026-62	\$ 1,501.00	
6/30/2026	VO#2026-63	\$ 8,236.00	
7/31/2026	VO#2026-64	\$ 2,296.00	
8/3/2026	VO#2026-66	\$ 8,153.00	
8/4/2026	VO#2026-68	\$ 1,495.00	
8/10/2026	VO#2026-69	\$ 4,310.16	
8/12/2026	VO#2026-72	\$ 1,938.16	
8/18/2026	VO#2026-73	\$ 1,501.16	
9/16/2026	VO#2026-97	\$ 1,302.00	
		\$ 47,326.81	

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/U/P NTC	Partial PMTS, if any
4/10/2026	CF0821-24	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/05/26	07/22/26			\$ 14.00
4/10/2026	CF0829-24	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 15.00
4/10/2026	CF0416-22	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 39.00
4/10/2026	CF0049-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 105.00
4/10/2026	CF0613-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 240.00
4/10/2026	CF0297-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 393.00
4/10/2026	CF0169-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0178-19	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0194-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0195-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0297-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0303-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0340-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0457-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0529-24	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0606-24	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0782-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CM0029-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CM0427-24	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0308-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ 313.00
4/10/2026	JP0212-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ 5.00
4/10/2026	JD0031-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ 31.00
4/10/2026	JP0299-24	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0320-24	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0329-24	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0014-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0021-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0083-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0152-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0108-21	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0055-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0210-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0234-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0246-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0259-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JD0071-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0270-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0279-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0306-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0315-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JD0037-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	JP0133-25	K. Borja	Oct-25	\$ 62.51	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0526-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 150.00
4/10/2026	CF0278-19	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 45.00
4/10/2026	CF0565-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ 15.00
4/10/2026	CF0395-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0420-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0438-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0487-17	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0515-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0524-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0525-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0576-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0655-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0705-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0723-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0744-23	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
4/10/2026	CF0789-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CM0391-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CRA25-025	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0493-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0498-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CF0456-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/10/2026	CM0245-25	K. Borja	Oct-25	\$ 156.28	Pending paralegal work details.	06/02/26	07/22/26			\$ -
4/29/2026	CF0352-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0395-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0427-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0438-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0456-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0480-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0487-17	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0515-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0524-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0525-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0526-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0565-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0576-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0655-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0705-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0723-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0724-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0744-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0752-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0789-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CM0245-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CM0391-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CRA25-025	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	JP0212-25	K. Borja	Nov-25	\$ 57.78	Pending paralegal work details.	06/05/26	07/22/26			\$ 26.00
4/29/2026	CF0613-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ 120.00
4/29/2026	CF0297-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ 165.00
4/29/2026	CF0194-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ 635.00
4/29/2026	CF0049-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ 555.00
4/29/2026	CF0493-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ 165.00
4/29/2026	CF0169-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0178-19	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0195-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0303-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0340-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0416-22	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0457-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0529-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0606-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0782-23	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0821-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0829-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CM0437-24	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CF0498-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
4/29/2026	CM0029-25	K. Borja	Nov-25	\$ 144.45	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/12/2026	JP0212-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 1.00
5/12/2026	JP0270-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 35.00
5/12/2026	JP0329-24	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 60.00
5/12/2026	JP0320-24	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 120.00
5/12/2026	JP0315-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 121.00
5/12/2026	JP0108-21	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 142.00

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
5/12/2026	JP0308-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 208.00
5/12/2026	JP0021-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 210.00
5/12/2026	JP0083-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 210.00
5/12/2026	JP0133-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 123.00
5/12/2026	JP0308-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 313.00
5/12/2026	JP0306-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 287.00
5/12/2026	JP0152-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 421.00
5/12/2026	JP0055-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 451.00
5/12/2026	JP0259-25	K. Borja	Dec-25	\$ 56.91	Pending paralegal work details.	06/06/26	07/22/26			\$ 488.00
5/12/2026	CF0565-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 16.00
5/12/2026	CF0789-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 80.00
5/12/2026	CF0438-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 90.00
5/12/2026	CF0352-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 106.00
5/12/2026	CF0576-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 135.00
5/12/2026	CF0705-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 139.00
5/12/2026	CF0655-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 139.00
5/12/2026	CM0391-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 135.00
5/12/2026	CF0752-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 569.00
5/12/2026	CF0525-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 183.00
5/12/2026	CF0524-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 213.00
5/12/2026	CF0744-23	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 256.00
5/12/2026	CF0427-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 285.00
5/12/2026	CF0526-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 344.00
5/12/2026	CF0498-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 1.00
5/12/2026	CF0493-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0278-19	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0395-23	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0515-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CM0245-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CRA25-025	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0195-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 16.00
5/12/2026	CF0340-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 126.00
5/12/2026	CF0529-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 180.00
5/12/2026	CF0303-23	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 186.00
5/12/2026	CF0194-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 287.00
5/12/2026	CF0416-22	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 322.00
5/12/2026	CF0297-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 549.00
5/12/2026	CF0049-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ 690.00
5/12/2026	CM0029-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0169-25	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0178-19	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0457-23	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0606-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0613-23	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0821-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CF0829-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/12/2026	CM0427-24	K. Borja	Dec-25	\$ 142.28	Pending paralegal work details.	06/06/26	07/22/26			\$ -
5/13/2026	CRA25-034	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 36.00
5/13/2026	CF0752-25	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 16.00
5/13/2026	CF0774-25	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 230.00
5/13/2026	CF0031-21	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 456.16
5/13/2026	CF0283-22	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 157.00
5/13/2026	CF0925-25	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/06/26	07/22/26			\$ 114.00
5/13/2026	CF0779-23	K. Borja	Jan-26	\$ 305.35	NOCAC; Paralegal work details.	06/06/26	07/22/26	06/06/26	06/29/26	\$ -
5/13/2026	CF0712-25	K. Borja	Jan-26	\$ 489.35	NOCAC; Paralegal work details.	06/06/26	07/22/26	06/06/26	06/29/26	\$ -
5/13/2026	CF0005-26	K. Borja	Jan-26	\$ 532.35	NOCAC; Paralegal work details.	06/06/26	07/22/26	06/06/26	06/29/26	\$ -
5/13/2026	CF0062-25	K. Borja	Jan-26	\$ 573.35	NOCAC; Paralegal work details.	06/06/26	07/22/26	06/06/26	06/29/26	\$ -

