



**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  
Chairman

Attorney Jeffrey A. Moots  
Vice Chairman

Artemio "Ricky" Hernandez,  
PhD, Member

Attorney Janet H. King  
Member

Donna Muna-Quinata  
Member

Attorney Joseph "Jojo" Perez  
Member

Marcelene C. Santos  
Member

**ADMINISTRATION**

Stephen P. Hattori  
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, October 27, 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, October 20, 2026
  - B. Notice: 48 Hours – Public Notices Portal/PDSC/Pacific Daily News: Friday, October 23, 2026
- V. **Approval of Minutes: September 22, 2026 Regular Meeting**
- VI. **Old Business**
  - A. Resolution 27-01 Relative to Approving the Utilization of Lapsed Funds up to \$1,499,315 to Cover Any Fiscal Year 2027 Shortfalls; Contingent Upon Monthly Tracking Expenditures
  - B. Continued Discussion on the Process for the Appointment of the Executive Director by the Board of Trustees
    1. Determine the Membership of the Executive Director Recruitment Committee
    2. Presentation on Executive Director Recruitment Process
    3. PDSC Board Resolution 27-02 Relative to Establish an Executive Search Committee for the Recruitment of the Executive Director of the PDSC
- VII. **New Business**
  - A. Discussion: Establishment of a PDSC Board of Trustees Subcommittee to Review Appeals and Disputes Concerning the PDSC Administration's Denial of Payment Requests from Private Attorney Panel (PAP) Members and Other Appointed Counsel
  - B. Executive Director Performance Review
- VIII. **Public Discussion**
- XI. **Adjournment and Next Meeting Date**

Tuesday, November 24, 2026 at 12:30 PM via ZOOM/YouTube/PDSC Conference Room

# CLASSIFIEDS

Place an ad **online** TODAY!  
PDN Lobby Hours: **Monday–Friday 8am–5pm**  
[Guampdn.com/Classifieds](http://Guampdn.com/Classifieds)  
Or call (671)472-1PDN (1736)



## Jobs

Find a new job  
or career

## Homes & Rentals

Discover your  
new home

## Auto

Turn here for  
your next vehicle

## Stuff

Household,  
Furniture,  
Pets & Stuff

### Super Classified Deals

For all categories except employment and real estate.  
Package line limit listed below.

|                                                                                                                               |                |
|-------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days<br>on Classified of our website - line limit (5) lines.                  | <b>\$35.00</b> |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days<br>on Classified of our website - line limit (10) lines.       | <b>\$45.00</b> |
| <b>Best:</b> Text with border & image. 8 days in E-edition /<br>14 days on Classified of our website - line limit (15) lines. | <b>\$60.00</b> |

#### Categories

**Animals for Sale:** Livestock / Pets . **Automotive:** Cars/Motorcycle/Pickups  
and SUVs . **Celebrations . Fundraisers . Goods for Sale:** Auto Parts/Baby  
items/Computers/Electronics/Exercise Equipment/Furniture/Household  
Goods/Miscellaneous/ Musical Instruments/ Sports and Outdoors  
Equipment/Tools . **Lost and Found . Heavy Equipment . Repairs and  
Installation:** Air Conditioning/Appliances/Cellphones/Computers/Electrical/  
Electronics/Plumbing/Repair and Installations Services Needed . **Services:**  
Child and Elderly Care/Educational/Lawn Care or Yardwork/Other  
Services/Therapeutic Massage/Tutoring/Cleaning Services . **Wanted to Buy**  
.**Watercraft:** Boats/Personal Water Craft

### Employment Classified Packages

Package line limit listed below.

|                                                                                                                               |                 |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days<br>on Classified of our website - line limit (5) lines.                  | <b>\$99.00</b>  |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days<br>on Classified of our website - line limit (10) lines.       | <b>\$114.00</b> |
| <b>Best:</b> Text with border & image. 8 days in E-edition /<br>14 days on Classified of our website - line limit (15) lines. | <b>\$120.00</b> |

#### Categories

Help Wanted Full Time . Help Wanted Part Time

### Real Estate Classified Packages

Package line limit listed below.

