

*I Mina'Trentai Dos Na Liheslaturan Guahan*

| Date Received | M&C No.     | Appointee             | Position | Agency  | Appt. Date | Term Length | Expiration Date of Action | Expiration Date of Term | Committee Referred | Date Referred | PH Date | CR Filed | Confirmed | Notes |
|---------------|-------------|-----------------------|----------|---|------------|-------------|---------------------------|-------------------------|--------------------|---------------|---------|----------|-----------|-------|
| 2/05/2013     | 32GL-13-039 | Marcelene Cruz Santos | Member   | Council on Mental Health and Substance Abuse (AKA "The Advisory Council") | 2/04/2013  | 3 years     |                           |                         |                    |               |         |          |           |       |



## COMMITTEE ON RULES

*I Mina'trentai Dos na Liheslaturan Guåhan* • The 32nd Guam Legislature  
155 Hesler Place, Hagåtña, Guam 96910 • [www.guamlegislature.com](http://www.guamlegislature.com)  
E-mail: [roryforguam@gmail.com](mailto:roryforguam@gmail.com) • Tel: (671)472-7679 • Fax: (671)472-3547

Senator  
Rory J. Respicio  
CHAIRPERSON  
MAJORITY LEADER

Senator  
Thomas C. Ada  
VICE CHAIRPERSON  
ASSISTANT MAJORITY LEADER

Senator  
Vicente (Ben) C. Pangelinan  
Member

Speaker  
Judith T.P. Won Pat, Ed.D.  
Member

Senator  
Dennis G. Rodriguez, Jr.  
Member

Vice-Speaker  
Benjamin J.F. Cruz  
Member

Legislative Secretary  
Tina Rose Muña Barnes  
Member

Senator  
Frank Blas Aguon, Jr.  
Member

Senator  
Michael F.Q. San Nicolas  
Member

Senator  
V. Anthony Ada  
Member  
MINORITY LEADER

Senator  
Aline Yamashita  
Member

February 5, 2013

### MEMORANDUM

**To:** **Rennae Meno**  
*Clerk of the Legislature*

**From:** **Senator Rory J. Respicio**  
*Majority Leader & Rules Chair*

**Subject:** **Referral of Appointment**

As Chairperson of the Committee on Rules, I am forwarding my referral of the following appointment:

**Appointee:** **Ms. Marcelene Cruz Santos**  
**Position:** **Member, Council on Mental Health and Substance Abuse**

For a copy of Ms. Santos' appointment packet, please visit the Guam Legislature's website at [www.guamlegislature.com](http://www.guamlegislature.com). Under the "Reports" menu select the "Messages & Communications" option and refer to:

**"Doc. 32GL-13-093: Governor's message transmitting the appointment of Ms. Marcelene Cruz Santos, to serve as a Member, Council on Mental Health and Substance Abuse."**

Please ensure that the subject appointment is referred, in my name, to **Senator Dennis G. Rodriguez, Jr., Chairperson of the Committee on Health & Human Services, Health Insurance Reform, Economic Development, and Senior Citizens**. I also request that the same be forwarded to all Senators of *I Mina'trentai Dos na Liheslaturan Guåhan*.

Should you have any questions, please feel free to contact our office at 472-7679.

*Si Yu'os ma'åse'!*



**EDDIE BAZA CALVO**  
Governor

**RAY TENORIO**  
Lieutenant Governor

*Office of the Governor of Guam*

**FEB 04 2013**

Honorable Judith T. Won Pat, Ed.D.  
Speaker  
*I Mina'trentai Dos Na Liheslaturan Guåhan*  
155 Hesler Street  
Hagåtña, Guam 96910

32-13-93 *EL*  
Office of the Speaker  
**Judith T. Won Pat, Ed. D.**  
Date 2/5/13  
Time 1:35 PM  
Received by *[Signature]*

Dear Speaker Won Pat:

By virtue of the authority vested in me pursuant to the Organic Act of Guam and the local laws applicable to the following position, I am pleased to transmit the following appointment and supporting documents for:

**APPOINTEE:** Marcelene Cruz Santos  
**POSITION:** Member, Council on Mental Health and Substance Abuse (AKA "The Advisory Council")  
**TERM LENGTH:** Three (3) years

The appointment is subject to the consent of *I Liheslaturan Guåhan*. Please schedule a hearing at your earliest convenience.