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
5/13/2026	CF0352-25	K. Borja	Jan-26	\$ 136.19	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/29/2026	CF0752-25	K. Borja	Jan-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 375.00
5/29/2026	CF0705-25	K. Borja	Jan-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 45.00
5/26/2026	CF0049-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 15.00
5/26/2026	CF0524-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 15.00
5/26/2026	CF0303-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 30.00
5/26/2026	CF0705-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 45.00
5/26/2026	CF0525-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 90.00
5/26/2026	CM0391-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 105.00
5/26/2026	CF0395-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 120.00
5/26/2026	CM0427-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 135.00
5/26/2026	CF0340-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 150.00
5/26/2026	CM0245-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 150.00
5/26/2026	CF0526-25	K. Borja	2/26,10/25	\$ 296.48	Pending paralegal work details.	06/05/26	07/22/26			\$ 165.00
5/26/2026	CF0416-22	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 210.00
5/26/2026	CF0457-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 210.00
5/26/2026	CF0724-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 210.00
5/26/2026	CF0352-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 225.00
5/26/2026	CF0169-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 303.00
5/26/2026	CF0655-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 300.00
5/26/2026	CF0194-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 338.00
5/26/2026	CF0752-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 375.00
5/26/2026	CF0195-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 540.00
5/26/2026	CF0297-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 690.00
5/26/2026	CRA25-025	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 3,732.00
5/26/2026	CRA25-034	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 250.00
5/26/2026	CF0283-22	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 105.00
5/26/2026	CF0031-21	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 240.00
5/26/2026	CF0925-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ 16.00
5/26/2026	CF0178-19	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0278-19	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0438-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0515-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0529-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0565-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0576-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0606-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0613-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0774-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0821-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0829-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0493-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CM0029-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0496-25	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	07/17/26	\$ -
5/26/2026	CF0712-25	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	07/17/26	\$ -
5/26/2026	CF0005-26	K. Borja	Feb-26	\$ 185.20	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	08/13/26	\$ -
5/26/2026	CF0062-25	K. Borja	Feb-26	\$ 365.20	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	08/13/26	\$ -
5/26/2026	CF0779-23	K. Borja	Feb-26	\$ 365.20	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	07/30/26	\$ -
5/22/2026	JP0320-24	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 15.00
5/22/2026	JP0246-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 30.00
5/22/2026	JP0306-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 60.00
5/22/2026	JP0152-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 70.00
5/22/2026	JP0308-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 75.00
5/22/2026	JP0014-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 90.00
5/22/2026	JD0071-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 120.00
5/22/2026	JP0108-21	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 150.00
5/22/2026	JP0055-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 150.00

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
5/22/2026	JP0329-24	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 240.00
5/22/2026	JP0279-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 285.00
5/22/2026	JP0212-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 285.00
5/22/2026	JP0083-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 315.00
5/22/2026	JP0259-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 411.00
5/22/2026	JD0031-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 185.00
5/22/2026	JD0037-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ 245.00
5/22/2026	JP0299-24	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0021-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0133-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0210-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0234-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0270-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/22/2026	JP0315-25	K. Borja	Feb-26	\$ 56.08	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0049-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 15.00
5/29/2026	CF0524-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 15.00
5/29/2026	CF0303-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 30.00
5/29/2026	CF0525-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 90.00
5/29/2026	CM0391-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 105.00
5/29/2026	CF0395-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 120.00
5/29/2026	CM0427-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 135.00
5/29/2026	CF0340-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 150.00
5/29/2026	CM0245-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 150.00
5/29/2026	CF0526-25	K. Borja	Feb-26	\$ 296.48	Pending paralegal work details.	06/09/26	07/22/26			\$ 165.00
5/29/2026	CF0416-22	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 210.00
5/29/2026	CF0457-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 210.00
5/29/2026	CF0724-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 210.00
5/29/2026	CF0352-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 225.00
5/29/2026	CF0169-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 303.00
5/29/2026	CF0655-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 300.00
5/29/2026	CF0194-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 338.00
5/29/2026	CF0195-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 540.00
5/29/2026	CF0297-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 690.00
5/29/2026	CRA25-025	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 3,732.00
5/29/2026	CF0031-21	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 240.00
5/29/2026	CF0925-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 16.00
5/29/2026	CRA25-034	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 250.00
5/29/2026	CF0283-22	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ 105.00
5/29/2026	CM0029-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0178-19	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0278-19	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0438-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0515-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0529-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0565-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0576-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0606-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0613-23	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0774-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0821-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0829-24	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0493-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0498-25	K. Borja	Feb-26	\$ 140.20	Pending paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0712-25	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/09/26	07/22/26			\$ -
5/29/2026	CF0005-26	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/09/26	07/22/26	06/09/26	08/01/26	\$ -
5/29/2026	CF0062-25	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/09/26	07/22/26	06/09/26	08/01/26	\$ -
5/29/2026	CF0779-23	K. Borja	Feb-26	\$ 140.20	NOCAC; Paralegal work details.	06/09/26	07/22/26	06/09/26	08/01/26	\$ -

