



**JUDICIAL COUNCIL OF GUAM  
REGULAR MEETING  
THURSDAY, DECEMBER 18, 2025 | 12:00 PM  
GUAM JUDICIAL CENTER  
AND VIA VIDEOCONFERENCE**

**AGENDA**

**I. CALL TO ORDER**

**II. PROOF OF DUE NOTICE OF MEETING:** December 11, 2025  
December 16, 2025

**III. DETERMINATION OF QUORUM**

**IV. READING AND DISPOSAL OF MINUTES:** November 20, 2025 Regular Meeting

**V. OLD BUSINESS**

- A. Judiciary FY 2026 Remittances Pursuant to Applicable Law
- B. eCourt and eSupervision Transition

**VI. NEW BUSINESS**

- A. Resolution JC25 – Relative to Memorializing the Passing of the Honorable Maria G. Fitzpatrick
- B. Certificate of Condolences to the Family of the Honorable Maria G. Fitzpatrick
- C. Resolution JC25- Relative to Revising Fiscal Management Roles and Creating the Position of Chief Financial Officer
- D. Resolution JC25 – Relative to Revising the Senior Systems Programmer Job Standard
- E. Resolution JC25 – Relative to Appointments of Members on the Committee on Judicial Discipline
- F. Notice of the Next Meeting (Thursday, January 15, 2026)

**VII. COMMUNICATIONS**

- A. Presiding Judge Lamorena's Memorandum re: Judge Cenzon's Appointment to the Judicial Council

**VIII. PUBLIC COMMENT**

- A. Guam Bar Association – President's Report
- B. Court Employees Association

**IX. ADJOURNMENT**

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Kumision i Gininhian Areklamenton Guåhan  
 134 West Scollet Avenue, Suite 406 B-0H Building, Hagåtña GU 96910  
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 Email: [info@ethics.guam.gov](mailto:info@ethics.guam.gov)

The Guam Ethics Commission regular meeting is to be conducted on Monday, December 15, 2025 at 12:30 p.m. at the GEthC conference room, Suite 406 - 4th Floor of the Citadel Building in Hagåtña and online via YouTube live. Link: <https://youtube.com/live/emMsPh4lhZs?feature=share>

### AGENDA

- I. Call to Order / Roll Call of Members
- II. Approval of Minutes
  - A. July 25, 2025 – Regular Meeting
  - B. October 24, 2025 – Informational Briefing
- III. Executive Director's Report
- IV. Old Business
- V. New Business
  - A. 5 G.C.A., Chapter 43, §43202 Executive Director - 6-month evaluation
  - B. Resolution No. 2026-001: Relative to Reinstating the Training Fee for the Ethics in Government Program
- VI. Announcements
- VII. Adjournment

For special accommodations or other assistance, please call the Guam Ethics Commission at (671) 969-5625.

*This ad was paid for with Guam Ethics Commission funds.*

**JUDICIAL COUNCIL OF GUAM**  
 Suite 300 Guam Judicial Center  
 120 West O'Brien Drive, Hagåtña, Guam 96910-5174  
 Tel: (671) 475-3300 | Fax: (671) 475-3140

### NOTICE OF PUBLIC MEETING

The Judicial Council of Guam will conduct its monthly meeting on Thursday, December 18, 2025, at 12:00 p.m. in the Monessa G. Lujan Appellate Courtroom, Guam Judicial Center, 120 West O'Brien Drive, Hagåtña and via videoconference.

The meeting will also be streamed live on the Judiciary of Guam YouTube: <https://youtube.com/@TheJudiciaryofGuam>

The following agenda is available on the Judiciary of Guam website: <http://www.guamsupremecourt.com/Judicial-Council/Judicial-Council-of-Guam.asp>

- I. CALL TO ORDER
- II. PROOF OF DUE NOTICE OF MEETING: December 11, 2025, December 16, 2025
- III. DETERMINATION OF QUORUM
- IV. READING AND DISPOSAL OF MINUTES: November 20, 2025 Regular Meeting
- V. OLD BUSINESS
  - A. Judiciary FY 2026 Remittances Pursuant to Applicable Law
  - B. eCourt and eSupervision Transition
- VI. NEW BUSINESS
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  - E. Resolution JC25 - Relative to Appointments of Members on the Committee on Judicial Discipline
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- VII. COMMUNICATIONS
  - A. Presiding Judge Lamorena's Memorandum re: Judge Cenzer's Appointment to the Judicial Council
- VIII. PUBLIC COMMENT
  - A. Guam Bar Association -- President's Report
  - B. Court Employees Association
- IX. ADJOURNMENT

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**CHIEF JUSTICE ROBERT J. TORRES**  
 Chairman

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# THE SCORE

## Seminar

Continued from Page 22

Matao and Masakåda (Guam Men's National Team and Guam Women's National Team, respectively)," the 23-year-old added.

Halehale played four years for Central Connecticut State University, making 47 appearances with five goals scored and three assists.

He next was the captain of the Mercyhurst University men's soccer team, making 16 appearances for the team and playing over 1,342 minutes.

Both universities compete in NCAA Division I's Northeast Conference.

Last year, with Mercyhurst University, Halehale was named to the 2024 United Soccer Coaches NCAA D1 All-Northeast Region second team and the 2024 First Team All Northeast Conference. T

he Mercyhurst University men's soccer team won the Northeast Conference Division I regular season title Nov. 7, 2024, topping the conference leaderboard with a 5-1-2 conference record (8-7-2 overall) and 17 total conference points, according to the Mercyhurst University Web site.

"Kyle's experience as a former NCAA Division I player will provide invaluable insight and guidance to our young athletes as they navigate their journey toward higher education and collegiate athletics," said Ross Awa, GFA technical director and head coach of the Matao, Guam Men's National Team.



COURTESY OF KYLE HALEHALE

**Guam's Kyle Halehale winds up to send the ball forward for Mercyhurst University in this contributed file photo. Halehale will be conducting a free-of-charge, one-day seminar, "Unlock the Path to College Soccer" open to all middle and high school athletes, parents and coaches at the Guam Football Association National Training Center on Wednesday, Dec. 17, 2025.**

Awa said intercollegiate football plays a vital role in Guam's elite player pathway, serving as a crucial bridge between youth development and the senior national team.

"It offers our student-athletes the opportunity to compete at a higher level, gain valuable experience, and develop their football abilities in a competitive environment while pursuing their academic goals.

We are confident that this initiative will greatly strengthen our players, providing them with a clearer pathway to achieve their academic and athletic aspirations at the college level," he said.

In the hour-long seminar, Halehale will be presenting on eight topics after a brief introduction about himself:

• Levels of College

Soccer (NCAA, NJCAA, NAIA)

- Scholarship opportunities in all levels

- Recruiting process being from Guam

- What to look for in a university

- Life as a student-athlete

- Common misconceptions about college sports

- Mistakes to avoid and what to do now

- Mental health as student-athletes

Halehale will close the seminar with a question-and-answer session.

"The long-term benefits for student-athletes who engage in this pathway, such

as Kyle Halehale, include the potential for increased exposure, scholarship opportunities, and the development of a strong athletic and academic foundation," Awa said.