*Senseramente,*

*[Signature]*  
**EDDIE BAZA CALVO**

2013 FEB - 5 PM 2: 25

Enclosure

0093



EDDIE BAZA CALVO  
Governor

RAY TENORIO  
Lieutenant Governor

*Office of the Governor of Guam*

JAN 25 2013

Ms. Marcelene Cruz Santos  
P.O. Box 4865  
Hagatna, Guam 96932

Dear Ms. Santos:

Thank you for your commitment to serve the people of Guam. The Calvo Tenorio administration is facing unprecedented challenges, both near and long-term. The task ahead of us will require the collective efforts of the best minds who will have the courage to make tough decisions for the good of all our people. I hereby appoint you to serve in the Calvo Tenorio administration as:

**Member, Council on Mental Health and Substance Abuse (AKA "The Advisory Council")**

This appointment is subject to confirmation by *I Liheslaturan Guåhan* and is effective upon your confirmation. Please contact the Office of the Governor at 472-8931-6 should you have any further questions regarding this appointment.

*Senseramente,*

  
EDDIE BAZA CALVO



OFFICE OF THE GOVERNOR  
GUAM

The following is information required for submission to the Speaker of *I Liheslaturan Guåhan* in accordance with 4 G.C.A. § 2103.5 of the Guam Code Annotated.

- 1. Citizenship: USA
- 2. DOB: [REDACTED] Age: 58
- 3. Residential Address (NOT mailing address):  
[REDACTED]
- 4. Email Address: msantos@cpj.guamcourts.org
- 5. Have you ever been convicted of a crime? Yes  No

If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

- 6. Have you ever been declared mentally incompetent by any court? Yes  No

\_\_\_\_\_  
\_\_\_\_\_

- 7. Have you ever been found ~~not~~ guilty or not punishable in any criminal proceedings by reason of insanity? Yes  No

If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

- 8. Have you ever been confined to a mental institution? Yes  No

If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Marceline C. Santos  
SIGNATURE

1/30/13  
DATE



## Appointment application

|   |  |                         |
|---|--|-------------------------|
| <b>TODAY'S DATE:</b>  |  |                         |
| <b>POSITION APPLYING FOR:</b>   | <input type="checkbox"/> Director<br><input type="checkbox"/> Deputy Director<br><input checked="" type="checkbox"/> Boards/Commission<br><input type="checkbox"/> Other _____ |                         |
| <b>AGENCY/DEPARTMENT/BOARDS/COMMISSION DESIRED: List top 3 choices.</b>   |  |                         |
| 1. Council of Mental Health and Substance Abuse   |  |                         |
| 2.  |  |                         |
| 3.  |  |                         |
| Would you consider any other positions than listed above? <input checked="" type="radio"/> YES <input type="radio"/> NO |  |                         |
| <b>GENERAL INFORMATION</b>  |  |                         |
| <b>NAME:</b> Marcelene Cruz Santos  |  |                         |
| <b>MAILING ADDRESS:</b>   |  |                         |
|   |  |                         |
| <b>CITY:</b>  |  |                         |
|   |  |                         |
| <b>HOME PHONE:</b> _____ <b>WORK PHONE:</b> _____ <b>CELL PHONE:</b> _____  |  |                         |
| <b>SOCIAL SECURITY NUMBER:</b> _____  |  |                         |
| <b>LICENSES:</b>  | <b>TYPE</b>  | <b>EXPIRATION DATE</b>  |
| Calif. Bar Member   | practice of law  | 01/31/2014              |
| Guam Bar Member   | practice of law  | 12/31/2013              |
| _____   | _____  | _____                   |
| <b>BACKGROUND INFORMATION</b>   |  |                         |
| List your prior Government of Guam Appointments and dates of service:   |  |                         |
| <b>Government of Guam Appointment</b>   |  | <b>Dates of Service</b> |
| Department of Education, Special Education Division   |  | 08/77-11/77             |
| Department of Education, Division of Pupil Personnel Services   |  | 11/77-7/79              |
| University of Guam, Legal Counsel   |  | 5/98-6/03               |
| Judiciary of Guam, Public Guardian  |  | 7/09-present            |

Cont'd.

List all prior other government service excluding Government of Guam:

Other Government Appointment

Dates of Service

Lynwood Unified School District

07/81-08/88

Lennox School District

09/88-10/91

LA County Office of Education

02/04-02/05

## REFERENCES

List three (3) character and family references (name, address, & telephone number):

NAME

ADDRESS

PHONE

1.  
2.  
3.