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
5/29/2026	JD0071-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 15.00
5/29/2026	JP0246-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 15.00
5/29/2026	JP0259-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 30.00
5/29/2026	JP0306-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 30.00
5/29/2026	JP0279-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 45.00
5/29/2026	JP0329-24	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 45.00
5/29/2026	JP0212-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 60.00
5/29/2026	JP0308-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 75.00
5/29/2026	JP0320-24	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 75.00
5/29/2026	JP0270-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 105.00
5/29/2026	JP0315-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 135.00
5/29/2026	JP0055-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 140.00
5/29/2026	JP0108-21	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 165.00
5/29/2026	JP0083-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 210.00
5/29/2026	JP0152-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 235.00
5/29/2026	JP0299-24	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 270.00
5/29/2026	JD0031-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 138.00
5/29/2026	JD0037-25	K. Borja	Mar-26	\$ 58.67	Pending paralegal work details.	06/09/26	07/22/26			\$ 123.00
5/26/2026	CF0576-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 30.00
5/26/2026	CF0395-23	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 60.00
5/26/2026	CRA25-025	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 75.00
5/26/2026	CF0705-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 75.00
5/26/2026	CF0752-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 91.00
5/26/2026	CF0524-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 105.00
5/26/2026	CF0565-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 138.00
5/26/2026	CF0515-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 150.00
5/26/2026	CF0774-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 150.00
5/26/2026	CM0391-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 204.00
5/26/2026	CF0352-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 240.00
5/26/2026	CF0438-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 330.00
5/26/2026	CF0655-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 735.00
5/26/2026	CRA25-034	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 1,150.00
5/26/2026	CF0031-21	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 156.00
5/26/2026	CF0925-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 318.00
5/26/2026	CF0117-26	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 649.16
5/26/2026	CF0525-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0526-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0278-19	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CM0245-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0789-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0724-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0283-22	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0493-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0062-25	K. Borja	Mar-26	\$ 146.67	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	08/13/26	\$ -
5/26/2026	CF0496-25	K. Borja	Mar-26	\$ 146.67	NOCAC; Paralegal work details.	06/05/26	07/22/26	06/05/26	07/17/26	\$ 150.00
5/26/2026	CM0029-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0340-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 45.00
5/26/2026	CF0416-22	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 55.00
5/26/2026	CM0427-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 75.00
5/26/2026	CF0049-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 90.00
5/26/2026	CF0606-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 135.00
5/26/2026	CF0297-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 255.00
5/26/2026	CF0613-23	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 270.00
5/26/2026	CF0529-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ 570.00
5/26/2026	CF0169-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0178-19	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0194-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -

Date Received	CASE #	PAP Atty.	Billing Mo.(s)	Amount Requested	Status for Delay	1st NTC	2nd NTC	CRT REQ	F/UP NTC	Partial PMTS, if any
5/26/2026	CF0195-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0303-23	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0457-23	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0821-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CF0829-24	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
5/26/2026	CM0029-25	K. Borja	Mar-26	\$ 146.67	Pending paralegal work details.	06/05/26	07/22/26			\$ -
				\$ 45,599.97						\$ 40,743.32
6/10/2026	CF0480-25	P. Civile	May-26	\$ 16,745.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
6/10/2026	CF0477-23	P. Civile	May-26	\$ 349.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
6/10/2026	CF0555-23	D. Manglona	Dec-25	\$ 720.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
6/10/2026	CF0600-23	P. Civile	Nov-25	\$ 450.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
6/10/2026	CM0357-23	P. Civile	Dec-25	\$ 240.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
6/10/2026	CM0414-23	S. Cassidy	Dec-25	\$ 375.00	NOCAC	06/28/26	07/16/26	07/16/26	09/05/26	\$ -
				\$ 18,879.00						\$ -
6/17/2026	JP0152-21	C. Ecube	Apr-26	\$ 529.00	OverCAP Review/Reset Order	07/19/26	09/09/26			\$ -
				\$ 529.00						\$ -

PAP Pending RFP Report Summary

Metric	Value
Report rows	355
Total amount requested	\$65,007.97
Total partial payments	\$40,743.32
Average days received to 1st NTC	24.7
Minimum days received to 1st NTC	10.0
Maximum days received to 1st NTC	56.0
Average days billing month to receipt	110.6
Maximum days billing month to receipt	192.0

Billing-month-to-receipt delay is measured from the LAST DAY of the latest billing month listed to Date Received. For payment status, an invoice is counted as PARTIALLY PAID when the report shows an

PAP Attorney	Rows	Amount Requested	Avg. Days to 1st NTC				
PAP Attorney	Invoices Submitted	Amount Requested	Avg. Days to 1st NTC	Avg. Days Billing Month to Receipt	Partially Paid Invoices	Unpaid Invoices	
C. Ecube	1	\$529.00	32.0	48.0	0	1	
D. Manglona	1	\$720.00	18.0	161.0	0	1	
K. Borja	348	\$45,599.97	24.8	110.7	174	174	
P. Civile	4	\$17,784.00	18.0	93.3	0	4	
S. Cassidy	1	\$375.00	18.0	161.0	0	1	
TOTAL	355	\$65,007.97			174	181	

Agenda Item VI-A-2

Old Business

**Presentation on any
Feedback on Proposed
Guidelines for Paralegals
and 60-Day Deadling
Provision from the Private
Attorney Panel Advisory
Committee (PAPAC) and the
Guam Bar Association**

Agenda Item VI-A-3

Old Business

Decision on Updates to Proposed Guidelines Relative to Paralegals and the 60-Day Deadline Provision

PURPOSE

These uniform guidelines govern the reimbursement of expenses and the compensability of paralegal and support services incurred by private counsel appointed under the Private Attorney Panel. These standards ensure compliance with governing policy and promote cost-effective, high-quality representation.

II. GENERAL PRINCIPLES

1. Necessity and Reasonableness

Reimbursement is limited to expenses that are reasonably incurred and necessary for adequate representation.

2. Documentation Requirement

All expenses must be itemized and supported by appropriate documentation as determined by the PDSC. If required documents are not submitted, it may cause a delay in processing or a rejection of the payments being requested.

3. Actual Cost Standard

Reimbursement is limited to actual costs incurred; no markup or profit is allowed.

4. Decisions and Review

All reimbursements are subject to review and approval by the Executive Director. Appeals may be made to the PAP Advisory Council and thereafter, the Board of Trustees.

