



# CONSOLIDATED COMMISSION ON UTILITIES

Guam Power Authority • Guam Waterworks Authority  
P.O. BOX 2977 • Agana, Guam 96932

**Regular Board Meeting**  
**CCU Conference Room**  
**Gloria B. Nelson Public Service Building**  
**5:30 p.m., April 21, 2015**

## MINUTES

### 1. CALL TO ORDER

Chairman Duenas called the regular meeting of the Consolidated Commission on Utilities to order @ 5:32 p.m. He said all (5) Commissioners were present and that there was a quorum. Others present include:

#### **Commissioners:**

Joseph (Joey) Duenas	CCU Chairman
Francis Santos	CCU Vice Chairman
George Bamba	CCU Secretary
Pedro Guerrero	CCU Treasurer
Simon Sanchez	CCU Member

#### **Executive Mgmt.:**

John Benavente	GMCUS / IGM GPA
Mark Miller	IGM / GWA
Melinda Camacho	AGMO / GPA
Cora Montellano	CFO (A) / GPA
Greg Cruz	CFO / GWA
Graham Botha	Staff Attorney / GPA
Sam Taylor	Staff Attorney / GWA

#### **Management & Staff:**

Paul Kemp	AGM Compliance & Safety / GWA
Paul Lujan	Equipment Superintendent / GWA
Art Perez	Public Information Officer / GPA
Zina Charfauros	Personnel Admin. / GWA HR
Ron Topasna	GWA
Joyce Sayama	Mgmt. Analyst, Ex. Office / GPA
Heidi Ballendorf	Director of Public Affairs / GPA-GWA
Ann Borja	Mgmt. Analyst / GWA Ex. Office
Barbara Cruz	Chief Engineer (A) / GWA
John Cruz	SPORD Mgr. / GPA
Kathy Beleno	Mgmt. Analyst / GWA Ex. Office
Lou Sablan	Board Secretary

#### **Guest:**

Nick Manley	HDR
Fred Horecky	ALJ, Public Utilities Commission
Amber Leon Guerrero	CHA
Bill Gillman	Brown & Caldwell

2. **APPROVAL OF MINUTES**

The Minutes of March 24, 2015 was presented for approval.

Comm. Bamba motioned to approve the Minutes subject to written correction; Comm. Santos seconded. There was no further discussion or objection and the motion passed.

3. **GM (CUS) REPORT - None**

4. **GM REPORT / UPDATE**

4.1 **GPA**

IGM Benavente asked that the action items be heard first before his GM Report below:

1. The consent decree negotiation with USEPA on compliance with EGU-MATS and RICE-MACT has been postponed by USEPA. USEPA has indicated the meeting would most likely be after June 2015.
2. GPA and GWA are setting up a provision within the GWA web page for GPA customers to pay their GPA bill on-line. This would allow GPA customers to pay on line thru the GWA web page. The target date for activation is May 1<sup>st</sup>, 2015.

The on-line payment would be limited to residential customers only. This would be in compliance with the current CCU policy on credit card payments. The former billing system Utiligy on-line payment module allowed commercial customers to pay with their credit cards because the software was not able to differentiate between residential and commercial customers. The new CC&B system of both GPA and GWA can limit from who and what amount we can accept with credit card payments. I would like to ask for the CCU guidance on this at the next CCU-GPA workshop in May. In addition, there is the issue of whether the CCU would want to update the credit card payment policy and charge a fee for credit cards payment. I believe the initial policy was a pilot project to encourage on-line payments. However, the cost has now risen substantially to over \$1.5M annually and it may be appropriate to update the policy.

The GPA web site on line payment module is still a work in progress and Resolution 2015-28 on merchant banking is before the CCU tonight for a decision. The resolution once approved, would require PUC approval and therefore we don't expect the GPA on-line payment provision to be activated for another two months. Once the GPA on-line payment portal is implemented, it would also allow for GWA customers to pay GWA bill on-line on the GPA web page.

