

Messages & Communications Doc. No. 38GL-26-2476 through 2487.

From 38th Committee On Rules <committeeonrules@guamlegislature.gov>

Date Mon 6/22/2026 10:15 AM

To Guam Legislature Clerks <clerks@guamlegislature.gov>

Cc Frank Blas Jr. <speakerblas@guamlegislature.gov>

8 attachments (25 MB)

62226COMM Doc. No. 38GL-26-2477.pdf; 62226COMM Doc. No. 38GL-26-2479.pdf; 62226COMM Doc. No. 38GL-26-2480.pdf; 62226COMM Doc. No. 38GL-26-2481.pdf; 62226COMM Doc. No. 38GL-26-2482.pdf; 62226COMM Doc. No. 38GL-26-2483.pdf; 62226COMM Doc. No. 38GL-26-2484.pdf; 62226COMM Doc. No. 38GL-26-2485.pdf;

Håfa Adai Clerks Office,

Please see attached, Messages & Communications Doc. No. 38GL-26-2476 through 2487 for processing:

|   |              |                                                 |                                                                                                                                                                                                                                                                                                                                            |
|---|--------------|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ✓ | 38GL-26-2476 | Bureau of Statistics and Plans                  | FY2024 Citizen-Centric Report*                                                                                                                                                                                                                                                                                                             |
| ✓ | 38GL-26-2477 | Department of Education                         | Guam Education Board Meeting Packet for June 16, 2026*                                                                                                                                                                                                                                                                                     |
| ✓ | 38GL-26-2478 | Department of Corrections                       | Prior Years Obligations to pay Guam Telephone Authority (GTA) in the total amount of \$4,535.35.                                                                                                                                                                                                                                           |
| ✓ | 38GL-26-2479 | Guam Preservation Trust                         | Virtual Board Meeting Packet for June 17, 2026*                                                                                                                                                                                                                                                                                            |
| ✓ | 38GL-26-2480 | Civil Service Commission                        | Notice of Intent for the Above-Step Recruitment of Christine P. Quinata for Management Analyst III*                                                                                                                                                                                                                                        |
| ✓ | 38GL-26-2481 | Department of Labor                             | FY2024 Citizen-Centric Report*                                                                                                                                                                                                                                                                                                             |
| ✓ | 38GL-26-2482 | Department of Public Health and Social Services | Guam Board of Nurse Examiners Regular Board Meeting Packet for June 18, 2026*                                                                                                                                                                                                                                                              |
| ✓ | 38GL-26-2483 | Department of Public Health and Social Services | Prior Years Obligations to pay Cannabis Regulators Association in the total amount of \$4,000.00*                                                                                                                                                                                                                                          |
| ✓ | 38GL-26-2484 | Guam Economic Development Authority             | Regular Guam Aquaculture Advisory Board Meeting Packet for June 5, 2026*                                                                                                                                                                                                                                                                   |
| ✓ | 38GL-26-2485 | Civil Service Commission                        | Board Meeting Packet for June 18, 2026*                                                                                                                                                                                                                                                                                                    |
| ✓ | 38GL-26-2486 | Office of Public Accountability - Guam          | A.B. Won Pat International Airport Authority (GIAA) FY2025 Financial Statements, Reports on Compliance for Each Major Federal Program and Internal Control Over Financial Reporting, Report on Compliance for the Passenger Facility Charge Program, Management Letter and the Auditor's Communication with Those Charged with Governance* |
| ✓ | 38GL-26-2487 | Office of Public Accountability - Guam          | FY2024 Citizen-Centric Report*                                                                                                                                                                                                                                                                                                             |

Please retrieve Doc. No. 38GL-26-2476, 2478, 2486 and 2487 from link below:

[Messages & Communications Physical Scanned Copy - Google Drive](#)

Kindly reply to this email



*Si Yu'os ma'åse',*

Marie Crisostomo

Committee on Rules Assistant

**COMMITTEE ON RULES**

Vice Speaker V. Anthony Ada, Chairperson

*I Mina'trentai Ocho Na Liheslaturan Guåhan*

*38<sup>th</sup> Guam Legislature*

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**Messages and Communications 38GL-26-2484\***

2 messages

**Speaker Frank Blas Jr.** <speakerblas@guamlegislature.gov>

Fri, Jun 19, 2026 at 1:48 PM

To: 38th Committee On Rules &lt;committeeonrules@guamlegislature.gov&gt;, Sabrina Salas Matanane &lt;office.senatorbri@guamlegislature.gov&gt;