III. REIMBURSABLE EXPENSES

A. Allowable Out-of-Pocket Expenses

Counsel may claim reimbursement for the following when reasonable:

- Copying and printing (reasonable duplication only). In-house at .15 per page/.20 for two-sided copying. Out-of-house copies are reimbursable with a receipt, and documentation with justification.
- Photographs, video duplication, and litigation support
- Trial Exhibit Production

IV. NON-REIMBURSABLE EXPENSES

The following are considered general office overhead and are not reimbursable:

- Staff salaries (including routine secretarial or clerical time)
- Rent, utilities, equipment, and general office costs
- Internet and routine telephone service
- Secretarial or administrative work
- Personal expenses for clients
- Taxes on attorney compensation
- Routine law office or case administrative tasks include, but are not limited to, the following examples:
 - a. Time spent keeping time records, filling out billing forms, or submitting bills;
 - b. Notifying clients and/or courts of a change of address for your law office;
 - c. Activities considered to be legal training or education;
 - d. Notifying court or other entities that you are not certified to accept an assignment
 - e. Time spent performing secretarial or clerical functions;
 - f. The administrative task of creating and closing files.
 - g. Subscriptions expenses for internet-based legal research such as Westlaw and Lexis. Attorneys may bill the time spent using such resources.

V. PARALEGAL AND SUPPORT STAFF SERVICES

A. General Rule

Paralegal services are not reimbursable when they constitute clerical or administrative work.

B. Compensable Paralegal Work

Paralegal work may be reimbursed if all criteria are met:

1. Substantive Legal Work

- Legal research
- Drafting motions or memoranda
- Document review and case organization
- Investigative support
- Trial and hearing preparation (organizing exhibits, preparing trial binders, drafting witness and exhibit lists).

- Client correspondence and interviews, including interview summaries.
- Discovery review, organization, and substantive analysis (e.g., indexing, summarizing, or flagging discovery content) — as opposed to merely opening, saving, or forwarding files.
- Records collection and organization (medical, employment, school, criminal history, financial records).
- Gathering and organizing materials for an expert's review.
- Case-specific file review to identify issues, gaps, or leads for counsel.
- E-discovery and digital evidence search, review, and analysis support.

Non-compensable clerical/administrative work — not reimbursed regardless of whether performed by counsel, a paralegal, or other staff — includes, but is not limited to:

- Creating a physical or electronic case file.
- Opening, downloading, renaming, saving, printing, or forwarding electronic files, including routine e-filing notices.
- Entering calls, meetings, or deadlines into a calendar; rote scheduling communications; leaving non-substantive voicemails.
- Filing or lodging documents with the court's electronic filing system.
- Preparing or submitting fee applications or payment vouchers.
- Copying, scanning, printing, or preparing documents for mailing, and any related travel or wait time (e.g., trips to a copy center or post office).
- Answering the telephone and other routine office administration.

Paralegal time must be billed in tenths of an hour and supported by an itemized entry describing the specific task and its relevance to the representation, consistent with the documentation requirements described below. Prior authorization is required once anticipated paralegal costs on a case exceed the cap.

C. Billing Requirements

Each payment voucher must include the following information:

- Name and role of the paralegal
- Date of service

- Detailed task description
- Time expended (contemporaneous records)
- Hourly rate not to exceed \$45 an hour billed in increments of .10.
- Justification of necessity when exceeding the cap.
- Expenses shall be deducted from the caseload cap for each case.

VI. PRIOR AUTHORIZATION

Advance approval may be required for:

- Expenses exceeding case maximums.

VII. REVIEW AND REDUCTION

Claims may be reduced only for:

- Mathematical errors
- Non-compensable work
- Unreasonable or excessive time
- Incomplete documentation or non-forming payment requests.

Counsel will receive notice and an opportunity to respond. If the claim is a denial of a request to exceed the cap for a particular case, such may be appealed to the PAP Advisory Panel and, to the PDSC Board, thereafter.

Exceeding the case maximum is justified when (1) the legal or factual issues in a case are unusual requiring more time, skill and effort, (complex). and (2) If more time is reasonably required for total processing than the average case requires, (extended).

If complex or an extended matter, the following criteria should be used:

- manner in which duties were performed;
- knowledge, skill, efficiency, professionalism, and judgment required of and used by counsel;
- nature of counsel's practice and injury thereto;
- any extraordinary pressure of time or other factors under which services were rendered; and
- any other circumstances relevant and material to a determination of a fair and reasonable fee.

IX. PROHIBITION ON DOUBLE BILLING

- Time and expenses may not be billed to multiple cases simultaneously.
- Shared work must be properly apportioned.

X. RECORDKEEPING

Counsel must:

- Maintain contemporaneous time and expense records
- Retain documentation for audit purposes

XI. EFFECTIVE DATE

This policy is effective immediately and applies to all work performed after the effective date and for pending and future matters unless otherwise ordered.

Agenda Item VI-B-1

Old Business

Discussion on Status of Executive Director Position

Executive Director Recruitment

Board Discussion & Action

Public Defender Service Corporation

September 22, 2026

Purpose

1. Clarify the current Interim Executive Director status

- Current interim Executive Director appointment and effective status
- Whether the Board intends to initiate recruitment for a permanent Executive Director
- Whether the interim appointment remains in effect during recruitment
- Expected duration of the interim appointment while the search is conducted

Potential Board action needed:

- A. Formally appoint interim Executive Director as the permanent Executive Director for a 4-year term subject to the provisions of 12 GCA Ch. 11 Guam Public Defender Service Corporation Act; **OR**

** Note: Executive Director Appointment History*

February 25, 2016 — Appointed Executive Director - *BOT Resolution No. 13-16, PA effective 3/14/2016*

June 27, 2017 — Re-appointed Executive Director - *BOT Resolution No. 10-17 — Former Board of Trustees*

September 23, 2025 — Appointed on an Interim Basis

- B. Formally initiate the recruitment process for a permanent Executive Director and confirm the continuation of the interim appointment pending completion of the recruitment process.

2. Determine Recruitment Oversight

Full Board-led search, or Board-appointed Search Committee

**Note: December 1, 2015 Board of Trustees meeting, a Search Committee was formed for the purposes of announcing the opening of the position, soliciting qualified applicants, receiving applications, interviewing qualified applicants and presenting a list of the three most qualified applicants to the Board of Trustees and discussing the Search Committee's recommendation in filling the Executive Director Vacancy.*

Purpose - continued

3. Approve the Recruitment Process

- Proposed vacancy announcement
- Executive Director job announcement/job description
- Recruitment and advertising plan
- Proposed recruitment timeline
- Application review and interview process
- Recommendation and final selection process

How Should the Search Be Conducted?

