

MEETING IN PROGRESS

GMHA Board of Trustees

Wednesday, August 27, 2025 | 5:00 p.m.

Zoom Video Conference

AGENDA

Guam Memorial Hospital Authority – Board of Trustees Meeting

August 27, 2025 | 5:00 p.m. | Zoom Video Conference

BOARD MEMBERS: Sharon Davis, Chairperson; Teresa Damian-Borja, DPM Vice-Chairperson; Suzanne Lobaton, Secretary; Sonia Siliang, Treasurer; Michael Um, MD, Trustee; Antoinette Kleiner, Trustee; Krista Blankenship, Trustee & Melanie Mendiola, Trustee

Item	Owner
I. Welcoming Call Meeting to Order and Determination of Quorum	Chairperson Davis
II. Open Government Compliance A. Publication, August 20, 2025 B. Publication, August 25, 2025 C. GovGuam Notices Portal & Website Posting	
III. Review and Approval of the Minutes A. July 30, 2025	All Trustees
IV. Guam Memorial Hospital Volunteers Association Report	GMHVA President - T. Calvo
V. Pediatric Patient Family Advisory Council (PFAC) Report	PFAC Rep. - J. Pereira
VI. Management's Report	Executive Management
VII. Old Business None	All Trustees
VIII. New Business - Board Subcommittee Reports	
A. Joint Conference and Professional Affairs 1. Res. No. 2025-53, Relative to the Reappointment of Active Medical Staff Privileges 2. Res. No. 2025-54, Relative to the Appointment of Active Medical Staff Privileges 3. Res. No. 2025-55, Relative to the Appointment of Active Associate Medical Staff Privileges 4. Res. No. 2025-56, Relative to the Appointment of Provisional Medical Staff Privileges 5. Resolution, Relative to Approving Revisions to the Medical Staff Bylaws	Trustee Dr. Um
B. Human Resources 1. Policy No. A-HR900 Contracted Staff (Off-Island/Local) 2. Policy No. A-LD700 Contracts Management	Trustee Lobaton
C. Facilities, Capital Improvement Projects, and Information Technology 1. Capital Improvement Project (CIP) - Update	Trustee Davis
D. Quality and Safety 1. QAPI Evaluation	Trustee Kleiner, Blankenship
E. Finance and Audit 1. FY2026 Budget Update	Trustee Siliang
F. Governance, Bylaws, and Strategic Planning	Trustee Dr. Damian-Borja, Siliang
IX. Public Comment	
X. Adjournment	Chairperson Davis

GMHA Board of Trustees Meeting

ATTENDANCE SHEET

Wednesday, August 27, 2025 | 5:00 p.m. | Zoom Video Conference

	NAME:	TITLE:	SIGNATURE:
Board of Trustees	Sharon J. Davis	Chairperson	
	Teresa Damian-Borja, DPM	Vice-Chairperson	
	Suzanne D. Lobaton	Secretary	
	Sonia L. Siliang	Treasurer	
	Michael J. Um, MD	Trustee	
	Antoinette M. Kleiner	Trustee	
	Krista L. Blankenship	Trustee	
	Melanie R. Mendiola	Trustee	
Executive Management/Medical Staff	Lillian Perez-Posadas, MN, RN	Hospital Administrator/CEO	
	Ricardo Eusebio, MD	Associate Administrator of Medical Services/CMO	
	Rizaldy Tugade	Associate Administrator of Operations	
	Rodalyn Gerardo	Assistant Administrator, Operations	
	Ana Belen Rada	Assistant Administrator, Professional Support Services	
	Christine Tuquero	Assistant Administrator, Nursing Services	
	Liezl Concepcion	Deputy Assistant Administrator, Nursing Services	
	Yukari Hechanova	Chief Financial Officer	
	Danielle Manglona	Administrator of Quality, Patient Safety and Regulatory Compliance	
	Jeffery Shay, MD	Medical Staff President	
	Jesse Quenga	Personnel Services Administrator	
	Manny Gabriel	Information Technology Administrator	
	Jordan Pauluhn	Legal Counsel	
	Robert Weinberg	Legal Counsel	
G	NAME:	TITLE:	SIGNATURE:

ATTENDANCE SHEET

[illegible]

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GUAM MEMORIAL HOSPITAL AUTHORITY
ATURIDAT ESPETAT MIMURIAT GUAHAN



Board of Trustees Meeting

Date: Wednesday, August 27, 2025
Time: 5:00 p.m.
Meeting will take place via Zoom Video Conferencing.
Meeting ID: 889 2761 9303
Passcode: 907879

AGENDA:

- I. Call Meeting to Order and Determination of Quorum;
- II. Open Government Compliance: A. Publication, August 20, 2025, B. Publication, August 25, 2025, C. GovGuam Notices Portal & Website Posting;
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- VI. Management's Report;
- VII. Old Business: None
- VIII. New Business - Board Subcommittee Reports: A. Joint Conference and Professional Affairs: 1. Res. No. 2025-53, Relative to the Reappointment of Active Medical Staff Privileges; 2. Res. No. 2025-54, Relative to the Appointment of Active Medical Staff Privileges; 3. Res. No. 2025-55, Relative to the Appointment of Active Associate Medical Staff Privileges; 4. Res. No. 2025-56, Relative to the Appointment of Provisional Medical Staff Privileges; 5. Resolution, Relative to Approving Revisions to the Medical Staff Bylaws; B. Human Resources: 1. Policy No. A-HR900 Contracted Staff (Off-Island/Local); 2. Policy No. A-LD700 Contracts Management; C. Facilities, Capital Improvement Projects, and Information Technology: 1. Capital Improvement Project (CIP) - Update; D. Quality and Safety: 1. QAPI Evaluation; E. Finance and Audit: FY2026 Budget Update; F. Governance, Bylaws, and Strategic Planning;
- IX. Public Comment;
- X. Adjournment

For special accommodations, please contact Theo Pangelinan, EEO Officer, at (671) 647-2104, Monday through Friday from 8:00 a.m. to 5:00 p.m.

/s/ Lillian Perez-Posadas, MN, RN
Hospital Administrator/CEO

This advertisement is paid with government funds by the GMHA.

Need to get your message out there? Our sales team has new opportunities for you!

In print or online we have you covered at The Guam Daily Post!
email at krista@postguam.com for inquiries.

The Commission on Decolonization will convene a regular monthly board meeting on Tuesday, September 2, 2025, at 3:00 PM via hybrid in-person and Zoom format at the Governor's (Small) Conference Room of the Ricardo J. Bordallo Governor's Complex and via Zoom (link below). The meeting will also be live-streamed via COD's Facebook.