*Håfa Adai,*

Please see attached M&amp;C Doc. No. 38GL-26-2484

|              |                                     |                                                                          |
|--------------|-------------------------------------|--------------------------------------------------------------------------|
| 38GL-26-2484 | Guam Economic Development Authority | Regular Guam Aquaculture Advisory Board Meeting Packet for June 5, 2026* |
|--------------|-------------------------------------|--------------------------------------------------------------------------|

*Si Yu'os Ma'åse'**Bernice Rivera*

Administrative Assistant

**Office of Speaker Frank F. Blas, Jr.****I Mina'trentai Ocho na Liheslaturan Guåhan 38<sup>th</sup> Guam Legislature****Guam Congress Building, 163 Chalan Santo Papa, Hagatña****(671)969-6456****[speakerblas@guamlegislature.gov](mailto:speakerblas@guamlegislature.gov)**

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----- Forwarded message -----

From: **Ricardo Duenas** <[ricardo.duenas@investguam.com](mailto:ricardo.duenas@investguam.com)>

Date: Fri, Jun 19, 2026 at 9:06 AM

Subject: Guam Aquaculture Advisory Board Meeting | June 5, 2026

To: [speakerblas@guamlegislature.gov](mailto:speakerblas@guamlegislature.gov) <[speakerblas@guamlegislature.gov](mailto:speakerblas@guamlegislature.gov)>Cc: Melvin Tabilas <[melvin.tabilas@investguam.com](mailto:melvin.tabilas@investguam.com)>, DAVID PATRICK CRISOSTOMO <[crisostomod8562@triton.uog.edu](mailto:crisostomod8562@triton.uog.edu)>, Jennifer Calvo-Guzman <[jennifer.calvo@investguam.com](mailto:jennifer.calvo@investguam.com)>, Frank C. Roberto <[frank.roberto@doag.guam.gov](mailto:frank.roberto@doag.guam.gov)>

Pursuant to 5 GCA § 8113.1 Reporting Requirements for Boards and Commissions, we have attached the meeting agenda, approved minutes and attachments from the Guam Aquaculture Advisory Board Meeting held on June 5, 2026.

Audio from the meeting can be found on the Office of Public Accountability's website.

Please let me know if you have any questions or concerns. I will be glad to assist you.

**Si Yu'us Ma'åse,****Ricardo Duenas****Program Coordinator****590 South Marine Corps Drive, ITC Bldg., Suite****511 | Tamuning, GU 96913****T 671.647.4332****F 671.649.4146****E [ricardo.duenas@investguam.com](mailto:ricardo.duenas@investguam.com)****w [investguam.com](http://investguam.com)****2 attachments****JUN 2026 Guam Aquaculture Advisory Board Meeting Packet.pdf**  
1310K**38GL-26-2484.pdf**  
1248K

To: "Speaker Frank Blas Jr." <speakerblas@guamlegislature.gov>

*Håfa Adai,*

Received, and thank you.



*Si Yu'os ma'åse',*

Marie Crisostomo

Committee on Rules Assistant

## **COMMITTEE ON RULES**

Vice Speaker V. Anthony Ada, Chairperson

*I Mina'trentai Ocho Na Liheslaturan Guåhan*

*38<sup>th</sup> Guam Legislature*

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Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

## Guam Aquaculture Advisory Board Meeting | June 5, 2026

2 messages

**Ricardo Duenas** <ricardo.duenas@investguam.com>

Fri, Jun 19, 2026 at 9:06 AM

To: "speakerblas@guamlegislature.gov" <speakerblas@guamlegislature.gov>

Cc: Melvin Tabilas <melvin.tabilas@investguam.com>, DAVID PATRICK CRISOSTOMO <crisostomod8562@triton.uog.edu>, Jennifer Calvo-Guzman <jennifer.calvo@investguam.com>, "Frank C. Roberto" <frank.roberto@doag.guam.gov>

Pursuant to 5 GCA § 8113.1 Reporting Requirements for Boards and Commissions, we have attached the meeting agenda, approved minutes and attachments from the Guam Aquaculture Advisory Board Meeting held on June 5, 2026.

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Please let me know if you have any questions or concerns. I will be glad to assist you.

**Si Yu'us Ma'åse,**

**Ricardo Duenas**

*Program Coordinator*



590 South Marine Corps Drive, ITC Bldg., Suite

511 | Tamuning, GU 96913

T 671.647.4332

F 671.649.4146

E [ricardo.duenas@investguam.com](mailto:ricardo.duenas@investguam.com)

w [investguam.com](http://investguam.com)

Doc Type: 38GL-26-2484  
OFFICE OF THE SPEAKER  
FRANK F. BLAS, JR.