|                                                                                                                               |                 |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days<br>on Classified of our website - line limit (5) lines.                  | <b>\$81.00</b>  |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days<br>on Classified of our website - line limit (10) lines.       | <b>\$96.00</b>  |
| <b>Best:</b> Text with border & image. 8 days in E-edition /<br>14 days on Classified of our website - line limit (15) lines. | <b>\$105.00</b> |

#### Categories

**Businesses for Sale . For Lease Land . For Rent Commercial . For  
Rent Residential . For Sale Commercial . For Sale Residential . For  
Sale Land . Rooms for Rent**

### Open Rate Liners

All liners are priced per line and include digital.  
E-edition only options are not available.

#### Private Party Open Rate Liner:

\*\*Applies to all Categories except for Employment and Real Estate  
**\$14.45** per line/per day for E-edition and 3 days on Classified of our website  
**\$50.00** 5 days on Classified of our website

#### Employment Open Liners

**\$16.50** per line/per day for E-edition and 3 days on Classified of our website  
**\$75.00** 5 days on Classified of our website

#### Real Estate Open Liners

**\$14.70** per line/per day for E-edition and 3 day on Classified of our website  
**\$85.00** 5 days on Classified of our website

#### Optional Adds for Open Liners

• **Bold:** \$2.00 • **Border:** \$7.00 • **Image:** \$7.00

All Classified ads are subject to the applicable rate card, copies of which are available  
from our Advertising Dept. All ads are subject to approval before publication. The  
Pacific Daily News/Pacific Sunday News reserves the right to edit, refuse, reject,  
classify or cancel any ad at any time. Errors must be reported in the first day  
publication. The Pacific Daily News/Pacific Sunday News shall not be liable for any loss  
or expenses that results from an error in or omission of an advertisement. No refunds  
for early cancellation of order.

GuamPDN.com

## Online Classifieds

To place your ads, please

1. Log onto [GuamPDN.com](http://GuamPDN.com)
2. Click on "Place an ad"  
under the Quick Links on  
the left blue sidebar
3. Click on "Start Creating  
Your Ad Now"
4. Complete the form and  
make payment



Pacific Daily News



**PUBLIC DEFENDER  
SERVICE CORPORATION**  
GOVERNMENT OF GUAM

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



### NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will  
conduct its regular meeting on **Tuesday, October 27, 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](http://www.youtube.com/@pdscguam).  
The following agenda is available on the PDSC website at  
[www.guampdsc.org](http://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, October 20, 2026
  - Notice: 48 Hours – Public Notices Portal/PDSC  
Guam PDN Friday, October 23, 2026
- Approval of Minutes:** September 22, 2026 Regular Meeting
- Old Business**
  - Resolution 27-01 Relative to approving the utilization of  
lapsed funds up to \$1,499,315 to cover any Fiscal Year  
2027 shortfalls; contingent upon monthly tracking of  
expenditures.
  - Continued Discussion on the Process for the Appointment of  
the Executive Director by the Board of Trustees
    - Determine the membership of the Executive Director  
Recruitment Committee
    - Presentation on Executive Director Recruitment Process
    - PDSC Board Resolution 27-02 Relative to establish an  
Executive Search committee for the recruitment of the  
Executive Director of the PDSC
- New Business**
  - Discussion: Establishment of a PDSC Board of Trustees  
subcommittee to review appeals and disputes concerning  
the PDSC Administration's denial of payment requests  
from Private Attorney Panel (PAP) members and other  
appointed counsel.
  - Executive Director Performance Review
- Public Discussion**
- Adjournment and Next Meeting Date:**  
Tuesday, November 24, 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](http://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](mailto:sngata@guampdsc.org).

This ad was paid for with Government of Guam funds.

**SHANE F.T. BLACK**  
Chairman

## Ask our Digital Experts on how to advertise on



Plus text blasts, email marketing, and more!



Pacific Daily News  
[guampdn.com](http://guampdn.com)

Please call us! (671) 483-2000  
[advertising@guampdn.com](mailto:advertising@guampdn.com)

# CLASSIFIEDS

Place an ad **online** TODAY!