OPTION 1 — FULL BOARD

All 7 Board Members

- Review qualified applicants
- Participate in interviews
- Select the finalist

OPTION 2 — SEARCH COMMITTEE

Minimum – 3 Members

- Board Appointed Committee conducts detailed screening and initial interviews.
- Recommends finalist to full Board which retains final selection/appointment authority.
- Administrative support through resources e.g. Judiciary HR or other GovGuam agency HR and PD HR as contingent support.

A search committee is often more efficient because it handles the detailed work – reviewing applications, coordinating interviews and making recommendations, while the Full Board retains oversight and final hiring/appointment authority.

Executive Director Job Announcement (sample)



EXECUTIVE DIRECTOR

The **Public Defender Service Corporation Board of Trustees** is seeking a dynamic and experienced **Executive Director** to lead the Corporation and oversee its divisions: **Criminal Public Defender • Alternate Public Defender • Civil Law Center • Administration**

The Executive Director serves as the **Chief Executive leader and voice of PDSC**, responsible for advancing its mission, vision, and strategic priorities while overseeing daily operations, programs, work plans, and staff.

LOCATION: Hagåtña, Guam

STATUS: Full-Time • Unclassified

TERM: Four (4) Years, Subject to Renewal

REPORTS TO: Board of Trustees

SALARY: Commensurate with Qualifications and Experience

For position requirements, minimum qualifications, and application information, contact: **Chair, Selection Committee**

Application Deadline:

Applications and supporting documents must be received by **5:00 p.m. (ChST) on [DATE]**.

This ad is paid for with Government of Guam funds administered by the PDSC.

- Responsibilities and leadership expectations
- Minimum and preferred qualifications
- Salary and benefits - Indicate starting salary?
- Application requirements and deadline

*Draft Recruitment Packet will be provided to BOT Members.

Where Will We Advertise?

LOCAL

- PDSC website
- Government of Guam job boards
- Guam Bar Association
- Local media & professional organizations

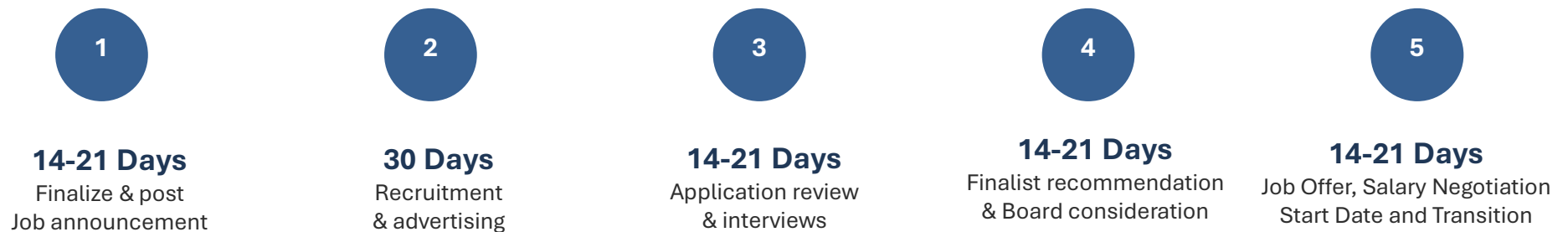
NATIONAL / PROFESSIONAL

- Legal & public-sector job boards
- ABA and related legal organizations
- LinkedIn & Indeed
- Law school/alumni networks

DIRECT RECRUITMENT

- Identify qualified candidates
- Professional outreach
- Public-sector & legal networks
- Encourage strong candidates to apply

Proposed Recruitment Timeline after Board Approval of Search Structure and Announcement



Total Approximate Time: 120 Days

Timeline may be adjusted depending on the Search Committee Review

Proposed Recruitment Timeline with Dates

September 22, 2026	Determine interim status & search structure (Full Board or Search Committee)
Late October 2026	Finalize job announcement
Early November 2026	Post job announcement
November-Early December 2026	Recruitment/application screening
Mid December 2026	Initial interviews
Late December 2026–January 2027	Finalist interviews & Board selection
Mid-Late January 2027	Job Offer/appointment

* All dates are proposed and may be adjusted based on applicant response and Board direction.

PUBLIC DEFENDER SERVICE CORPORATION

**Recruitment
Packet
for
EXECUTIVE DIRECTOR**

(Draft – subject to approval by Board of Trustees)

PUBLIC DEFENDER SERVICE CORPORATION

Agency Information and Position Overview

Agency Information

About the Public Defender Service Corporation

The Public Defender Service Corporation (PDSC) provides effective legal representation and assistance to individuals in Guam who are financially unable to obtain legal counsel. Initially established under Public Law 13-051 (codified as 12GCA Chapter 11) and then repealed and reenacted by Public Law 38-048, the PDSC is committed to protecting constitutional rights through the delivery of high-quality legal services while promoting equal access to justice.

Position Overview

The Executive Director serves as the chief executive officer of the Public Defender Service Corporation and reports directly to the Board of Trustees.

The Executive Director is responsible for providing strategic leadership, executive management, and overall administration of the Corporation while ensuring the delivery of high-quality legal representation consistent with constitutional mandates, professional standards, and the mission of PDSC.

The Executive Director oversees all legal, administrative, financial, and operational functions of the Corporation, develops organizational strategy, supervises executive management staff, serves as PDSC's principal spokesperson, and works closely with the Board of Trustees in establishing policy and organizational priorities.

The Executive Director shall be full-time and devote their entire time during ordinary business hours to their duties. The Director shall neither directly nor indirectly engage in the private practice of law, except for pro bono work.