The following details the cost for credit card payments for fiscal year 2014:

<b>Class</b>	<b>Walk In</b>	<b>Web</b>	<b>Total</b>	<b>Trans- actions</b>	<b>Cost per Transaction</b>
Residential	\$ 416,980	\$ 718,782	\$ 1,135,762	135,514	\$ 8.38
Commercial	\$ 3,585	\$ 360,917	\$ 364,502	9,975	\$ 36.54
<b>Total</b>	<b>\$ 420,564</b>	<b>\$ 1,079,699</b>	<b>\$ 1,500,263</b>	<b>145,489</b>	<b>\$ 10.31</b>
<b>Class</b>	<b>Trans- actions</b>	<b>Customers</b>	<b>Cost</b>		
Residential	135,514	11,293	\$ 1,135,762		
Commercial	9,975	831	\$ 364,502		
<b>Totals:</b>	<b>145,489</b>	<b>12,124</b>	<b>\$ 1,500,263</b>		

3. The total Full Time Employees as of April 20<sup>th</sup> is down from 512 FTE ending fiscal year 2014 to 496 FTE as of April 20<sup>th</sup>. We have had right sizing meetings with the various divisions as they prepare their FY2016 budget. We continue to manage our FTE right sizing program by filling vacant positions from in-house except entry or specialized ones necessary from outside GPA.
4. The de-activation of the Piti Power Plant, Dededo Diesel Plant, and the Marbo Combustion Turbine has resulted in the reduction of property insured value netting a decrease in insurance premium of \$104,000. We will be receiving this refund check from our underwriters and re-insurers some of who are visiting here this week. We have also begun discussions to reduce property insurance for the Dededo Combustion Turbine Plant and the Tanguisson Power Plant which would also reduce our near future insurance premiums.
5. The commission has asked for a proposed cost allocation formula for the GBN facility. The following is a breakdown of cost allocation based on two options. Option 1 is a full amortization in 30 years and Option 2 is a full depreciation over 50 years. These allocations are being discussed between the CFOs of both utilities. I plan to bring before the CCU for a decision at the May CCU meeting.

<b>GWA Cost Allocation for GBN Building</b>					
<b>20-Apr-15</b>					
<b>30 Year Amortization</b>			<b>50 Year Depreciation</b>		
<b>GWA %</b>		<b>Option 1</b>	<b>GWA %</b>		<b>Option 2</b>
	Project Construction Loan	\$ 35,000,000		Total Construction Costs	\$ 34,538,847
	Par Amount of the Project	\$ 49,544,116		Add AFUDC	\$ 4,457,120
	Interest Rate	5.31%		Total Project Costs	\$ 38,995,967
	Period	30		Annual Depreciation	\$ 779,919
	Annual Amortization	\$3,339,507		Total Sq. Ft. of the Building	108,279
	Total Sq. Ft. of the Building	108,279		Cost/sq. ft.	\$ 7.20
	Cost/sq. ft.	\$ 30.84		GPA sq. ft.	40,578
	GPA sq. ft.	40,578		GWA sq. ft.	21,385
	GWA sq. ft.	21,385		Common Area	46,316
	Common Area	46,316			
	GWA share	35%	37,370	GWA share	35%
	GWA share	\$ 1,152,548		GWA share	\$ 269,170
	<b>Monthly Building Cost</b>	<b>\$ 135,131.93</b>		<b>Monthly Building Cost</b>	<b>\$ 22,431</b>
	GWA Annual Cost:	\$ 1,621,583			
	<b>Other Monthly Costs:</b>			<b>Other Monthly Costs:</b>	
	Power	35%	\$ 26,537	Power	35%
	Water	35%	\$ 4,643	Water	35%
	Security Guard	35%	\$ 2,666	Security Guard	35%
	Janitorial Services	35%	\$ 2,065	Janitorial Services	35%
	Insurance	35%	\$ 3,175	Insurance	35%
	<b>Sub-Total</b>		<b>\$ 39,086</b>	<b>Sub-Total</b>	<b>\$ 39,086</b>
	<b>Total Monthly Cost:</b>		<b>\$ 174,218</b>	<b>Total Monthly Cost:</b>	<b>\$ 61,517</b>
	<b>GWA Annual Cost:</b>		<b>\$ 2,090,618</b>	<b>GWA Annual Cost:</b>	<b>\$ 738,205</b>

#### 4.2 GWA

IGM Miller said there was no change from the GM Report given at the GWA Work Session of April 15; no formal report was submitted.

### 5. COMMUNICATIONS

#### 5.1 Public Comments – None



Mayor Jesse Gogue, Mayor of Ordod-Chalan Pago was acknowledged as well as Fred Horecky, ALJ for PUC.

