



Board of Trustees Special Meeting

NMTI Facility, Lower Base

July 6, 2021|5:00 p.m.

Meeting minutes

I. Meeting Called to Order (Establish Quorum) – 5:05 p.m.

Present:

Mario Valentino, Chairman

Ana Mendiola, Acting Secretary

Carmelita Faisao, Treasurer

Richard Kautz, Trustee

Catherine Attao, Trustee

Deputy Attorney General, Lillian Tenorio

Community Members:

Representative Leila Staffler

Victorino Cepeda

Absent:

Irene Holl, BOT Secretary (excused)

Ray Pangelinan, Vice Chairman (unexcused)

II. Adoption of Agenda –

Motion to adopt Agenda by Trustee C. Attao, seconded by Trustee A. Mendiola, all in favor

III. Adoption of Minutes -

a. April 9, 2021 – Motion to adopt by Trustee C. Attao; seconded by Trustee A. Mendiola

b. March 20/22, 2021 – (3/20/21) Motion to adopt by Trustee Faisao; seconded by Trustee C. Attao; (3/22/21) Motion to adopt by Trustee Kautz; seconded by Trustee Faisao

c. May 12, 2021 – Motion to adopt by Trustee C. Attao; seconded by Trustee C. Faisao

IV. Public Comments –

a. Chairman recognized Representative Leila Staffler. Rep. Staffler expressed gratitude to Trustees who attended the Board of Directors Workshop offered by MANGO; glad to see that minutes are being adopted and would like to raise concern that there are no official meeting minutes for the nomination process for the newly appointed Rota Representative.

V. Unfinished Business – requires a list of items for discussion – tabled.

VI. CEO Report

a. Funding Sources Requested:

a. Federal:

i. Commonwealth Worker Fund-1.1mil

ii. Economic Development Administration: 10.3mil

iii. Education Stabilization Fund-2.3 mil

- iv. American Rescue Plan Act-4.1mi
- b. Local:
 - i. General Funds-1.7mil
 - ii. Compact Impact-200K
- b. EDA Grant Updates**
 - a. SAM renewal completed
 - b. Entity Administrator Updated
 - c. Phased Disbursement Letter of Request submitted to Grant Manager
 - d. Quarterly Progress Report Submitted to Project Manager
 - e. Stan Good has been secured as a consultant by the Office of Planning and Development, Mr. Kodep Uludong for all five (5) CNMI-based EDA grants for one year – OPD will carry the cost for this consultation.
- c. Education Stabilization Fund II**
 - a. Submitted June 22, 2021
 - b. Includes funding requests for: technological enhancements in online learning platforms, new technology in trades, distance learning equipment, administrative system development, contracts for system building and cleaning services, and 5 FTEs.
- d. Memorandum of Agreements –**
 - a. Existing and pending renewal – all MOAs will be carried over into next fiscal year.
 - i. Tang's Corporation:
 - 1. Apprenticeship program enhancements, grant writing, and technology research
 - ii. PSS – met Commissioner June 14, 2021
 - 1. *Dual Enrollment* – Hospitality & Tourism; Culinary; Automotive Tech; Construction Trades – Tech, Masonry, Electrical, Plumbing, HVAC, Carpentry, Electronics, and Welding
 - 2. *Da'ok Academy* – all remains the same except for removal of transporting Da'ok students; PSS will be transporting students for SY 2021-2022; Rent was raised to \$4,000 instead of \$3,400 / mo. (draft by Eric Magofna)
 - 3. *Hospitality and Tourism Certification Courses* (Bonnie Pangelinan)
 - 4. *Career Pathways* (Jackie Quitugua/Dr. Jessica Taylor)
 - b. Proposed MOAs to be established
 - i. PSS – *Electrical Courses* Level 2, 3, & 4 for PSS maintenance staff (Eric Magofna)
 - ii. NMC –
 - 1. SAE MOA – for systematic alignment and advancements to fill enrollment and workforce pipelines