## EDUCATION

Education (Circle highest grade completed & degree)

High School: 9  10  11  12  College: 1  2  3  4  AA  BA  BS

Post-Grad: MBA  JD  MA  MS  PhD

Location: Lakewood, CA

School Attended: UCLA

School Attended: Southwestern Law School

Location: Los Angeles, CA

Location: Los Angeles, CA

Concentration: Psychology

Concentration: Law

Degree: BA

Degree: JD

Attended From: Jun-74 to Dec-76

Attended From: Aug-86 to Jul-90

Other Degrees or Certificates:

## TRAINING

Cont'd.

Include professional institutes, seminars, and on-the-job training attended with date:

INSTITUTE/SEMINARS/ON-THE-JOB

DATE

Interest Based Bargaining (IBB) training by Federal Mediation and Conciliation Service.

Aug 1, 00

Mediation training through National Conflict Resolution Center

May 15, 05

Alternative Dispute Resolution training by 9th Circuit ADR Program

Oct 21, 11

## AWARDS

List all educational, professional, civic awards, & recognition for public service:

2010 Public Citizen of the Year by the Guam Chapter of the National Assn of Social Workers

2011 Manager of the Year in the Judiciary of Guam

## PROFESSIONAL INVOLVEMENT

List involvement on a local/national/international level, list organizations, activities participated in, offices held:

CEDDERS Advisory Council Member - 2010 to present

Protection and Advocacy in the Mariana Islands - 2012 to present

Institutional Review Board (UOG) SY 2010-11

Guam Cancer Trust Fund Council - 2012 to present

## COMMUNITY/CIVIC INVOLVEMENT

List organizations, activities participated in, offices held:

St. Thomas Aquinas High School - Advisory Board Secretary and Member of the Foundation

## PUBLICATIONS & PRESENTATIONS



Cont'd.

List published articles, papers delivered at professional meetings:

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## MILITARY SERVICE

List type of discharge, branch, rank at discharge, current status, record of any court marshals or non-judicial punishment under the Uniform Code of Military Justice, & special distinctions & honors. Please attach copy of DD214.

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## EMPLOYMENT HISTORY

**EMPLOYMENT EXPERIENCE:** Please begin with your present or last positions you have held for the past ten years. Account for all periods of employment including military service, volunteer work, self employment and periods of unemployment in separate blocks. Use separate blocks if your duties and responsibilities changed while working for the same employer. For volunteer work, write the word "Volunteer" in the salary section for that block. To receive full credit for your experience, describe in detail the tasks you were assigned. If you supervised others, explain your duties as a supervisor and indicate the number and kinds of employees you supervised. If more space is needed, please use supplemental form attached. Your answers may be verified with former employers.

|   |  |
|---|--|
| <b>1</b> Employer: Judiciary of Guam  | From: Jul-09 To: _____   |
| Address: 120 W. O'Brien Drive   | <input checked="" type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time  |
| City: Hagatna State GU Zip 96910  | Average hours worked per week: 50  |
| Name of Supervisor: Phillip Carbullido  | Starting Salary: \$80,580.00 per year  |
| Your Title: Public Guardian   | Ending Salary: \$84,700.00 per year  |
| Duties & Responsibilities:  | <input checked="" type="radio"/> Resigned <input checked="" type="radio"/> Discharged <input checked="" type="radio"/> Other |
| <p>I am the guardian of the person and/or estate of approximately 80 wards. I make personal and medical decisions as well as financial decisions that are in their best interest. I file petitions with the Superior Court of Guam to become the guardian of persons referred to this office and/or for family or friends to become the guardian of a person in need. I advocate and apply for services with other entities within the government of Guam and with the federal government, such as with the Social Security Administration or the Veterans' Administration.</p> |  |
| May we contact your previous employer: <input checked="" type="radio"/> YES <input checked="" type="radio"/> NO   | Reason(s) for Leaving:   |
| What did you NOT like about your job?   | not applicable still employed  |
| <b>2</b> Employer:  | From: _____ To: _____  |
| Address:  | <input checked="" type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time  |



Cont'd.

