

**GUAM CANCER TRUST FUND COUNCIL MEETING**  
**MINUTES OF August 20, 2020**  
Zoom Meeting, 3:00 p.m.

**ATTENDANCE:**

Rachael T. Leon Guerrero, Chairperson, GCTF  
Cathy Rivera Castro, Council Member  
Ken Leon Guerrero, Council Member  
Remylynn Yamanaka, Project Manager

Yvette Paulino  
Mercia Artero, Guest  
Natasha, Guest, Office of Sen. Terese Terlaje,

**I. CALL TO ORDER**

- Dr. Rachael Leon Guerrero called the meeting to order at 3:04 p.m.
- Minutes of previous meeting tabled until next meeting

*Motion Approved by: R. Yamanka, K. Leon Guerrero*

**II. REPORT FROM THE CHAIR**

- Work on GCTF Rules and Regulations during COVID
  - a. Council has continuously worked to review rules and regulations
  - b. Then forwarded to UOG legal counsel for review
  - c. Final copy to be approved in “Old Business” portion of meeting
- Change in personnel (accounting technician)
  - a. Newly hired accounting technician to start 08/24/2020
  - b. R. Yamanka will discuss further in her report
- Financial Report
  - a. According to July 31<sup>st</sup> financial report:
    - We have received \$833,333 of allotment from GovGuam. Currently up-to-date through July 2020
  - b. Extra half million supposed to be given by legislature for FY2020
    - Did not happen due to COVID
    - Arrangement to have funds be taken from another entity’s budget
- Governor’s budget and Legislature’s budget allocation for FY 2021 - both proposed only \$1 million
  - a. Distributed \$2,684,300 in FY2020
  - b. FY2021 projections for Health Futures Fund is about \$41 million
  - c. Letter sent to 35<sup>th</sup> Guam Legislature to consider increasing allocation to \$2.5 million (only 6% of HFF)
    - HFF projected to bring in \$41 million
    - Needed b/c \$2 million distributed in FY2020
    - Smaller amounts allocated to applicants
    - One senator confirmed to have received email (*R. Leon Guerrero*)
    - Email confirming received from 4 out of 15 senators (*C. Castro*)
  - d. Might have to strategize to deal with shortfall
    - Lack of funding might affect all organizations

**III. REPORT FROM GCTF PROGRAM MANAGER**

- Emails sent FY2020 application guidelines sent to the following organizations:
  - a. American Cancer, Ayuda Edward, Guam Cancer Care, Guam Memorial Hospital, and Claire Camacho (UOG)
  - b. Email to 2019 non-profit applicants pending

- i. Recommended to forward emails to these organizations
- c. FY2020 invoices up-to-date for following organizations:
  - i. Edward M. Calvo
  - ii. American Cancer Society
- d. Pending invoices from Guam Cancer Care and Ayuda Foundation
  - i. Mr. Espaldon asked for non-cost extension for his program
    - Will be discussed further and might need a written request (R. Leon Guerrero)
- e. New application with updated guidelines to be sent to all former applicants

#### **IV. OLD BUSINESS**

- Final approval to revised rules and guidelines to be done via monthly meeting
  - a. Motion approved by K. Leon Guerrero and C. Castro
    - i. Motion followed by all other attending parties
- Deadline for grant applications for FY2021 set for Sept. 1, 2020
  - a. Possible extension for those unable to meet deadline
    - i. Tentative 30-day extension (*K. Leon Guerrero*)
      - Offered upon request (30-day limit not disclosed)

#### **V. NEW BUSINESS**

- Next step for rules and regulations
  - a. Public hearing
    - i. UOG sponsored
    - ii. Those interested will be forwarded link and pdf draft of rules and regulations
    - iii. Regulations set at 10 working days
      - Possible dates to be set in September
      - Confirm date with T. Krise in order to advertise (possibly Labor Day week)
- Request to reallocate funds for American Cancer Society approved
  - a. Formal letter to be prepared and sent to organization

#### **VI. OPEN DISCUSSION/ INFORMATION**

- Organizations inquiring if affidavits are required applications (*M. Artero*)
  - a. Requirement not stated in regulations or guidelines
  - b. Further clarification from legal counsel to be requested
  - c. Asked to have notary requirement be waived due to current COVID conditions
- Formal request sent to re-work budget spending due to current COVID situations (*M. Artero*)
  - a. Advised to prepare and submit a written request explaining changes in funds uses
  - b. Formal letter prepared and submitted
    - i. Request approved

#### **VII. ADJOURNMENT**

**Motion to adjourn meeting by K. Leon Guerrero  
Seconded by Y. Palomo**