

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Tuesday, July 6, 2021, 3:00 p.m. *Reconvened*
GIAA CONFERENCE ROOMS 1 & 2**

1. CALL TO ORDER AND ATTENDANCE

The regular meeting of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam ("GIAA" or the "Authority") held on June 24, 2021 was reconvened and called to order by Chairman Bamba at 3:03p.m. at the GIAA Terminal Conference Rooms #1 & #2, 355 Chalan Pasaheru, Tamuning, Guam, 96913.

Directors Present:

Brian J. Bamba(Via VTC)
Gurvinder Sobti(Via VTC)
Donald I. Weakley
Zenon E. Belanger
Rosie R. Tainatongo(Via VTC)
Doyon A. Morato(Via VTC)

Offices or positions:

Chairman
Vice Chairman
Board Secretary

Directors Absent:

Lucy M. Alcorn (Excused)

GIAA Officials:

John M. Quinata
John A. Rios
Jean M. Arriola
Ken McDonald
Raymond Quintanilla
Victor Cruz
Joseph Javellana (Via VTC)
Dean Delgado

Executive Manager
Comptroller
Airport Services Manager
Properties & Facilities Superintendent
Operations Superintendent, Acting
Engineering Supervisor
Property Management Office
Airport Police

Anita Arriola (Via VTC)
Frank R. Santos

Arriola Law Firm, GIAA Legal Counsel
TMG, GIAA Consultant

Chairman Bamba welcomed Airport tenants, stakeholders, and members of the public who are noted in a sign-in sheet attached to these minutes.

2. APPROVAL OF AGENDA

Chairman Bamba announced that today's Board meeting agenda is a continuation of the June 24, 2021 Board meeting and that the only agenda item is item 6B, which was tabled at said meeting.

On motion duly made by Director Morato, seconded by Vice Chairman Sobti, the following resolution was unanimously passed via roll call vote:

Resolution No. 21-50

The Board hereby approves the agenda of the July 6, 2021 reconvened meeting, as recommended by Management.

2. NEW BUSINESS

A. Request for Recruitment Above Designated Implementation Range

Ms. Jean Arriola presented the request for recruitment above designated implementation range for Mr. Juan S. A. Reyes, applicant for the Air Terminal Manager position. When the Airport recruited for the said position the recruitment level was at Grade P, Step 8, Sub-Step A, \$103,744.00 per annum. To arrange Grade P, Step 10, Sub-Step, \$112,340.00.

Pursuant to 4 GCA §6205.2(a), with the Board having exclusive authority over compensation, the Airport is able to recruit above the designated implementation range for exceptional qualifications, including above Step 10.

Ms. Arriola presented a brief background to the Board of Mr. Reyes's exceptional qualifications, possessing over 32 years of relevant work experience in airport operations and management. Currently Mr. Reyes is the General Manager at Project Management Inc. and earns a salary of \$130,000.00 per annum. Ms. Arriola advised the Board that Mr. Reyes requests a minimum annual salary of \$130,000.00 acceptable for the position of Air Terminal Manager, as stated in a letter to Executive Manager Quinata dated May 17, 2021.

Ms. Arriola announced the various compliance regulations required by Guam law, at which GIAA strictly adhered to. In consideration of the exceptional qualifications of Mr. Juan Reyes, Management requests the approval of the above designated implementation range.

Director Morato inquired on the number of applications received for the referenced position. Executive Manager Quinata replied that three (3) applications were received, inclusive of Mr. Reyes.

Chairman Bamba expressed the importance of filling the position with a well-qualified candidate as it is such a critical position at the Airport. Mr. Chairman inquired if there were any assessments completed on Mr. Reyes's consulting services with the Airport. Executive Manager

replied no. Mr. Frank Santos informed the Board of Mr. Reyes has provided services under Transportation Management Group, to conduct preliminary assessments and inspections prior to an FAA inspection. Chairman Bamba announced that he believed based on Mr. Reyes's credentials that he is well-qualified to handle the Air Terminal Manager position and its responsibilities, and that he will add to the expertise at the Airport. Chairman Bamba went on to suggest that some of Mr. Reyes's knowledge be shared with other Airport employees for further development of the Operations Division. Executive Manager Quinata advised that mentoring of Operations staff is a requirement that Management has requested of Mr. Reyes.