PDN Lobby Hours: **Monday–Friday 8am–5pm**

Guampdn.com/Classifieds

Or call (671)472-1PDN (1736)



## Jobs



Find a new job  
or career

## Homes & Rentals



Discover your  
new home

## Auto



Turn here for  
your next vehicle

## Stuff



Household,  
Furniture,  
Pets & Stuff

### Super Classified Deals

For all categories except employment and real estate.

Package line limit listed below.

|                                                                                                                            |                |
|----------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days on Classified of our website - line limit (5) lines.                  | <b>\$35.00</b> |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days on Classified of our website - line limit (10) lines.       | <b>\$45.00</b> |
| <b>Best:</b> Text with border & image. 8 days in E-edition / 14 days on Classified of our website - line limit (15) lines. | <b>\$60.00</b> |

#### Categories

**Animals for Sale:** Livestock / Pets . **Automotive:** Cars/Motorcycle/Pickups and SUVs . **Celebrations . Fundraisers . Goods for Sale:** Auto Parts/Baby items/Computers/Electronics/Exercise Equipment/Furniture/Household Goods/Miscellaneous/ Musical Instruments/ Sports and Outdoors Equipment/Tools . **Lost and Found . Heavy Equipment . Repairs and Installation:** Air Conditioning/Appliances/Cellphones/Computers/Electrical/Electronics/Plumbing/Repair and Installations Services Needed . **Services:** Child and Elderly Care/Educational/Lawn Care or Yardwork/Other Services/Therapeutic Massage/Tutoring/Cleaning Services . **Wanted to Buy . Watercraft:** Boats/Personal Water Craft

### Employment Classified Packages

Package line limit listed below.

|                                                                                                                            |                 |
|----------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days on Classified of our website - line limit (5) lines.                  | <b>\$99.00</b>  |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days on Classified of our website - line limit (10) lines.       | <b>\$114.00</b> |
| <b>Best:</b> Text with border & image. 8 days in E-edition / 14 days on Classified of our website - line limit (15) lines. | <b>\$120.00</b> |

#### Categories

Help Wanted Full Time . Help Wanted Part Time

### Real Estate Classified Packages

Package line limit listed below.

|                                                                                                                            |                 |
|----------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>Good:</b> Text only. 3 days in E-edition / 7 days on Classified of our website - line limit (5) lines.                  | <b>\$81.00</b>  |
| <b>Better:</b> Text with border. 5 days in E-edition / 10 days on Classified of our website - line limit (10) lines.       | <b>\$96.00</b>  |
| <b>Best:</b> Text with border & image. 8 days in E-edition / 14 days on Classified of our website - line limit (15) lines. | <b>\$105.00</b> |

#### Categories

**Businesses for Sale . For Lease Land . For Rent Commercial . For Rent Residential . For Sale Commercial . For Sale Residential . For Sale Land . Rooms for Rent**

### Open Rate Liners

All liners are priced per line and include digital.

E-edition only options are not available.

#### Private Party Open Rate Liner:

\*\*Applies to all Categories except for Employment and Real Estate

**\$14.45** per line/per day for E-edition and 3 days on Classified of our website

**\$50.00** 5 days on Classified of our website

#### Employment Open Liners

**\$16.50** per line/per day for E-edition and 3 days on Classified of our website

**\$75.00** 5 days on Classified of our website

#### Real Estate Open Liners

**\$14.70** per line/per day for E-edition and 3 days on Classified of our website

**\$85.00** 5 days on Classified of our website

#### Optional Adds for Open Liners

• **Bold: \$2.00** • **Border: \$7.00** • **Image: \$7.00**

All Classified ads are subject to the applicable rate card, copies of which are available from our Advertising Dept. All ads are subject to approval before publication. The Pacific Daily News/Pacific Sunday News reserves the right to edit, refuse, reject, classify or cancel any ad at any time. Errors must be reported in the first day publication. The Pacific Daily News/Pacific Sunday News shall not be liable for any loss or expenses that results from an error in or omission of an advertisement. No refunds for early cancellation of order.