June 19, 2026  
Time: 9:06 AM

Received:



**JUN 2026 Guam Aquaculture Advisory Board Meeting Packet.pdf**

1310K

**Speaker Frank Blas Jr.** <speakerblas@guamlegislature.gov>

Fri, Jun 19, 2026 at 11:58 AM

To: Ricardo Duenas <ricardo.duenas@investguam.com>

Cc: Melvin Tabilas <melvin.tabilas@investguam.com>, DAVID PATRICK CRISOSTOMO <crisostomod8562@triton.uog.edu>, Jennifer Calvo-Guzman <jennifer.calvo@investguam.com>, "Frank C. Roberto" <frank.roberto@doag.guam.gov>

Håfa Adai,

Confirming receipt of your email.

*Si Yu'os Ma'åse'*

*Bernice Rivera*

Administrative Assistant



**Office of Speaker Frank F. Blas, Jr.**

I Mina'trentai Ocho na Liheslaturan Guåhan 38<sup>th</sup> Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

[speakerblas@guamlegislature.gov](mailto:speakerblas@guamlegislature.gov)

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**Lourdes A. Leon Guerrero**  
Governor  
**Joshua F. Tenorio**  
Lt. Governor

# Department of Agriculture Dipåttamenton Agrikottura

163 Dairy Road, Mangilao, Guam 96913



**Chelsa Muña**  
Director  
**Roy Gamboa**  
Deputy Director

## REGULAR GUAM AQUACULTURE ADVISORY BOARD MEETING

Friday; June 5, 2026  
10:30 AM - 12:00 PM  
Agriculture and Life Sciences Building, Room 202  
University of Guam, Mangilao, GU 96913



**38GL-26-2484**  
Messages and Communications

**RECEIVED**  
COMMITTEE ON RULES  
June 19, 2026

1:48 p.m.  
*Marie Crisostomo*

# **JUNE 5, 2026 AGENDA**



**Lourdes A. Leon Guerrero**  
Governor  
**Joshua F. Tenorio**  
Lt. Governor

# Department of Agriculture Dipåttamenton Agrikottura

163 Dairy Road, Mangilao, Guam 96913



**Chelsa Muña**  
Director  
**Roy Gamboa**  
Deputy Director

## **REGULAR AQUACULTURE ADVISORY BOARD MEETING**

Pursuant to Executive Order 2024 - 01, The Guam Department of Agriculture hereby gives notice that a **Regular Aquaculture Advisory Board Meeting** will be held on **Friday, June 5, 2026, from 10:00 am – 12:00 pm** Agriculture & Life Sciences Building, Room 202, University of Guam.

### **MEETING AGENDA**

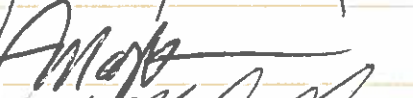
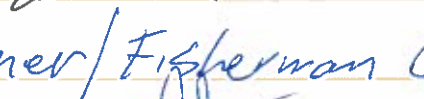
- 1. Preliminary Matters**
  - a. Call to order
  - b. Roll Call
  - c. Adoption of Agenda
- 2. Old Business**
  - a. Adoption of By-laws
  - b. Establishment of GAAB Meeting Frequency
- 3. New Business**
  - a. Status of Division of Aquaculture
  - b. Future Action Plan
- 4. Open Discussion/Announcements**
- 5. Public Comments/Other Inquiries**
- 6. Adjournment**

# **MEETING SIGN IN SHEET**

# Department of Agriculture Dipåtamenton Agrikottura

163 Dairy Road, Mangilao, Guam 96913

## MEMBER SIGN-IN

| NAME                    | AGENCY                              | SIGNATURE                                                                             |
|-------------------------|-------------------------------------|---------------------------------------------------------------------------------------|
| David Crisostomo        | UOG                                 |    |
| Benny P. San Nicolas    | Agriculture Industry                |    |
| Mike Gamal              | Fisheries                           |    |
| Frank C. Roberto        | Div A                               |    |
| MELVIN TIBILAN          | UOG                                 |    |
| Lola E. Leon Guerrero   | BSP                                 |   |
| CARL Elizabeth DeGrange | Guam EPA                            |  |
| Peter Bautista          | Guam EPA                            |  |
| ANDREW M. MANKLOMA      | AQUA MEMBER                         |  |
| BILL McDONALD           | PRODUCER                            |  |
| Frank B Santos Jr       | FCAG / NBS WCD / Farmer / Fisherman |  |
| Glenn Taka              | DOAG                                |  |
| Jay Gutierrez           | PUAG NAWA                           |  |