Zoom link:
<https://us02web.zoom.us/j/894927491742>
 pwd=R2L1ZmpwJiR6Y2JPSUENQ2TSHNZUT09

Meeting ID: 894 9274 9174
 Passcode: COD24

Agenda

Call to Order; Roll Call; Approval of Minutes; Financial Report; Account Balances; Task Force Procurement Updates; Procurement Deadlines; Old Business; Plebiscite Update & Strategy Discussion; COD Decolonization Exhibit; New Business: Micronesian Islands Forum Resolution, Task Force Participation; COD Office Updates; UOG CIS/ SG Fellowship, COD Outreach; Task Force Updates; Open Floor; Adjournment

**FOR MORE INFORMATION/ FOR INDIVIDUALS
 REQUIRING SPECIAL ACCOMMODATIONS,
 AUXILIARY AIDS, OR SERVICES, PLEASE
 CONTACT**

MELVIN WON PAT-BORJA AT
 Email: guamcod@guam.gov
 Call +1 (671) 475-8545



**COMMISSION ON
 DECOLONIZATION**

Need to get your message out there?

Our sales team has new
 opportunities for you!

In print or online we have you covered at The Guam Daily Post!
 email at krista@postguam.com for inquiries.

THE GUAM
 DAILY POST

GOVERNMENT OF GUAM BEFORE THE COMMISSIONER OF BANKING & INSURANCE International Fidelity Insurance Company

In the matter of the Application for Withdrawal and to
 Permanently Discontinue the Transaction of Insurance Business
 In Guam pursuant to Title 22 GCA §15113

NOTICE OF INTENTION TO WITHDRAW

Notice is hereby given that **INTERNATIONAL FIDELITY INSURANCE COMPANY,
 Of One Newark Center 20th Floor, Newark, N.J. 07102, USA**

Intends to withdraw and to
 Permanently Discontinue the transaction of
 Insurance business in Guam.

All persons interested in this matter should write to
 The company at the above address or call 919-833-1600 or the Office of
 The Commissioner of Banking and Insurance
 At Barrigada, Guam at 671-635-1843/4/5/6

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 please!**

BROOKS CONCEPCION LAW, P.C.
 247 Martyr Street, Ste. 101
 Hagåtña, Guam 96910
 (671) 473-4048 • (671) 477-8790
 Attorneys for Administratrix

**IN THE SUPERIOR COURT OF GUAM
 IN THE MATTER OF THE ESTATE OF:
 GORDON EMERY MAILLOUX,
 Deceased.
 PROBATE CASE NO. PRO002-25
 NOTICE TO CREDITORS**

Notice is hereby given by the undersigned,
 Anne W. Gorby, Administratrix of the Estate of
 GORDON EMERY MAILLOUX, deceased, to the
 creditors of and all persons having claims
 against the said estate or against said
 deceased, that within sixty (60) calendar days
 after the first publication of this notice, they
 either file them with necessary vouchers in the
 office of the Clerk of the Superior Court, Guam,
 or exhibit them with the necessary vouchers to
 Anne W. Gorby, Administratrix at the law
 offices of **BROOKS CONCEPCION LAW, P.C.**,
 at 247 Martyr Street, Ste. 101, Hagåtña, Guam,
 the same being the place for the transaction of
 the said estate.

Dated: 08/19/2025.

/s/ Anne W. Gorby
 Administratrix for the
 Estate of GORDON EMERY MAILLOUX



**Guam Memorial Hospital Authority
 Aturidat Espetát Mimuriat Guahan**
 850 Gov. Carlos G. Camacho Rd., Tamuning, Guam 96913
 Operator: (671) 647-2330 or TSS2 • Fax: (671) 649-5508



Board of Trustees Meeting

Date: Wednesday, August 27, 2025

Time: 5:00 p.m.

Meeting will take place via Zoom Video Conferencing.

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- III. Approval of the Minutes: A. July 30, 2025
- IV. Guam Memorial Hospital Volunteers Association Report;
- V. Pediatric Patient Family Advisory Council (PFAC) Report;
- VI. Management's Report;
- VII. Old Business: None
- VIII. New Business - Board Subcommittee Reports: A. Joint Conference and Professional Affairs; 1. Res. No. 2025-53, Relative to the Reappointment of Active Medical Staff Privileges; 2. Res. No. 2025-54, Relative to the Appointment of Active Medical Staff Privileges; 3. Res. No. 2025-55, Relative to the Appointment of Active Associate Medical Staff Privileges; 4. Res. No. 2025-56, Relative to the Appointment of Provisional Medical Staff Privileges; 5. Resolution, Relative to Approving Revisions to the Medical Staff Bylaws; B. Human Resources; 1. Policy No. A-HR900 Contracted Staff (Off-Island/Local); 2. Policy No. A-LD700 Contracts Management; C. Facilities, Capital Improvement Projects, and Information Technology; 1. Capital Improvement Project (CIP) Update; D. Quality and Safety; 1. OAPI Evaluation; E. Finance and Audit; FY2026 Budget Update; F. Governance, Bylaws, and Strategic Planning;
- IX. Public Comment;
- X. Adjournment

For special accommodations, please contact Theo Pangelinan, EEO Officer, at (671) 647-2104, Monday through Friday from 8:00 a.m. to 5:00 p.m.

/s/ Lillian Perez-Posadas, MN, RN
 Hospital Administrator/CEO

This advertisement is paid with government funds by the GMHA.

GMHA Board of Trustees Meeting

 PRINT

GMHA Board of Trustees Meeting

MEETING



 **Posted on:** 08/20/2025 08:37 AM

 **Posted by:** Justine Camacho, BOT Administrative Assistant - Janet Mandapat

 **Meeting Date:** 08/27/2025 05:00 PM

 **Department(s):**
GUAM MEMORIAL HOSPITAL AUTHORITY (/notices?department_id=51)

 **Division(s):** HOSPITAL ADMINISTRATION (/notices?division_id=178)

 **Notice Topic(s):** BOARD MEETING (/notices?topic_id=76)

 **Types of Notice:** MEETING (/notices?type_id=5)

 **For Audience(s):** PUBLIC (/notices?public=1)

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AGENDA

Guam Memorial Hospital Authority – Board of Trustees Meeting

August 27, 2025 | 5:00 p.m. | Zoom Video Conference

BOARD MEMBERS: Sharon Davis, Chairperson; Teresa Damian-Borja, DPM Vice-Chairperson; Suzanne Lobaton, Secretary; Sonia Siliang, Treasurer; Michael Um, MD, Trustee; Antoinette Kleiner, Trustee; Krista Blankenship, Trustee & Melanie Mendiola, Trustee

Item**Owner****I. Welcoming | Call Meeting to Order and Determination of Quorum**Chairperson
Davis**II. Open Government Compliance**

- A. Publication, August 20, 2025
- B. Publication, August 25, 2025
- C. GovGuam Notices Portal & Website Posting

III. Review and Approval of the Minutes

- A. July 30, 2025

All Trustees

IV. Guam Memorial Hospital Volunteers Association ReportGMHVA
President - T.
Calvo**V. Pediatric Patient Family Advisory Council (PFAC) Report**PFAC Rep. - J.
Pereira**VI. Management's Report**Executive
Management**VII. Old Business**