## Let the Pacific Daily News Classifieds work for you!

**472-1PDN** to find out how

### Guam Cancer Trust Fund Council Meeting

The Guam Cancer Trust Fund Council will hold  
its quarterly meeting online on

**Thursday, October 29, 2026, at 2:00 p.m.**

If interested in attending the meeting, please  
register at [gctf@triton.uog.edu](mailto:gctf@triton.uog.edu).

#### AGENDA

- I. CALL TO ORDER
- II. REPORT FROM THE CHAIR
- III. REPORT FROM THE PROGRAM MANAGER
- IV. NEW BUSINESS
  - Request(s) for no cost extension
  - Applications for anticipated FY 2027 funds
- V. ADJOURNMENT



### PUBLIC DEFENDER SERVICE CORPORATION GOVERNMENT OF GUAM

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



#### NOTICE OF PUBLIC MEETING

The Public Defender Service Corporation Board of Trustees will conduct its regular meeting on **Tuesday, October 27, 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](http://www.youtube.com/@pdscguam).

The following agenda is available on the PDSC website at [www.guampdsc.org](http://www.guampdsc.org).

#### AGENDA

- I. Call to Order
- II. Roll Call
- III. Determination of Quorum
- IV. Proof of Due Notice of Meeting:
  - A. Notice: 5 Working Days – Public Notices Portal PDSC/Guam PDN Tuesday, October 20, 2026
  - B. Notice: 48 Hours – Public Notices Portal/PDSC Guam PDN Friday, October 23, 2026
- V. Approval of Minutes: September 22, 2026 Regular Meeting
- VI. Old Business
  - A. Resolution 27-01 Relative to approving the utilization of lapsed funds up to \$1,499,315 to cover any Fiscal Year 2027 shortfalls; contingent upon monthly tracking of expenditures.
  - B. Continued Discussion on the Process for the Appointment of the Executive Director by the Board of Trustees
    - 1. Determine the membership of the Executive Director Recruitment Committee
    - 2. Presentation on Executive Director Recruitment Process
    - 3. PDSC Board Resolution 27-02 Relative to establish an Executive Search committee for the recruitment of the Executive Director of the PDSC
- VII. New Business
  - A. Discussion: Establishment of a PDSC Board of Trustees subcommittee to review appeals and disputes concerning the PDSC Administration's denial of payment requests from Private Attorney Panel (PAP) members and other appointed counsel.
  - B. Executive Director Performance Review
- VIII. Public Discussion
- IX. Adjournment and Next Meeting Date:  
Tuesday, November 24, 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](http://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](mailto:sngata@guampdsc.org).

This ad was paid for with Government of Guam funds.

**SHANE F.T. BLACK**  
Chairman

## Ask our Digital Experts on how to advertise on



Plus text blasts, email marketing, and more!



**Pacific Daily News**  
guampdn.com

Please call us! (671) 483-2000  
[advertising@guampdn.com](mailto:advertising@guampdn.com)

**PUBLIC DEFENDER SERVICE CORPORATION**  
Board of Trustees' Regular Meeting  
Tuesday, September 22, 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 September 22, 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  
Attorney Janet H. King, Member (via Zoom)  
Donna Muna-Quinata, Member  
Marcelene C. Santos, Member

Not Present: 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  
Jacqueline T. Terlaje, Private Attorney  
Kristine B. Borja, Private Attorney

**III. DETERMINATION OF A QUORUM**

With six (6) 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, September 15, 2026, and Friday, September 18, 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 August 25, 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 reported that recommendations from the PAP Advisory Committee are being packaged following recent meetings. Vice Chairman Moots moved to table Agenda Items 6.A.2 and 6.A.3 until formal feedback is received from the Guam Bar Association.

