

**KUMISION SETTEFIKASION PARA I MANMANIDUKA**  
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GCEC Special Meeting  
Wednesday, December 16, 2020  
3:00 p.m.  
**AGENDA**

- I Call to Order / Roll call of members
- II Approval of Agenda
- III New Business
  - A. GCEC FY2022 Budget Request
- IV Adjournment

**GCEC Special Meeting**  
**Wednesday, December 16, 2020**  
**3:00 p.m., via ZOOM**

**I. CALL TO ORDER / ROLL CALL OF MEMBERS**

Chairperson Hendricks called the meeting to order at 3:00 p.m., on Wednesday, December 16, 2020 via ZOOM.

Present:

Commission Members: Dr. Gayle Hendricks, Dr. Lisa Baza-Cruz, Dr. Michelle Santos, Roberta Abaday, Leeana L. Borja, Dr. Lisa Cooper-Nurse, and Domingo Ocampo III

Ex-Officio Member Present: Apolline San Nicolas (GCC)

**II. APPROVAL OF AGENDA**

Chairperson Hendricks requests to approve the agenda.

**Motion by R. Abaday to approve changes in agenda, seconded by D. Ocampo. APPROVED.**

**III. NEW BUSINESS**

**A. GCEC Fiscal 2022 Budget Request**

Chairperson Hendricks recognized ED Quenga to provide budget presentation. ED Quenga presented the prepared FY2022 Budget request, reviewing the GCEC Master File.

D. Ocampo inquired on the costs indicated for Medical and Dental. ED Quenga stated that the expense is attributed to the employee class and the span of coverage. The new position presents a medical and dental expense that anticipates the greatest burden to the GCEC.

Chairperson Hendricks asked to clarify the amount budgeted for overtime, ED Quenga clarified that the amounts reflect \$0 for overtime.

ED Quenga presented the detailed request for the operational needs of the Agency.

D. Ocampo asked if the office considered purchasing a laptop in lieu of a desktop. Certification Officer F. Camacho shared that this can be reviewed and considered.

R. Abaday inquired if the budget included software purchases. ED Quenga stated that the equipment is procured through OTECH and models are purchased with licenses included.

Chairperson Hendricks inquired what is the difference between what the Commission approved in the agency's 2021 budget request versus what is being presented. ED Quenga provided that significant change is in three categories, recruitment of a new Certification Specialist, the purchase of a new computer, and the AS400 licenses. Chairperson Hendricks inquired what the amount was. ED Quenga stated that he would need to review the Commission files but assumed that the amount was near \$70,000 more.

Treasurer Santos thanked ED Quenga for a thorough presentation and asked if the travel was always funded out of the Fees. Chairperson Hendricks responded that the agency always includes the travel expense in the budget request, but that line item has never been funded. Treasurer Santos concluded with suggesting that the line item for the desktop computer expense be amended to simply state computer.

Chairperson Hendricks inquired if there is a motion to approve.

**Motion by Treasurer Santos to approve the GCEC FY2022 Budget Request as presented by ED Quenga, seconded by D. Ocampo. APPROVED.**

#### IV. ADJOURNMENT

Meeting adjourned at 3:28 p.m.

**Motion by Vice-Chair Baza-Cruz, and seconded by R. Abaday. APPROVED.**

Next Commission meeting will be on Monday, December 21, 2020 at 2:00PM.