None

All Trustees

VIII. New Business - Board Subcommittee Reports**A. Joint Conference and Professional Affairs**Trustee Dr.
Um

- 1. Res. No. 2025-53, Relative to the Reappointment of Active Medical Staff Privileges
- 2. Res. No. 2025-54, Relative to the Appointment of Active Medical Staff Privileges
- 3. Res. No. 2025-55, Relative to the Appointment of Active Associate Medical Staff Privileges
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- 5. Resolution, Relative to Approving Revisions to the Medical Staff Bylaws

B. Human ResourcesTrustee
Lobaton

- 1. Policy No. A-HR900 Contracted Staff (Off-Island/Local)
- 2. Policy No. A-LD700 Contracts Management

C. Facilities, Capital Improvement Projects, and Information TechnologyTrustee
Davis

- 1. Capital Improvement Project (CIP) - Update

D. Quality and SafetyTrustee
Kleiner,
Blankenship

- 1. QAPI Evaluation

E. Finance and Audit

Trustee

- 1. FY2026 Budget Update

Siliang

F. Governance, Bylaws, and Strategic Planning

Trustee Dr.
Damian-
Borja, Siliang

IX. Public Comment

X. Adjournment

Chairperson
Davis**Link to Join Zoom Meeting:****[https://gmha-org.zoom.us/j/88927619303?](https://gmha-org.zoom.us/j/88927619303?pwd=UeuJUY9x6BOvF4NfF4z4m6dEEhLifD.1)****[pwd=UeuJUY9x6BOvF4NfF4z4m6dEEhLifD.1](https://gmha-org.zoom.us/j/88927619303?pwd=UeuJUY9x6BOvF4NfF4z4m6dEEhLifD.1)** (**<https://gmha-org.zoom.us/j/88927619303?pwd=UeuJUY9x6BOvF4NfF4z4m6dEEhLifD.1>**)**Meeting ID: 889 2761 9303****Passcode: 907879**

Regular Meeting of the Guam Memorial Hospital Authority Board of Trustees Wednesday, July 30, 2025 5:00 p.m. Zoom Video Conference		ATTENDANCE		
		Board Members Present: Sharon Davis, Suzanne Lobaton Sonia Siliang, Dr. Michael Um & Krista Blankenship Absent: Teresa Damian-Borja,DPM & Antoinette Kleiner Leadership Present: Lillian Perez-Posadas, Rizaldy Tugade, Ana Belen Rada, Christine Tuquero, Liezl Concepcion, Yuka Hechanova, Danielle Manglona, Jesse Quenga & Jordan Pauluhn Absent: Dr. Vincent Duenas, Dr. Jeffery Shay, Jordan Pauluhn & Robert Weinberg, Rodalyn Gerardo Guests: Rayna Cruz, Sydnie Taisacan, Uriah Aguon (PDN), Jason Boyd, Teresa Calvo (GMHVA), Aida Yap, P. Garrido, Angie Eustaquio, Nestor Licanto (KUAM), Alexa Adkins, Janet Mandapat, Melissa Quinata-Ronquillo, Olivia Elliott, Justine Camacho (GMHA Admin.)		
ISSUE/TOPIC/DISCUSSIONS	DECISION(S)/ACTION(S)	RESPONSIBLE PARTY	REPORTING TIMEFRAME	STATUS
I. CALL MEETING TO ORDER AND DETERMINATION OF QUORUM				
	After notices were duly issued pursuant to Title 5 GCA, Chapter 8, Open Government Law, Section 8107(a) and with a quorum present, Chairwoman Davis called to order the regular meeting of the GMHA Board of Trustees at 5:01 p.m. on Wednesday, July 30, 2025, via Zoom Video Conferencing.	Chairwoman - Sharon Davis	None	None
II. OPEN GOVERNMENT COMPLIANCE A. Publication, July 23, 2025 B. Publication, July 28, 2025 C. GovGuam Notices Portal & Website Posting	The Announcement of the Open Government Compliance was made.	Administrative Assistant - Janet Mandapat	None	Informational
III. REVIEW AND APPROVAL OF MINUTES				
A. June 25, 2025	Trustee Dr. Michael Um motioned, and it was seconded by Trustee Blankenship, to approve the June 25, 2025 minutes as presented. The motion carried with all ayes.	All Trustees	None	Approved
IV. GUAM MEMORIAL HOSPITAL VOLUNTEERS ASSOCIATION REPORT				
	The 2025 Thanksgiving Raffle Fundraiser will be held on November 15, 2025. We have secured two round-trip economy tickets on United Airlines along with \$1,000 in spending cash for the lucky winners. In addition, we will be giving away 60 gift baskets in celebration of our 60th Anniversary.	GMHVA President - Terese Calvo	None	Informational

	All proceeds from the fundraiser will go toward fulfilling the GMHA's Dietary Department's wish list. More updates will be forthcoming.	GMHVA President Terese Calvo	None	Informational
V. MANAGEMENT'S REPORT				
A. Acting Associate Administrator of Medical Services/Chief Medical Officer	The Acting Associate Administrator of Medical Services, also serving as Chief Medical Officer, continues to be Dr. Ricardo Eusebio. Dr. Vincent Duenas is covering in his absence until August 10, 2025 when Dr. Eusebio is scheduled to return.	Hospital Administrator/CEO - Lillian Perez-Posadas	None	Informational
B. University of Southern California (USC) Keck School of Medicine	The University of Southern California (USC) Keck School of Medicine Memorandum of Understanding (MOU) was signed in April 2025. This MOU establishes a mutual, collaborative, and cooperative relationship with USC Keck School of Medicine. The agreement includes: • Support through telemedicine and remote second-opinion programs • Training programs for hospital administrators • Training and serviceship programs for clinicians The MOU with USC Keck Medicine also includes provisions for on-site visits by medical students, residents, fellows, faculty, and staff to GMH. These visits may involve clinical, research, and administrative collaborations. We welcome this type of cooperative relationship, which is structured purely as a knowledge and experience sharing partnership. There are no fees or charges associated with this agreement at this time. Dr. Jolene Aguon has been designated as the hospital's point of contact for this partnership.	Hospital Administrator/CEO - Lillian Perez-Posadas	None	Informational