"Ultimately, the integration of inter-collegiate football into our player pathways supports our vision of elevating Guam's football standards and nurturing well-rounded individuals who can succeed."

To date, Halehale has earned 14 international caps for Guam, starting in eight of the 14 matches for the Matao.

Halehale made his debut on Sept. 2,

2018 as a substitute in Guam's match against the Northern Mariana Islands in the EAFF E-1 Football Championship Preliminary Competition Round 1 in Mongolia, just a few months after turning 16 years old. He next was selected as a starter for Guam's match against Macau-China on Sept. 4, 2018. He has also played in FIFA World Cup qualification matches.

Halehale captained Guam's U23 and U19 National Teams between 2018 and 2019.

Halehale is the son of Carlos and Mi Hae Halehale and has one brother, Sean, and one sister, Leia.



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# JUDICIAL COUNCIL OF GUAM

Suite 300 Guam Judicial Center  
120 West O'Brien Drive  
Hagåtña, Guam 96910-5174  
Tel: (671) 475-3300 Fax: (671) 475-3140

\*\*\*\*\*

Hon. Robert J. Torres  
Chairman

Hon. Katherine A. Maraman  
Member

Hon. F. Philip Carbullido  
Member

Hon. Alberto C. Lamorena, III.  
Member

Hon. Maria T. Cenzon  
Member

\*\*\*\*\*

Advisory Committee Members:

Hon. Arthur R. Barcina

Hon. Vernon P. Perez

Hon. Elyze M. Iriarte

Hon. Dana A. Gutierrez

Hon. Alberto E. Tolentino

Hon. John C. Terlaje

Atty. Jacqueline T. Terlaje

Atty. Dean A. Manglona

\*\*\*\*\*

Administrator of the Courts:  
Danielle T. Rosete

Judicial Council Secretary:  
Jessica J. Perez-Jackson

Judicial Council Asst. Secretary:  
Petrina M. Ula

## JUDICIAL COUNCIL OF GUAM REGULAR MEETING

THURSDAY, November 20, 2025

Justice Monessa G. Lujan Appellate Courtroom  
Guam Judicial Center

### MINUTES

#### I. CALL TO ORDER

The Regular Meeting of the Judicial Council was called to order by the Chairman, Chief Justice Robert J. Torres, at the hour of 12:11 p.m.

#### ROLL CALL:

Chief Justice Robert J. Torres (via Zoom)  
Justice F. Philip Carbullido (excused)  
Justice Katherine A. Maraman (excused)  
Presiding Judge Alberto C. Lamorena III  
Judge Maria T. Cenzon

#### Also present via Zoom:

Ms. Danielle T. Rosete, Administrator of the Courts  
Mr. Dean Manglona, Guam Bar Association  
Judge John C. Terlaje  
Ms. Barbara Jean Perez, Human Resources Administrator  
Mr. Mardave Toledo, Deputy Administrator, Financial Affairs

#### Present in the Monessa G. Lujan Appellate Courtroom:

Ms. Sophia Santos Diaz, Deputy Admimistrator of the Courts  
Ms. Janice Camacho-Perez, Clerk of Court, Superior Court  
Ms. Sarah Elmore-Hernandez, Director of Policy, Planning, and Community Relations  
Ms. Dianne O. Gudmalin, Finance Administrator  
Ms. Geraldine Cepeda, Compiler of Laws/GLL Executive Director  
Mr. Leo S. Diaz, Marshal of the Court  
Ms. Rossanna Villagomez-Aguon, Chief Probation Officer  
Ms. Grace Lapid Rosadino, Court Programs Administrator  
Ms. Suzane Santiago-Hinkle, Staff Attorney  
Mr. Nathan Tennyson, Staff Attorney  
Mr. Jesse Franquez, IFIK President  
Mr. Carl V. Dominguez, Procurement & Facilities Maintenance Administrator  
Mr. Andrew Perez, Public Guardian  
Ms. Melissa M. Casil, Client Services & Family Counseling Administrator  
Mr. Baldwin Quibuyen, MIS Planning & System Design Supervisor  
Ms. Shelterihna Alokoa, Judicial Assistant & Supreme Court Technical Bailiff  
Ms. Jessica Perez-Jackson, Judicial Council Executive Secretary  
Ms. Petrina Ula, Judicial Council Assistant Secretary

## **II. PROOF OF DUE NOTICE OF MEETING**

Due publication of the five-day Notices of Meeting of the Judicial Council, as required under the Open Government Law, was published in the Guam Daily Post. Acknowledgments are on file.

## **III. DETERMINATION OF QUORUM**

**Chief Justice Torres began the roll call. Chief Justice Robert J. Torres, Presiding Judge Alberto C. Lamorena III, and Judge Maria T. Cenzon identified themselves. Justice F. Philip Carbullido and Justice Katherine A. Maraman were traveling and excused. This meeting determined a quorum with (3) of the five (5) Judicial Council members present during roll call.**

## **IV. READING AND DISPOSAL OF MINUTES: October 16, 2025 Regular Meeting minutes.**

**Chief Justice Torres asked for a motion to approve the October 16, 2025 Regular Meeting minutes. Presiding Judge Lamorena moved to approve the minutes, Judge Cenzon seconded the motion. Chief Justice Torres called for an oral vote. With no discussion, the Judicial Council members voted to approve the Regular Meeting minutes, subject to correction.**

## **V. OLD BUSINESS**

### **A. eCourt and eSupervision Transition**

Deputy Administrator of the Courts, Sophia Santos Diaz, reported that implementation remains on schedule, with a projected go-live date of January 2026. She explained that coordination is underway with Chamber staff to arrange online training for peer court and Supreme Court judicial officers in collaboration with the vendor, Journal Technologies. Ms. Santos Diaz shared that the training will allow judicial officers to log in using their individual credentials to become familiar with the platform and their unique dashboards. She added that chamber staff are also encouraged to attend to understand what judicial officers will see. According to Ms. Santos Diaz, target dates for the online training are December 22 or 23, pending confirmation of availability.

Ms. Santos Diaz further noted that implementation continues to progress, with the first iteration nearly complete and the second iteration delivery expected next week. The Council acknowledged that the project is nearing completion and emphasized the need to continue pushing forward.

### **B. Judiciary FY 2026 Remittances Pursuant to Applicable Law**

Under the FY2026 budget update, Ms. Gudmalin reported that the Judiciary has been receiving its biweekly allotments of \$1,683,000 for general operations for Fiscal Year 2026. To date, approximately 12% of the total appropriation—about \$5,049,000—has been received, with the most recent deposit made on November 10 and the next allotment anticipated on November 25. She further reported that, on November 17, the Judiciary received the full allotments for below-the-line items, including funding for the electronic monitoring program, the Guam Criminal Law and Procedure Review, and Safe Streets funding for the Family Visitation Center.