**APPROVED**  
**MARCH 31, 2025**  
**BOARD MINUTES**

**Minutes of Regular Meeting to the Board of Advisors of the  
Guam Aquaculture Advisory Board  
March 31, 2025**

***Call to Order***

- §1. The regular meeting of the Board of Directors of the Guam Aquaculture Advisory Board ("GAAB" or "the Board") was held on Monday, March 31, 2025, at the hour of 10:05 a.m., in Room 202, Agriculture & Life Sciences Building, University of Guam, Mangilao, Guam. The meeting was called to order by Chairman David Crisostomo to consider items on the agenda.

***Quorum and Attendance***

- §2. **Roll Call.** As determined by the roll call made by Chairman David Crisostomo, the following individuals were present:

**Members:**

Mike Ogo  
Jay Gutierrez

Lola Leon Guerrero

Melvin Tabilas (Designee)

David Crisostomo (Designee)  
John Jocson

Glenn San Nicolas  
(Designee)

Mike Gawel  
William McDonald  
Andrew Manglona  
Benny San Nicolas

***Appointment:***

- Division Head of the Division of Aquaculture.
- Division Head of the Division of Aquatics and Wildlife.
- Director of the Bureau of Statistics and Plans or Designee.
- Director of the Guam Economic Development Authority or Designee.
- President of the University of Guam or Designee.
- President of the Guam Community College or Designee.
- Administrator of the Guam Environmental Protection Agency or Designee.
- Marine Commercial Fisheries Organization Representative
- Aquaculture Industry Member
- Aquaculture Industry Member
- Aquaculture Industry Member

**Also, in attendance were:**

Jennifer Calvo-Guzman  
Ricardo Duenas  
Cheryl Sampson

Guam Economic Development Authority  
Guam Economic Development Authority  
Department of Agriculture

### **Approval of Agenda**

- §3. The Board went into discussions on the agenda for the meeting, clarifying information regarding the Bureau of Statistics and Plans' ANS stakeholder meeting and updates from GEDA. The Board began requesting to make amendments on the agenda; however, Mrs. Calvo-Guzman informed the Board on procedures in regards to making amendments to the agenda in accordance with Guam law. All previous motions for amendments were rescinded. Following Mrs. Calvo-Guzman's explanation, Chairman Crisostomo recommended any inquiries regarding the agenda be addressed in the Public Comments section of the meeting. Mr. Benny San Nicolas made a motion to approve the agenda. The motion was seconded by Mr. Gawel. The motion was unanimously passed.

### **Approval of Minutes**

- §4. During the discussion, board Members raised several inquiries regarding the minutes from the January 2025 board meeting. Michelle Lastimoza's title was noted to be updated to "Administrator" for accuracy; revisions will be made to reflect correct titles of all Members. Additionally, Members requested clarification regarding the 1000-meter coastline drilling prohibitions, Division of Aquatic and Wildlife Resource's (DAWR) bio screening of imported fish, and the dates and villages of Department of Agriculture's (DOAg) community meetings. Mr. Benny San Nicolas made a motion to approve the minutes. The motion was seconded by Mr. Gawel. The motion was unanimously passed.

### **Old Business**

- §5. Discussion on Bylaws
- Mr. Benny San Nicolas noted that the current Executive Order should state that the GAAB advises the Division of Aquaculture. Rather, he clarified that the GAAB is intended to advise the Director of Agriculture. Mr. Tabilas recommended that the board continue operating under the existing Executive Order until a formal amendment is approved by the Governor. A motion to draft a letter requesting the amendment of the Executive Order to state GAAB will be an advisor to the Director of Agriculture was made by Mr. Benny San Nicolas and seconded by Mr. Gawel. The motion was passed unanimously. It is noted that changes to the Bylaws are pending on the approval of a new amendment by the Governor.
- §7. Revisions
- The Board reviewed proposed amendments to the bylaws. Changes included an update to Section 4.11 to allow Members to assign proxies, a revision of Section 3 to change "BSP" to reflect the "Bureau of Statistics and Plans," the provision for

all Members to assign a designee and proxy, granting proxies voting powers, and general corrections to titles and formatting. A motion to adopt the amendments was made by Mr. Benny San Nicolas and seconded by Mr. Manglona. The motion was unanimously approved.