C. U.S. Department of Health & Human Services/Office for Civil Rights (HHS/OCR)	Health and Human Services - Office for Civil Rights (OCR) Corrective Action. The corrective action plan was signed in February 2025. - Phase 1: Our risk analysis was reviewed and approved by HHS. - Phase 2: We submitted the risk management plan on July 22. - HHS has up to 60 days to respond in writing, either with approval or a request for revisions. - If revisions are required, we will have an additional 60 days to complete and resubmit. This process is lengthy but essential to prevent repeat incidents. GMH previously experienced two unauthorized IT access incidents in 2018 and one in 2023, underscoring the importance of strengthening protections for patient health information. The risk analysis and assessment were subcontracted to I Square, who also developed the risk management plan. The estimated cost for implementing the plan is approximately \$6 million annually for five years. Funding for this will need to be addressed in upcoming fiscal year budget requests.	Hospital Administrator/CEO - Lillian Perez-Posadas	None	Informational
D. Information & Technology System Outage	Recent IT Outage - On Saturday, July 27 at 2:00 a.m., GMH experienced an IT outage triggered by a power issue. - The event tripped all IT infrastructure equipment, and recovery efforts are ongoing. We also received an inquiry from CMS surveyors via electronic communication regarding our current situation. Paula Pelayo, Hospital Chief Planner, responded electronically, providing clarification and a full explanation of the circumstances. We have not yet received a reply from CMS.	Hospital Administrator/CEO - Lillian Perez-Posadas	None	Informational

E. Staffing Solution Agencies (Travel Nurses)	In the meantime, Melissa Quinata-Ronquillo, Acting PIO, has been issuing communications to both the public and internally to staff. We continue working to taper reliance on travel nurses, though they remain necessary. • Travel Nurses ○ Current rate: \$95/hour ○ Additional contracted staff: 2 respiratory therapists and 1 ultrasound stenographer ○ Current count: 13 travel nurses, down significantly from 42 at the start of the year ○ Utilization: Primarily in ICU, NICU, PICU, and Telemetry (telemetry being the highest user). ○ Emergency Room: Travel nurse usage has been phased out. • Financials ○ Outstanding balance with NuWest: approx. \$4M ○ Active payment plan: \$150,000 every two weeks ○ Despite the balance, NuWest continues to honor our requests for referrals when needed. • Recruitment and Retention ○ Nurses lost since start of year: 23 ○ Nurses gained: 35 ○ Retention rate: 94%, which remains strong compared to the national average.	Hospital Administrator/CEO - Lillian Perez-Posadas	None	Informational
VI. OLD BUSINESS None	There was no old business matters to discuss.	All Trustees	None	None
VII. NEW BUSINESS - BOARD SUBCOMMITTEE REPORTS A. Joint Conference and Professional Affairs 1. Res. No. 2025-49, Relative to the Reappointment of	Trustee Dr. Um motioned, and it was seconded by Trustee Siliang to approve Resolution No. 2025-49 & 2025-50 as presented. The motion carried with all ayes.	All Trustees Chairperson JCPA - Trustee Dr. Michael Um	None	Approved

Active Medical Staff Privileges		All Trustees	None	Approved
2. Res. No. 2025-50, Relative to the Appointment of Provisional Medical Staff Privileges				
B. Human Resources		All Trustees	None	Approved
1. Res. No. 2025-52 Relative to Affirming the Divisions of GMHA and Organizational Chart Review	Trustee Lobaton motioned, and it was seconded by Trustee Dr. Um to approve Res. No. 2025-52, Relative to Affirming and Restructuring the Divisions of the GMHA as presented and amended. The motion carried with all ayes.			
2. Res. No. 2025-32, Relative to Amending the Job Specifications for the Chief Hospital Pharmacist and Chief of Clinical Pharmacy	Trustee Lobaton motioned, and it was seconded by Trustee Blankenship to approve Res. No. 2025-32, Relative to Amending the Job Specifications for the Chief Hospital Pharmacist and Chief of Clinical Pharmacy as presented. The motion carried with all ayes.			
3. HA/CEO - Search Committee Update	The Members of the HA/CEO Search Committee include: • Chairwoman Sharon J. Davis • Trustee Suzanne D. Lobaton • Trustee Melanie Mendiola (Community Member) • Dr. Ricardo Eusebio (Clinical Representative) • Jesse J. Quenga (Non-Clinical Representative) At the last meeting, we: • Approved the job standard, which was published on July 16, 2025 • Agreed to review potential interview questions for candidates • Scheduled to reconvene next week for a full update To date, a total of four applications have been received through our normal channels. Each is currently being evaluated against the minimum qualifications outlined in Guam statute relative to GMHA. The process will move forward with:	Personnel Services Administrator - Jesse Quenga	None	Informational

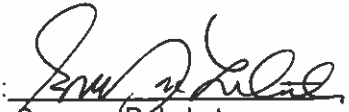
4. Operational Report and Financial Review of Guam Memorial Hospital	1. First-round interviews 2. Shortlisting of qualified candidates 3. Final consideration by the full Board of Trustees The announcement remains open and continuous. At this juncture, I encourage Board members and community leaders to help spread the word. The job announcement, including the full role description and minimum qualifications, is available on the GMHA website under the Announcements page. This is a critical leadership role challenging but deeply fulfilling because of the mission it serves in our community.	Personnel Services Administrator - Jesse Quenga	None	Informational
	HR Subcommittee Update - Operational and Financial Review On July 9, 2025, the HR Subcommittee convened and met with consultant Mr. Andy Leeka regarding the Operational Report and Financial Review of GMHA under the GEDA RFP 24-006. Mr. Leeka highlighted several near-term action areas, including: • Peer contract negotiation • Improved case management • Census-driven staffing flexibilities An open dialogue occurred with the committee, and specific requests for further information were made. Following this, the Executive Management Committee met and provided a response to GEDA, as well as to Mr. Leeka's draft. The response requested a refined, actionable, and deliverable summary of recommendations to help bridge the gap between his findings and practical implementation strategies. Earlier this week, we received positive news. GEDA will produce a supplemental report, at no additional cost. This supplemental	Chairperson, Human Resources - Trustee Suzanne Lobaton	None	Informational

C. Facilities, Capital, Improvement Projects, and Information Technology 1. ISSQUARED Risk Management Plan 2. Capital Improvement Project (CIP) - Update	will focus specifically on the implementation of priority recommendations identified by Mr. Leeka. Mrs. Perez-Posadas went on to add that under GEDA's recommendation and as the owner of the report, they noted that since the findings are focused on GMHA, the Board of Trustees will have the opportunity to decide whether or not to formally accept the initial report.	Chairperson, Human Resources - Trustee Suzanne Lobaton	None	Informational
	The following are some of the highlights: ➤ With regard to the ISSQUARED Risk Management Plan, we submitted it ahead of the deadline on the 22nd Guam time, which was the 21st stateside. ➤ HHS confirmed receipt on the 24th. From that date, they have 60 days to notify us whether revisions are required or if the plan is approved. ➤ If revisions are requested, we will have 60 days to submit our response, after which HHS will again have 60 days to issue a decision. ➤ If the plan is approved, we will then have 120 days to implement the actions outlined. As Ms. Lillian mentioned, ISSQUARED presented a five-year plan, with each year projected at approximately \$6 million. We will be meeting internally next Tuesday to discuss financing options for this plan.	Program Coordinator III EHR.Informatics - Rayna Cruz	None	Informational
	Reported at our meeting last month, we had 31 of 54 listed projects completed (57%). This month, we are at 32 of 54, which is 59%. We've divided the projects into four categories: GMHA, SNF, HVAC & Other Activity Systems 1. CIP Projects - 4 of 11 completed (previously 3 of 9). The most recent completion is the sliding door in the Trauma ER area, which has been turned over and is now functional. 2. Medical and Other Equipment - 19 of 27 completed.	Administrator of Operations - Zaldy Tugade	None	Informational

	3. Engagement/Network Systems - 5 of 7 completed (no change from last month). 4. Other Activity Systems - status remains unchanged.			
3. Annual Evaluation of the Effectiveness of the Medical Equipment Management Program (MEMP) CY2024 4. Annual Evaluation of the Effectiveness of the Utility Systems Management Plan/Program CY2024 5. Emergency Management Program Annual Evaluation Report	Chairwoman Davis motioned, and it was seconded by Trustee Lobaton to approve the Annual Evaluations of Effectiveness of the Medical Equipment and Utility Systems Management as presented. The motion carried with all ayes.	All Trustees Chairperson FAC, CIP & IT - Trustee Sharon Davis	None	Approved
D. Quality and Safety	The following are some of the highlights: ➤ The Safety Subcommittee held its meeting on July 14, 2025. Topics discussed included QAPI related to discharge planning, Professional Support Services, the Anesthesia Department, and the Emergency Department. ➤ Also reviewed was the Leadership Safety Walk Rounds. ➤ During these rounds, five Good Catch Awards were distributed to the Pharmacy and one Good Catch Award to the ICU. ➤ Good Catch Awards recognize staff who proactively identify areas for improvement and take corrective action, and we wanted to acknowledge their efforts. ➤ On the Strategic Plan, the Planning Department, led by Paula Pelayo she continues to work with the section champions. They are currently developing a dashboard, which is planned to be presented to the Executive Management Council (EMC).	Administrator, Quality, Patient Safety & Regulatory Compliance - Danielle Manglona Chairperson Quality & Safety - Trustee Antoinette Kleiner	None	Informational

E. Finance and Audit 1. Res. No. 2025-51, Relative to Approving Thirty-Six (36) New Fees	Chairwoman Davis motioned, and it was seconded by Trustee Blankenship to approve Res. No. 2025-51 as presented. The motion carried with all ayes.	All Trustees Chief Financial Officer - Yukari Hechanova Chairperson F&A - Trustee Edgar Aguilar	None	Approved
F. Governance, Bylaws, and Strategic Planning	Just as a soft reminder regarding the annual evaluation, which will be reviewed at the September 2025 Governance, Bylaws & Strategic Planning Meeting. Board members are encouraged to complete their evaluations in advance.	Hospital Administrator/CEO - Lillian Perez-Posadas Chairperson Gov, Bylaws & Strategic Planning - Trustee Dr. Teresa Borja	None	Informational
VIII. PUBLIC COMMENT				
	There were no public comments made.	None	None	None
IX. ADJOURNMENT				
	There being no further business matters for discussion, Chairwoman Davis declared the meeting adjourned at 7:04 p.m., motioned by Trustee Lobaton and seconded by Trustee Siliang. The motion carried with all ayes.	All Board Members	None	Approved

Transcribed by: 
Janet U. Mandapat
Administrative Assistant

Submitted by: 
Suzanne D. Lobaton
Secretary

CERTIFICATION OF APPROVAL OF MINUTES: The minutes of the June 25, 2025 regular session meetings were accepted and approved by the GMHA Board of Trustees on this 30th day of July 2025.

Certified by:


Sharon J. Davis
Chairperson



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDÁT ESPETÁT MIMURIÁT GUÅHÑ

850 Governor Carlos Camacho Road, Tamuning, Guam 96913
Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



BOARD OF TRUSTEES Official Resolution No. 2025-53

"RELATIVE TO THE REAPPOINTMENT OF ACTIVE MEDICAL STAFF PRIVILEGES"

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Jennifer Law, MD	Emergency Room	Emergency Medicine	July 31, 2027
Norak Chhieng, MD	Emergency Room	Emergency Medicine	July 31, 2027
Juan Lirio, MD	Medicine	Internal Medicine	July 31, 2027
John P. Rosales, MD	Medicine	Nephrology	July 31, 2027
Michael Switzer, DO	Medicine	IM/CC/Tele-Med	July 31, 2027
Thomas Murray, MD	Medicine	Internal Medicine	July 31, 2027

WHEREAS, the above listed practitioners met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee met on July 23, 2025 and the Joint Conference and Professional Affairs Committee recommended approval of Active Medical Staff Membership reappointment for the above listed practitioners; and

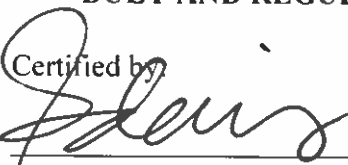
WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

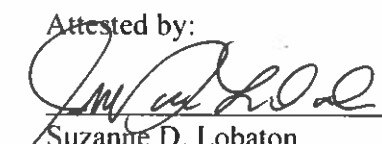
RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioners listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF AUGUST, 2025.

Certified by:

Sharon J. Davis
Chairperson

Attested by:

Suzanne D. Lobaton
Secretary



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

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BOARD OF TRUSTEES

Official Resolution No. 2025-54

“RELATIVE TO THE APPOINTMENT OF ACTIVE MEDICAL STAFF PRIVILEGES”

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Jonathan McNeely, MD	Medicine	Nephrology	July 31, 2027
Dore Shafransky, DO	Medicine	Internal Medicine	July 31, 2027

WHEREAS, the above listed practitioners met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee met on July 23, 2025 and the Joint Conference and Professional Affairs Committee recommended approval of Active Medical Staff Membership reappointment for the above listed practitioners; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

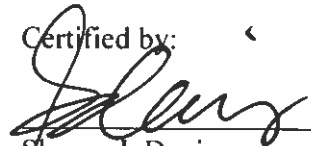
RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioners listed above and all Hospital and Medical Departments of these reappointments; and be it further

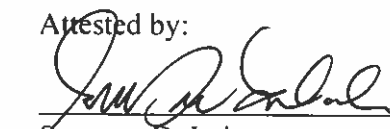
RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF AUGUST, 2025.