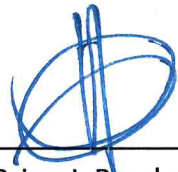
After further discussion, on motion duly made by Secretary Weakley, seconded by Vice Chairman Sobti, the following resolution was unanimously approved via roll call vote:

Resolution No. 21-51

The Board hereby approves applicant for Air Terminal Manager position, Mr. Juan S. A. Reyes for a step up recruitment to Grade P, Step 13, Sub-Step D, \$130,423.00 per annum or approximately 16% above the maximum structural adjustment of the implantation range (Grade P, Step 10, Sub-Step A, \$112,340.00) at the current 20th percentile, in accordance with GIAA Personnel Rules and Regulations for Aviation-Related Positions Unique to Airport Operations and Certified, Technical and Professional Employees, Chapter 4.

Motion to adjourn duly made by Secretary Weakley, seconded by Director Belanger; motion unanimously passed. The meeting was adjourned at 3:20 p.m.

Dated this 26th, day of August, 2021.



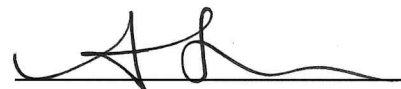
Brian J. Bamba
Chairman

Attest:



Donald I. Weakley
Board Secretary

Prepared and Submitted By:



Amanda O'Brien
Corresponding Secretary

ORDER OF ADJOURNMENT

By Resolution of the Board of Directors of the A.B. Won Pat International Airport Authority, Guam ("GIAA"), the June 24, 2021 Regular Meeting of the Board of Directors of GIAA is hereby adjourned until Tuesday, July 6, 2021 at 3:00 p.m., to reconvene at the GIAA Conference Room 355 Chalan Pasaheru, Tamuning, Guam, 96913.

The item to be addressed at such meeting, will be continued discussion of New Business Item 6.B., Request for Recruitment Above Designated Implementation Range on the Agenda of the June 24, 2021 Regular Meeting of the GIAA Board of Directors.

Dated this 24th day of June, 2021.



Brian J. Bamba
Chairman of the Board

BOARD OF DIRECTORS REGULAR MEETING

3:00 p.m., Thursday, June 24, 2021

GIAA CONFERENCE ROOMS 1 & 2

Public Notice

First Notice:

Pacific Daily News – June 17, 2021

Notice to Media – June 17, 2021

Second Notice:

Pacific Daily News – June 22, 2021

Notice to Media – June 22, 2021

AGENDA

- 1. Call to Order and Attendance**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - A. May 27, 2021 Regular Meeting**
- 4. Correspondence**
- 5. Old Business**
- 6. New Business**
 - A. Board Resolution No. 21-48: Bond Refunding**
 - B. Request for Recruitment Above Designated Implementation Range**
- 7. Report of Executive Manager**
- 8. Report of the Comptroller**
- 9. Executive Session**
- 10. Public Comments**
- 11. Adjournment**



A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
Board of Directors Regular Meeting
3:00 p.m., Tuesday, July 6, 2021 *Reconvened Meeting*
GIAA Terminal Conference Rooms 1 & 2

SIGN-IN SHEET

	<u>PRINT NAME</u>	<u>COMPANY/AGENCY</u>
1.	VICTOR J. CRUZ	GIAA
2.	DEAN DELGADO	APP
3.	Raymond Quintanilla	GIAA OPS
4.	John Ann	GIAA Ann
5.	John Ross	Acg
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**ANTONIO B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM
BOARD OF DIRECTORS**

EXECUTIVE SUMMARY

**REQUEST FOR RECRUITMENT ABOVE DESIGNATED
IMPLEMENTATION RANGE**

JUAN S.A. REYES – APPLICANT FOR AIR TERMINAL MANAGER

Purpose

Management respectfully requests the GIAA Board to consider and approve a recruitment above designated implementation range for applicant Juan S.A. Reyes to the position of Air Terminal Manager because of his exceptional qualifications.

Justification

The Airport is able to recruit above the designated implementation range for exceptional qualifications, including above Step 10, pursuant to 4 GCA, §6205.2(a), which exempts the Airport, as an agency whose governing board has exclusive authority over compensation, from 4 GCA §6205 and Rule 4.000, GIAA Rules and Regulations for Aviation-Related Positions Unique to the Airport Operations and Certified, Technical and Professional Employees (CTP Rules).

