



Board of Trustees Regular Meeting
June 3, 2022, 1:30 p.m.
NMTI Facility, Lower Base, Saipan

Minutes

I. Call to Order

Meeting called to order by Secretary Holl at 1:34 pm

Attendance:

Trustee Carmelita Rabauliman-

Faisao

Trustee Catherine Attao

Trustee Irene Holl

Trustee Ana Mendiola

Trustee Zenn Tomokane

Trustee Keith Stewart

Jodina Attao

Rip Stephanson

Char Quitano

Vic Cepeda

Leila Staffler

Mario Valentino

Amy Babauta

II. Adoption of Agenda

Trustee Holl acting as Chairman due to former Chairman Valentino expiring on 3/11/2022. Election of Officers will take place during today's meeting. Trustee Attao motioned to adopt; seconded by Trustee Faisao. Trustees are able to establish quorum at 1:40 pm

III. Adoption of Minutes – February 24, 2022

- a. Item 6 date should be 3/3/2022
- b. Item 9 Signing of MOU should be 3/3/2022
- c. Spelling of Trustee Holl's last name needs corrections.
- d. All corrections made should be sent to Trustee Holl for e-signature.
- e. Trustee Attao motion to adopt; seconded by Trustee Faisao after all corrections have been made.

IV. Public Comments

- a. Rep. Staffler congratulates new BOT members. Commending on all positive growth with CEO evaluation and looks forward to more developments.
- b. Rip Stephanson shared updates on the EDA project. Pending EPA requirements for site clearing.
- c. Vic Cepeda shared parking slots across the street are being worked on for extra parking spaces.

V. Unfinished Business

- a. CEO Evaluation - Trustees submitted all comments and feedback to former Chairman Valentino. CEO stated that she and Chairman Valentino did not have a



chance to review all evaluations together. Trustee Holl suggested finishing it next week, Trustee Holl will reach out to former Chairman Valentino to gather previously submitted evaluations. Trustee Attao suggested using a new matrix/evaluation form. The CEO should re-submit Self-Evaluation by next Monday. New evaluation matrix should also be submitted to all BOT members. Evaluation for the CEO must be completed as soon as possible in support of an official two year contract term. CEO will send out initial self-evaluation completed to new trustees.

- b. FHB Account updates: The CEO shared information on her meeting with the Deputy Attorney General in regards to the 97k in FHB account of Trades. DAG recommends not to contest the matter because it was for 2018 when Trades was a Non-Profit organization. Trustee Tomokane read aloud the letter from DAG regarding this case. DAG signed off on the letter to move forward based on recommendation. BOT will take the FHB matter in their hands with DAG. The incoming Chairman will decide on a review meeting on this matter.
- c. The CEO reported that per CMC Division 9 - 9104 Emergency regs on Procurement Promulgation is needed as a requirement on A&E projects with EDA. The CEO will send regulations via email to all BOT members and shared the process of promulgation: translation to Chamorro/Carolinian, Special Assistant Keko Rosario, Esther San Nicolas for 30 days public comments. BOT asked if they can obtain a hard copy for their review and action. Set a meeting to adopt Procurement Regulations.

VI. CEO Report

- a. Legislative meeting and their requests of information
- b. Senate hearing and their requests of information; will disseminate outreach packets to all members of the House & Senate
- c. The CEO will send FY23 Budget Request to BOT via email
- d. Updates on RFP, A&E, Procurement Regs for EDA Project
- e. Meeting with DAG to discuss evidence of good title; DPL Land Designation with Secretary Sixto Igisomar to amend the clause in which NMTech can sell items; BOT need to revisit the clause.
- f. Updates on all projects completed and done for the Pacific Mini Games 2022 which includes the 15 foot Latte Stone that finally completed today
- g. Partnerships in Planning: Maritime Academy, Herman's Bakery, Cosmetology, CHCC Food Safety Management; Micronesia Renewable Energy, Island Training Solutions, DOC/Parole/Probation, MINA Renewables, LK Corporation 3D Printing
- h. Partnerships Solidified: NMC, PSS, NMHC, DOL, Guam Contractors Association

VII. Treasurer's Report

(Members decided to conduct Election of Officers for tallying of ballots)



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The CEO shared updates on the Treasurer's Report as of May 31, 2022

Local Account Ending Balance: \$89,946.46

Federal Account Ending Balance: \$280,434.66

BOT asked CEO to send Treasurer's Report via email

VIII. New Business

a. Election of Officers

Tally:

	CHAIR	VICE-CHAIR	SECRETARY	TREASURER
C.ATTAO	XXX	XX		X
C.FAISAO	X	X		XX
I.HOLL	XX	X		X
K.STEWART		X		X
Z.TOMOKANE		X	X	X
A.MENDIOLA			XXXXX	

Chair - Catherine Attao

Vice-Chair - Irene Holl

Secretary - Ana Mendiola

Treasurer - Carmelita Rabauliman-Faisao

IX. Announcements

- The CEO requests from the Board for a letter of recommendation to attend the G.A.M.E. (Grant Writing Training); BOT asks to send a draft of recommendation via email
- Schedule of BOT Special Meeting on Jun 13, 2022 at 1:30 p.m.

Meeting adjourned at 3:27 p.m. Motioned by Trustee Holl; seconded by Trustee Faisao

Prepared by: Char Quitano

Adoption Date:

Chairman's Signature: