

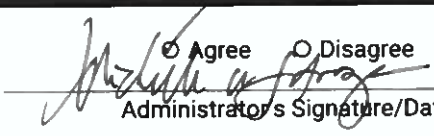




GUAM ENVIRONMENTAL PROTECTION AGENCY • AHENSIAN PRUTEKSIÓN LINA'LA' GUÁHAN
 LOURDES A. LEON GUTRERO • GOVERNOR OF GUAM | JOSHUA F. TENORIO • LIEUTENANT GOVERNOR OF GUAM
 MICHELLE C. R. LASTIMOZA • ADMINISTRATOR

PERFORMANCE REVIEW – ADMINISTRATOR MICHELLE C.R. LASTIMOZA

Pursuant to **5 GCA § 43202**, governing Boards for all agencies, instrumentalities, or entities shall issue performance reviews of the Chief Executive selected for that agency six months after appointment of the said Chief Executive and every twelve months thereafter that the Chief Executive is retained by the Governing Board. Each performance review shall document the Chief Executive's performance, accomplishments, and the respective Governing Board's reasons for retaining the said Chief Executive.

SECTION 1:

1A - REVIEW TYPE:		PERIOD:
<input checked="" type="checkbox"/> 6 Month <input type="checkbox"/> 12 Month		From: <u>July 2023</u> To: <u>January 2024</u>
1B – GUAM EPA BOARD OF DIRECTORS RECOMMENDATION TO RETAIN ADMINISTRATOR:	1C: BOARD COMMENTS	
<input checked="" type="checkbox"/> Yes, recommended <input type="checkbox"/> Yes, recommended with attached conditions <input type="checkbox"/> No, not recommended		
1D – ADMINISTRATOR'S REVIEW:		ADMINISTRATOR'S COMMENTS:
<input type="checkbox"/> Agree <input type="checkbox"/> Disagree  Administrator's Signature/Date 1/18/2024		
1E – PERFORMANCE REVIEW ATTESTED BY:		VICE CHAIRPERSON'S COMMENTS:
 Vice Chairperson's Signature/Date 1/18/24		
1F – BOARD CHAIRPERSON'S CERTIFICATION:		CHAIRPERSON'S COMMENTS:
 Chairperson's Signature/Date 1/18/24		

SECTION 2:

ADMINISTRATOR'S PERFORMANCE STANDARDS (AS DETERMINED BY THE BOARD OF DIRECTORS)		
Budget & Management	Agency Programs Administration	Policy & Strategic Planning
<ul style="list-style-type: none"> Ensures adherence to local and federal funding conditions to the satisfaction of the Guam EPA Board of Directors Ensures adherence to EPA Consolidated grant conditions to the satisfaction of the Guam EPA Board of Directors Ensures compliance with the Department of Administration's personnel rules and regulations to the satisfaction of the Guam EPA Board of Directors Ensures compliance with local and federal procurement guidelines Ensures compliance with all local and federal reporting requirements to the satisfaction of the Guam EPA Board of Directors Ensures adequate staffing and budget for the Agency to the satisfaction of the Guam EPA Board of Directors Ensures review and preparation of reports and correspondence for the Agency as required by USEPA, inclusive of all quarterly operations and grant objectives review to the satisfaction of the Guam EPA Board of Directors 	<ul style="list-style-type: none"> Ensures timely development of the Agency Five Year Work Plan to the satisfaction of the Guam EPA Board of Directors Ensures adherence to EPA Five Year Work Plan to the satisfaction of the Guam EPA Board of Directors Ensures adherence to duties listed in 10 GCA §45105 to the satisfaction of the Guam EPA Board of Directors Ensures coordination with other local and federal government agencies, and the private sector to support and promote the regulatory responsibility of the Agency to the satisfaction of the Guam EPA Board of Directors Ensures the Agency's regulatory, compliance and enforcement, and permitting activities are to the satisfaction of the Guam EPA Board of Directors 	<ul style="list-style-type: none"> Ensures adherence to 10 GCA § 45102, the Agency Statement of Policy and Purpose, to the satisfaction of the Guam EPA Board of Directors Ensures the administration of the Agency in all its activities subject only to such policies as may be adopted and such orders as may be issued by the Board, pursuant to 10 GCA § 45104 and to the satisfaction of the Guam EPA Board of Directors Ensures the adherence to rule making procedures for Agency policies, in accordance with 10 GCA § 45106 to the satisfaction of the Guam EPA Board of Directors Ensures the establishment of policies, procedures and consolidated grant objectives by utilizing strategic planning to provide direction for the Agency to the satisfaction of the Guam EPA Board of Directors Ensures the development of adequate Agency standard operating procedures to the satisfaction of the Guam EPA Board of Directors



SECTION 3

ADMINISTRATOR'S ACCOMPLISHMENTS

Budget & Management

- Co-led Agency efforts to develop USEPA approved five year work plan for the latest grant cycle award for FY24-28.
- Led efforts for DOI-issued authorization to proceed for phase 1 of the headquarters project – architectural and engineering design and NEPA scope of work valued at \$1.2M
- Led administrative efforts for FEMA reimbursement for debris removal, asset recovery and continuous efforts for force labor accounts
- Continues to fulfill role as regulatory subcommittee head on the Civil-Military Coordination Council and has worked to ensure that DoD-liaisons be issued to Guam EPA for assistance with permit reviews for military construction projects.
- Continues to build capacity through the recruitment of the Air and Land administrator, limited-term appointments of biologists, inspectors and environmental health specialists.
- Led efforts toward securing a federal IPA USPHS Officer for capacity building with a senior science expert with the Environmental Monitoring & Analytical Services program.

Agency Programs Administration

- Led agency efforts with **Typhoon Mawar Recovery Response** – Mawar made landfall on Guam as a Category 4 typhoon on May 23, 2023. Following Mawar's passage, administrator leadership roles let to:
 - ❖ Monitoring, post-disaster assessments of our drinking water system, wastewater system, underground and above-ground storage tanks are all a part of Guam EPA's post-disaster response
 - ❖ Shoreline assessments and blanket beach advisory
 - ❖ The organization, operation and management of three temporary disaster debris management sites at the request of the governor at the former solid waste transfer station in Dededo, the former Tiyan carnival grounds in Barrigada and Ypao Point in Tamuning. Disposal sites in Dededo and Tiyan operational June 4 – July 3; Ypao Point operational June 4 – July 15
 - ❖ Conducting daily monitoring of the 21 village green waste transition sites
 - ❖ Collaborating with US EPA and GWA for safe drinking water assessments, and drinking water related assessments of water vendors, water haulers, and hotels with DPHSS
 - ❖ Collaborating with US EPA on-scene coordinators/START team and contractors collaborated with Agency for HHW collection and disposal
 - ❖ Supporting the offices of GHS/OCD through staffing the EOC and JIC
 - ❖ Collaborating with federal partners like FEMA and USACE on additional recovery response efforts.
- Directed Agency to seek out federal assistance for chemical waste disposal at schools and government of Guam facilities – request for assistance is under review
- Led efforts in the implementation of the Island-wide Environmental Clean-up Program funding with oversight on \$1.3M.
- Ensures Agency continues receiving high marks from USEPA for end-of-year performance review of Agency Five Year Work Plan.
- Ensure Agency participation in regional and international events hosted by: American Water Works Association, 7th Annual Assembly of Planners Symposium, 7th International Marine Debris Conference and the Guam Industry Forum

Policy & Strategic Planning

- Ensured Agency's active participation in all legislature public hearings, informational briefings, oversight hearings and committee of the whole proceedings, as they relate to the Agency in order to ensure the island's best environmental interests are observed. Written, oral and fiscal comments were produced and transmitted for four bills regarding nuclear energy prohibition; enforcement and best practices for mining and quarrying; increasing fines for substantial littering; and planning universal garbage collection.
- Led Agency efforts to draft and submit scoping comments relative to DoD's Notice of Intent to prepare an Environmental Impact Statement for an Enhanced Integrated Air and Missile Defense System on Guam.
- Led Agency efforts in the 2050 Guahan Sustainability Plan as a stakeholder with the Bureau of Statistics and Plans in their statutory duty to update the 1978 Guam Comprehensive Development Plan, pursuant to Guam Public Law 35-110.



SECTION 4

BOARD OF DIRECTORS REVIEW OF ADMINISTRATOR'S PERFORMANCE		
Budget & Management	Agency Programs Administration	Policy & Strategic Planning
<p>Does the administrator perform budget and management duties at the level of the standards set by the Guam EPA Board of Directors?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Does the administrator perform Agency program administration duties at the level of the standards set by the Guam EPA Board of Directors?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Does the administrator perform policy and strategic planning at the level of the standards set by the Guam EPA Board of Directors?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
Comments:	Comments:	Comments:
BOARD OF DIRECTORS REASONS FOR RETAINING THE ADMINISTRATOR		
<p>The decision to retain the administrator is based on the following (please check all that apply):</p> <p><input checked="" type="checkbox"/> The administrator has performed at the level of performance standards prescribed by the Board of Directors</p> <p><input checked="" type="checkbox"/> The administrator's accomplishments have met the expectations of the Board of Directors</p> <p><input checked="" type="checkbox"/> The Agency is performing its duties in accordance with 10 GCA § 45102</p> <p><input checked="" type="checkbox"/> The administrator performs other duties that are beneficial to the Agency that outside of the performance standards prescribed by the Board of Directors</p> <p><input type="checkbox"/> The Board of Directors recommends retaining the administrator, but with the following conditions:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>		