## VI. NEW BUSINESS

### **A. Marshal Reserve Program Stipend Study (For Informational purposes only)**

Administrator of the Courts Danielle Rosete explained that the Marshal Reserve Program Stipend Study report followed an inquiry raised by Justice Maraman at the prior meeting regarding the Marshal Reserve Program during discussions on training deputized marshals with the Department of Education and the Department of Revenue and Taxation. Ms. Rosete reported that the Judiciary currently has 10 active Marshal Reservists, although the program was originally budgeted for approximately 25 and currently funds about 20 positions in the FY 2026 budget. She noted ongoing recruitment challenges similar to those faced by other law enforcement agencies and clarified that the current \$500 stipend remains consistent with other reserve programs and that no increase is being requested. Ms. Rosete explained that instead, the Judiciary is exploring alternative recruitment and retention strategies in coordination with the Marshal of the Court, Human Resources, Finance, and the POST Commission. She further reported that a recent VDMR academy resulted in five new applicants and emphasized that the program helps support court security operations and provides limited-term staffing support during long-term military absences.

### **B. Notice of the Next Meeting (Thursday, December 18, 2025)**

Chief Justice Torres noted that the Council's next meeting will be held on Thursday, December 18, 2025.

## VII. COMMUNICATIONS

The following communications came after the IFIK President's report:

- Ms. Santos Diaz informed the Council of the passing of Attorney Maria Fitzpatrick and noted that her photograph and a wreath are placed on the first floor in her honor.
- Ms. Santos Diaz noted that Ms. Fitzpatrick previously served the Judiciary as a Justice and Judge Pro Tem and as an Administrative Hearing Officer, and was a respected and valued member of the Guam Bar.
- Chief Justice Robert J. Torres expressed condolences and stated that Ms. Fitzpatrick's service and support of the Judiciary would be missed.

**Motion: Presiding Judge Lamorena moved to issue a Resolution of Condolence to Ms. Fitzpatrick's family. The motion was seconded by Judge Cenzon and adopted without objection.**

Staff was directed to prepare a resolution honoring Ms. Fitzpatrick's service and a certificate of condolence on behalf of the Judicial Council will be presented at next meeting.

## VIII. PUBLIC COMMENT

### **A. Guam Bar Association Board (GBA) – President's Report**

GBA Secretary Janice Camacho Perez provided a brief report:

- 2026 annual registration is open and must be completed online.
- Key deadlines:
  - Registration deadline: January 1

- CLE certification deadline of January 31, noting that CLE hours must be completed by the end of the current year.
- Chief Justice Torres additionally announced that the Guam Bar Justice Foundation's inaugural nonprofit event is scheduled for January 9, encouraging judicial officers to attend and support the event.
- Justice Foundation event: ticket prices are anticipated to be in the \$200–\$250 range; the event will be formal and will replace the Guam Bar Christmas party this year.
- The purpose of the Justice Foundation is to support and fund future lawyers in the jurisdiction and to promote the rule of law. Further details about the event will be released at a later date.

#### **B. Court Employees Association**

IFIK President Jesse Franquez reported the following:

- IFIGK bake sale scheduled for the following day and encouraged staff participation.
- RSVPs for the IFIGK holiday party have been sent out and requested timely responses for headcount purposes.
- Holiday party details:
  - Date: January 10
  - Venue: Hyatt
  - IFIGK members receive one free ticket; Non-members/guests: \$65; Children ages 6–12: \$35
  - Hotel room reservations are the responsibility of individual attendees, referencing issues from the prior year.
  - RSVP deadline remains open for now, with a firm date to be set and communicated, likely in mid-December.
- Chief Justice Torres commended IFIGK for consistently successful events and encouraged strong judicial officer attendance.

#### **X. ADJOURNMENT**

**Presiding Judge Lamorena moved to adjourn until Thursday, January 15, 2026, and with no objections the meeting adjourned at 12:27 p.m.**

Respectfully submitted this 18<sup>th</sup> day of December 2025.



JESSICA J. PEREZ-JACKSON  
Executive Secretary  
Judicial Council of Guam

**As set out above, the Minutes of the November 20, 2025 Regular Meeting were approved by the Judicial Council at the December 18, 2025 Regular Meeting.**



ROBERT J. TORRES  
Chair



**BEFORE THE 2025 JUDICIAL COUNCIL OF GUAM  
RESOLUTION NO. JC25-**

**RELATIVE TO MEMORIALIZING THE PASSING OF THE HONORABLE MARIA G. FITZPATRICK**

**WHEREAS**, the Judicial Council of Guam recognizes with great sadness the passing of the Honorable Maria G. Fitzpatrick on November 16, 2025; and

**WHEREAS**, the Honorable Maria G. Fitzpatrick devoted her professional life to public service on Guam, serving with integrity and a steadfast commitment to the fair and impartial administration of justice; and

**WHEREAS**, after relocating to Guam in 1984 to serve on a two-year contract with the Office of the Attorney General, the Honorable Maria G. Fitzpatrick continued her service with the Attorney General's office for more than twenty years, contributing to the representation of the People of Guam in criminal matters; and

**WHEREAS**, in 2008, the Honorable Maria G. Fitzpatrick joined the Public Defender Services Corporation, where she brought professionalism, vigor, and respect for the rule of law to the representation of indigent defendants, reinforcing the constitutional guarantees that underpin Guam's justice system; and

**WHEREAS**, despite retiring from government service in 2016, the Honorable Maria G. Fitzpatrick's dedication to the justice system continued, as she was appointed by the Judicial Council to serve as a Referee in 2018 and reappointed in 2019 and 2021, reflecting the Council's confidence in her judgment, experience, and integrity; and

**WHEREAS**, she also served as an Administrative Hearings Officer, a Judge Pro Tempore of the Superior Court of Guam, and a Justice Pro Tempore of the Supreme Court of Guam, consistently answering the call to serve when conflicts or absences required an experienced and steady hand; and

**WHEREAS**, throughout her career, the Honorable Maria G. Fitzpatrick was known for her humility, professionalism, sound judgment, and the dignity and care she brought to every role entrusted to her, earning the respect of colleagues across Guam's justice system; and

**NOW, THEREFORE, BE IT RESOLVED** that the Judicial Council of the Judiciary of Guam, on behalf of the entire Judiciary, expresses its heartfelt condolences to the family of the late Honorable Maria G. Fitzpatrick and its profound gratitude for her decades of dedicated service and lasting contributions to the cause of justice for the People of Guam.