§8.                   Nomination and Election of Officers

Chairman Crisostomo announced that the nomination and election of officers for the GAAB will take place at the next board meeting.

**Updates from Department of Agriculture (DOAg)**

§9.                   Hatchery/Aquaculture Innovation Center

The board discussed interim small-scale multi-species hatchery plans in relation to the projected timeline for the Guam Aquaculture Innovation Center (GAIC). In light of these developments, DAQ submitted for an Office of Insular Affairs Technical Assistance Program (TAP) Grant proposal for \$394,000 to cover equipment needs for the hatchery such as broodstock management and production. DOAg is pursuing additional avenues of funding. Potential sites under consideration still include Nimitz Beach and Ipan, with an alternate location discussed at Tagachang on Chamorro Land Trust Commission (CLTC) property. Discussions are ongoing regarding whether to develop a small saltwater hatchery or to invest in the procurement of seed stock as an alternative strategy.

§10.                  Division of Aquaculture (DAQ) Budget & Personnel

Another Department of the Interior TAP grant was given to another division within DOAg but was allocated to DAQ to kickstart operations. Currently, the DAQ has a total amount of the grant is \$280,000 over a three-year period, with approximately \$123,000 designated for personnel. The remaining funds are intended to support the development of facilities. Currently, Mr. Ogo serves as the sole DAQ employee, and hiring is underway for a Technician I position. In addition, twelve (12) ARPA-funded positions have been submitted to the DOAg for approval. DOAg Director met with the Governor and the oversight chair for agriculture to discuss funding for DOAg and DAQ. Mr. Benny San Nicolas requested a detailed breakdown of the DAQ budget for review at a future meeting.

**New Business**

§11.                  Guam Aquaculture Strategic Development Plan

Chairman Crisostomo introduced the Guam Aquaculture Strategic Development Plan under new business. However, the item was tabled for discussion until the next Guam Aquaculture Advisory Board (GAAB) meeting.

### **Miscellaneous Announcements**

**§12. Recent Events**

Mr. Crisostomo provided a recap of recent events. The DOAg Listening Session was held on March 19 in Mangilao. While the session aimed to address both agriculture and aquaculture, the focus leaned more heavily toward agriculture. Additionally, BSP's ANS Stakeholder Session was held, covering coastal management strategies, priorities for aquaculture, Sea Shore Preserves, Coastal Zone Management (CZM) funding opportunities, and discretionary grants available through NOAA.

**§13. Recent Events**

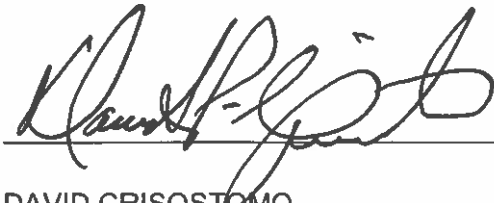
The CIS Conference is scheduled for April 7–8, 2025. The agenda includes a town hall meeting, engagement with fishermen, and demonstrations on aquaponics systems.

### **Public Comments/Inquiries**

**§14. Mr. Benny San Nicolas suggested establishing a regular meeting schedule, recommending that meetings be held every two months, with materials shared in advance to ensure participants are well prepared. Mr. Crisostomo proposed creating a group chat to facilitate better coordination and ongoing communication. The Board agreed to hold bi-monthly meetings and to use a text communication channel through a group chat to support regular updates and communication.**

### **Adjournment**

**§15. Mr. Benny San Nicolas moved the meeting to be adjourned. The motion was seconded by Mr. Glenn San Nicolas. Adjournment of the meeting was unanimously passed at 12:04 PM.**

A handwritten signature in black ink, appearing to read "David Crisostomo", is written over a horizontal line.

DAVID CRISOSTOMO

Chairman, Guam Aquaculture Board of Advisors

# **APPROVED GAAB BYLAWS**

BYLAWS OF THE  
GUAM AQUACULTURE ADVISORY BOARD

**ARTICLE I**

**PURPOSES**

§ 1.1. Purposes. The purposes of the Guam Aquaculture Advisory Board are:

- (a) Advise the Division of Aquaculture within the Guam Department of Agriculture regarding the establishment and management of a sustainable aquaculture industry in Guam.
- (b) The Board shall designate committees as may be required by the Board to fulfill its purpose. Each committee shall have at least two (2) Members. Such committees shall have and exercise such responsibilities extended to them by the Board.