1. **PRESENTATION OF PENDING PAYMENTS FOR THE PAP AND REASONS FOR PENDING STATUES RELATED TO REQUEST OF PAYMENT BY ATTORNEY JACQUELINE T. TERLAJE**

ASO Hattori presented a financial overview of PAP voucher payments between October 1, 2025, and September 16, 2026. PAP processed 98 voucher payments totaling \$606,174.32, covering 648 paid case entries across 457 unique court-docketed cases (accounting for withdrawals and multi-attorney appointments). Cases spanned felony (CF), misdemeanor (CM), criminal appeals (CRA), juvenile delinquent (JD), and juvenile dependency (JP) matters. Management noted outstanding liabilities for 2026 appeals which notices of appointments were received but billings have not yet been submitted.

Attorney Terlaje delivered a presentation regarding outstanding PAP vouchers for her firm, representing Attorney Kristine B. Borja.

- **Unpaid Vouchers & 60-Day Rule (SOP 3D):** Reported \$108,000 in unpaid vouchers owed to the firm, with over \$67,000 past due beyond 60 days. She argued that under SOP 3D, failure by the PAP admin staff to act on submitted vouchers within 60 days constitutes deemed approval without reduction.
- **Paralegal Billing:** Defended the firm’s flat-rate/apportioned billing structure for paralegals (\$22/hr for Paralegal 1, \$33/hr for Paralegal 2; averaging \$63.56 per case/month across 100 active cases) as necessary

overhead reimbursement for sole practitioners lacking in-court coverage.

- **Agency Board Position:** Executive Director Hattori and Vice Chairman Moots noted that existing court rules adopted by the Board require hourly paralegal billing capped at \$45/hour with itemized descriptions of tasks performed, prohibiting not itemized flat fees. Management asserted that requests for clarification/itemization were sent to the firm within the 60-day window.

Vice Chairman Moots moved to schedule a dedicated board meeting to formally hear Attorney Terlaje's appeal. The board confirmed the special board meeting for Thursday, October 29, 2026, at 12:30 PM at the PDSC Conference Room.

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

This item was tabled for the next regular board meeting.

3. DECISION ON UPDATES TO PROPOSED GUIDELINES RELATIVE TO PARALEGALS AND 60-DAY DEADLINE PROVISION

This item was tabled for the next regular board meeting.

**Motion to table Agenda Item 6.A.2 and 6.A.3 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

Chairman Black noted that under the Open Government Act, executive sessions are permitted for interviewing and evaluating candidates, while salary determinations and formal votes must occur in open session. Management prepared draft HR recruitment materials and sample job descriptions for review.

Vice Chairman Moots moved to table discussion to allow board members time to review the HR framework materials prior to the next regular meeting on October 27, 2026.

1. DISCUSSION ON STATUS OF EXECUTIVE DIRECTOR POSITION

This item was tabled for the next regular board meeting.

2. POLLING OF TRUSTEES ON PARTICIPATION AS A FULL BOARD OF TRUSTEES EXECUTIVE HIRING COMMITTEE

This item was tabled for the next regular board meeting.

3. PRESENTATION ON ACTIVITIES THAT WILL BE EXECUTED AND THOSE ITEMS THAT REQUIRE APPROVAL FROM THE BOARD OF TRUSTEES

This item was tabled for the next regular board meeting.

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

VII. **NEW BUSINESS**

A. APPROVAL OF USING PRIOR YEAR LAPSES TO COVER ANY FISCAL YEAR 2027 SHORTFALLS

Management presented an update on the FY 2027 budget adjustments, noting that the adjusted Board request was \$12,997,000, reduced from the original request of \$13,259,000 due to lower retirement contribution rates. The legislative appropriation under the rollover budget is \$11,498,000, resulting in an operational funding gap of approximately \$1,499,315. Management requested authorization to utilize up to \$1,499,315 from accumulated prior-year lapsed funds to cover personnel and operational expenses to address the shortfall.

**Motion to authorize the use of \$1,499,315 lapses for FY 2027 shortfalls was made by Trustee Hernandez and seconded by Trustee Quinata. Approved by acclamation.**

VIII. **PUBLIC DISCUSSION**

None.

IX. **ADJOURNMENT AND NEXT MEETING DATE**

The next board meeting is scheduled for Tuesday, October 27, 2026 at 12:30 PM in the PDSC Conference Room.