**DULY ADOPTED** this 18th day of December 2025.

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**ROBERT J. TORRES**

Chief Justice of Guam &  
Chairman, Judicial Council of Guam

---

**F. PHILIP CARBULLIDO**

Member  
Justice, Supreme Court of Guam

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**KATHERINE A. MARAMAN**

Member  
Justice, Supreme Court of Guam

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**ALBERTO C. LAMORENA III**

Member  
Presiding Judge, Superior Court of Guam

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**MARIA T. CENZON**

Member  
Judge, Superior Court of Guam

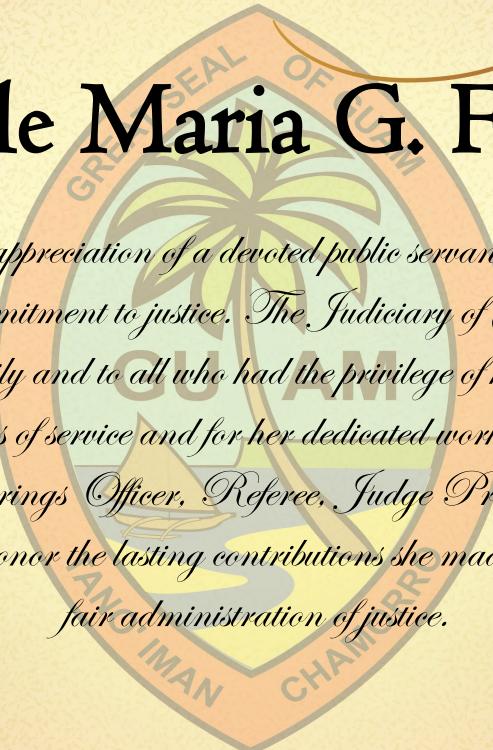
C E R T I F I C A T E O F

# Condolence

*Is Presented to the Family of the Late*

## Honorable Maria G. Fitzpatrick

*In remembrance and appreciation of a devoted public servant whose career was defined by integrity and a commitment to justice. The Judiciary of Guam extends its deepest sympathy to her family and to all who had the privilege of knowing her. We are grateful for her decades of service and for her dedicated work at the Judiciary as an Administrative Hearings Officer, Referee, Judge Pro Tempore, and Justice Pro Tempore. We honor the lasting contributions she made to our courts and to the fair administration of justice.*



ROBERT J. TORRES  
Chief Justice of Guam  
Chairman, Judicial Council of Guam

F. PHILIP CARBULLIDO  
Associate Justice, Supreme Court of Guam  
Member, Judicial Council of Guam

ALBERTO C. LAMORENA, III  
Presiding Judge, Superior Court of Guam  
Member, Judicial Council of Guam



KATHERINE A. MARAMAN  
Associate Justice, Supreme Court of Guam  
Member, Judicial Council of Guam

MARIA TERESA B. CENZON  
Judge, Superior Court of Guam  
Member, Judicial Council of Guam



# Judiciary of Guam

Administrative Office of the Courts  
Guam Judicial Center • 120 West O'Brien Dr • Hagåtña, Gu. 96910  
Tel: (671) 475-3544



DANIELLE T. ROSETE, ESQ.  
ADMINISTRATOR OF THE COURTS

HON. ROBERT J. TORRES  
CHIEF JUSTICE

HON. ALBERTO C. LAMORENA, III  
PRESIDING JUDGE

## MEMORANDUM

To: Chief Justice Robert J. Torres  
Members, Judicial Council of Guam

From: Danielle T. Rosete, Administrator of the Courts

Date: December 17, 2025

Subject: **Creation of Position and Revision of Job Standards**  
**Ref:** Chief Financial Officer (Creation of Position)  
Finance Administrator (Revision of Job Standard)  
Senior Systems Program (Revision of Job Standard)

Chief Justice and Members of the Judicial Council:

Pursuant to 4 GCA § 6303(a), I respectfully request the Judicial Council's approval to:

1. Create a new position, **Chief Financial Officer**, within the Court Administrative Services Division.
2. Revise the job standards for the **Finance Administrator** in the Financial Management Division and **Senior Systems Programmer** in the Management Information Systems Division.

These recommendations follow a comprehensive classification and organizational review using the Hay Guide Chart Method, which evaluates Know-How, Problem Solving, and Accountability, incorporating audit recommendations, and examining similar staffing organizations and positions from government of Guam entities and court jurisdictions. The recommendations are based on an objective assessment of the duties, responsibilities, and competencies required to support and enhance the Judiciary's operational efficiency and strategic capacity.

Subject: **Creation of Position and Revision of Job Standards**  
Ref: Chief Financial Officer (Creation of Position)  
Finance Administrator (Revision of Job Standard)  
Senior Systems Program (Revision of Job Standard)

Page 2

The recommendations are as follows:

1. Chief Financial Officer – Creation of Position

The Judiciary has reviewed its fiscal management structure to address the evolving needs and demands of court operations. Using the Position Description Questionnaire (PDQ), a standard assessment used when evaluating job standards, we assessed job content, supervisory relationships, decision-making and problem-solving responsibilities, and frequency of duties.

Over the years, the Judiciary's financial responsibilities have grown significantly, including managing a larger budget, administering grants and fiduciary funds, overseeing accounts, and complying with complex audit and reporting requirements. The division regularly prepares internal and external reports, such as tax filings (including 1099 and payroll-related reporting), Federal Financial Reports, legislative-mandated reports on travel, staffing, and financial statements, and audited financial statements required under loan covenants.

The Finance Administrator currently handles these duties, including implementing audit recommendations affecting court operations and improving internal controls. Audit recommendations have emphasized the need for stronger monitoring, documentation, and internal controls for the court's debit card purchases as well as the need to improve monitoring of court fines and fees to ensure legal and timely write-offs of aged cases. The PDQ review indicates that consolidating these responsibilities under one role is not sustainable.

The PDQ review and broader assessment of fiscal management roles demonstrated the need to revise the Judiciary's financial leadership structure. To ensure effective oversight, I propose separating strategic financial leadership from daily operations. The Chief Financial Officer (CFO) will provide executive-level oversight of financial policy, compliance, planning, analysis and high-level decision support, while the Finance Administrator will focus on daily financial operations and management. This structure aligns with practices in other courts and government of Guam entities.

The CFO role would enable the Finance Administrator to focus on daily operational fiscal management while ensuring that strategic financial oversight remains objective and structurally independent. The CFO will also recommend and implement technological and procedural advances to the Judiciary's financial management practices and court functions. Taken together, these proposed changes reinforce the Judiciary's commitment to transparency and fiscal responsibility.

Accordingly, I am requesting the Judicial Council's approval to create the CFO position with a proposed **pay grade of T, on the Executive Pay Plan**. This pay grade assignment is a result of the evaluation of the duties and responsibilities of the position. Pursuant to Judicial Council Resolution No. 05-007, this position is recommended for Unclassified status in accordance with Standard 1, covering positions of a confidential or fiduciary nature, and Standard 2, covering policy making or policy formulating positions.

**2. Finance Administrator – Revision of Job Standard**

With the CFO assuming strategic oversight, the Finance Administrator's role will shift to operational fiscal management, including staff supervision, accounting operations, payroll, procurement processing, financial transactions, and administrative fiscal support.

This represents a realignment of the job's scope, authority, and decision-making responsibility. The Hay Method evaluation confirms that the Finance Administrator's revised functional role aligns with a lower complexity and accountability level than its current designation. Therefore, a pay grade reassignment from **Grade T to Grade S on the Executive Pay Plan** is recommended to reflect the updated responsibilities and ensure consistency with the Judiciary's classification standards.

**3. Senior Systems Programmer – Revision of Job Standard**

The current Senior Systems Programmer classification no longer reflects the technical complexity and demands of the Judiciary's IT infrastructure and environment. The Judiciary's reliance on an advanced on-premises datacenter, virtualization platforms, cybersecurity systems, network infrastructure, and enterprise applications requires skills well beyond traditional programming.