§ 1.2. Power and Duties. The Board shall have those powers necessary to carry out the duties set forth in Executive Order 2024-01, including, but not limited to these Bylaws. The Board shall conduct meetings as deemed necessary to advise the Division of Aquaculture within the Guam Department of Agriculture as required by Executive Order 2024-01.

§ 1.3. Qualifications. Members of the Guam Aquaculture Advisory Board shall be appointed in accordance with Executive Order 2024-01.

**ARTICLE II**

**DEFINITIONS**

§ 2. For all intents and purposes contained herein, the following definitions shall apply:

- (a) "Board" shall refer to the Guam Aquaculture Advisory Board.
- (b) "Member(s)" shall refer to all members of the Guam Aquaculture Advisory Board.
- (c) "Division" shall refer to the Division of Aquaculture within the Guam Department of Agriculture.
- (d) "Department" shall refer to Department of Agriculture.
- (e) "Chairperson" shall refer to the Board-elected Member who shall serve as Chairperson for the fiscal year.
- (f) "Designee" shall refer to individuals who are not originally appointed to the Board by the Governor but approved to conduct the roles of a Member in their absence.

## ARTICLE III

### BOARD OF ADVISORS

#### § 3.1. Terms & Designations.

- (a) For the purpose of continuity of knowledge of Division operations and issues and unless otherwise provided in law, upon promulgation of these Rules, the Board is to consist of eleven (11) members, with membership comprising of the following positions: the Division Head of the Division of Aquaculture, the Division Head of the Division of Aquatics and Wildlife, the Director of the Bureau of Statistics and Plans or designee, the Director of the Guam Economic Development Authority or designee, the Director of the Guam Environmental Protection Agency or designee, the President of the University of Guam or designee, the President of the Guam Community College or a designee, one (1) representative of a Guam-based marine commercial fisheries organization appointed by the Governor, and three (3) individuals who are active members of the aquaculture industry in Guam who shall be appointed by the Governor.
- (b) All Members, with the exception of appointees who are active members of the aquaculture industry in Guam, shall serve their terms insofar as they are actively serving their respective positions within their organization.
- (c) The three individuals who are active members of the aquaculture industry in Guam, who are appointed by the Governor, shall serve a term of three (3) years.
- (d) Members authorized to assign a Designee, in accordance with Executive Order 2024-01, shall submit a written notice to the Office of the Governor and the Chairperson providing the Designee's name. Members shall assign only up to two (2) Designees to serve in a Member's absence.

§ 3.2. Procedure. The Board of Advisors shall fix its own rules of procedure, which shall not be inconsistent with these Bylaws.

§ 3.3. Removal; Withdrawal. The Governor may remove any person or position as a Member of the Board, with or without cause, by written notice to the Board. Any Member may resign at any time upon giving prior written notice to the Chairperson.

§ 3.4. Permanent Vacancies. If a Member resigns or cannot fulfill their duties, the Governor shall appoint a Member or a designee to hold office for the rest of the Member's unexpired term.

## ARTICLE IV

### MEETINGS

§ 4.1. Calling Meetings. The Chairperson shall call meetings and hearings. In the absence of the Chairperson, the Board shall elect one of its Members to preside.

§ 4.2. Notice of Meetings. All meetings and hearings shall be noticed in accordance with the Open Government Law, 5 G.C.A., § 8107 - § 8107.1. Any public agency which holds a meeting required by statute, regulation or resolution, shall give five (5) working days public notice, and a second public notice at least forty-eight (48) hours prior to the start of the meeting.

§ 4.3. Quorum. A majority of the number of Members as fixed by the Rules or Bylaws shall be necessary to constitute a quorum for the transaction of business, and the action of a majority of the Members present at any meeting at which there is a quorum, when duly assembled, is valid as a Board act; provided that a minority of the Members, in the absence of a quorum, may adjourn from time to time, but may not transact any business.

§ 4.4. Regular Meetings. The Board may establish regular meetings to be held in such places and at such times as it may from time to time by vote determine, and no further notice thereof shall be required. Meetings shall take place no less than quarterly. The Board shall elect the Chairperson at the beginning of each fiscal year.

§ 4.5. Special Meetings. Special meetings of the Board may be called at any time by the Chairperson or upon written request of the majority of the Members to the Chairperson.

§ 4.6. Executive Session. The Board may hold an executive session during a regular, special or emergency meeting in accordance with the Open Government Law, 5 G.C.A. § 8111.

§ 4.7. Minutes.

