



OFFICE OF PUBLIC ACCOUNTABILITY
Doris Flores Brooks, CPA, CGFM
Public Auditor

February 14, 2012

Judith T. Won Pat, Ed.D.
Speaker
31st Guam Legislature
155 Hesler Place
Hagatna, Guam 96910

Office of the Speaker
Judith T. Won Pat, Ed. D.
Date 2/16/12
Time 9:55 AM
Received by [Signature]

Subject: FY 2012 – First Quarter Staffing Pattern Report

Dear Speaker Won Pat,

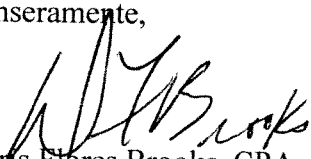
In compliance with the FY 2012 Budget Act - P. L. 31-77, Chapter XIII, Section 19(a), the Office of Public Accountability (OPA) submits its first quarter staffing pattern report as of December 31, 2011. The funding source for OPA's personnel is the General Fund. This report has been posted on OPA's website at www.guamopa.org, as required P. L. 31-77.

Although the FY 2012 Budget Act does not specifically name or require our office to submit quarterly staffing reports, in the spirit of transparency and accountability, the OPA voluntarily submits this report.

For those required to submit reports, the first quarter staffing report was due on January 31, 2012. Our delay is mainly attributed to the loss of key personnel which has had a drastic impact on our day-to-day operations. In the last two months, our Administrative Officer transferred to GSA, one senior auditor transferred to GPA and one senior auditor resigned to relocate off-island. In addition, one senior auditor will transfer to DOE before the end of this month. Despite the loss of four staff members, the OPA remains committed to its mission. Be assured that future submissions will be timely submitted to your office.

If your staff has any questions, please contact Anne Camacho at 475-0390 ext. 211.

Senseramente,


Doris Flores Brooks, CPA, CGFM
Public Auditor

Enclosure

Government of Guam
 Fiscal Year 2012
 Staffing Pattern
 (As of 12/31/11)

FUNCTIONAL AREA:
 DEPARTMENT/AGENCY:
 PROGRAM:
 FUND:

Office of Public Accountability
 Office of Public Accountability
 5100A129999CT001.111.113

(A) No.	(B) Position Title	(C) Name of Incumbent	(D) Grade/Step	(E) Salary	(F) Overtime	(G) Special	(H) Date		(I) Increment Amt	(J) Subtotal	(K) Retirement (1 + 27.46%)	(L) Retire (ODJ) (\$18.40-34PP)	(M) Social Security (6.2% * J)	(N) Benefits		(O) Life	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL	
							Start	End						Medicare (1.45% * J)	Life (1)						
1	Public Auditor	Doris Foree Brooks	L-1	\$100,000	\$0	\$0	9/12/2011		\$0	\$100,000	\$27,460	\$0	\$0	\$1,480	\$174	\$2,064	\$192	\$31,240	\$131,340		
2	Administrative Officer	Vacant	O-11	\$5,492	\$0	\$0	3/16/2013		\$0	\$4,339	\$0	\$0	\$0	\$788	174	\$0	\$0	\$0	\$5,127		
3	Chief Auditor	Rodolyn Mey G. Marquez	K-07	\$3,286	\$0	\$0	9/30/2012		\$0	\$3,518	\$479	\$0	\$0	\$0	174	\$0	\$0	\$0	\$3,692		
4	Deputy (Assistant) Public Auditor	Vacant	L-5	\$0	\$0	\$0	9/30/2011		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
5	Auditor I	Chariza Mae G. Roque	K-07	\$3,286	\$0	\$0	4/3/2011		\$0	\$3,519	\$479	\$0	\$0	\$0	174	\$0	\$0	\$0	\$3,693		
6	Auditor III	C. Banaokhan (Retired eff/12/12)	M-08	\$40,150	\$0	\$0	9/12/2011		\$0	\$41,584	\$9,479	\$0	\$0	\$0	174	\$0	\$0	\$0	\$51,063		
7	Auditor III	Franklin J. Cooper-Norse	M-11	\$44,524	\$0	\$0	9/12/2013		\$0	\$46,030	\$12,420	\$0	\$0	\$0	174	\$0	\$0	\$0	\$58,450		
8	Auditor III	Rachel P. Field	K-07	\$3,286	\$0	\$0	9/30/2013		\$0	\$3,518	\$479	\$0	\$0	\$0	174	\$0	\$0	\$0	\$3,693		
9	Auditor III	Vincent Ian Dumas	M-12	\$6,082	\$0	\$0	9/12/2013		\$0	\$7,635	\$9,479	\$0	\$0	\$0	174	\$0	\$0	\$0	\$17,114		
10	Management Analyst III	Aimee T.S. Camacho	M-11	\$44,524	\$0	\$0	12/12/2011		\$0	\$46,082	\$12,684	\$0	\$0	\$0	174	\$0	\$0	\$0	\$58,766		
11	Auditor I	Jacelyn B. Urubian	K-06	\$3,053	\$0	\$0	5/17/2012		\$0	\$3,286	\$802	\$0	\$0	\$0	174	\$0	\$0	\$0	\$3,488		
12	Auditor I	Vacant	K-1	\$0	\$0	\$0	5/13/2011		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
13	Auditor III	Joy V. Buliano	K-05	\$30,820	\$0	\$0	9/12/2011		\$0	\$32,053	\$8,902	\$0	\$0	\$0	174	\$0	\$0	\$0	\$40,955		
14	Auditor III	L. Peter (resigned eff/2/4/12)	M-10	\$43,018	\$0	\$0	9/12/2011		\$0	\$44,524	\$12,226	\$0	\$0	\$0	174	\$0	\$0	\$0	\$56,750		
15	Management Analyst IV	Catherine S. Cahill	N-13	\$1,613	\$0	\$0	11/13/2012		\$0	\$3,470	\$4,693	\$0	\$0	\$0	174	\$0	\$0	\$0	\$8,163		
16	Special Projects Coordinator	Vacant	M-10 (20%)	\$8,604	\$0	\$0			\$0	\$8,604	\$2,363	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,967		
17	Auditor III	Vacant	M-1	\$0	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
18	Auditor III	Vacant	M-1	\$0	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
19	Auditor III	Vacant	M-1	\$0	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
20	Auditor I	Vacant	K-1	\$0	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
21	Auditor I	Vacant	K-1	\$0	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Grand Total:										\$593,787	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$517,425	\$517,425