Exceptional Qualifications: Mr. Reyes possesses over 32 years of relevant work experience in airport operations and management.

General Manager - Project Management, Inc. Mr. Reyes provides contractual airport technical assistance as it relates to regulatory compliance in accordance with CFR Part 139 and International Civil Aviation Organization (ICAO) Annex throughout eighteen (18) airports in the western pacific region. He evaluates airport programs that include Airside/Landside Operations, Aircraft Rescue Firefighting, Airport Safety Management Systems, Airport Improvement, Airport Certification, Airport Compliance with Grant Assurances, Airport Data and Airport Land Use. He is a contract instructor with the Pacific Regional Training Center, CNMI, Saipan, responsible for providing FAR Part 139 and ICAO Annex 14 technical curriculum for airports to maintain regulatory compliance in an effort for operators to provide for a safe airport operating environment which includes the airfield, terminal facilities and associated equipment.

Airport Certification Inspector - Federal Aviation Administration (FAA). Mr. Reyes was responsible for 14 CFR Part 139 compliance for the Federal Aviation Administration (FAA) Office of Airports (ARP), Western Pacific Region. He served as a regional subject expert in the area of airport certification and safety overseeing sixteen (16) FAR Part 139 certificated airports throughout the pacific islands. He was responsible for conducting periodic and surveillance inspections at airports reviewing and approving documents associated with the Airport

Executive Summary

Request for Recruitment Above Designated Implementation Range

Juan S.A. Reyes – Applicant for Air Terminal Manager

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Certification Manual. He investigated potential regulatory violations and initiates administrative or legal enforcement actions as appropriate. Participated with investigations of aircraft accidents and incidents on or near airports, as a subject matter expert, under the direction of the National Transportation Safety Board (NTSB) and FAA Flight Standards. Through the US Compact Impact Assistance Program, provided technical assistance to the Federal States of Micronesia, Majuro and Palau airports in accordance with ICAO Aerodrome Annex 14 standards.

While employed with FAA, Mr. Reyes was awarded with the **FY2015 Recipient FAA National Award of Excellence** for his exemplary support of the FAA Airport's mission.

He was also designated as a collateral instructor at the FAA Aeronautical Center responsible for providing FAR Part 139 and ICAO Annex 14 specific curriculum for both domestic and international airports/aerodromes.

Airport Operations Superintendent - AB Won Pat International Airport Authority, Guam.

Mr. Reyes was responsible for the administration and compliance of all 14 CRF Part 139 inspections, programs, projects, records, data reporting of runway safety, aircraft operating activities, airfield construction safety, safety management, and security requirements for GIAA. He was responsible for the management of operations to ensure the airport maintains compliance with federal, state and local regulatory agency regulations. He served as Program Manager on the Part 139 compliance ADO inspections, Annual Certification Manual, Airport Driving/Pedestrian Ground Vehicles Program, Wildlife Hazard Management, and Notice to Airmen (NOTAM). Mr. Reyes is exceptionally knowledgeable and familiar with administering the airport control, occupational safety and inspection and security enforcement programs and activities of the Airport Authority.

Mr. Reyes is certified with the American Association of Airport Executives (AAAE) Airport Operations ACE Designation.

Mr. Reyes' background includes completing technical training on FAA airport certifications, safety management system (SMS), compliance and enforcement, safety risk management, information system security, security and privacy, ethics, etc. He has also completed numerous professional airport management training.

Mr. Reyes' current salary as an Airport Consultant is \$130,000.00 per annum. Attached is his letter dated May 17, 2021 providing his request for a minimum annual salary of \$130,000.00 acceptable for the position of Air Terminal Manager.

Executive Summary

Request for Recruitment Above Designated Implementation Range

Juan S.A. Reyes – Applicant for Air Terminal Manager

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Legal Review

Pursuant to GIAA Personnel Rules and Regulations for Aviation-Related Positions Unique to Airport Operations and Certified, Technical and Professional Employees, Chapter 4, Section 4.002, Recruitment Above Current Market Percentile, The Executive Manager may make a request to the Board for recruitment not to exceed twenty-five (25%) above the current market percentile (upon which the Authority's compensation model is currently based) because of documented recruitment difficulty or exceptional qualifications. The request shall be posted on the agency's website for ten (10) days (Saturdays, Sundays and government of Guam holidays excepted). This request shall be made before an applicant is hired. Every such request shall be scrutinized and amply justified before being approved. Increment schedule consisting of Steps 11 through 20 shall not be used for recruitment above step.

