

**CNMI CIVIL SERVICE COMMISSION  
REGULAR MEETING  
AUGUST 23, 2019  
Department of Commerce Conference Room  
Tinian, MP**

**I. PRELIMINARIES**

a. Call Meeting to Order

On August 23, 2019, Acting Chairperson Catalina L. Tebit called the meeting to order at 9:46 a.m.

Roll Call

**Members Present:**

Catalina L. Tebit, Acting Chairperson  
Felicita Abraham, Member  
Bernadita C. Palacios, Member  
Valerie Q. Apatang, Member (via telephone)  
Jake H. Maratita, Member (via telephone)  
Berthillia C. John, Member

**Members Absent:**

Raymond Muna, Member (Excused)

Six (6) members present, there is a quorum.

**Others present:**

Teresa Borja, CSC Executive Assistant  
Kadianne Mangarero, CSC Executive Secretary  
Joseph Pangelinan, Chief of EDS (on behalf of Director)  
Frank Gibson, CSC HR Consultant  
Reynaldo Cing, Tinian Resident

b. Review and Adoption of Agenda

<b>Moved by:</b>	<b>Commissioner Abraham</b>	<b>Seconded by:</b>	<b>Commissioner Maratita</b>
<b>Discussion:</b> The Commission reviewed the agenda.			
<b><i>ACTION NO. 2019.12.001:</i></b>			
<b><i>Motion to adopt meeting agenda as reviewed was approved by six (6) votes</i></b>			

c. Review and Adoption of Minutes

- i. May 31, 2019 Special Meeting
- ii. August 15, 2019 Special Meeting

<b>Moved by:</b>	<b>Commissioner Abraham</b>	<b>Seconded by:</b>	<b>Commissioner Maratita</b>
<b>Discussion:</b> The Commission reviewed and made some corrections on the Special Meeting minutes for May 31, 2019 and the Special Meeting minutes for August 15, 2019.			
<b><i>ACTION NO. 2019.12.002:</i></b> <i>Motion to adopt meeting minutes was approved by six (6) votes.</i>			

**II. PUBLIC COMMENT**

- Reynaldo Cing: expressed his concerns and hardship with the current sick leave bank regulations. He feels that the current sick leave bank is limited especially when an employee is undergoing medical treatment that requires extended time leave due to the treatment process and recovery. He hopes that the sick leave bank regulation will be revised.

**III. REPORTS**

- a. Acting Chairperson - none
- b. Director - none
- c. Executive Assistant - none

**IV. COMMUNICATIONS**

- None

**V. OLD BUSINESS**

- a. Annual Report

<b>Moved by:</b>	<b>Commissioner Abraham</b>	<b>Seconded by:</b>	<b>Commissioner Maratita</b>
<b>Discussion:</b> The Commission reviewed the updated changes to the Sick Leave Bank.			
<b><i>ACTION NO. 2019.12.003:</i></b> <i>Motion to retract the previous action from the March 22, 2019 regular meeting on the Sick Leave Bank was approved by four (4) votes.</i>			

- b. CSC Retreat

<b>Moved by:</b>	<b>Commissioner Palacios</b>	<b>Seconded by:</b>	<b>Commissioner Maratita</b>
<b>Discussion:</b> The Commission reviewed the CSC Meeting Calendar for the Year 2019.			
<b><i>ACTION NO. 2019.12.004:</i></b> <i>Motion to adopt the CSC 2019 Meeting Calendar was approved by four (4) votes.</i>			

**VI. NEW BUSINESS**

- Election of Officer
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<b>Moved by:</b>	<b>Commissioner Abraham</b>	<b>Seconded by:</b>	<b>Commissioner Maratita</b>
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**Discussion:** The Commission reviewed the agenda and added item c. OPA Letter to OPM re. Drug & Alcohol in the Workplace Allegations.

***ACTION NO. 2019.12.005:***

*Motion to adopt meeting agenda as reviewed was approved by six (6) votes*

**VII. EXECUTIVE SESSION**

**VIII. MISCELLANEOUS/ANNOUNCEMENT**

**IX. ADJOURNMENT**

On August 23, 2019, the Acting Chairperson called for adjournment at 2:33 pm.

**PREPARED BY:**

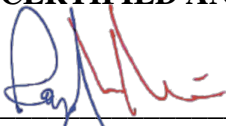


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**Teresa Borja**  
**CSC Executive Assistant**

\_\_\_\_\_  
JUNE 24, 2020

**Date**

**CERTIFIED AND APPROVED BY:**



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**Raymond Muna**  
**CSC Acting Chairperson**

\_\_\_\_\_  
JUNE 29, 2020

**Date**