The position became vacant due to promotion, and because of recruitment difficulties, the promoted employee continues to perform these duties out of necessity, underscoring the critical need for a dedicated technical specialist. The proper classification title for the position is **Systems Specialist**, with responsibilities centered on systems administration, virtualization, networking, security, datacenter operations, and enterprise systems support.

A review of the classification and associated duties indicates that the complexity and accountability levels remain consistent with the current grade assignment. Therefore, I **recommend that the pay grade remain unchanged** upon reclassification. Accordingly, I request your approval to revise the **Senior Systems Programmer** position to **Systems Specialist**, with the existing pay grade remaining status quo.

Subject: **Creation of Position and Revision of Job Standards**  
Ref: Chief Financial Officer (Creation of Position)  
Finance Administrator (Revision of Job Standard)  
Senior Systems Program (Revision of Job Standard)

Page 4

In summary, I respectfully request the Judicial Council's approval to: (1) create the Chief Financial Officer position to provide independent executive-level financial oversight; (2) revise the Finance Administrator job standard and adjust its pay grade from T to S to reflect the realigned operational scope; and (3) revise the Senior Systems Programmer position to Systems Specialist while maintaining its current pay grade to accurately align the role with the Judiciary's technical and infrastructure needs. Approval of this petition will provide the Judiciary with an organizational structure that supports accountability, transparency, operational efficiency, and long-term strategic planning.

*Senseramente,*

*DTR*  
DANIELLE T. ROSETE  
Administrator of the Courts

Attachments



# Judiciary of Guam

Administrative Office of the Courts  
Guam Judicial Center • 120 West O'Brien Dr • Hagåtña, Gu. 96910  
Tel: (671) 475-3544



DANIELLE T. ROSETE, ESQ.  
ADMINISTRATOR OF THE COURTS

HON. ROBERT J. TORRES  
CHIEF JUSTICE

HON. ALBERTO C. LAMORENA, III  
PRESIDING JUDGE

## PRESS RELEASE CREATION OF POSITION PURSUANT TO 4GCA § 6303 (a) & 6303.1

The Judiciary of Guam is creating a new position, **CHIEF FINANCIAL OFFICER**, in the **UNCLASSIFIED SERVICE**, at pay grade EX-T, with a salary range from \$92,949.36 to \$140,135.30. A copy of the position description is available on the **Judiciary of Guam's website at [www.guamcourts.gov](http://www.guamcourts.gov)**. This notice is made in order to comply with 4GCA § 6303.1.

For more information regarding this release, please contact **BARBARA JEAN T. PEREZ**, Human Resources Administrator at (671) 475-3344.

**DANIELLE T. ROSETE  
Administrator of the Courts**

	<b>JUDICIARY OF GUAM</b>		HUMAN RESOURCES OFFICE JOB STANDARD
CLASSIFICATION TITLE: <b>CHIEF FINANCIAL OFFICER</b>		ESTABLISHED DATE: December 2025	
PAY GRADE: <b>EX-T</b>	TOTAL HAY EVALUATION POINTS: <b>994</b>	POSITION STATUS: [ <input type="checkbox"/> ] Classified [ <input checked="" type="checkbox"/> ] Unclassified [ <input checked="" type="checkbox"/> ] FT [ <input type="checkbox"/> ] PT	
FLSA CATEGORY: [ <input checked="" type="checkbox"/> ] Exempt [ <input type="checkbox"/> ] Non-Exempt		EEO CATEGORY: Administrator	
REPORTS TO: Administrator of the Courts		APPROVED BY: <b>DANIELLE T. ROSETE</b> Administrator of the Courts	

**NATURE OF WORK:**

This is an executive management level position responsible for ensuring strategic financial leadership for the Judiciary of Guam. The incumbent ensures the integrity, accountability, and effective management of all fiscal operations, with a strong emphasis on auditing, compliance, internal controls and long-term fiscal sustainability.

An employee in this class administers the financial policies, systems, and programs in alignment with the Court's mission, strategic goals, and statutory and regulatory requirements, including the Governmental Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP).

**ESSENTIAL FUNCTIONS:** (This is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the incumbent for this position. Duties, responsibilities and activities may change at any time with or without cause.)

Provides strategic oversight, technical expertise, and internal controls necessary to safeguard public funds and support informed decision making at all levels of court administration.

Aligns all fiscal operations with the Judiciary's strategic direction, mission, and long-term financial objectives.

Organizes, plans and coordinates the negotiation of high value contracts and financial borrowing.

Provides in consultation with management, the development and negotiation of contract terms and conditions, and the management of contract performance while ensuring value for money and compliance with relevant laws and standards.

Monitors all facilities maintenance and improvement projects and provides financial planning for high value purchases and replacement of fixtures, equipment and other capital assets.

Ensures sound financial, budgeting, and procurement practices in the management of court resources.

CHIEF FINANCIAL OFFICER

PAY GRADE: EX-T

Page 2

Leads fiscal forecasting, multi-year budget modeling, and resource allocation to support executive and policy level decision-making.

Serves as the Court's primary advisor on fiscal sustainability, investment planning, and financial risk management.

Directs financial modernization initiatives, including automation and technology-driven solutions to improve efficiency and reporting.

Develops and recommends fiscal policies to the Judicial Council and executive leadership.

Ensures compliance with statutes, regulations, accounting standards, and fiscal policies through systematic monitoring, auditing and oversight frameworks.

Establishes and maintains strategic internal controls and accountability systems across all fiscal operations.

Prepares high-level executive reports on financial performance, capital projects, and funding outcomes.

Presents complex financial data and recommendations in a clear and persuasive manner to inform policy and operational decisions.

Represents the Judiciary before oversight bodies and legislative committees on fiscal matters.

Adheres to and complies with all promulgated policies, standards, and codes of ethical conduct.

Performs other related duties as required.

**COMPETENCIES:**

1. Visionary Leader & Strategist.
2. Innovative & Resourceful.
3. Results Driven.
4. Diplomatic & Politically Astute.
5. Initiates & Leads Change.
6. Exceptional Business Acumen.
7. Motivates & Inspires Others.
8. Establishes & Executes Multiple Priorities.

Competencies are the capabilities or skill sets essential for all employees who work for the Judiciary of Guam. They are consistent with the Judiciary's Strategic Plan and organizational values. It is essential for all employees to be skilled in these areas so as to help the Judiciary achieve our short and long term goals and objectives.

CHIEF FINANCIAL OFFICER

PAY GRADE: EX-T

Page 3

Managers are expected to develop additional capabilities and skills. Through training, they are expected to demonstrate behaviors in these additional areas. Each manager, in collaboration with the Judicial Educator, is expected to develop an Individual Development Plan.

**MINIMUM KNOWLEDGE, ABILITIES & SKILLS:**

Knowledge of principles and practices of public administration, including budgeting, supervision, and management.

Knowledge of principles and processes involved in organizational planning, coordination, and execution, including strategic planning, resource allocation, leadership techniques, and production methods.

Knowledge of federal and/or local legal requirements with respect to accounting for government funds.