2. *Office of Admissions & Records* (mirroring and placement tests)
3. *Utilize space at NMC Rota and NMC Tinian* for NMTI use
- iii. SAAR – Hope Recovery Center – *Apprenticeship Pilot Project* (w/ Yvette Sablan)
- iv. Department of Corrections – *Outreach Program* enhancements (w/ Jeff Quitugua)

e. Human Resource Status Updates:

Position	Status	Additional Notes
Interim CEO	Appointed March 20, 2021	
HR Manager	Provisional appointment Charlene Quitano	To be evaluated on July 19, 2021
Budget Analyst	Provisional Appointment Rosielyn Holgado	To be evaluated on July 19, 2021
Student Services Coordinator	Provisional Appointment Meena Benavente	To be evaluated on August 24, 2021
Accreditation & Curriculum Officer	Provisional Appointment Wendell Posadas	To be evaluated on July 19, 2021; Mr. Posadas has completed accreditation requirements as per Mr. Bert Johnston, NCCER – will be transitioned to an Instructor position.
Facilities Manager	Contract effective June 12, 2021	Lucio Saures
Facilities Support Staff	Contract effective June 12, 2021	Dino Romolor
Instructors	<ol style="list-style-type: none"> a. Eduardo Taruc – provisional (covers Welding and HVAC) b. Mike Vargas – provisional (Construction) c. Romulo Cayetano (Electrical) d. Dante Yumul (Automotive) e. Benjamin Babauta (Culinary Arts) 	<ol style="list-style-type: none"> a. Evaluation on July 11, 2021 b. Evaluation on August 27, 2021 c. H1B Visa extension is being processed by Attorney King d. Will be starting on June 28, 2021 for PSS CTE Summer Program (Part-time) e. Will be starting on June 28, 2021 for PSS CTE Summer Program (Part-time)

f. Continuation of Incomplete Spring 2021 Courses

g. Review of Academic Calendar Changes:

- a. Proposed Semester Schedules
- b. Early, Open, & Late Registration – sent via email for your review;
- c. removing Student Accidental Plan as part of annual CW budgets;
removing fuel & lubrication for student transportation – vehicles will only

be used for instructor transport to and from school, another option is to have PSS fund fuel for vehicles and assign vehicles to high schools for them to transport students to and from NMTI, if needed.

h. **Vision, Mission & Values** – schedule a time with staff for all to participate as we revisit NMTI's Vision, Mission, and Values

i. **Other:**

a. Hotel & Restaurant Operations:

i. Partnering with Island Training Solutions to provide nationally recognized certifications from AHLEI

ii. Island Training solution will be looking further in to the issue of the certificates with NMTI & AHLEI logos, but not AHLEI issued

b. Board Budget Proposal: prepare line item list of expenses for board sanctioned activities

i. Email correspondences:

email to cnmi.nmti@gmail.com,

cc: jattaonmti@gmail.com

VII. Financial Documents Requests:

a. General Funds: Bal: \$85,000

i. Expenses: \$28,083.27

b. CW Funds: Bal: \$206,681.90

i. Expenses: \$43,318.10

c. designating Current bank account for federal

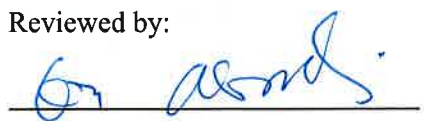
d. Open a new bank account with Bank of Guam for local funding

e. Documentations to be filled & signed for online banking & ACH

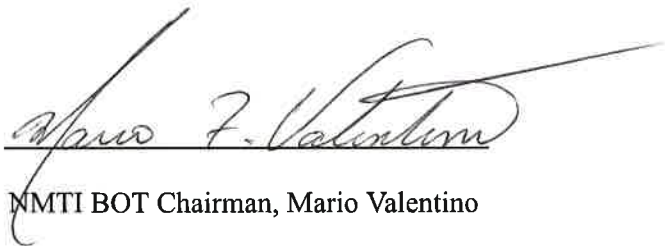
VIII. Executive Session

IX. Adjournment-motion to adjourn by Trustee C.Attao, seconded by Trustee Faisao, meeting adjourned at 7:46pm

Reviewed by:



NMTI BOT Secretary, Irene Holl



NMTI BOT Chairman, Mario Valentino

Adopted by Board of Trustees:

7/15/2021

Date