6. **LEGAL COUNSEL – None**

7. **NEW BUSINESS**

7.1 **GWA**

7.1.1 **Financial Updates**

CFO Cruz reported that GWA's debt service coverage is healthy; water and wastewater revenues continue to trend upward. He said March and April will notably be the two best months to date. On expense side, power and water purchases are both below budget. He said on average kWh usage is flat and payables are 30-35 days old.

Comm. Sanchez said (2) things stand out for him - the lack of spending relative to certain categories within the budget to include sludge removal (\$140k under budget) materials and supply (\$45k below budget). Comm. Sanchez said these are big variances and wants a better understanding why the money isn't being spent. If the factor is a skewed budget then it was discussed that it is now midway into the Fiscal Year and management needs to determine if the budget needs to be realigned.

Comm. Guerrero wants to see what projects are in progress; Comm. Sanchez said the money isn't moving and wants to understand why. Comm. Duenas told management that the CCU / GWA borrowed lots of money and somewhere along the line there is a disconnect. He would like some details as to what the core issues are at the next GWA work session

7.1.2 **Resolution 23-FY2015 Change Order Approval for the GWA Line Replacement – Phase II Project**

Resolution 23-FY2015 request the CCU approval for a Change Order to allow GWA's current Contractor for the Phase II Line Replacement Project to replace approximately 1,900 linear feet of asbestos water main along Pale Ferdinand Road in Santa Rita. Replacement of this segment of 8-inch Asbestos pipe is required to eliminate as best as possible water breaks and outages along this roadway. It was mentioned that there is a Line Replacement Phase III (Agat/Santa Rita) contract that is on-going however due to cost & experience, management finds it is most advantageous that the contractor for Phase II Line replacement handle this segment of pipe replacement.

The Change Order cost proposal is \$243,670.00 including the contingency which equals \$93,494.00 plus an additional funding amount of \$150,176.00. The funding for this project will be from the 2013 Bond proceeds under CIP PW 09-03 "Water Distribution System Replacement and Upgrades."

It was mentioned that after the Notice to Proceed is issued, the contractor will be given 70 calendar days to complete the line replacement.

Comm. Bamba motioned to approve the resolution; Comm. Santos passed. There was no further discussion or objection and the motion passed.

7.1.3 **Resolution 24-FY2015 Relative to Bank Signatories**

Resolution 24-FY2015 requests the CCU to approve an update to the signatories for the GWA financial instruments, as GWA has designated certain employees to sign checks and financial instruments including, but not limited to, letters of credit as well as for the authorization of electronic transactions on behalf of the Authority. Those persons authorized to sign on behalf of GWA will be:

Mark Miller, Interim General Manager  
Greg Cruz, CPA, Chief Financial Officer  
Gilda Mafnas, Assistant Chief Financial Officer  
Thomas Cruz, Chief Engineer

Transaction amounts of \$10,000 or less will require a single signatory. All other transactions will require two signatories. The urgency to update the signatories is necessary for the recent changes in management.

Comm. Bamba motioned to approve Resolution 24-FY2015; Comm. Guerrero seconded. There was no further discussion or objection and the motion passed.

**7.1.4 Resolution 25-FY2015 GWA Legal Counsel Temporary File Clerk**

In this resolution, GWA management is now seeking ratification from the CCU for the work provided by the temporary file clerk provided to the GWA Legal Counsel's office under purchase order no. 296489 with Guam Temps on November 26, 2014. The value of Purchase order no. 296489 was exceeded by the amount \$2626.32 in excess of the original purchase order. This resolution seeks approval to ratify this amount and pay Guam Temps the monies owed.

Comm. Bamba motioned to approve; Comm. Guerrero seconded.

In discussion, Comm. Sanchez asked what "inadvertently exceeded" means. Counsel Taylor said he was not keeping track of the costs for this matter and it exceeded the P.O. amount. It was discussed that the total expense was approximately \$6k for a 4 month period.

Comm. Santos stated his concern that a temp was solicited rather than filling the position permanently. Legal Counsel explained that he did have a Legal Secretary but that person was taken from him by the GM. Since, she has applied for another position and was accepted. Counsel Taylor said that there is an ongoing search for a permanent Legal Secretary that will serve both GPA and GWA Legal Counsels.

The Chairman asked if the expenses noted in the resolution is final and nothing else follows. Legal Counsel Taylor confirmed yes.

On the motion there was no further discussion or objection and the motion carried.