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

Respectfully submitted,

  
SHANE G.L. NGATA  
Board Secretary

# **Agenda Item VI-A**

## **Old Business**

**Resolution 27-01 Relative to  
Approving the Utilization of  
Lapsed Funds up to  
\$1,499,315 to Cover Any  
FY2027 Shortfalls;  
Contingent Upon Monthly  
Tracking of Expenditures**



**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  
Chairperson

Attorney Jeffrey A. Moots  
Vice-Chairperson

Artemio "Ricky" Hernandez,  
PhD, Member

Attorney Janet H. King  
Member

Mrs. Donna R. Muña-Quinata  
Member

Attorney Joseph "JoJo" A.  
Perez  
Member

Marcelen C. Santos  
Member

Shane G.L. Ngata  
Secretary

**ADMINISTRATION**

Stephen P. Hattori  
Executive Director

John P. Morrison  
Deputy Director

Ana Maria C. Gayle  
Managing Attorney  
(Alternate Public Defender)

Carol M. Hinkle-Sanchez  
Managing Attorney  
(Civil Law Center)

Shane G.L. Ngata  
Administrative Director

**BEFORE THE BOARD OF TRUSTEES OF THE PUBLIC DEFENDER SERVICE CORPORATION RELATIVE TO AUTHORIZING THE PDSC ADMINISTRATION TO UTILIZE UP TO \$1,499,315 IN PRIOR-YEAR LAPSES TO COVER FISCAL YEAR 2027 BUDGETARY SHORTFALLS ARISING FROM THE LEGISLATIVE APPROPRIATIONS PROVIDED IN P.L. 38-136**

**RESOLUTION NO. 01-27**

**WHEREAS,** Chapter 11 of Title 12 Guam Code Annotated established the Public Defender Service Corporation (PDSC) to provide effective legal aid and assistance to individuals of Guam who are unable to afford counsel; and

**WHEREAS,** March 10, 2026 at its duly noticed regular meeting, the PDSC Board of Trustees approved a total operational budget for the Public Defender Services Corporation (PDSC) and all its divisions of **\$13,259,503**; and

**WHEREAS,** based on the Board of Trustees approval, the PDSC Administration submitted its official Fiscal Year 2027 Budget Request to the Office of Finance and Budget (OFB) with the approved amount of **\$13,259,503**; and

**WHEREAS,** on August 30, 2026 Bill No. 1 (10-S) lapsed into law and became P.L. 38-136, "General Appropriations Act of 2027"; and

**WHEREAS,** P.L. 38-136 appropriated **\$11,498,308** from the General Fund for the operations of the PDSC which created a shortfall of **\$1,761,195**; and

**WHEREAS,** the retirement contribution rate for FY 2027 was 28.14%, a reduction from 30.7% included in the original FY 2027 budget submission which resulted in a reduction in budgetary need by **\$261,000**. This reduced the estimated shortfall amount to **\$1,499,315**, as well as the overall operational budget request to **\$12,997,623**; and

**WHEREAS,** at its regular meeting held on September 22, 2026, the PDSC Administration requested authorization to utilize up to **\$1,499,315** in prior-year lapses to cover any Fiscal Year 2027 budgetary

shortfalls resulting from the difference between the legislative appropriations provided to the PDSC in P.L. 38-136 and the updated Board-approved operational budget; and

**WHEREAS,** the updated proposed Fiscal Year 2027 PDSC, APD, CLC and PAP Budget Summary was reviewed, discussed, and considered for approval; and

**NOW, THEREFORE, BE IT RESOLVED** that the PDSC Board of Trustees hereby authorizes the PDSC Administration to utilize up to **\$1,499,315** in prior-year lapses to cover any Fiscal Year 2027 budgetary shortfalls arising from the legislative appropriations provided to the PDSC in P.L. 38-136, including shortfalls affecting the operations of the PDSC, APD, CLC, and PAP.

**BE IT FURTHER RESOLVED** that the PDSC Administration shall track all expenditures of prior-year lapses authorized by this Resolution and report to the Board of Trustees if use of those funds becomes necessary for Corporation operations.