- (a) The minutes of every meeting of the Board shall be recorded, shall be open to public inspection and shall include but not be limited to a record of all motions, proposals and resolutions offered, the results of any votes taken and a record of individuals votes in event of roll call in accordance with the Open Government Law, 5 G.C.A. § 8113.
- (b) Executive Session. A verbatim transcript by an authorized court reporter must be taken of all meetings which are closed to discuss litigation or possible litigation and such transcript shall promptly be reduced to writing. The transcript shall be maintained by the Board in accordance with the Open Government Law, 5 G.C.A. § 8111.

§ 4.8. Attendance by Video Teleconference. Members of the Board are expected to attend regularly scheduled meetings in person. Unless prohibited by law or by these Rules, however, under exceptional circumstances such as illness, off-island travel or other personal reasons, a Member of the Board may attend and participate in a meeting of the Board by video teleconferencing or similar communications equipment which enables all persons participating in the meeting to hear each other, and such participation in a meeting shall constitute presence in person at the meeting in accordance with Government Operations, 5 G.C.A § 43121.

§ 4.9. Adjournment. Any meeting of the Board may be adjourned from time to time, whether a quorum be present or not, without notice other than the announcement at the meeting. Such

adjournment may be to such time and to such place as shall be determined by a majority of the Board present. At any such adjourned meeting at which a quorum shall be present, any business may be transacted which might have been transacted by a quorum at the original meeting as originally called.

§ 4.10. Special & Emergency Meetings & Hearings. Special and emergency meetings and hearings of the Board may be called by the Chairperson in accordance with Open Government Law, 5 G.C.A §8108.

§ 4.11. Proxies. Voting by proxy shall not be permitted at any meeting of the Board of Advisors or any committees, boards or bodies created by the Board of Advisors.

## ARTICLE V

### OFFICERS

§ 5.1 Appointment. The Governor shall appoint a Member as the acting chairperson who shall hold the position until such time the Board can elect a chairperson from amongst its members. The Board may also elect such additional officers as the membership deems necessary to fulfill the functions of the Board.

§ 5.2. Chairperson. The Chairperson provides general leadership to the Board and shall preside at all meetings of the Board, act as a spokesperson of the Board, and perform such other duties as the Board shall direct. The Chairperson shall have such powers and perform such other duties as may be prescribed for them from time to time by the Board or the Bylaws.

- (a) Leading Board Activities;
- (b) Working with the Head of the Division within the Department;
- (c) Representing the Board between its meetings;
- (d) Preparing and chairing for Board meetings;
- (e) Making appointments to committees;
- (f) Communicating the views of the Board to the Governor;
- (g) Miscellaneous other duties which arise from time to time as directed by the Board;

§ 5.3. Vice-Chairperson. In the absence or disability of the Chairperson, the Vice-Chairperson, as designated by the Board, shall perform all the duties of the Chairperson, and when so acting shall have all powers of, and be subject to, all the restrictions upon, the Chairperson. The Vice-Chairperson shall have such powers and perform such other duties as from time to time may be prescribed for them respectively by the Board or the Bylaws.

§ 5.4. Secretary. The Secretary shall attend all meetings of the Board, and shall record the proceedings thereof in the minute book or books of the Board. They shall give notice, in conformity with these Bylaws, of meetings, where required, of the Board. The Secretary shall perform all

duties which may be assigned to them by the Board or the Chairperson. The Board may appoint one (1) or more assistants to assist the Secretary in discharging their duties.

- (a) The Board may also elect a Secretary. The Board may appoint one (1) or more assistants to assist the Secretary in discharging their duties.
- (b) The Secretary shall have charge of all records and minutes of the Board.

§ 5.5. Absence of Officers. In the absence or disability of an Officer, the duties of the Officer other than the calling of meetings of the Board shall be performed by such persons as may be designated, for such purpose of the Board.

§ 5.6. Ex-Officio Members. The Chairperson and the Director of the Department shall be ex-officio members of all committees.

## ARTICLE VI

### STANDARDS OF MEMBERS

§ 6.1. Standards. Advisory Board members should endeavor to:

- (a) Participate in board meetings to the fullest extent, including attendance at all meetings.
- (b) Prepare for board meetings by reviewing available materials in advance;
- (c) Contribute from their experience and judgment to Board actions;
- (d) Act without self-interest;
- (e) Be an advocate for Aquaculture programs; and
- (f) Not commit the Board or themselves on behalf of the Board to any action without authorization from the Board.

§ 6.2. Member Conflicts.