Knowledge of economic principles and practices affecting public finance and resource allocation.

Knowledge of electronic data programming equipment and systems analysis (to inform modernization and system integration decisions).

Ability to analyze, identify, and implement information technology solutions in a complex setting.

Ability to evaluate operational effectiveness and recommend and implement changes to improve efficiency, accountability, and transparency.

Ability to evaluate and analyze program plans and operations and make strategic recommendations regarding policies and operational methods for improvement.

Ability to work and communicate effectively with executive leadership, the legislature, external auditors, and network agencies, both orally and in writing

Ability to make high-level decisions consistent with fiscal policies, statutory requirements, and strategic priorities.

Ability to interpret and apply appropriation laws and other laws relating to accounting systems to inform policy and strategic decisions.

**MINIMUM EDUCATION, EXPERIENCE & TRAINING:**

- A. Graduation from an accredited college or university with a master's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester credit hours of accounting/auditing courses; plus seven (7) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; OR
- B. Graduation from an accredited college or university with bachelor's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester

CHIEF FINANCIAL OFFICER

PAY GRADE: EX-T

Page 4

credit hours of accounting/auditing courses; plus eight (8) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; OR

- C. Any equivalent combination of experience and training which provides the minimum, knowledge, abilities and skills.

**PREFERRED LICENSES/CERTIFICATES:**

1. Certified Public Accountant (CPA) License or Certified Government Financial Manager (CGFM)
2. Financial Management Grant Administration Training approved by the Office of Justice Program

	<b>JUDICIARY OF GUAM</b>		HUMAN RESOURCES OFFICE JOB STANDARD
CLASSIFICATION TITLE: <b>FINANCE ADMINISTRATOR</b>		ESTABLISHED DATE: May 1988 REVISED DATE: May 2002/ August 2017/ December 2025	
PAY GRADE: <b>EX-S</b>	TOTAL HAY EVALUATION POINTS: <b>830</b>	POSITION STATUS: [ <input type="checkbox"/> ] Classified [ <input checked="" type="checkbox"/> ] Unclassified [ <input checked="" type="checkbox"/> ] FT [ <input type="checkbox"/> ] PT	
FLSA CATEGORY: [ <input checked="" type="checkbox"/> ] Exempt [ <input type="checkbox"/> ] Non-Exempt		EEO CATEGORY: Administrator	
REPORTS TO: Administrator of the Courts		APPROVED BY: DANIELLE T. ROSETE Administrator of the Courts	

**NATURE OF WORK:**

This management level position directs the daily financial operations of the Judiciary, including accounting, revenue disbursement, collections, cash management, payroll and other related financial services, ensuring compliance with financial policies, applicable laws, and accounting standards.

An incumbent in this classification functions under administrative direction and performs duties in accordance with applicable statutes, court policies, practices, procedures, including the Governmental Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP).

**ESSENTIAL FUNCTIONS:** (This is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the incumbent for this position. Duties, responsibilities and activities may change at any time with or without cause.)

Directs the day-to-day fiscal operations, including accounting, payroll, cash management, trust fund handling, collections, procurement, and contract administration.

Maintains compliance with statutory and regulatory financial requirements, including GASB and GAAP.

Implements approved financial policies and procedures, monitoring compliance and promoting consistent application of internal controls and established workflows.

Coordinates and supports internal and external audits, providing documentation, analysis and recommendations for corrective actions as needed.

Prepares, administers and monitors the Judiciary's annual operating and capital budgets in collaboration with the Chief Financial Officer (CFO).

**FINANCE ADMINISTRATOR****PAY GRADE: EX-S****PAGE: 2**

Monitors expenditures, encumbrances, and fund balances, and identifies areas for reallocation or savings.

Manages fiscal reporting, including monthly, quarterly, and annual reports.

Oversees the payroll process to include preparation, processing and distribution.

Supervises accounting, payroll, and fiscal staff; conducts performance evaluations, manages training programs and fosters professional development and capacity-building programs; and identifies and resolves personnel issues.

Promotes process consistency, internal controls, and adherence to established workflows.

Oversees contract negotiations, renewals, and compliance.

Manages financial aspects of grant programs and reporting requirements.

Tracks and reports on capital assets, facility maintenance funding, and fixed asset depreciation.

Generates, analyzes, and interprets detailed operational and financial reports to support internal management decisions, identify trends, and provide information for management and the CFO's review.

Provides recommendations for process improvements, enhanced efficiency, and optimal allocation of financial resources.

Adheres to and complies with all promulgated policies, standards, and codes of ethical conduct.

Performs other related duties as required.

**COMPETENCIES:**

1. Visionary Leader & Strategist.
2. Innovative & Resourceful.
3. Results Driven.
4. Diplomatic & Politically Astute.
5. Initiates & Leads Change.
6. Exceptional Business Acumen.
7. Motivates & Inspires Others.
8. Establishes & Executes Multiple Priorities.

Competencies are the capabilities or skill sets essential for all employees who work for the Judiciary of Guam. They are consistent with the Judiciary's Strategic Plan and organizational values. It is

**FINANCE ADMINISTRATOR****PAY GRADE: EX-S****PAGE: 3**

essential for all employees to be skilled in these areas so as to help the Judiciary achieve our short and long term goals and objectives.

Managers are expected to develop additional capabilities and skills. Through training, they are expected to demonstrate behaviors in these additional areas. Each manager, in collaboration with the Judicial Educator, is expected to develop an Individual Development Plan.

**MINIMUM KNOWLEDGE, ABILITIES & SKILLS:**

Knowledge of government accounting, auditing, and economic principles, practices, and procedures.

Knowledge of generally accepted accounting principles and practices, and their application in the public sector.

Knowledge of principles and practices of public administration, including budgeting, supervision and management.

Knowledge of federal and/or local legal requirements with respect to accounting for government funds.

Ability to develop sound, practical, and modern accounting procedures and to plan and organize accounting activities to produce timely, comprehensive, and accurate financial reports.

Ability to prepare clear and comprehensive financial and budgetary reports.

Ability to supervise the work of professional, technical, and clerical staff engaged in accounting and related activities.

Ability to design and modify accounting systems to meet operational needs.

Ability to make decisions in accordance with program guidelines and requirements.

Ability to organize and supervise a fiscal unit effectively.

Ability to interpret and apply appropriation laws in preparing budgets and monitoring expenditures.

Ability to work and communicate effectively, orally and in writing, with Judiciary staff, external auditors, and agency partners on operational and compliance matters.

**MINIMUM EDUCATION, EXPERIENCE & TRAINING:**

- A. Graduation from an accredited college or university with a master's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester credit hours of accounting/auditing courses; plus five (5) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; OR

**FINANCE ADMINISTRATOR**

**PAY GRADE: EX-S**

**PAGE: 4**

- B. Graduation from an accredited college or university with bachelor's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester credit hours of accounting/auditing courses; plus six (6) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; OR
- C. Any equivalent combination of experience and training which provides the minimum, knowledge, abilities and skills.