|   |   |
|---|---|
| Name of Supervisor:   | Starting Salary: _____ per  |
| Your Title:   | Ending Salary: _____ per  |
| Duties & Responsibilities:  | <input type="radio"/> Resigned <input type="radio"/> Discharged <input type="radio"/> Other |
| <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>                               |   |
| May we contact your previous employer: <input type="radio"/> YES <input type="radio"/> NO | Reason(s) for Leaving:  |
| What did you NOT like about your job?   |   |

|   |   |
|---|---|
| <b>5</b> Employer:  | From: _____ To: _____   |
| Address:  | <input type="radio"/> Full-Time <input type="radio"/> Part-Time                             |
| City: _____ State _____ Zip _____   | Average hours worked per week:  |
| Name of Supervisor:   | Starting Salary: _____ per  |
| Your Title:   | Ending Salary: _____ per  |
| Duties & Responsibilities:  | <input type="radio"/> Resigned <input type="radio"/> Discharged <input type="radio"/> Other |
| <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>                               |   |
| May we contact your previous employer: <input type="radio"/> YES <input type="radio"/> NO | Reason(s) for Leaving:  |
| What did you NOT like about your job?   |   |

Cont'd.

Explain any periods of unemployment longer than thirty days: \_\_\_\_\_

I moved back to California in July 2003 after resigning my position at the University of Guam in order to spend time my mother who was then 86 years old. I spent the first few months renovating a rental property so that I could live there with my children in addition to being a stay at home mom while my minor daughters adjusted to their new school and activities. I remained unemployed until February 2004 when I began my employment at the LA County Office of Education as a Deputy General Counsel. I work for the full year of my probation however the General Counsel did not recommend me to become a permanent employee despite the fact that had the support of other administrators with whom I worked. Because I was at the end of my term, she was not required to give a reason. When my term ended, my daughter also fell ill and there were many doctors' appointments and hospital stays for the next 6 months. Therefore, she was my priority.

In 2008, Breon and Shaeffer lost a major client which forced them to lay off the associates and staff. See attached letter from Bill Shaeffer.

I applied for many jobs during 2008, however that was the year that the economy was taking a downturn and jobs were difficult to find.

## MANAGEMENT EXPERIENCE

|   |  |
|---|--|
| A | Have you ever managed a Business, Department or an entire organization? <input type="radio"/> YES <input type="radio"/> NO<br>If YES, did you report to a Board of Directors? <input type="radio"/> YES <input type="radio"/> NO<br>If your answer is NO, please select the management position/title you held:<br><input type="radio"/> Lead <input type="radio"/> Administrator <input type="radio"/> Deputy Director<br><input type="radio"/> Supervisor <input type="radio"/> Superintendent <input type="radio"/> Assistant General Manager<br><input type="radio"/> Manager <input type="radio"/> Director ( <i>under a GM/CEO, President</i> ) <input type="radio"/> Vice President |
| B | Number of years of service in the highest ranking management position you have held. (Please check one of the following)<br><input type="radio"/> under 1 year <input type="radio"/> 9+ – 15 years<br><input type="radio"/> 1+ – 3 years <input type="radio"/> 15+ – 20 years<br><input type="radio"/> 3 + – 5 years <input type="radio"/> 20+ and up<br><input type="radio"/> 5+ – 9 years  |
| C | Sector of Organization you served with the most years. <input type="radio"/> GOVERNMENT: <input type="radio"/> Local <input type="radio"/> Federal<br><input type="radio"/> PRIVATE<br><input type="radio"/> OTHER: _____  |

## SUPERVISORY

Cont'd.

|  |  |                                 |  |
|--|--|---------------------------------|--|
| A  | Total number of employees in the organization/department you have managed: |                                 |  |
|  | <input type="radio"/> 50 and under   | <input type="radio"/> 101 – 250 | <input type="radio"/> 501 and up                   |
|  | <input type="radio"/> 51 – 100   | <input type="radio"/> 251 – 500 |  |
|  | Average number of staff who reported directly to you:                      |                                 |  |
|  | <input type="radio"/> Under 25   | <input type="radio"/> 201 – 300 | <input type="radio"/> 501 and up                   |
|  | <input type="radio"/> 26 – 50  | <input type="radio"/> 301 – 400 |  |
|  | <input type="radio"/> 51 – 200   | <input type="radio"/> 401 – 500 |  |
| Are you knowledgeable of the local and federal labor laws? |  |                                 | <input type="radio"/> YES <input type="radio"/> NO |

### PERFORMANCE RATING

|   |  |                                  |   |
|---|--|----------------------------------|---|
| A | Was the organization/department you managed “profitable” or did your organization perform as formally planned? |                                  |   |
|   | <input type="radio"/> YES <input type="radio"/> NO   |                                  |   |
|   | Variance from projected income:  | <input type="radio"/> Below plan | <input type="radio"/> Met plan <input type="radio"/> Above plan |
|   | Variance from projected expenses:  | <input type="radio"/> Below plan | <input type="radio"/> Met plan <input type="radio"/> Above plan |