- (a) Members with financial interests in any business or other undertaking which the Member has reason to believe may be directly involved in official action to be taken by the Board, shall abstain from voting in such actions.
- (b) No Member shall assist any person or business or act in a representative capacity for a fee or other compensation to secure passage to obtain a contract, claim, or other transaction or proposal in which the Member has participated or will participate as a Member of the Board, nor shall any Member assist any person, or business, or act in a representative capacity for a fee or other compensation contract, claim, or other business transaction or proposal before the Board.

*Prior* to any determination of the matter, the Member shall disclose if any, the nature of such interest in accordance with 4 GCA, Chapter 15, § 15205, if applicable.

§ 6.3. Revocation of Board Membership. The unexcused absences of a Member from three (3) consecutive regular meetings of the Board shall constitute cause for removal of the Member of

the Board. The determination of whether a Member's absence is excused or unexcused shall be made by the other Members of the Board.

§ 6.4. Travel. Authorized travel by Members in furtherance of the Board's business shall be paid in accordance with Government Operations, 5 GCA, § 23104.

## **ARTICLE VII**

### **COMMITTEES AND WORKING GROUPS**

§ 7.1. Designation and Responsibilities. The Board shall designate such committees and working groups as may be required by the Board to fulfill its purpose. Each committee and working group shall have at least two (2) Members. Such committees and working groups shall have and exercise such responsibilities extended to them by the Board.

§ 7.2. Executive and Other Committees. The Board of Advisors, by resolution adopted by a majority of the Board of Advisors, shall designate and appoint an Executive Committee and any other committees, each of which, to the extent provided in the resolution and these Bylaws, shall have and may exercise all the authority of the Board of Advisors; except that no such committee shall have the authority of the Board of Advisors in reference to:

- (a) Amending, altering or repealing the Bylaws;
- (b) Electing , appointing or removing any Member of any such committee or any Member or Officer of the Board;
- (c) Adopting a plan for the distribution of the assets of the Board;
- (d) Amending, altering or repealing any resolution of the Board of Advisors which by its terms provided that it shall not be amended, altered or repealed by the committee.
- (e) The designation and appointment of any such committee or working group thereto of authority shall not operate to relieve the Board of Advisors or any individual Member of any responsibility imposed upon the Board of Advisors or the Member.\

## **ARTICLE VIII**

### **MISCELLANEOUS**

§ 8.1. Interpretation of these Rules. In case of dispute or question as to the meaning of any word, phrase, section or article of these Rules, the interpretation shall be decided by majority vote of the Board.

§ 8.2. Signatures. The Board may, from time to time by resolution, provide for execution of any corporate instrument or document by a mechanical, digital, or electronic device or by use of facsimile signatures under such terms and conditions as shall be set forth in any such resolution.

§ 8.3. Books and Records. The Board shall keep correct and complete books and records of accounts and minutes of the proceedings of the Board and any committee having any authority

of the Board, and shall keep at the Guam Department of Agriculture, a record of the names and addresses of the Members. All books and records of the Board may be inspected, upon writing request, by any Member or Member's agent or attorney for any proper purpose at any reasonable time. Demand for inspection other than at meeting shall be made in writing upon the Chairperson or any other Member designated by the Board.

§ 8.4. Annual Report. Within ninety (90) days following the close of the fiscal year of the Territory, the Board shall transmit its annual report of activities during the fiscal year concluded in the preceding September 30, and project the goals and objectives of the Board, to the Governor and the Legislature. Such a report shall be made available to the public.

§ 8.5. Inspection of Bylaws. The Board shall keep in its principle office for the transaction of business a copy of the Bylaws of the Board as amended or otherwise altered to date, which shall be open to inspection by the Members at all reasonable times during office hours.

§ 8.6. Fiscal Year. The fiscal year of the Board shall be such as may from time to time be established by resolution by the Board.

## **ARTICLE IX**

### **AMENDMENTS TO BYLAWS**

§ 9.1. Board Approval. These Bylaws may be altered, amended or repealed, and new Rules may be adopted, by a majority affirmative vote of the Board present; provided, however, that no such change or addition to these Rules shall be made unless at which a quorum is present or by written notice of the proposed change or addition shall have been given to the Members no less than fourteen (14) days prior to the date of the meeting at which the change or addition is to be considered.

§ 9.2. Application of AAL. Any such amendments, repeals or re-enactments of these Rules shall be done in accordance with the Administrative Adjudication Law, 5 G.C.A., Chapter 9.



DAVID CRISOSTOMO  
Chairman, Guam Aquaculture Advisory Board

**END**