**PREFERRED LICENSES/CERTIFICATES:**

- 1. Certified Government Financial Manager (CGFM)
- 2. Financial Management Grant Administration Training approved by the Office of Justice Program

	<b>JUDICIARY OF GUAM</b>		HUMAN RESOURCES OFFICE JOB STANDARD
CLASSIFICATION TITLE: <b>SYSTEMS SPECIALIST</b>		ESTABLISHED DATE: August 1999 REVISED DATE: December 2025	
PAY GRADE: <b>P</b>	TOTAL HAY EVALUATION POINTS: <b>571</b>	POSITION STATUS:  [ <input type="checkbox"/> ] Classified [ <input checked="" type="checkbox"/> ] Unclassified [ <input checked="" type="checkbox"/> ] FT [ <input type="checkbox"/> ] PT	
FLSA CATEGORY: [ <input checked="" type="checkbox"/> ] Exempt [ <input type="checkbox"/> ] Non-Exempt		EEO CATEGORY: Professional	
REPORTS TO: MIS Administrator or Designee		APPROVED BY: DANIELLE T. ROSETE Administrator of the Courts	

**NATURE OF WORK:**

This professional technical level position is responsible for managing and maintaining critical server infrastructure, virtual environments, and enterprise applications, including financial, case management, and jury systems.

An employee in this position may lead projects and is responsible for administering Active Directory, database systems, and security solutions, while collaborating with vendors to implement Information Technology (IT) solutions related to servers, databases, applications, networks and other computing systems.

**ESSENTIAL FUNCTIONS:** (This is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent for this position. Duties, responsibilities, and activities may change at any time with or without cause.)

Maintains, configures, and optimizes server infrastructure to ensure reliable and secure operations.

Manages virtual environments, including creating, configuring, and maintaining virtual machines (VMs).

Adds and integrates systems into the domain and ensures proper authentication and access controls.

Monitors and oversees server room and data center environments to maintain operational continuity.

Supports, manages, and troubleshoots Enterprise Resource Planning (ERP) and other financial-related applications.

Provides administration, support, and maintenance of case management systems.

Performs database administration tasks, including configuration, maintenance, backup, and troubleshooting.

Implements and supports networking solutions, including switches, routers, firewalls, and related infrastructure.

**SYSTEMS SPECIALIST****PAY GRADE: P****PAGE: 2**

Administers Active Directory services, including group policies, user accounts, and security configurations.

Collaborates with vendors to evaluate, implement, and support various IT solutions and system enhancements.

Adheres to and complies with all promulgated policies, standards, and codes of ethical conduct.

Performs other related duties as assigned.

**MINIMUM KNOWLEDGE, ABILITIES & SKILLS:**

Knowledge of Windows Server operating systems, including Active Directory, Group Policy, domain services, authentication servers, and registry optimization.

Knowledge of virtualization technologies, including Microsoft Hyper-V and VMware for provisioning, configuring, and optimizing virtual machine environments.

Knowledge of backup and disaster recovery solutions, including VEEAM Backup & Replication, modern backup methodologies, and continuity planning.

Knowledge of SQL databases, including installation, configuration, query creation, performance tuning, and backup and recovery management.

Knowledge of networking technologies, including TCP/IP, routing, switching, VLANs, ports, the OSI model, firewalls, and Ethernet switching.

Knowledge of server and web technologies, including DNS, client-server architecture, NT domain services, Internet/Intranet servers, and related protocols.

Knowledge of system hardware installation, diagnostics, troubleshooting, repair, and recovery procedures.

Knowledge of technical documentation standards, including developing network diagrams, system architecture drawings, and process flows.

Ability to analyze complex technical problems, define solutions, and implement effective corrective measures.

Ability to design and maintain network architecture diagrams, system workflows, and technical documentation.

Ability to prepare clear and accurate documentation, instructional materials, and technical reports.

Ability to manage and optimize virtualization environments using Hyper-V and VMware platforms.

Ability to plan, execute, and maintain backup and disaster recovery strategies that ensure system continuity.

**SYSTEMS SPECIALIST**

**PAY GRADE: P**

**PAGE: 3**

Ability to communicate technical concepts clearly to both technical and non-technical personnel.

Ability to delegate tasks effectively while maintaining quality control and organizational clarity.

Ability to learn and apply administrative reporting tools, Judiciary-specific applications, and enterprise information systems.

Ability to participate in or lead a team environment; research and analyze problems logically and recommend alternative courses of action.

Ability to assume a leadership role to resolve end users issues and troubleshoot.

Ability to establish and maintain cooperative working relationships.

Skilled in troubleshooting hardware, software, network, server, and application issues effectively.

Skilled in managing networking infrastructure, including TCP/IP, routers, switches, VLANs, and firewalls, to ensure secure and stable connectivity.

Skilled in application design, programming, and systems software development.

Skilled in organizing, documenting, and analyzing IT processes and projects for operational efficiency.

**MINIMUM EDUCATION, EXPERIENCE & TRAINING:**

- A. Graduation from a recognized college or university with a bachelor's degree in Computer Science, Information Science or closely related fields, plus five (5) years of work experience in server and system administration.
- B. Graduation from high school or GED equivalent; plus any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.



## BEFORE THE 2025 JUDICIAL COUNCIL OF GUAM

### RESOLUTION NO. JC25-023

#### RELATIVE TO REVISING FISCAL MANAGEMENT ROLES AND CREATING THE POSITION OF CHIEF FINANCIAL OFFICER

**WHEREAS**, the Judiciary of Guam is responsible for managing multiple revenue sources, including legislative appropriations, special funds, federal grants, fines, fees, and trust accounts, each of which requires coordinated oversight and effective financial governance; and

**WHEREAS**, the Judiciary of Guam continues to face an increasing need to strengthen internal controls, improve fiscal accountability, and enhance the reliability of its financial systems. As audit requirements grow and expectations for transparency rise, it is essential to separate financial oversight from daily fiscal operations. Those responsible for oversight cannot also perform routine accounting functions without creating conflicts that compromise audit integrity making it necessary to create the position of a Chief Financial Officer to provide independent, executive-level oversight while the Finance Administrator continues managing daily operations; and

**WHEREAS**, the Judiciary's long-term strategic goals, modernization initiatives, capital projects, and increasing demands from legislative and oversight bodies necessitate a dedicated senior official who can provide comprehensive financial planning, forecasting, data analytics, and executive decision support; and

**WHEREAS**, this role will strengthen the Judiciary's ability to maintain transparency, accountability, and compliance with applicable statutes, regulations, and internal controls.

**WHEREAS**, revising the job standard for the Finance Administrator is necessary to align responsibilities with the new financial leadership structure and to ensure clear separation between strategic oversight and daily financial operations;

**WHEREAS**, the Human Resources Division has conducted a study and reported to the Judicial Council that the position of Chief Financial Officer should be created and filled as described in the attached **Exhibit A**; and

**WHEREAS**, Title 4 GCA § 6303 requires that the position description for the requested position of Chief Financial Officer is posted on the Judiciary's Website.

**NOW THEREFORE, BE IT RESOLVED** that the position of Chief Financial Officer is hereby approved as a position at the Judiciary of Guam, which duties are reflected in the job description shown in the Attached Exhibit A.