### OTHER ABILITIES

|   |  |  |                          |
|---|--|--|--------------------------|
| A | Have you ever participated in a strategic planning process?                  |  |                          |
|   | <input type="radio"/> YES <input type="radio"/> NO                           |  |                          |
|   | If YES, please select one of the following to describe your participation.   |  |                          |
|   | <input type="radio"/> Facilitated <input type="radio"/> Directed             |  |                          |
|   | <input type="radio"/> Implemented  |  |                          |
|   | Do you have any experience with:   |  |                          |
|   | Restructuring an organization  | <input type="radio"/> YES                              | <input type="radio"/> NO |
|   | Process Improvement  | <input type="radio"/> YES                              | <input type="radio"/> NO |
|   | Re-engineering   | <input type="radio"/> YES                              | <input type="radio"/> NO |
|   | Total Quality Management   | <input type="radio"/> YES                              | <input type="radio"/> NO |
|   | Have you ever participated in formal negotiations with another organization? |  |                          |
|   | <input type="radio"/> YES <input type="radio"/> NO                           |  |                          |
|   | If YES, check the boxes describing your role:                                |  |                          |
|   | <input type="checkbox"/> Observer  | <input checked="" type="checkbox"/> Assistant          |                          |
|   | <input checked="" type="checkbox"/> Chief Negotiator                         | <input checked="" type="checkbox"/> Advisor/Consultant |                          |
|   | Have you been involved in policy making process?                             |  |                          |
|   | <input type="radio"/> YES <input type="radio"/> NO                           |  |                          |
|   | If YES, please check the boxes which best describes your role:               |  |                          |
|   | <input checked="" type="checkbox"/> Management                               |  |                          |
|   | <input checked="" type="checkbox"/> Board and/or Commission                  |  |                          |
|   | <input checked="" type="checkbox"/> Legislation (includes lobbying process)  |  |                          |

### TECHNOLOGY

|   |   |   |  |
|---|---|---|--|
| A | Have you been involved in promoting the use of Technology in your organization? |   |  |
|   | <input type="radio"/> YES <input type="radio"/> NO                              |   |  |
|   | Please select all items which describes your involvement:                       |   |  |
|   | <input type="checkbox"/> Sponsor  | <input type="checkbox"/> Development    |  |
|   | <input type="checkbox"/> Planning   | <input type="checkbox"/> Design         |  |
|   | <input type="checkbox"/> Coordination   | <input type="checkbox"/> Implementation |  |

### GRANTS

|  |   |  |  |
|--|---|--|--|
|  | Have you been involved in applying, administering, awarding Grants? |  |  |
|  | <input type="radio"/> YES <input type="radio"/> NO                  |  |  |

Cont'd.

Please check the boxes which best describes your involvement:

- |  |   |
|--|---|
| <input type="checkbox"/> Aide              | <input checked="" type="checkbox"/> Administrator |
| <input type="checkbox"/> Researchers       | <input checked="" type="checkbox"/> Reviewer      |
| <input checked="" type="checkbox"/> Writer | <input type="checkbox"/> Funder                   |

## SKILLS

Indicate appropriate letter for your skill level:

**C**=Course only   **F**-Fair                      **G**-Good                      **E**= Excellent

| Windows Software: | Skill Level<br>(C-F-G-E) | Version | Skill Level<br>(C-F-G-E) | Version |
|-------------------|--------------------------|---------|--------------------------|---------|
| MS Word           | G                        | _____   | WordPerfect              | G       |
| Excel             | F                        | _____   | Presentation             | G       |
| PowerPoint        | G                        | _____   | Quattro Pro              | None    |
|                   |                          |         | Lotus                    | None    |

## GENERAL

Summarize and explain any experience and/or skills which you feel would be beneficial to employers: Explain:

This application is for the Mental Health and Substance Abuse Council.

\_\_\_\_\_

\_\_\_\_\_

Of the jobs you have held, which did you like best? Why?

\_\_\_\_\_

\_\_\_\_\_

What do you feel are your outstanding strengths?

\_\_\_\_\_

\_\_\_\_\_

What do you feel are your primary weaknesses?

\_\_\_\_\_

\_\_\_\_\_

What gives you the most satisfaction in your work?

\_\_\_\_\_

\_\_\_\_\_

What is your concept of success?

\_\_\_\_\_

\_\_\_\_\_

Cont'd.