**DULY ADOPTED** this 22<sup>nd</sup> day of September 2026, at a duly noticed meeting of the Board of Trustees.



---

**SHANE F.T. BLACK**  
Chairman

**ATTEST:**



---

**SHANE G.L. NGATA**  
Board Secretary

# **Agenda Item VI-B-1**

## **Old Business**

**Continued Discussion on the  
Process for the Appointment of the  
Executive Director by the Board of  
Trustees**

**Determine Membership of the  
Executive Director Recruitment  
Committee**

# 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

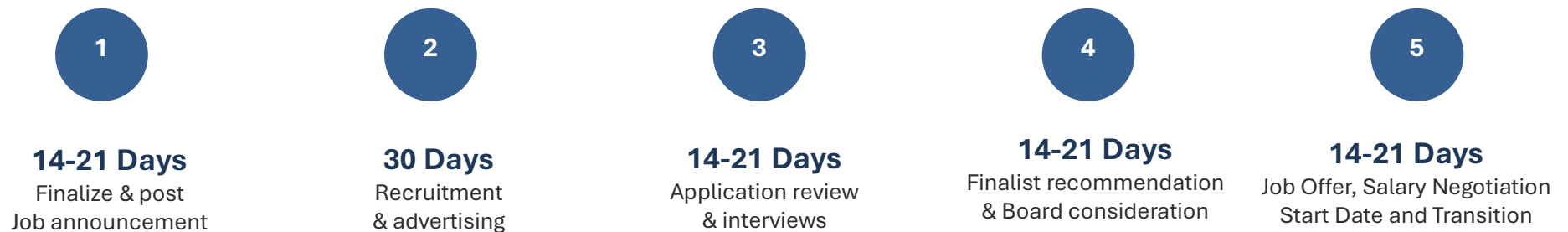
### NATIONAL / PROFESSIONAL

- 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.

## **Agenda Item VI-B-2**

### **Old Business**

**Continued Discussion on the  
Process for the Appointment of the  
Executive Director by the Board of  
Trustees**

**Presentation on Executive Director  
Recruitment Process**

**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.

|                               |                                                                                                                                   |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>Position</b>               | Executive Director                                                                                                                |
| <b>Agency</b>                 | Public Defender Service Corporation (PDSC)                                                                                        |
| <b>Location</b>               | Hagåtña, Guam                                                                                                                     |
| <b>Employment Status</b>      | Full-Time, Unclassified/At-Will                                                                                                   |
| <b>Term of Office</b>         | Four (4) years, with the opportunity for renewal by the Board of Trustees                                                         |
| <b>Reports To</b>             | Board of Trustees                                                                                                                 |
| <b>Performance Evaluation</b> | 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](mailto: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-3**

### **Old Business**

**Continued Discussion on the  
Process for the Appointment of the  
Executive Director by the Board of  
Trustees**

**PDSC Board Resolution Relative to  
Establish an Executive Search  
Committee for the Recruitment of  
the Executive Director of the PDSC**



# 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  
Chairperson

Attorney Jeffrey A. Moots  
Vice-Chairperson

Artemio "Ricky" Hernandez,  
Ph.D.  
Member

Attorney Janet H. King  
Member

Mrs. Donna Muna-Quinata  
Member

Attorney Joseph "JoJo" A.  
Perez  
Member

Marcelene C. Santos  
Member

Shane G.L. Ngata  
Secretary

## ADMINISTRATION

Stephen P. Hattori  
Executive Director

John P. Morrison  
Deputy Director

Shane G.L. Ngata  
Administrative Director

Ana Maria C. Gayle  
Managing Attorney  
Alternate Public Defender

Carol M Hinkle-Sanchez  
Managing Attorney  
Civil Law Center

## BEFORE THE BOARD OF TRUSTEES OF THE GUAM PUBLIC DEFENDER SERVICE CORPORATION RELATIVE TO ESTABLISHING A SEARCH COMMITTEE FOR THE RECRUITMENT AND SELECTION OF A NEW DIRECTOR OF THE GUAM PUBLIC DEFENDER SERVICE CORPORATION