Certified by:


Sharon J. Davis
Chairperson

Attested by:


Suzanne D. Lobaton
Secretary



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

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BOARD OF TRUSTEES Official Resolution No. 2025-55

"RELATIVE TO THE APPOINTMENT OF ACTIVE ASSOCIATE MEDICAL STAFF PRIVILEGES"

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
John Anton, MD	Radiology	Tele-radiology	July 31, 2027
Robert Anton, MD	Radiology	Tele-radiology	July 31, 2027

WHEREAS, the above listed practitioners met the basic requirements for Active Associate Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee met on July 23, 2025 and the Joint Conference and Professional Affairs Committee recommended approval of Active Associate Medical Staff Membership appointment for the above listed practitioner; and

WHEREAS, all appointments to Active Associate Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to appoint the above named practitioners to Active Associate Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioners listed above and all Hospital and Medical Departments of these appointments; and be it further

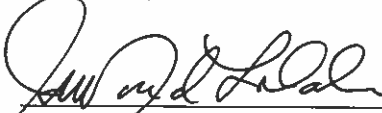
RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF AUGUST, 2025

Certified by:


Sharon J. Davis
Chairperson

Attested by:


Suzanne D. Lobaton
Secretary



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDÅT ESPETÅT MIMURIÅT GUÅHÅN

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BOARD OF TRUSTEES Official Resolution No. 2025-56

“RELATIVE TO THE APPOINTMENT OF PROVISIONAL MEDICAL STAFF PRIVILEGES”

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Michelle Yamamoto, MD	Medicine	Infectious Disease	July 31, 2026
Michael Agustin, MD	Medicine	IM/Critical Care	July 31, 2026

WHEREAS, the above listed practitioners met the basic requirements for Provisional Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.3; and

WHEREAS, the Medical Executive Committee email voted on July 23, 2025 and the Joint Conference and Professional Affairs Committee recommended approval of Provisional Medical Staff Membership appointment for the above listed practitioner; and

WHEREAS, all appointments to Provisional Medical Staff Membership require Board approval; now, therefore be it

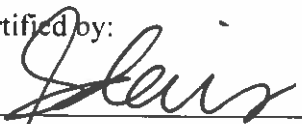
RESOLVED, that the Board of Trustees approves this recommendation to appoint the above named practitioners to Provisional Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioners listed above and all Hospital and Medical Departments of these appointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF AUGUST, 2025.

Certified by:


Sharon J. Davis
Chairperson

Attested by:


Suzanne D. Lobaton
Secretary



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

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BOARD OF TRUSTEES Official Resolution No. 2025-57

“RELATIVE TO THE APPROVING REVISIONS TO THE MEDICAL STAFF BYLAWS”

WHEREAS, the Medical Staff Bylaws and Medical Executive Committees, had reviewed the Medical Staff Bylaws and Medical Staff Rules and Regulations; and

WHEREAS, as a result of the review, proposed revisions were made to the Medical Staff Bylaws, Article IV: Categories of the Staff 4.10 Training Physicians.

WHEREAS, on August 6, 2025, the Joint Conference and Professional Affairs subcommittee reviewed and recommended that the Board of Trustees approve the proposed revisions to the Medical Staff Bylaws; now, therefore be it.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees accepts and approves the Joint Conference and Professional Affairs subcommittee's recommended; and, be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

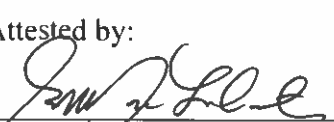
DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF AUGUST, 2025.

Certified by:



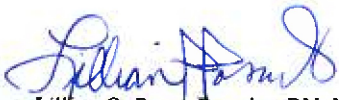
Sharon J. Davis
Chairperson

Attested by:



Suzanne D. Lobaton
Secretary

**GUAM MEMORIAL HOSPITAL AUTHORITY
ADMINISTRATIVE MANUAL**

APPROVED BY:	RESPONSIBILITY:	EFFECTIVE DATE:	POLICY NO.	PAGE
 Lillian Q. Perez-Posadas, RN, MN Hospital Administrator/CEO	Human Resources Hospital Wide	06/03/2025	A-HR900	1 of 3
TITLE: CONTRACTED STAFF (Off-Island/Local)				
LAST REVIEWED/REVISED: 06/2025				
ENDORSED: EMC 06/2025				

PURPOSE:

To ensure the employment of qualified contracted staff critical to public health, safety, and welfare, pursuant to Title 4 GCA § 4103(e), the Guam Memorial Hospital Authority (GMHA) establishes a standardized process for approving, managing, and monitoring employment contracts.

POLICY:

1. It is the policy of the Guam Memorial Hospital Authority (GMHA) that all Employment Agreement/Contracts shall be presented by the Personnel Services Administrator and/or any Division Head to the Hospital Administrator/CEO for concurrence/approval as designated by the Board of Trustees General Board prior to routing any Employment Agreement.
2. Contracted staff shall meet the same service/personnel requirements that are in place for Guam Memorial Hospital Authority and its direct employees.
3. Contracted staff qualifications shall be consistent with his/her job responsibilities to his/her education, training, licensure and competence, as defined in GMHA's Administrative Policy #8650-1.202 and verified through primary source verification.
4. All newly hired contracted staff shall comply with all GMHA policies, rules and regulations and all applicable laws.
5. Contracted Staff employment information including contracts, credentials, background checks, and performance evaluations will be maintained by the Human Resources Department.
6. Contracts shall be reviewed annually or upon expiration to ensure continued compliance with qualifications, performance standards, and legal requirements. The Human Resources Department shall notify departments 60 days prior to contract expiration to initiate renewals or terminations.

PROCEDURE (OFF-ISLAND-CONTRACT):

1. The Personnel Services Administrator shall coordinate with requesting departments the initiation of off-island recruitment, within 5 business days of a department's request, prioritizing roles essential to public health, safety, or welfare.
2. The Personnel Services Administrator shall provide biweekly reports to department managers advising of status of each step of this procedure.
3. The Personnel Services Administrator, with the input and approval of the Department Manager and appropriate administrative representative, shall initial advertising in appropriate journals,

newspapers, and other print media which are determined to meet the target readership of potential applicants.

4. After applications are received and recommendation of selection is made by the Department Manager, the Hospital Administrator or its designee shall authorize the Personnel Services Administrator to initiate an "Off-Island Employment Contract" on behalf of the Hospital.
5. The Personnel Services Administrator shall forward the final version to the applicant for signature via email, express mail or facsimile. The original contract with original signature must be returned to the Human Resources Department.
6. The Personnel Services Administrator shall expedite the certification of funding for the off-island travel benefits to the Chief Financial Officer and then forward to the Hospital Administrator/CEO as designated by the Board of Trustees, for approval.
7. The Personnel Services Administrator shall provide a copy of the Employment Contract to the Budget Officer and coordinate with the Budget Office and Materials Management Department for the processing of travel arrangements and shipment of household goods. The Human Resources Department shall inform the department of the arrival date of the recruited staff member.

PROCEDURE: LOCAL CONTRACT HIRE

1. The Personnel Services Administrator shall expedite the certification of funding to the Chief Financial Officer and then forward to the Hospital Administrator/CEO as designated by the Board of Trustees, for approval.
2. The Personnel Services Administrator shall provide a copy of the Employment Contract to the Budget Officer and coordinate with the Budget Office and Materials Management Department for the processing of travel arrangements and shipment of household goods. The Human Resources Department shall inform the department of the arrival date of the recruited staff member.

PROCEDURE: VENDORS

1. It is the responsibility of Materials Management Department to ensure that all vendors follow the procurement regulations and all other applicable law, including competitive bidding documentation requirements. The Materials Management Department shall maintain records of vendor compliance and report annually to the Hospital Administrator/CEO or their designee.