Please write any additional information that you would like us to know about you (e.g. hobbies)

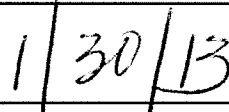
**PLEASE READ CAREFULLY BEFORE SIGNING:**

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any misrepresentation or omission is sufficient to disqualify me for employment or may result in a discharge if employed. I authorize my former employers, schools, government agencies and other entities to give any information (including fact or opinion) they may have regarding me, whether or not it is on their record. I hereby release them and the company from all liabilities as a result of furnishing and receiving this information. I understand that any offer of employment is subject to satisfactory references. I understand and agree that I may be required to submit to pre-employment drug test and post-offer medical examination as part of my application for employment with the offer of employment conditioned on the result of such test and examination. I also understand and agree that at any time during my employment, I may be required to submit to a drug test and/or a medical examination. I authorize the physician conducting the examination and any laboratory testing any specimen obtained by the physician or collection site to disclose the results of the examination and the laboratory test to the organization I am applying to. If employed, I agree to abide by my employer's policies and recognize that this application is not intended in any way to create an employment contract.

Signature of Applicant:



Date:

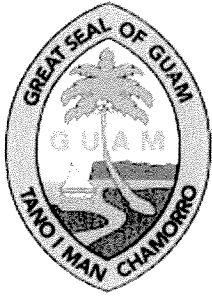


Your application will be placed in our active application files for twelve months. If you are not employed within six months but still wish to be considered for a specific opening, please contact the Governor's Office to inform us of the specific opening for which you wish to be considered.









# SUPPLEMENTAL Appointment Application

Employer:

Duties & Responsibilities:

Lined area for entering duties and responsibilities.

Cont'd.

**Submit**

# MARCELENE CRUZ SANTOS

[REDACTED] | guamarcy@hotmail.com

## LEGAL EXPERIENCE

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**CENTER FOR EXCELLENCE IN DEVELOPMENTAL DISABILITIES EDUCATION, RESEARCH & SERVICE, Guam**  
*Legal Consultant*, February - July 2008

- Participated in a conference held on Guam for the Consortium for Instructional Materials Accessibility Project (CIMAP) which is funded by the Office of Special Education Programs (OSEP) and whose members are Guam, Commonwealth of the Northern Marianas, American Samoa, and the Freely Associated States of Micronesia (FAS).
- Wrote a comprehensive memorandum regarding the legal requirements of the National Instructional Materials Accessibility Standard (NIMAS) and the options available to the FAS to help them reconcile a conflict between NIMAS and U.S. copyright law in order to implement NIMAS which is a new component of IDEA that mandates providing accessible materials for students with print disabilities.

**BREON & SHAEFFER, PLC, Irvine, CA**

*Of Counsel*, January 2008 – Present; *Associate*, December 2005 – December 2007

Represent California school districts and county offices on matters involving labor and employment and special education.

- Advise and represent school districts in complaints before Department of Fair Employment and Housing (DFEH) and the Office of Administrative Hearings (OAH) for special education fair hearings.
- Draft and review school districts' governing policies to ensure compliance with state and federal laws.
- Significant state and federal motions practice, in addition to witness and exhibit preparation and motions in limine.

**INSTITUTE FOR MULTICULTURAL COUNSELING AND EDUCATION SERVICES, Los Angeles, CA**

*Contract Attorney*, August – December 2005

Provided legal services to CalWORKS recipients participating in the Domestic Violence program.

**LOS ANGELES COUNTY OFFICE OF EDUCATION ("LACOE"), Downey, CA**

*Deputy General Counsel*, February 2004 – February 2005 (Assigned primarily to special education matters.)

- Counseled supervisors and management about appropriate practices to prevent grievances, and drafted letters of reprimand and letters of termination.
- Provided advice to managers about discrimination laws in the context of proper disciplinary procedures.
- Drafted written legal opinions, including opinion on Restricted Status positions, which prompted Personnel Commission reform of the classification.
- Renegotiated contract with Metropolitan State Hospital in Norwalk for on-site special education services.
- Drafted and developed policies and regulations including notice, complaint, and various forms.