Chapter 4, 4.003 Recruitment Above Designated Implementation Range, E. Recruitment announcements shall be made for at least one (1) month in advance and at least twice in a local news media of general circulation and other viable means of electronic communication to include, but not be limited to, internet postings. Such media announcements shall be two (2) weeks apart. All recruitment announcement shall be made for no more than one (1) month preceding the submission of the request to the Executive Manager.

Pursuant to Title 4, Guam Code Annotated, §6205.2 No Recruitment or Compensation Above Step 10. (a) No agency, department, autonomous agency, public corporation, or other instrumentality of the government of Guam shall authorize compensation above Step 10 for the initial appointment, hiring or recruitment of an employee. **This Section shall not apply to the Office of *I Maga'laha*n Guahan, Office of *I Segundu N Maga'laha*n Guahan, Guam State Clearinghouse, *I Liheslaturan Guahan*, to any agency whose governing board has exclusive authority over compensation, or to any positions specifically exempted by law.**

Pursuant to Title 4, Guam Code Annotated, §6303.1. Transparency and Disclosure. (a) Prompt notice of the postings required by 4GCA required by 4 GCA §§6205 and 6303 shall be provided to each newspaper of general circulation and broadcasting station which airs on regular local news program within Guam; (b) The petitions required by 4 GCA §§6205 and 6303 are public documents for the purposes of 5 GCA, Ch. 10. Art 1. (The Sunshine Law); (c) any attempted creation of a position or above-step recruitment not in compliance with the provisions of 4GCA §§6205 and 6303 and 6303.1(a) is void.

The Request for Recruitment Above the Designated Implementation Range was posted on the agency's website for one (1) month beginning June 1, 2021 through July 1, 2021, twice in the local news media, K-Stereo Radio on June 1, 2021 and June 15, 2021 and the POST Guam newspaper on June 2, 2021 and June 16, 2021.

No comments were received from the postings noted above.

Executive Summary

Request for Recruitment Above Designated Implementation Range

Juan S.A. Reyes – Applicant for Air Terminal Manager

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Financial Review

The Air Terminal Manager position will be funded under the Operations and Maintenance (O&M) budget.

Recommendation

In consideration of the exceptional qualifications of the applicant, Juan S.A. Reyes, Management respectfully requests approval of a step up recruitment to **Grade P, Step 13, Sub-step D, \$130,423.00 per annum** or approximately 16% above the maximum structural adjustment of the implementation range (Grade P, Step 10, Sub-step A, \$112,340.00) at the current 20th market percentile, in accordance with GIAA Personnel Rules and Regulations for Regulations for Aviation-Related Positions Unique to Airport Operations and Certified, Technical and Professional Employees, Chapter 4.

Attachment:

Letter dated May 17, 2021 – Juan Reyes

May 17, 2021

Mr. John M. Quinata
Executive Manager
A.B. Won Pat International Airport
P.O. Box 9770
Tamuning, Guam 96931

Subject: Air Terminal Manager

Dear Mr. Quinata,

I am in receipt of your letter dated May 13, 2021 of my selection for the position as Air Terminal Manager. It is an honor having been selected to serve in a management capacity for Guam's only civilian airport.

Understanding the starting salary for this position as announced is \$103,744.00 Per Annum. I am seeking to receive an annual salary of \$130,000.00 Per Annum given my technical experience, training and knowledge with over 35 years of professional airport management services and a certified subject matter expert in the field of airports.

In closing, I have attached my current and previous work history/professional training to support my request. I will be available to start on July 5, 2021.

Thank you,



Juan S.A. Reyes Jr., A.C.E.

Attachment: Work History/Training

Juan S.A. Reyes Jr., A.C.E.

Work History

General Manager

Project Management Inc. Western Pacific Region, September 2016 to Present

Series: Management

Current responsibilities include providing contractual airport technical assistance services as it relates to regulatory compliances in accordance with 14 CFR FAR Part 139 and International Civil Aviation Organization (ICAO) Annex 14 throughout eighteen airports in the Western Pacific Region. Evaluates airport programs that include Airside/Landside Operations, Aircraft Rescue Firefighting, Airport Safety Management Systems, Airport Improvement, Airport Certification, Airport Compliance with Grant Assurances, Airport Data and Airport Land Use. Provides professional services as a contract instructor with the Pacific Regional Training Center, CNMI, Saipan, responsible for providing FAR Part 139 and ICAO Annex 14 technical curriculum for airports to maintain regulatory compliance in an effort for operators to provide for a safe airport operating environment which includes the airfield, terminal facilities and associated equipment.