REQUIRED CONTRACT STAFF INFORMATION:

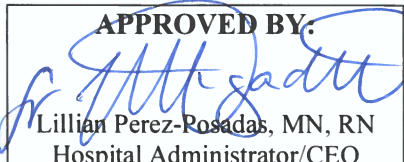
1. Education and training consistent with applicable legal and regulatory requirements and Hospital's policies.
2. Evidence of licensure, certification or registration when applicable.
3. Evidence that the individual's knowledge, experience and competency are appropriate for his/her assigned responsibilities.
4. Evaluations of performance.
5. Health clearance/status as defined by GMHA's policy and as required by law and regulation.
6. Criminal background check and employment reference
7. Drug screening.

Documents will be filed in official personnel folder.

RESCISSION:

8650-1.207 Contracted Staff (Off-Island/Local) of the Human Resources, Administrative Manual,
Made Effective 08/29/2018.

**GUAM MEMORIAL HOSPITAL AUTHORITY
ADMINISTRATIVE MANUAL**

APPROVED BY:  Lillian Perez-Rosadas, MN, RN Hospital Administrator/CEO	RESPONSIBILITY: Administration	EFFECTIVE DATE:	POLICY NO. A-LD700	PAGE 1 of 7
TITLE: CONTRACTS MANAGEMENT				
LAST REVIEWED/REVISED: 08/2025				
ENDORSED: EMC 08/2025				

PURPOSE:

To formalize the policy and procedure by which the Guam Memorial Hospital Authority (**GMHA**) manages its various types of service contracts to include initiation, drafting, monitoring, and continued performance evaluation.

POLICY:

It is the policy of the GMHA to enter into contractual agreements with qualified organizations, vendors or individuals in order to effectively recruit or procure medical, administrative, ancillary, personnel, and other services as necessary for the operation of GMHA's facilities (namely, Guam Memorial Hospital and Skilled Nursing Facility). Furthermore, it is the responsibility of the respective department head to ensure effective management of all contracts pertaining to/ relevant to their department's contracted services. In effectuating implementation of these contract management processes, requisition planning, contract development, and continued monitoring and performance evaluation shall be as outlined in this Policy A-LD700.

PROCEDURE:

- I. Contract Negotiation
 - A. Negotiation of a contract, pursuant to personnel or procurement law, rules and regulations as applicable, must be completed by the Hospital Administrator/CEO, or designated Contract Negotiation Team having the appropriate knowledge of the services, influences, achievable obligations, legal implications, and responsibility for resources and/or finances. This will ensure that no single individual is negotiating GMHA's contracts, as it is the Negotiation Team's goal to ensure that fair and reasonable price negotiations are achieved and determinations made in writing for review and approval by the Hospital Administrator/CEO (or designee).
 - B. GMHA's respective Negotiation Teams, in negotiating contracts, will at all times ensure the proposed services are fit-for-purpose_
 - C. GMHA's respective Negotiation Teams will document liaison with appropriate internal parties to confirm there is no extension of liability, will have no negative reflection on the organization, and ensure security within the contract.
 - D. A full and proper record, pursuant to either personnel or procurement law, rules and regulations as applicable, must be kept of all contract negotiation and related correspondence by the appropriate departments (e.g., Personnel, Medical Staff Office, Materials Management, other applicable Departments managing the contracted service). This record shall then be appended to the established formal contract.

II. Development & Execution:

A. The department requesting services through a contractual arrangement with the GMHA shall categorize the proposed contract into one of the following six (6) categories:

1. Professional Services
 - a. Physician Services;
 - b. Legal Services;
 - c. Architectural/Engineering (A/E) Services;
 - d. Nurse Staffing Solutions Services;
 - e. Revenue Cycle Management Services;
 - f. Collections Services; and
 - g. Others as deemed necessary.
2. Equipment Maintenance Services
3. Personnel Employment Services
 - a. Hard-to-fill positions;
 - b. Travel Nurses; and
 - c. Others as deemed necessary.
4. Facility Construction Services
5. Lease or Rental Services
6. Other Services (e.g., required services that cannot be classified in any of the above categories and the Hospital Administrator/CEO or his/her designee has determined such services to be essential and necessary).

B. All contracts must be in writing.

1. The requesting Department and Division Heads are responsible for ensuring that the proposed scope of work/services is in the format required by the Office of the Attorney General and compliant with both Government of Guam and GMHA Procurement Law, Rules and Regulations. The requesting Department and Division Heads are also responsible for ensuring that proposed scope of work/services, compensation, contract term, renewal procedures, and effective dates are consistent with the Department's and GMHA's operation, strategic plan, goals and objectives, mission and vision.
2. All contracts must contain key performance indicators, ensuring the following areas are encompassed:
 - a. Quality management programs;
 - b. Participation in GMHA-directed quality auditing procedures;
 - c. Industry standard compliance; and
 - d. Contingency planning methods.

A system for effective monitoring of the performance indicators must also be identified.

3. All contracts shall be drafted clearly, in plain English to avoid ambiguity or misinterpretation.
 4. The Contract Review Checklist may be used to ensure all contract components are included in the contract.
- C. Business Associate Agreements are required for contracts with vendors who perform certain functions or activities on behalf of GMHA that require the use or disclosure of Protected Health Information (PHI). PHI is individually identifiable information (oral, written, or electronic) about a member/patient's physical or mental health, the receipt of health care, or payment for that care. The GMHA Health Insurance Portability and Accountability Act (HIPAA) Compliance Officer will determine this need.
1. GMHA requires its Business Associates (as defined under HIPAA) to safeguard protected health information disclosed to them, or that is created, received, maintained or transmitted by them on behalf of GMHA.
 2. Protected health information is individually identifiable information (oral, written or electronic) about a member/patient's physical or mental health, the receipt of health care, or payment for that care.
 3. Covered Entities (as defined under HIPAA) do not require Business Associate Agreements.
- D. The requisition procurement package or the appropriate personnel negotiation package (e.g., Contract, GGI Request) shall be forwarded from the requesting Department Head, via their respective Division Head, to the Budget Office to determine whether funds are available to fund the services contract.
- E. If funds are certified as available, the requisition and draft contract shall then be forwarded to the Hospital Materials Management Administrator (for procurement contracts) for validating compliance with Government of Guam and GMHA Procurement Law, Rules and Regulations, or the Human Resources Administrator (for personnel contracts) for validating compliance with Government of Guam and GMHA Personnel Law, Rules and Regulations, as applicable. Materials Management or Human Resources (as applicable) shall work

with Hospital's Legal Counsel as necessary to prepare the procurement or personnel documents for legal compliance, and contract draft/review.