* Night Differential / Hazardous / Worker's Compensation / etc

1 **Section 19. Government Staffing Pattern.**

2 (a) Staffing Pattern. *No later than thirty (30) days after the end of each*
3 *quarter of Fiscal Year 2012, every director, administrator or head of a government*
4 *of Guam agency, excluding line agencies, shall submit to the Speaker of I*
5 *Liheslaturan Guåhan, in a Microsoft Excel file and written report, and post the*
6 *same on the agency website, a current staffing pattern in the format of the*
7 *Executive Branch FY 2012 Budget Call, as of the close of the previous quarter.*
8 *The agencies required to submit are all autonomous and semi-autonomous*
9 *agencies, public corporations, the Mayors Council of Guam, and the Unified*
10 *Judiciary. Said staffing pattern shall include, at a minimum, the name of every*
11 *current employee and her or his position title, most recent hire date, salary,*
12 *increment costs and benefit costs, the funding source for her or his salary and*
13 *benefits, and the gross salary and benefits paid for during the quarter.*

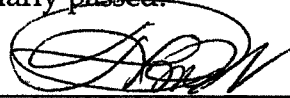
14 (b) *No later than thirty (30) days after the end of each quarter of Fiscal*
15 *Year 2012, the Director of the DOA shall post the government wide line agency*
16 *staffing pattern on the bit.guam.gov portal on the budget website, in a Microsoft*
17 *Excel file and written report. The format of the report shall be the current staffing*
18 *pattern in the format of the Executive Branch FY 2012 Budget Call, as of the close*
19 *of the previous quarter. Said staffing pattern shall include, at a minimum, the name*
20 *of every current employee and her or his position title, most recent hire date,*
21 *salary, increment costs and benefit costs, the funding source for her or his salary*
22 *and benefits, and the gross salary and benefits paid for during the quarter.*

23 **Section 20. Monthly Working Trial Balance and Statement of**
24 **Revenues, Expenditures and Changes in Fund Balance Report.** The Director
25 of the Department of Administration *shall* submit a Monthly Working Trial
26 Balance and Statement of Revenues, Expenditures and Changes in Fund Balance
27 Report to *I Maga'låhen Guåhan* and the Speaker of *I Liheslaturan Guåhan*, in a

**I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (SECOND) Special Session**

CERTIFICATION OF PASSAGE OF AN ACT TO I MAGA'LAHEN GUÅHAN

This is to certify that Substitute Bill No. 1 (2-S), "AN ACT MAKING APPROPRIATIONS FOR THE OPERATIONS OF THE EXECUTIVE, LEGISLATIVE, AND JUDICIAL BRANCHES OF THE GOVERNMENT OF GUAM FOR FISCAL YEAR ENDING SEPTEMBER 30, 2012, MAKING OTHER APPROPRIATIONS, AND ESTABLISHING MISCELLANEOUS AND ADMINISTRATIVE PROVISIONS," was on the 7th day of September, 2011, duly and regularly passed.



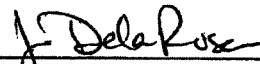
**Judith T. Won Pat, Ed.D.
Speaker**

Attested:



**Tina Rose Muña Barnes
Legislative Secretary**

This Act was received by *I Maga'lahaen Guåhan* this 8th day of Sept., 2011, at 10:10 o'clock A.M.



**Assistant Staff Officer
Maga'lahaen's Office**

APPROVED:



**EDWARD J.B. CALVO
*I Maga'lahaen Guåhan***

Date: **SEP 20 2011**

Public Law No. 31-77