Accomplishments: Received written praise from the Federal Aviation Administration Director, Western-Pacific Region Airports Mr. Mark Mc Clardy, for continuous support with the FAA's mission in providing airport technical assistance and for having provided guidance with the Annual Aerodrome Certification Workshops held at Palau 2016, Majuro 2017, Pohnpei 2018 and Palau 2019.

Airport Certification Inspector – Federal Aviation Administration, Airport District Office, Honolulu, Hawaii September 2010 to August 2016

Series: Management, FAA Airport Certification Inspector

Airport Certification Safety Inspector (ACSI) responsible for 14 CFR Part 139 compliance for the Federal Aviation Administration (FAA) Office of Airports (ARP), Western Pacific Region. This position serves as one of the regional subject matter experts in the area of airport certification and safety overseeing sixteen certificated airports throughout the Pacific Islands. Responsible for conducting periodic and surveillance inspections which include the review and approval of all documents associated with the Airport Certification Manual. Works with certificated airport operators to ensure compliance with standards of the 14 CFR Part 139 in the areas of records, personnel, paved areas, unpaved areas, safety areas, marking signs, and lighting, aircraft rescue and firefighting, handling and storing of hazardous substances and materials, traffic and wind direction indicators, airport emergency plan, self-inspection program, pedestrians and ground vehicles, obstructions, protection of NAVAIDS, public protection, Wildlife hazard management, airport condition reporting, and identifying, marking and lighting construction and other unserviceable areas. Conducts reviews of wildlife hazard assessments and approvals of wildlife hazard management plans to reduce hazardous wildlife and attractants on and near airports. Investigates potential regulatory violations and initiates administrative or legal enforcement actions, as appropriate.

Participated with investigations of aircraft accidents and incidents on or near airports, as a subject matter expert, under the direction of the National Transportation Safety Board (NTSB) and FAA Flight Standards. Through the U.S. Compact Impact Assistance Program, provide technical assistance to the Federated States of Micronesia, Majuro and Palau airports in accordance with ICAO Aerodrome Annex 14 standards.

Accomplishments: FY2015 Recipient FAA National Award of Excellence as the Manager, who has proved to be a consummate professional, provided exemplary support to fellow employees and outside organizations in support of the FAA Airport's mission. This person has assumed additional responsibilities; has taken time and care to fully assist another in an inquiry; and has gone above and beyond the normal routine of professional conduct. Designated as a collateral instructor at the FAA Aeronautical Center, responsible for providing FAR Part 139 and ICAO Annex 14 specific curriculum for both domestic and international airport/aerodromes.

Education

Guam Community College – September 1978 – September 1980

Central College of Texas – English/Math – October 1982- October 1983

Professional Training

- Annual FAA Ethics
- Annual FAA Safety/Security
- FAA FAR Part 139 Recurrent Certification Inspector
- FAA Security & Privacy Awareness
- FAA Employee Rights and Responsibilities
- FAA Safety Orientation
- FAA Enforcement Compliance Philosophy
- Airspace Obstruction Evaluation OE/AAA
- FAA Safety Risk Management (SRM) Overview
- SMS Overview for FAA Certificated Airports
- FAA Records Management 101
- Recurrent Airport Compliance/Enforcement
- FAA Information System Security Awareness
- Safety Risk Management Practitioner Course - FAA Airports
- Safety Management System Overview - Civil Airports
- Model Equal Employment Opportunity Program
- FAR Part 139 Recurrent Certification Inspector
- NTSB Aircraft Accident Investigation
- Airport Master Record (5010)
- FAA Airport Compliance/Enforcement
- NFPA 40 Hour Aircraft Rescue and Fire Fighting
- Airport Safety Management System Overview
- FAA Initial Compliance and Enforcement Procedures
- FAA initial Airport Certification Procedures
- American Association Airport Executives (AAAE) Airport Operations A.C.E. Designation
- International Association of Emergency Managers (IAEM)