**7.1.5 Resolution 26-FY2015 Relative to Bank of Guam Loan Extension**

CFO Cruz explained that in 2010 GWA entered into a \$30M loan with BOG to establish bond reserves (\$25M), a pre-requisite before going to bond market and to pay for some outstanding bills (\$5M). BOG was only bidder and 2 notes were eventually process - \$25M and \$5M both with the same interest rate and terms. The \$25M loan was a 5-year loan but amortized for over 10 years. A balloon payment for the first 5 years was structure into the load which is now due on June 15. GWA is working on the next 5-year note with a new maturity date of 2020.

It was discussed that BOG did not reduce the 7.75% interest rate which are currently at a record low. The CFO responded that he wanted to preserve the terms and conditions of the loan. Comm. Santos said this is inexcusable and that management must exercise their due diligence to get the best deal for ratepayers adding that this is not GWA's money – it is ratepayer's money. Comm. Santos asked management to expedite an RFP and get a better rate.

Legal Counsel said there may not be enough time to get the procurement out in time. Comm. Santos said all the more reason to get on with the procurement process as quickly as possible.

The Commission said in no uncertain terms that management needs to do their due diligence to get the best rate for ratepayers on this loan and to do it now.

The resolution was tabled pending further negotiations and action by management



**7.2 GPA**

**7.2.1 Financial Updates**

Acting CFO Montellano said there is no GPA report submitted because they were not able to complete it in time for the meeting. The Chairman said it is understood that reports may be not ready but the Commission needs to know the agency's financial conditions –at least for key financial factors. Acting CFO Montellano gave an oral report saying that fuel payments are being met; debt service is still within bond covenants; sales still remain flat; expenditures are below budget. Chairman Duenas said the CCU wants to review the financial report for big variances and they need to know the reasons behind these variances.

**7.2.2 Resolution 2015-22 Transmission System 34.5 kV Breaker Upgrades**

This project upgrades the existing aging 34.5 kV power circuit breakers to SF<sub>6</sub> breakers to improve system reliability and personnel safety. The failure of antiquated oil circuit breakers poses a severe burn hazard as the insulating medium is expelled in the air during an explosion and is flammable at high temperatures. The new SF<sub>6</sub> breakers will replace equipment installed at Pulantat, Apra, and Radio Barrigada Substations and the expected completion date is December 31, 2015.

The six (6) SF<sub>6</sub> breakers will cost \$329,880.00. funded by 2014 Revenue Bonds. The total project costs are as follows:

Design	\$	1,000.00
Equipment/Materials	\$	329,880.00
Construction Management	\$	4,120.00
Construction	\$	<u>20,000.00</u>
TOTAL	\$	355,000.00

Four (4) proponents submitted bids - JMI Edison, R&D Marketing, Benson Guam Enterprises Inc., and America's Best Electricmart and Benson Guam Enterprises Inc. was considered the lowest responsive bidder and was awarded an indefinite quantity contract under Bid Invitation No. GPA-016-13. The contract term is for one (1) year with GPA's option to renew for two (2) additional one (1) year term, with the mutual agreement of both parties. This purchase order exercises the 2<sup>nd</sup> contract renewal term.

**Comm. Bamba motioned to approve Resolution 2015-22; Comm. Santos seconded.**

In discussion it was mentioned that this item was put on bid and this was price per breaker and will continue to buy as needed. It was also clarified that GPA is changing out all of its breakers. The CCU said they would like to see a schedule for the change outs.

**On the motion there was no further discussion or objection and the motion passed.**

**7.2.3 Resolution 2015-23 Increase Funding for ABB / Ventyx for Planning Software and Applications**

GPA has used ABB's long-term planning software, Strategist for various analysis in support of the Integrated Resource Plan for more than a decade. In order to address the need for a software that will supplement analysis resulting from Strategist, as well as update and upgrade current economic dispatch and fuel supply planning processes, GPA purchased GenOps, part of ABB's integrated suite of Energy Portfolio Mgmt. applications. Annual Maintenance requirements include software fixes/patches, updates, upgrades and phone/email support. GenOps was originally purchased in 2013.

Resolution 2015-23 is requesting the CCU to increase the funding for this software contract. This amendment will increase the cost to \$488,368.47 for the next five (5) year. The total contact cost will now increase to \$780,209.47 and the funding source is budgeted annually in O&M funds. GPA anticipates the use of Strategist and GenOps for at least the next five (5) years.

Comm. Guerrero motioned to approve Resolution 2015-33; Comm. Bamba seconded. There was no further discussion or objection and the motion passed.