Position	Executive Director
Agency	Public Defender Service Corporation (PDSC)
Location	Hagåtña, Guam
Employment Status	Full-Time, Unclassified/At-Will
Term of Office	Four (4) years, with the opportunity for renewal by the Board of Trustees
Reports To	Board of Trustees
Performance Evaluation	Subject to a performance review six (6) months after appointment and every twelve (12) months thereafter by the Board of Trustees

PUBLIC DEFENDER SERVICE CORPORATION

POSITION DUTIES AND RESPONSIBILITIES

12 GCA Chapter 11, § 11111

The Executive Director shall have primary responsibility for carrying out the purposes and duties of the Corporation and ensuring that each division fulfills its respective statutory responsibilities. The powers and duties of the Executive Director shall include, but are not limited to, those set forth in 12 GCA Chapter 11, § 11111

The following highlights the primary responsibilities of the position:

Executive Leadership

- Provide strategic vision and leadership for the Corporation.
- Implement policies established by the Board of Trustees.
- Develop and execute long-range strategic plans and organizational goals.
- Foster a culture of professionalism, integrity, accountability, and excellence.
- Ensure compliance with all applicable federal laws, Guam laws, court rules, ethical standards, and administrative requirements.
- Advise the Board of Trustees regarding operational, legal, financial, and policy matters.

Administration and Operations

- Direct and oversee all operational activities of PDSC.
- Manage all divisions through the Administrative Director (Administrative Division) and all other divisions through respective Managing Attorneys and management officials.
- Recruit, hire, develop, supervise, mentor, and evaluate executive and management staff.
- Administer personnel policies and recommend policy revisions to the Board.
- Maintain an effective organizational structure that supports efficient legal services.
- Ensure high-quality legal representation throughout all divisions of PDSC.
- Promote compliance with the Guam Rules of Professional Conduct and applicable standards for indigent defense.
- Develop and monitor organizational performance measures and outcomes.
- Oversee implementation of annual work plans and strategic initiatives.

Financial Management

- Prepare and administer the Corporation's annual operating budget.
- Ensure responsible stewardship of public funds.
- Oversee financial management, procurement, grants, contracts, and internal controls.
- Work closely with the Board Treasurer to ensure financial accountability and transparency.
- Present financial reports and budget recommendations to the Board of Trustees.
- POSITION DUTIES AND RESPONSIBILITIES
- 12 GCA Chapter 11, § 11111

PUBLIC DEFENDER SERVICE CORPORATION

POSITION DUTIES AND RESPONSIBILITIES

12 GCA Chapter 11, § 11111

Government Relations and Public Affairs

- Serve as the primary spokesperson for PDSC.
- Build collaborative relationships with the Judiciary, Legislature, Executive Branch, law enforcement agencies, the Guam Bar Association, community organizations, educational institutions, and other stakeholders.
- Monitor proposed legislation affecting indigent defense and access to justice.
- Provide testimony before the Guam Legislature regarding legislation affecting criminal defense, juvenile justice, civil representation, and public defense.
- Represent PDSC before governmental bodies, community organizations, professional associations, and the media.
- Promote public awareness of PDSC's mission and services.

Board Relations

- Maintain regular communication with the Board of Trustees.
- Provide timely reports, recommendations, and information to support Board decision-making.
- Assist the Board in strategic planning and policy development.
- Attend Board and committee meetings as required.
- Foster a productive and transparent working relationship between management and the Board.

PUBLIC DEFENDER SERVICE CORPORATION

QUALIFICATIONS

Minimum & Preferred Qualifications

12 GCA, Chapter 11, § 11110

Minimum Qualifications

Applicants must be attorneys who meet the minimum qualifications established under **12 GCA § 11110** and any additional qualifications established by the Board of Trustees. At a minimum, applicants must possess the following:

- **Admission to Practice Law in Guam:** Must be licensed and in good standing to practice law in Guam;
- **Legal Experience:** At least five (5) years of legal experience providing public legal services in criminal or juvenile delinquency matters at the trial or appellate level;
- **Education:** Graduation from an accredited law school with a Juris Doctor (J.D.) degree;
- **Leadership and Management Experience:** At least five (5) years of progressively responsible executive, senior management, or leadership experience in public defense, criminal law, legal services, government, the judiciary, prosecution, nonprofit legal organizations, or a closely related field. Experience should demonstrate responsibility for managing attorneys and professional staff, budgets, organizational operations, and strategic initiatives;
- **Legislative or Management Experience:** Demonstrated experience in organizational management and/or working with the legislative process;
- **Legal and Professional Knowledge:** Demonstrated knowledge of criminal law, constitutional law, indigent defense, legal ethics, and public administration; and
- **Commitment to Public Service:** Demonstrated commitment to providing effective, high-quality public legal services to indigent persons throughout Guam.

Preferred Qualifications

- Demonstrated experience serving as a chief executive, executive director, or senior administrator of a legal services organization or similar entity;
- Experience working effectively with governing boards and supporting board governance and decision-making;

PUBLIC DEFENDER SERVICE CORPORATION

QUALIFICATIONS

Minimum & Preferred Qualifications

12 GCA, Chapter 11, § 11110

- Experience with governmental budgeting, financial management, and fiscal oversight;
- Experience advocating before legislative bodies and engaging with government officials and policymakers;
- Demonstrated ability to lead organizational change, strategic planning, and long-term organizational growth;
- Strong knowledge and understanding of Guam's legal system, governmental structure, and public-sector environment;
- Demonstrated success in developing and maintaining effective partnerships with community organizations, government agencies, and other key stakeholders; and
- Experience securing, managing, and administering federal, local, or other grant funding.

PUBLIC DEFENDER SERVICE CORPORATION

KNOWLEDGE, SKILLS & ABILITIES

Leadership Competencies

Knowledge, Skills, and Abilities

The successful candidate should demonstrate the knowledge, skills, and abilities necessary to provide effective executive leadership and oversee the operations of the Corporation, including the ability to:

- Provide visionary, strategic, and effective executive leadership;
- Communicate clearly and effectively with diverse audiences, including employees, government officials, community stakeholders, and the public;
- Build consensus, foster collaboration, and maintain productive relationships among diverse stakeholders;
- Lead and manage organizational change while promoting continuous improvement and long-term organizational growth;
- Exercise sound legal, ethical, administrative, and financial judgment in complex and sensitive matters;
- Develop, manage, and oversee complex organizational budgets and financial operations;
- Interpret and apply statutes, regulations, policies, and other legal requirements;
- Effectively supervise, develop, motivate, and evaluate attorneys and professional staff;
- Establish and maintain effective working relationships with the Board of Trustees, Judiciary, Legislature, Executive Branch agencies, community partners, and the public; and
- Demonstrate the highest standards of integrity, ethics, accountability, professionalism, and commitment to public service.