F. The draft contract shall then be forwarded to the Hospital Administrator/CEO (or designee) for review and approval as to its negotiated terms and conditions after completion of one of the following processes:

1. Request for Proposal (RFP) process to determine and negotiate with the most qualified offeror;
2. Invitation for Bid (IFB) or Multi-Step IFB process to determine the lowest, most responsive and responsible offeror/bidder; and
3. Personnel Recruitment process to negotiate fair, reasonable and effective, performance-based personnel contracts for medical professionals (e.g., independent practitioners) and other hard-to-fill hospital/healthcare positions.

G. After HA/CEO review and approval, the contracts shall be returned to either Materials Management (for procurement service contracts) or Human Resources and/or Medical Staff Office (for personnel service contracts) for further processing and record keeping.

H. After receiving approval from the Hospital Administrator/CEO (or designee), the Contract will be forwarded to the offeror/bidder/contractor/independent practitioner for review and approval. Materials Management, Human Resources or Medical Staff Office (as applicable) will process two (2) sets of the contract for signature from by the offeror/bidder/contractor/independent practitioner.

I. Materials Management, Human Resources or Medical Staff Office (as applicable) shall prepare transmittal letters as appropriate to secure the following signatures:

1. Hospital Administrator/CEO;
2. Certifying Officer;

J. The final signed contract shall be forwarded to the Hospital Materials Management Administrator (for procurement contracts) or the Human Resources Office and/or Medical Staff Office (for personnel contracts) who will:

1. Maintain Master Contract Listing and Calendar containing all contracts, their status (active or inactive), start date of the contract, and the termination date.
2. Provide departmental contract owners and the Administration Office a copy of the final contract to have on file.

K. The Administrative Office will have a list of current clinical and surveyable contracts that are currently used by GMHA. Clinical contracts are contracts related to patient care, treatment, and clinical services. Surveyable contracts provide for services that support the delivery of patient care and have proximity to patient care. Current contracts are those that have been used by GMHA within the previous 12 months.

1. The "nature and scope" of services will be included on the contract list, describing the contract service provided; and

2. GMHA will be prepared to provide the list of clinical contracts and/or surveyable contracts, based on the nature of the survey, when requested by regulatory or accrediting surveyors.

Contracts are required to be available, and therefore, shall be available for review by regulatory and accrediting agencies. The Administration Office is accountable to establish procedures for accessing electronic copies of contracts for unannounced surveys.

III. Monitoring, Reporting and Evaluation:

- A. GMHA department managers will be assigned to each contract, and will be accountable for both administrative and quality oversight. The manager shall be assigned based on their accountabilities for the function or service the contract provides as it relates to the department manager's areas of responsibility.
- B. For the life of the contract, the respective Department and Division Heads shall engage in quarterly and annual monitoring, reporting and evaluation of their respective contracts for performance and contractual compliance via their respective Quality Assessment and Performance Improvement (QAPI) Programs and shall also include the completion of an Annual Contract Evaluation Materials Management shall monitor department quarterly evaluation submissions for contractual compliance.
- C. Department and Division Heads shall monitor, report and evaluate their contracts quarterly and annually via their respective QAPI Programs.
- D. In addition to QAPI monitoring/reporting/evaluation, each requesting department shall complete an Annual Contract Evaluation or similar form. The form shall be forwarded to the appropriate Division Head for review and to the Hospital Administrator/CEO for approval.
- E. The original completed Annual Contract Evaluations shall be processed as follows:
 1. Procurement Service Contracts shall be returned to Materials Management to be included in the contractor's file; a copy retained in the departmental file; and a copy provided to the contractor.
 2. Personnel Service Contracts shall be returned to Human Resources to be included in the employee's file; a copy retained in the departmental file; and a copy provided to the employee.
 3. Independent Practitioner Contracts shall be returned to the Medical Staff Office to be included in the practitioner's file; a copy retained in the departmental file; and a copy provided to the practitioner.
- G. In the event the contract has been deemed non-essential, needs amending, or needs to be terminated, it shall be the responsibility of the Department Head and their respective Division Head to draft a letter for the Hospital Administrator/CEO's signature informing the contractor of the change of contract status and either the Division Head, Materials Management, or the Human Resources Department will prepare either a contract amendment for any necessary revisions to the contract, or a letter of contract termination.

- H. It shall be the responsibility of the respective Department and Division Heads to work collaboratively with the Materials Management Department, Human Resources Department and/or the Medical Staff Office (as applicable) relative to maintaining and providing contractor monitoring, reporting and evaluation documentation in support of this process.

RESCISSION:

Policy A-LD700, Contracts Management, of the Administrative Manual interim approved on May 24, 2021



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

850 Governor Carlos Camacho Road, Tamuning, Guam 96913
Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



September 16, 2025

VIA ELECTRONIC MAIL

Honorable Lourdes A. Leon Guerrero

I Maga'hågan Guåhan

Ricardo J. Bordallo Governor's Complex

Adelup, GU 96910

RE: Reporting Requirements for Boards and Commissions

Dear Governor Leon Guerrero:

To comply with Ch. 8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, the GMHA hereby submits the materials presented and discussed at the August 27, 2025 Meeting of the GMHA Board of Trustees.

Please contact Janet U. Mandapat, Administrative Assistant at (671) 647-2367 or by email at janet.mandapat@gmha.org for any questions or clarifications.

Sincerely,

Lillian Perez-Posadas, MN, RN
Hospital Administrator/CEO



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDÅT ESPETÅT MIMURIÅT GUÅHÅN

850 Governor Carlos Camacho Road, Tamuning, Guam 96913
Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



September 03, 2025

VIA ELECTRONIC MAIL

Benjamin J.F. Cruz
Public Auditor
Office of Public Accountability
Suite 401 DNA Building
238 Archbishop Flores Street
Hagåtña, GU 96910

RE: Reporting Requirements for Boards and Commissions

Dear Mr. Cruz:

To comply with Ch. 8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, the GMHA hereby submits the recording for the August 27, 2025 GMHA Board of Trustees Meeting via Google Drive as guided by your office.

Please contact Janet U. Mandapat, Administrative Assistant at (671) 647-2367 or by email at janet.mandapat@gmha.org for any questions or clarifications.

Sincerely,

Lillian Perez-Posadas, RN, MN
Hospital Administrator/CEO



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

850 Governor Carlos Camacho Road, Tamuning, Guam 96913

Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



September 16, 2025

VIA ELECTRONIC MAIL

Honorable Frank Blas Jr.

Speaker of I Mina'trentai Ocho Na Liheslaturan Guåhan

163 Chalan Santo Papa

Hagåtña, GU 96910

RE: Reporting Requirements for Boards and Commissions

Dear Speaker Blas:

To comply with Ch. 8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, the GMHA hereby submits the materials presented and discussed at the August 27, 2025 Meeting of the GMHA Board of Trustees.

Please contact Janet U. Mandapat, Administrative Assistant at (671) 647-2367 or by email at janet.mandapat@gmha.org for any questions or clarifications.

Sincerely,

Lillian Perez-Posadas, MN, RN
Hospital Administrator/CEO