**7.2.4 Resolution 2015-24 Annual Maintenance fee for Smartworks Data Management**

The system collects meter data for GPA's Customer Information System (Customer Care & Billing). It provides the depository of all GPA meter data, advance analytics of meter VEE processing and AML data collection system performance monitoring, VEE (validation, estimation, editing), dashboard summary, dashboard for events and status. This Annual Maintenance fee is necessary to provide regular updates and support for issues encountered by the system.

The five (5) year cost for annual maintenance fees and other related work cost is \$439,843.63 and is delineated below:

	Annual Maintenance	Other	Extended Infrastructure	TOTAL
Year 1	\$46,386.00	\$5,500.00		\$51,886.00
Year 2	\$48,705.00	\$5,500.00	\$13,000.00	\$67,205.00
Year 3	\$51,141.00	\$5,500.00	\$13,650.00	\$70,291.00
Year 4	\$53,698.00	\$5,500.00	\$14,332.50	\$73,530.50
Year 5	\$56,382.00	\$5,500.00	\$15,049.13	\$76,931.13
CC&B Integration				\$65,000.00
Additional / future work				\$35,000.00
<b>GRAND TOTAL</b>				<b>\$439,843.63</b>

This fee is for the Annual Maintenance of the software. The Annual Maintenance is recurring cost for as long as GPA utilizes the software. This request is to cover a five (5) year period and the funding source is from O&M

Comm. Sanchez motioned to approve the resolution for discussion: Comm. Bamba seconded.

There was discussion on the budget under OTHER - \$5.5k per year. At the end of discussion it was decided to table the resolution because management could not clearly explain the funding under Other and Additional Future Work. The CCU asked management to provide details and to bring this matter back for approval at the May meeting.

Chairman Duenas asked management to provide an update on smart meters and all related aspects. Where are we with process where ratepayers can access system to see how they be more efficient. IGM Benavente said he will bring this to CCU at next GPA work session.

**7.2.5 Resolution 2015-25 Annual Maintenance fee for Smartworks E-Portal**

The E-Portal provides GPA Customers access to their meter data including KWH consumption from their Smart meters. This Annual Maintenance fee is necessary to provide regular updates and support for issues encountered by the system.

The original cost for implementation was \$230,521.00. The subsequent maintenance fees, future work, and upgrade cost total \$258,605.10. The Total cost is \$489,126.10.

Description	Implementation	Upgrade	Annual Maintenance	Total
<b>Original</b>	<b>\$ 230,521.00</b>			<b>\$ 230,521.00</b>
<b>Year 1</b>			<b>\$ 20,178.00</b>	<b>\$ 20,178.00</b>
<b>Year 2</b>		<b>\$ 115,336.10</b>	<b>\$ 33,287.00</b>	<b>\$ 148,623.10</b>
<b>Year 3</b>			<b>\$ 34,346.00</b>	<b>\$ 34,346.00</b>
<b>Year 4</b>			<b>\$ 35,458.00</b>	<b>\$ 35,458.00</b>
<b>Additional/Future Work</b>				<b>\$ 20,000.00</b>
<b>TOTAL</b>	<b>\$ 230,521.00</b>	<b>\$ 115,336.10</b>	<b>\$ 123,269.00</b>	<b>\$ 489,126.10</b>

This fee is for the Annual Maintenance of the software. The Annual Maintenance is recurring cost for as long as GPA utilizes the software. This request is for the next four (4) years as deemed necessary and is funded through O&M.

In discussion the Commission also inquired about the \$20k budget tem labeled Additional Future Work. Management was asked to provide details and to bring the matter back for approval in May. The resolution was tabled until next month.

**7.2.6 Resolution 2015-26 Contract Increase for GPA Wind Turbine Pilot Project**

This is a federal grant-funded project from Dept. of Interior Office of Insular Affairs totaling \$1,653,523 for the design and construction of a 275 kW wind turbine at Cotal, Yona (near Tarzan Falls). GPA recently received additional grant funds for training, spare parts, a perimeter fence and the underground line extension from the wind turbine site to the existing distribution line on Cross Island Road.

This amendment will increase the contract amount by \$497,372.36. The contract was awarded to DCK Pacific Guam, LLC for \$1,653,523.00 in September 2014. This request will be an amendment to increase the contract to \$2,150,895.36. The project is expected to be completed by Sept. 2015

Comm. Guerrero motioned to approve Resolution 2015-26; Comm. Santos seconded. There was no further discussion or objection and the motion passed.