**UNIVERSITY OF GUAM, Mangilao, Guam**

*Legal Counsel*, May 1998 – June 2003, *Board of Regents Counsel*, appointed August 2001

Provided legal advice to the University administrators and Board of Regents, represented the Board and management in civil court, administrative hearings and labor relations, and supervised outside counsel. Responsibilities included:

- Member of negotiating team representing the Board of Regents resulting in a 2003 Negotiated Agreement with the University of Guam Faculty Union.
- Reviewed and drafted contracts, policies, procedures, rules & regulations.
- Successfully defended the University against all employment claims filed after May 1998 and coordinated efforts to resolve claims filed before May 1998.
- Represented the University in administrative hearings for faculty grievances and before the Civil Service Commission for grievances by non-faculty employees. Conducted investigations of EEOC complaints.

**LAW OFFICES OF PHILLIPS & BORDALLO, Hagatna, Guam**

*Associate*, May 1994 – April 1998; *Law Clerk*, December 1993 – April 1994

- Represented clients in family and juvenile law, real property, contract and personal injury matters.
- Successfully appealed to Supreme Court of Guam in *Flores v. Cruz*, 1998 Guam 30, a landmark case on joint custody.
- Trial experience: one misdemeanor jury trial; numerous family law trials.

**LAW OFFICES OF JEROME N. SACKS**, Los Angeles, CA*Associate*, November 1991 – October 1993

High volume workers' compensation law practice from intake to trial.

**OTHER PROFESSIONAL EXPERIENCE**

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**LENNOX SCHOOL DISTRICT**, Lennox, CA*School Psychologist*, September 1988 – October 1991**LYNWOOD UNIFIED SCHOOL DISTRICT**, Lynwood, CA*School Psychologist*, August 1981 – August 1988**EDUCATION AND TRAINING**

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Education**SOUTHWESTERN UNIVERSITY SCHOOL OF LAW**, Los Angeles, CA*Juris Doctor*, July 1990

Schumacher Minority Leadership Scholarship

**CALIFORNIA STATE UNIVERSITY NORTHRIDGE**, Northridge, CA*Master of Arts in Psychology*, June 1981

School Psychology Credential

**UNIVERSITY OF CALIFORNIA AT LOS ANGELES**, Los Angeles, CA*Bachelor of Arts in Psychology, cum laude*, December 1976Training

- . Interest Based Bargaining (IBB) training by Federal Mediation and Conciliation Service.
- . Mediation training through National Conflict Resolution Center, received preliminary certificate.

**BAR ADMISSIONS**

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- . Admitted to the State Bar of California, June 1991 (Bar No. 152603)
- . Admitted to the Bar of Guam, May 1994

**COMMUNITY LEADERSHIP ACTIVITIES**

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- . National Pacific Islander Educators Network, *Director*, 2004 – 2005
- . Guam Legal Services Corporation, *Board Member*, 1999 – 2002
- . Territorial Law Library, *Board Member*, 1995 – 1999
- . Protection and Advocacy in the Mariana Islands, *Board Member*, 1994 – 1996
- . Whitney High School Foundation for Educational Excellence, ABC Unified School Dist., *Board Member*, 1991 – 1993
- . Asian/Pacific Islander Multi-Cultural Issues Task Force of the Los Angeles National Conference of Christians and Jews, *Member*, 1985 – 1986
- . Los Angeles/Orange County State Superintendent of Education, Advisory Council on Asian/Pacific Islander Affairs, *Regional Member*, 1984 – 1985

**BREON & SHAEFFER**  
A PROFESSIONAL LAW CORPORATION

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KEITH V. BREON  
GEORGE W. SHAEFFER, JR.

OF COUNSEL  
KENNETH S. BAYER  
MARCELENE C. SANTOS

September 22, 2008

**RE: Marcelene Santos**

To whom it may concern:

I am pleased to highly recommend Marcelene Santos for any position in your firm or office. We are a small law firm representing school districts and one county office of education. We recently lost our major client which reluctantly forced us to lay off Marcy, the other associates, and office staff. Otherwise, Marcy would still be working for us.


We primarily represent our clients in education law, employment law and litigation. Marcy always worked cooperatively and pleasantly with our clients, and the other attorneys and staff in our office. Marcy was presented with a wide variety of assignments during her employment with us. Marcy always performed the assignments timely, diligently, and in an exemplary fashion.

During Marcy's employment with us, Marcy was primarily assigned to all of our special education work. Marcy was the only attorney in our office who did this work, so our clients relied solely on her expertise without any supervision from the partners. Marcy also conducted many DFEH/EEOC investigations for our clients. She prepared the summaries of findings and recommendations for our clients. Marcy prepared the client's DFEH or EEOC responses. Marcy also assisted me in trial preparation, law and motion assignments, depositions and other discovery matters, and research on appeals. Marcy also prepared summaries of evidence and transcripts for administrative hearings. Finally, Marcy prepared a wide range of research memos for Keith Breon.