PUBLIC DEFENDER SERVICE CORPORATION

COMPENSATION & BENEFITS

Compensation and Benefits

The salary for this position will be commensurate with the selected candidate's qualifications and professional experience, within the salary range authorized by the Board of Trustees.

Starting Salary: \$_____ per annum

The position offers a competitive government benefits package, including medical and dental coverage, life insurance, and retirement benefits, in accordance with applicable Guam laws and PDSC policies.

PUBLIC DEFENDER SERVICE CORPORATION

APPLICATION REQUIREMENTS

Required Submission Materials

Application Requirements

Applicants are requested to submit the following materials as part of their application:

- Cover Letter outlining the applicant's interest in the position and relevant qualifications;
- Comprehensive Resume or Curriculum Vitae detailing professional experience (include dates), education, and qualifications;
- Three (3) Professional References with current contact information;
- Writing Sample — optional, but strongly encouraged;
- Proof of Guam Bar Membership and Good Standing;
- Copies of applicable professional licenses and certifications, if applicable.

Finalists may be asked to participate in additional interviews and/or provide supplemental documentation or information as part of the selection process.

EQUAL EMPLOYMENT OPPORTUNITY

EEO Statement

The Public Defender Service Corporation is an Equal Opportunity Employer.

Employment decisions are made without regard to race, color, religion, sex, age, national origin, disability, marital status, veteran status, or any other status protected by applicable law.

PUBLIC DEFENDER SERVICE CORPORATION

APPLICATION DEADLINE

Submission Instructions & Contact Information

Application Deadline

Applications must be received no later than 5:00 p.m. (ChST) on [Closing Date].

Submission Instructions:

Applications and all required supporting documents should be submitted to:

Public Defender Service Corporation
[Board of Trustees/Search Committee]

Email: sngata@guampdsc.org

Applicants are encouraged to submit their materials in a single, complete submission. Late or incomplete applications may not be considered.

PUBLIC DEFENDER SERVICE CORPORATION

SELECTION PROCESS

Recruitment & Selection Procedures

Selection Process

The Committee will review all applications and determine which candidates best meet the qualifications and requirements of the position.

The selection process may include, but is not limited to, the following:

- Initial screening and evaluation of applications;
- Structured interviews;
- Reference and background checks to include verification of employment history and professional credentials;
- Recommendation to the Board
- Note: Board may choose to conduct 1 final interview with recommended applicant

Final appointment shall require the approval of five (5) members of the Board of Trustees, in accordance with 12 GCA § 11110(b).

The Board of Trustees reserves the right to modify or adjust the recruitment and selection process as necessary to meet the needs of the Corporation.

Agenda Item VI-B-2

Old Business

**Polling of Trustees on
Participation as a Full Board
of Trustees Executive Hiring
Committee**

Agenda Item VI-B-3

Old Business

**Presentation on Activities
that Will Be Executed and
Those Items That Require
Approval from the Board of
Trustees**

Agenda Item VII-A

New Business

**Approval of Using Prior
Year Lapses to Cover Any
Fiscal Year 2027 Shortfalls**

AS400 Account Code	FY 2027 Budget Request Summary	PDSC FY2027 Budget Request	APD FY2027 Budget Request	CLC FY2027 Budget Request	PAP FY2027 Budget Request	TOTAL FY2027 Budget Request
	PERSONNEL SERVICES					
111	Regular Salaries/Increments/Special Pay	4,903,842	\$ 1,286,588	\$ 747,130	\$ 102,345	\$ 7,039,905
	Merit Bonus	136,614	-	26,149	5,200	167,963
112	Overtime					-
113	Benefits	1,595,396	412,710	243,667	33,399	2,285,172
	Benefits - Merit Bonus (Retirement/Medicare)	43,920	-	8,407	1,672	53,999
114	Insurance Benefits (Medical / Dental / Life)	512,576	90,582	87,721	21,579	712,458
	TOTAL PERSONNEL SERVICES (Exclude Prior Year)	\$ 7,192,348	\$ 1,789,880	\$ 1,113,075	\$ 164,194	\$ 10,259,497
	OPERATIONS					
220	TRAVEL- Off-Island/Local Mileage Reimburs.	-	-	-	-	-
230	CONTRACTUAL SERVICES:	327,928	113,069	38,000	1,708,760	2,187,757
233	OFFICE SPACE RENTAL:	357,866	74,400	50,000	24,000	506,266
240	SUPPLIES & MATERIALS:	45,220	8,000	7,000	1,500	61,720
250	EQUIPMENT:	32,000	3,900	21,060	25,000	81,960
270	WORKERS COMPENSATION					0
271	DRUG TESTING	560	160	200	200	1,120
280	SUB-RECIPIENT/SUBGRANT:			226,971		226,971
290	MISCELLANEOUS:	100,474	10,399	15,310	20,000	146,183
	TOTAL OPERATIONS	\$ 864,048	\$ 209,928	\$ 358,541	\$ 1,779,460	\$ 3,211,977
	UTILITIES					
361	Power	-	-	-	-	-
362	Water/ Sewer	-	-	-	-	-
363	Telephone	-	-	-	-	-
	TOTAL UTILITIES	-	-	-	-	-
450	CAPITAL OUTLAY	-	-	15,000	-	15,000
	TOTAL APPROPRIATIONS	\$ 8,056,396	\$ 1,999,808	\$ 1,486,616	\$ 1,943,654	\$ 13,486,474
	Less: FEDERAL GRANTS			-226971		(226,971)
	TOTAL APPROPRIATIONS REQUEST	\$ 8,056,396	\$ 1,999,808	\$ 1,259,645	\$ 1,943,654	\$ 13,259,503
	FULL TIME EQUIVALENCIES (FTEs)	FY2027	FY2027	FY2027	FY2027	FY2027
	UNCLASSIFIED	3	0	1	0	5
	LIMITED TERM EMPLOYMENT	0	0	0	0	2
	CLASSIFIED	59	15	9	1	78
	TOTAL FTEs	62	15	10	1	85