**7.2.7 Resolution 2015-27 Land Lease for the Tamuning Substation and the Transportation Facilities**

Project seeks to approve the lease payment terms for the next 10 years under Article 5-Options to Extend of the Sublease Agreement between GEDA and GPA dated November 1, 2002 at the ET Calvo Memorial Industrial Park.. The approval is necessary and urgent for the continued use of the Tamuning Substation and the Transportation facilities.

Relative to Cost, management provided the following information:

Facility	Cost per year	x 10 years
Delta	\$61,261.92*	\$612,619.20
Tamuning Substation	\$5,000.00	\$50,000.00
* May be adjusted in 2018 based on appraisal		
Total Annual		\$66,261.92
Total 5 Years		\$331,309.60

Parcel A (Delta-Transportation Facilities) is adjusted every 5 years to reflect fair market value based on an appraisal. Currently, the 5 year annual rate is at \$ 61,261.92 beginning November 1, 2012 to October 31, 2017.

Parcel B (Tamuning Substation) is at a fixed rate of \$5,000.00 per year.



The GPA-GEDA lease allows 6-ten year options to extend or 60 years with a termination on October 30, 2062 and will come from O&M.

**Commissioner Sanchez moved to approve Resolution 2015-27; Comm. Santos seconded. On the motion there was no further discussion or objection and the motion carried.**

**7.2.8 Resolution 2015-28 Relative to Merchant Banking Services**

Resolution 2015-28 requests the CCU authorization to enter into a contract for merchant banking services with Data Management Resources (DMR) to be able to accept credit and debit card payments over the counter and over the internet with the existing Customer Care & Billing system software program. This is necessary in order for our customers to pay on-line, as well as for GPA to process credit card payments for all walk-in customers. The merchant banking services will be utilized by the GPA Customer Service & Cashier's offices at the GBN Public Service Building in Fadian and Julale Office in Hagatna.

The contract will cost approximately \$1,300,000 per year for a total cost of \$3,900,000 for the three year contract period. It is a three year contract period which includes an option for renewal. The funding source for this service is GPA revenues, budgeted annually.

The current credit card acceptance policy is for residential payments only; Commercial customers were excluded from paying with credit card because there would have been exorbitant related merchant fees. IGM Benavente said with the old Utility, the system could not capture or differentiate between residential and commercial customers. The concern is residential customers have small bills and commercial customers have large bills. With the CC&B, the payments can be differentiated so in his GM report, he is asking the Commission for guidance – to update the policy to provide for transaction fees allowing all customers to pay with credit card with related credit card fees based on amounts being paid.

The Commission asked how GWA handles this situation. CFO Cruz said they cap commercial customers at \$500. GWA has 2 vendors – DMR for online payments and BOG for walk-in customers.

It was mentioned that GovGuam charges a graduated rate to customers based on their payments.

IGM Benavente said currently GPA can piggyback with GWA on their billing beginning May 1 but he is not clear when the GWA contract will end. He is also concerned that GPA's Web Portal cannot move forward without this payment feature.

The Commission recommended that GPA move forward and piggyback with GWA for now and would like provided that the current GPA contractor will continue to work with GPA.

On May 1 only payments for residential customers will be accepted. For Commercial customers, no credit card payments will be accepted. The CCU asked Legal Counsel to look into the legality of the piggyback feature of the plan. This matter was tabled.

**8. OLD BUSINESS - None**

**9. ANNOUNCEMENTS**

**9.1 Next CCU Work Session**

The Chairman said the next CCU meeting would be a work session for GPA on May 13<sup>th</sup> and GWA on May 20. The next CCU business meeting is May 26<sup>th</sup>.

The Chairman said that Legal Counsel recommended discussion in Executive Session relative to Personnel Matters but recommended a brief recess before doing so. It was 7:52 p.m.

Comm. Sanchez moved the meeting to Ex. Session; Comm. Bamba seconded. It was 8:15 p.m.

10. **EXECUTIVE SESSION**

10.1 **Personnel Matter**

This matter was discussed. Afterwards, the meeting moved back to regular session; it was 8:50 p.m.

11. **ADJOURNMENT**

There was no further business to bring before the Commission; the meeting adjourned at 8:55

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Attested:

  
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JOSEPH T. DUENAS, Chairman

  
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J. GEORGE BAMBA, Secretary