Please call me if you have any questions.

Very truly yours,

BREON & SHAEFFER, PLC

  
George W. Shaefter, Jr.

GWS:hd

C:\Documents and Settings\VBeechie\Desktop\Non-Client Ltr\Marcelene Santos 09.22.08.wpd



OFFICE OF THE GOVERNOR  
GUAM

**AFFIDAVIT**

I, Marcelene C. Santos (FULL LEGAL NAME), being first duly

sworn, deposes and sayeths:

1. That I have read and reviewed the information contained in the attached Nomination Letter from the Governor of Guam.

2. That the matters contained in the Nomination Letter and all attachments thereto are true and correct.

3. That this affidavit is made for the purpose of complying with the requirements of 4 GCA §2103.5.

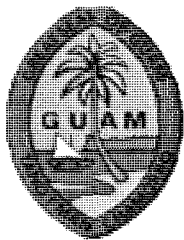
I declare under penalty of perjury that the foregoing is, to the best of my knowledge, true and correct.

Marcelene C. Santos  
SIGNATURE

SUBSCRIBED AND SWORN TO before me this 30<sup>th</sup> day of Jan., 2013.

C. Sablan  
Notary Public

**CYNTHIA C. SABLAN**  
NOTARY PUBLIC  
In and for Guam, U.S.A.  
My Commission Expires: **May 22, 2014**  
407 Chalan Macajna Agana Heights, Guam 96910



**Government of Guam  
 GUAM POLICE DEPARTMENT  
 RECORDS & IDENTIFICATION SECTION  
 P.O. Box 23909  
 Guam Main Facility, Guam 96921**



January 29, 2013

**SUBJECT: CRIMINAL HISTORY RECORD**

|   |  |                            |  |
|---|--|----------------------------|--|
| <b>NAME:</b> Marcelene C. SANTOS  |  |                            |  |
| <b>DATE OF BIRTH:</b> [REDACTED]  |  | <b>FINGERPRINT #:</b> NONE |  |
| <input type="checkbox"/> <b>The individual has no record of criminal conviction(s) in GPD files that are subject to Guam law and rules and regulations of the Department.</b> |  |                            |  |

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

*THIS INFORMATION MAY BE LIMITED TO A LOCAL CRIMINAL OFFENSE ONLY AND IS NOT INTENDED FOR USE FOR ANY LOCAL, STATE, OR FEDERAL LAW ENFORCEMENT AGENCY. THIS CLEARANCE DOES NOT REFLECT ARREST(S) PENDING ADJUDICATION.*

**By Direction : RCamacho**

**FRED E. BORDALLO, JR.  
 CHIEF OF POLICE**

The absence of an original GUAM POLICE seal invalidates this police clearance.  
 REVISED. 07/12/11





# SUPERIOR COURT OF GUAM

Guam Judicial Center • 120 West O'Brien Drive • Hagåtña, Guam 96910

Telephone (671) 475-3370  
Fax (671) 477-1500

**RICHARD B. MARTINEZ**  
Clerk of Courts

Name: MARCELENE C SANTOS

SS#: ID# GUAM DL#: [REDACTED] Date of Birth: [REDACTED]

## CERTIFICATE OF SEARCH

The undersigned Clerk hereby certifies the following results of a diligent search of the records of this Court:

### Criminal Cases:

- A.  No Case Found.
- B. 1. Criminal Case No.
- 2. Criminal Case No.
- 3. Criminal Case No.
- 4. Criminal Case No.
- 5. Criminal Case No.

Criminal Record: Page of

### Civil Cases:

- A.  No Case Found
- B. 1. Civil Case No.
- 2. Civil Case No.
- 3. Civil Case No.
- 4. Civil Case No.
- 5. Civil Case No.

Civil Record: Page of

Request for further information may be addressed at the Records Division of the Superior Court of Guam, Guam Judicial Center, 120 West O'Brien Drive, Hagatna, Guam. Hours of operation are Monday – Friday, 8:00 a.m. to 5:00 p.m. Closed Saturday, Sunday and local/federal holidays. Court Clearances are Non-Refundable.

Dated: January 17, 2012

**RICHARD B. MARTINEZ**  
Clerk of Courts

BY:  LORRAINE C CRUZ  
Deputy Clerk

Prepared By: JJAP



The absence of an original Court Seal invalidates this document