AS400 Account Code	FY 2027 Budget Request Summary - New Retirement Rate	PDSC FY2027 Budget Request	APD FY2027 Budget Request	CLC FY2027 Budget Request	PAP FY2027 Budget Request	TOTAL FY2027 Budget Request
	PERSONNEL SERVICES					
111	Regular Salaries/Increments/Special Pay	5,040,456	\$ 1,286,588	\$ 773,280	\$ 107,545	\$ 7,207,869
	Merit Bonus					-
112	Overtime					-
113	Benefits	1,418,384	362,046	217,601	31,822	2,029,853
	Benefits - Merit Bonus (Retirement/Medicare)	55,514	2,618	8,407		66,539
114	Insurance Benefits (Medical / Dental / Life)	500,982	83,076	87,720	21,578	693,356
	TOTAL PERSONNEL SERVICES (Exclude Prior Year)	\$ 7,015,336	\$ 1,734,328	\$ 1,087,008	\$ 160,945	\$ 9,997,617
	OPERATIONS					
220	TRAVEL- Off-Island/Local Mileage Reimburs.	-	-	-	-	-
230	CONTRACTUAL SERVICES:	327,928	113,069	38,000	1,708,760	2,187,757
233	OFFICE SPACE RENTAL:	357,866	74,400	50,000	24,000	506,266
240	SUPPLIES & MATERIALS:	45,220	8,000	7,000	1,500	61,720
250	EQUIPMENT:	32,000	3,900	21,060	25,000	81,960
270	WORKERS COMPENSATION					0
271	DRUG TESTING	560	160	200	200	1,120
280	SUB-RECIPIENT/SUBGRANT:			226,971		226,971
290	MISCELLANEOUS:	100,474	10,399	15,310	20,000	146,183
	TOTAL OPERATIONS	\$ 864,048	\$ 209,928	\$ 358,541	\$ 1,779,460	\$ 3,211,977
	UTILITIES					
361	Power	-	-	-	-	-
362	Water/ Sewer	-	-	-	-	-
363	Telephone	-	-	-	-	-
	TOTAL UTILITIES	-	-	-	-	-
450	CAPITAL OUTLAY	-	-	15,000	-	15,000
	TOTAL APPROPRIATIONS	\$ 7,879,384	\$ 1,944,256	\$ 1,460,549	\$ 1,940,405	\$ 13,224,594
	Less: FEDERAL GRANTS			-226971		(226,971)
	TOTAL APPROPRIATIONS REQUEST	\$ 7,879,384	\$ 1,944,256	\$ 1,233,578	\$ 1,940,405	\$ 12,997,623
	FULL TIME EQUIVALENCIES (FTEs)	FY2027	FY2027	FY2027	FY2027	FY2027
	UNCLASSIFIED	3	0	1	0	5
	LIMITED TERM EMPLOYMENT	0	0	0	0	2
	CLASSIFIED	59	15	9	1	78
	TOTAL FTEs	62	15	10	1	85

AS400 Account Code	FY 2027 Budget Appropriation Summary	PDSC FY2027 Budget Request	APD FY2027 Budget Request	CLC FY2027 Budget Request	PAP FY2027 Budget Request	TOTAL FY2027 Budget Request
	PERSONNEL SERVICES					
111	Regular Salaries/Increments/Special Pay	4,619,027	\$ 1,222,441	\$ 603,262		\$ 6,444,730
	Merit Bonus					-
112	Overtime					-
113	Benefits	1,271,081	339,574	169,325		1,779,980
	Benefits - Merit Bonus (Retirement/Medicare)	66,183	18,868	9,518		94,569
114	Insurance Benefits (Medical / Dental / Life)	447,477	89,270	71,200		607,947
	TOTAL PERSONNEL SERVICES (Exclude Prior Year)	\$ 6,403,768	\$ 1,670,153	\$ 853,305	\$ -	\$ 8,927,226
	OPERATIONS					
220	TRAVEL- Off-Island/Local Mileage Reimburs.	-	-	-	-	-
230	CONTRACTUAL SERVICES:	327,928	113,069	25,338	1,400,000	1,866,335
233	OFFICE SPACE RENTAL:	357,866	74,400	33,281		465,547
240	SUPPLIES & MATERIALS:	45,220	8,000	4,171		57,391
250	EQUIPMENT:	32,000	3,900	13,668		49,568
270	WORKERS COMPENSATION					0
271	DRUG TESTING	560	160			720
280	SUB-RECIPIENT/SUBGRANT:			226,971		226,971
290	MISCELLANEOUS:	100,474	10,399	10,441		121,314
	TOTAL OPERATIONS	\$ 864,048	\$ 209,928	\$ 313,870	\$ 1,400,000	\$ 2,787,846
	UTILITIES					
361	Power	-	-	-	-	-
362	Water/ Sewer	-	-	-	-	-
363	Telephone	-	-	-	-	-
	TOTAL UTILITIES	-	-	-	-	-
450	CAPITAL OUTLAY	-	-	10,207	-	10,207
	TOTAL APPROPRIATIONS	\$ 7,267,816	\$ 1,880,081	\$ 1,177,382	\$ 1,400,000	\$ 11,725,279
	Less: FEDERAL GRANTS			-226971		(226,971)
	TOTAL APPROPRIATIONS REQUEST	\$ 7,267,816	\$ 1,880,081	\$ 950,411	\$ 1,400,000	\$ 11,498,308
	FULL TIME EQUIVALENCIES (FTEs)	FY2027	FY2027	FY2027	FY2027	FY2027
	UNCLASSIFIED	3	0	1	0	5
	LIMITED TERM EMPLOYMENT	0	0	0	0	2
	CLASSIFIED	59	15	9	1	78
	TOTAL FTEs	62	15	10	1	85