### RESOLUTION NO. \_\_\_\_ - 27

**WHEREAS**, pursuant to the Public Defender Service Corporation Act of 2025, Public Law 38-048, the Board of Trustees ("Board") of the Guam Public Defender Service Corporation ("PDSC" or "Corporation") is vested with the authority and responsibility to appoint a Director, who shall head and oversee the operations of the Corporation and its divisions;

**WHEREAS**, the position of Director is currently filled in an interim capacity, and the Board recognizes the importance of conducting a recruitment and selection process to appoint a qualified individual to permanently fill the position;

**WHEREAS**, the Board finds it to be in the best interests of the Corporation and the people of Guam to establish a Search Committee to oversee the recruitment process, evaluate qualified applicants, and recommend candidates for the Board's consideration;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby establishes a Search Committee for the recruitment and selection of a new Director of the Guam Public Defender Service Corporation. The Search Committee is composed of Board members and at the discretion of the Board, other individuals as discussed and voted upon during the October 2026 Board meeting;

**BE IT FURTHER RESOLVED**, that the Search Committee shall:

1. **Recruitment:** Develop and coordinate the announcement of the vacancy and solicit applications from qualified candidates;
2. **Application Review:** Review applications and determine which candidates meet the established qualifications;
3. **Interviews and Evaluation:** Interview and evaluate qualified candidates fairly and consistently based on the established requirements;
4. **Recommendations:** Submit a list of the three (3) most qualified candidates to the Board within sixty (60) calendar days of adoption of this Resolution, unless the Board grants an extension;
5. **Documentation:** Maintain appropriate recruitment records and safeguard applicant information in accordance with applicable laws and procedures; and
6. **Human Resources Coordination:** Coordinate, as needed, with human resources representatives from the Judiciary of Guam, PDSC, and other appropriate partners for assistance with recruitment, application review, interview coordination, and related administrative matters, consistent with applicable laws and procedures.

**BE IT FURTHER RESOLVED**, that Board meetings shall comply with 12 GCA § 11107 and the applicable provisions of the Open Government Law, 5 GCA Chapter 8. Pursuant to 5 GCA § 8111, the Search Committee may enter executive session to consider appointment or employment matters as permitted by law, unless the officer or employee requests a public hearing. The Search Committee may enter executive session to review applications, conduct interviews and discuss the qualifications of candidates for the director position. Any official action, final decision or vote to appoint and hire the director shall occur in an open public meeting. Salary discussions shall be conducted in public, and no vote shall be taken during executive session.

**BE IT FURTHER RESOLVED**, that the Search Committee shall comply with applicable Open Government Law requirements, including public notice and meeting requirements where applicable, and shall coordinate with appropriate administrative staff to support compliance.

**BE IT FURTHER RESOLVED**, that the Search Committee shall serve in an advisory capacity. The Board retains final appointment authority, subject to the requirements of 12 GCA § 11110, including the required approval of five (5) Board members.

**BE IT FURTHER RESOLVED**, that the Interim Director shall continue to serve pending appointment and assumption of duties by the duly appointed Director, subject to applicable law and further action by the Board.

**BE IT FINALLY RESOLVED**, that this Resolution shall take effect immediately upon adoption.

**DULY AND REGULARLY ADOPTED** this \_\_\_\_ day of October 2026, at a duly noticed meeting of the Board of Trustees of the Guam Public Defender Service Corporation.

\_\_\_\_\_  
**Attorney Shane F.T. Black,, Chairman**

\_\_\_\_\_  
**Shane G.L. Ngata, Board Secretary**

# **Agenda Item VII-A**

## **New Business**

### **Discussion:**

**Establishment of a PDSC Board of Trustees Subcommittee to Review Appeals and Disputes Concerning the PDSC Administration's Denial of Payment Requests from Private Attorney Panel (PAP) Members and other Appointed Counsel**

# **Agenda Item VII-B**

## **New Business**

### **Executive Director Performance Review**