



Northern Marianas Technical Institute

P.O. Box 504880 Saipan MP 96950

Tel. No.: (670) 235-6684

Northern Marianas Technical Institute
Board of Trustees Regular Meeting
Monday, July 18, 2022
1:30 p.m., NMTech Lower Base Campus

MEETING MINUTES

- I. Call to Order
Call to order 1:31 p.m. [Attendance: Chairwoman Attao, Trustee Mendiola, Trustee Stewart, Trustee Tomokane, Trustee Holl, Trustee Faisao - sent message that she's running late]
- II. Adoption of Agenda
Motion to adopt by Trustee Tomokane, seconded by Trustee Mendiola
- III. Adoption of Meeting Minutes
 - a. July 06, 2022 Trustee Holl requested to have the meeting minutes at least 24 hours for enough time to be reviewed by all members. Motion to adopt by Trustee Tomokane, seconded by Trustee Mendiola.
- IV. Public Comments
Char - any takeaways from the members out of the GCA presentation? Trustee Stewart: positive impact for companies to have Apprenticeship programs; very happy to hear that it is coming to the CNMI. Trustee Holl: very familiar with GCA and if it can be done here it will benefit us a lot. The fees are very low, they lobby for the contractor, they enforce regulations with contractors, they compete and put up their standards. Chair Attao: I learned a lot with the information. It got me thinking about the process and integrity of the program. I'm really excited to see the turn out of attendees. CEO Attao: one thing that really got me excited was how GCA offered insurance for the Small Businesses group. Trustee Faisao: I thought it was very informative but the set up of how the room was should be the other way around so it doesn't interfere with the presenters.
- V. Unfinished Business
 - a. CEO Evaluation
 - i. Finalize 2021-2022 Evaluation
No comment from members. Will discuss further in the Executive Session.
 - b. Emergency Procurement Regulations
LSR was sent out to DAG and received feedback from DAG. Chairwoman read aloud the responses from DAG. Attached the email responses to the meeting minutes. Code of Ethics training with OPA on Aug 29, 2022 from 930am-1130am. Amy Babauta: provided resources obtained by DAG; policy is providing guidelines and procedures and is stated in different sections of our procurement policies. Trustee Stewart: recommends that the policy is specific to protect NMTech projects and the regs could have some flexibility in them but at least have a standard section stated in the regulations. Insert Performance Bonds section in the procurement regulations item 1 and ratings on item 2 with AM Best on page 18 of the procurement regulations. Add "or as otherwise approved" on



Northern Marianas Technical Institute

P.O. Box 504880 Saipan MP 96950

Tel. No.: (670) 235-6684

the regs. Trustee Holl: recommends to insert the approval authority of expense level such as 250k at CEO level and anything above that amount should have BOT level approval. Warranty statement should be stated in the Procurement policy at minimum of one (1) year on all construction projects. Amy to include a provision on this matter into the Procurement policy. Motioned by Trustee Holl, seconded by Trustee Stewart. Protest time period amended to reflect five (5) days. Design Build: to include wording in Design Build in regards to Construction projects in Procurement Regulations under line item 3.10. Amy will finalize the final draft of procurement regulations and submit to DAG and get started on the promulgation process. Motion to send approval of final revision of Emergency Procurement Regulations via email by Trustee Holl seconded by Trustee Faisao. Once received final revision from Amy, 24 hours to conduct a vote as a Board. If there are any comments, send your comment directly to Chairwoman Attao only.

c. Committees

Chair Attao needs to forward the LSR from DAG regarding the establishment of the foundation to Trustee Holl. Trustee Holl to join in the Finance Committee as well.

VI. New Business

a. Strategic Planning for 2029

In conversation with WIOA Frances Torres, our Advisory Committee is a challenge getting them together all in one place to meet and get updates. Chair & Vice-Chair will be on the same page and to develop the relationship with the Advisory Committee so that we can close the gap and provide updates where NMTI stands. CEO Attao: we open up a bid for proposal to assist us with review and assess strategic planning and priorities. We will schedule strategic planning for the team (NMTech) tentatively August 08 and the fact finding mission is for the Board to move forward with. Trustee Faisao will join Chairwoman Attao on the fact finding mission. In about 3 months, we should have an update on the community portion for strategic planning.

b. NMTI 501(c)(3)

CEO Attao read aloud the letter received from DRT regarding 501c3 status and eligibility to receive ETC. We submitted an LSR to DAG regarding the matter and received feedback that we should send a letter signed by CEO Attao and Mr. Vic Cepeda to all ETC donors received thus far. We will be meeting tomorrow with Legislators to discuss how we can expedite the eligibility of NMTech to receive ETC.

c. Adopted By-laws

Drafted By-laws shared to all members. The red section are areas that may not be applicable to us. The blue section are suggestions that should be added. Review and provide feedback and we can get the framework going with the process with DAG. Comments and review in a week due July 25.

VII. Executive Session

Motion by Trustee Tomokane seconded by Trustee Stewart started at 4:04pm.

Executive session ended at 5:16 p.m. Motion by Trustee Faisao seconded by Trustee Stewart



Northern Marianas Technical Institute

P.O. Box 504880 Saipan MP 96950

Tel. No.: (670) 235-6684

VIII. Announcements

HANMI is naming NMTEch as beneficiary for their golf tournament on September 17 at Laolao Resort. Airline party all invited scheduled for August 12 at the same place.

IX. Adjournment

Meeting was adjourned at 5:20 pm. Motion to adjourn by Trustee Mendiola, seconded by Trustee Faisao.

Adoption Date: _____

BOT Chair Signature: _____