**BE IT FURTHER RESOLVED**, that the Chief Financial Officer shall report directly to the Chief Justice and the Administrator of the Courts and shall serve as the Judiciary's principal advisor on financial strategy, fiscal policy, internal controls, and resource planning;

**BE IT FURTHER RESOLVED** that the attached position description shall be posted on the Judiciary's website in accordance with 4 GCA § 6303;

**BE IT FURTHER RESOLVED**, that the Finance Administrator and Deputy Finance Administrator shall continue to administer the daily operational functions of the Judiciary's financial system under the strategic oversight of the Chief Financial Officer;

**BE IT FURTHER RESOLVED**, that the job standard for the Finance Administrator shall be amended as shown in **Exhibit B**, which reflects the revised scope of duties consistent with the new fiscal management structure;

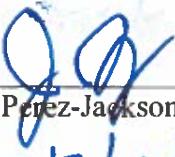
**BE IT FURTHER RESOLVED**, that the amended duties for the Finance Administrator shall take effect only upon the filling of the Chief Financial Officer position and the reclassification to a lower pay grade shall take effect in accordance with 7.011 of the Judiciary's Personnel Rules and Regulations;

**BE IT FURTHER RESOLVED**, that the Administrator of the Courts, in collaboration with the Human Resources Administrator and Division, is authorized to take all necessary actions to implement this Resolution, including conducting any necessary recruitment, job evaluation, and compensation adjustments in accordance with applicable Judiciary Personnel Rules and Regulations.

**DULY ADOPTED** this 18th day of December 2025 at a duly noticed meeting of the Judicial Council of Guam.

  
ROBERT J. TORRES, Chairman  
Dated: 12/18/25

ATTEST:

  
Jessica Perez-Jackson, Executive Secretary

Dated: 12/18/25



## **BEFORE THE 2025 JUDICIAL COUNCIL OF GUAM**

### **RESOLUTION NO. JC25-024**

#### **RELATIVE TO REVISING THE JOB STANDARD FOR THE SENIOR SYSTEMS PROGRAMMER POSITION**

**WHEREAS**, the Judiciary of Guam is responsible for maintaining secure, reliable, and efficient technology systems in support of court operations, case management, financial processes, and justice-wide services; and

**WHEREAS**, the Judiciary's technological operations significantly expanded in complexity, with increased reliance on the on-premises datacenter and a more integrated network of applications, servers, virtualization platforms, and security systems; and

**WHEREAS**, the existing job standard for the Senior Systems Programmer no longer reflects the actual scope of responsibilities required to support these mission critical systems; and

**WHEREAS**, the technical demands of the Judiciary's current operations extend beyond traditional programming functions and require broader expertise in systems administration, virtualization, networking, security, and datacenter technologies, creating a need to revise the Senior Systems Programmer position to a Systems Specialist; and

**WHEREAS**, although general duties of a Systems Programmer and Systems Specialist may align, the primary duties of a Systems Specialist will also include managing servers, virtual machines, domain services, network infrastructure, datacenter operations, and enterprise application environments in alignment with modern IT standards and security requirements; and

**WHEREAS**, realigning the existing Senior Systems Programmer classification to a Systems Specialist classification will ensure the Judiciary has the appropriate level of technical support to meet current operational needs and future organizational needs;

**NOW, THEREFORE, BE IT RESOLVED** that the Judicial Council of Guam hereby revises and replaces the job standard for the Senior Systems Programmer position with the updated Systems Specialist job standard, attached hereto as Exhibit A.

**BE IT FURTHER RESOLVED** that all references to the Senior Systems Programmer position within Judiciary personnel records, organizational charts, and staffing plans shall be updated to reflect the Systems Specialist classification.

**BE IT FURTHER RESOLVED** that the Administrator of the Courts, in collaboration with the Human Resources Administrator and Division, is authorized to implement the revised job standard and classification, including conducting any necessary recruitment, job evaluation, and compensation adjustments in accordance with applicable Judiciary Personnel Rules and Regulations.



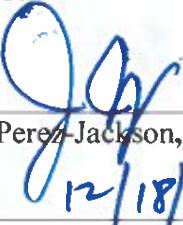
**BE IT FURTHER RESOLVED** that this revision shall be effective immediately upon adoption.

**DULY ADOPTED** this 18th day of December 2025 at a duly noticed meeting of the Judicial Council of Guam.

  
ROBERT J. TORRES, Chairman

Dated: 12/18/25

ATTEST:

  
Jessica Perez-Jackson, Executive Secretary

Dated: 12/18/25



**BEFORE THE 2025 JUDICIAL COUNCIL OF GUAM**

**RESOLUTION NO. JC25-**

**RELATIVE TO APPOINTMENTS OF MEMBERS  
ON THE COMMITTEE ON JUDICIAL DISCIPLINE**

**WHEREAS**, Rule 2.1(E) of the Guam Rules for Judicial Disciplinary Enforcement (the "Rules") authorizes the Judicial Council to appoint members to the Committee on Judicial Discipline (the "Committee"), who shall serve four-year terms; and

**WHEREAS**, pursuant to Resolution No. JC21-020, as amended by Resolution No JC23-013, the terms of three Committee members will expire in December 2025; and

**WHEREAS**, the Judicial Council has reviewed and finds the Honorable Joseph N. Camacho, Associate Judge of the Superior Court of the Judiciary of the NMI, Attorney Michael L. Ernest, and Ms. Nadine Leon Guerrero qualified for reappointment to the Committee; and

**NOW, THEREFORE, BE IT RESOLVED** that the Honorable Joseph N. Camacho, Associate Judge of the Superior Court of the Judiciary of the NMI, Attorney Michael L. Ernest, and Ms. Nadine Leon Guerrero are hereby reappointed to the Committee on Judicial Discipline and shall each serve a four-year term commencing December 16, 2025 and expiring on December 16, 2029.

**DULY ADOPTED** this 18th day of December 2025 at a duly noticed meeting of the Judicial Council of Guam

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**ROBERT J. TORRES, Chairman**

Dated: \_\_\_\_\_

ATTEST:

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Jessica Perez-Jackson, Executive Secretary

Dated: \_\_\_\_\_



**Superior Court of Guam**  
**Judicial Center**  
**120 West O'Brien Drive**  
**Hagåtña, Guam 96910**  
**Telephone: (671) 475-3410/3500**  
**Fax: (671) 477-1852**



**Hon. Alberto C. Lamorena III**  
**Presiding Judge**

**MEMORANDUM**

**To:** Chief Justice Robert J. Torres  
**From:** Presiding Judge  
**Date:** December 02, 2025  
**Subject:** Appointed member for Judicial Council

I am appointing Judge Maria T. Cenzon as a member of the Judicial Council, beginning  
January 01, 2026 till December 31, 2026.

A large, blue, handwritten signature in cursive script, appearing to read "ALBERTO C. LAMORENA, III".

Thank You,

**ALBERTO C. LAMORENA, III**

**CC:**

Judge, Maria T. Cenzon  
Justice F. Phillip Carbullido  
Justice Katherine A. Maraman  
Danielle T. Rosete, AOC