



**OFFICE OF THE GOVERNOR
AMERICAN SAMOA GOVERNMENT**

March 7, 2023

GENERAL MEMORANDUM NO. 051 – 23

To: Secretary of Samoan Affairs, CEOs, Presidents and Executive Directors of Authorities, Directors, Agency and Office Heads

From: Governor of American Samoa

Subject: Creation of Steering and Construction Management Committee

The American Rescue Plan Act (ARPA) has provided tremendous resources for American Samoa to respond to the hardships created or exacerbated by the COVID-19 pandemic. One issue of critical importance is the need for expanded healthcare capacity to improve the health of our people. Renovating LBJ Tropical Medical Center and building a new hospital in Tafuna have been the priority use for the funds received through ARPA.

While progress continues to be made on the new medical facility, time is of the essence as ARPA expenditure deadlines are quickly approaching. In order to streamline efforts and move the project forward more efficiently, I hereby create a committee within the Office of the Governor that will be responsible for overseeing the new medical facility construction. This “Steering and Construction Management Committee” (“SCM Committee”) will use their expertise in their respective fields to ensure plans are well-defined, progress is being made, local and federal laws are complied with, and necessary resources are allocated appropriately and effectively.

The members of this Committee are as follows:

- Chair - Department of Health Director – Motusa Nua
- LBJ CEO – Dr. Akapusi Ledua (Acting)
- Department of Public Works Director – Faleosina Voight
- Medicaid Office Director – Sandra King Young
- ARPA Oversight Office Executive Director – Keith Gebauer
- Office of the Governor Chief of Staff – Loa T. Laupola
- Department of Commerce Director – Petti T. Matila
- Office of Disaster and Petroleum Management Director – Lisa Tuato’o
- Attorney General – Fainu’ulelei Falefatu Alailima-Utu

These appointments are made for the incumbents in the respective positions and are not specific to the named individuals.

The Committee will be tasked with the following responsibilities:

- Designate a point of contact to work directly with the Architectural and Engineering (A&E) firm and subsequent contractors;
- Designate the proper communication frequency between the Committee and the A&E firm and contractors to ensure adequate progress;
- Assume the role of sub-recipient for the management of this project, including fulfilling reporting and compliance requirements;
- Review and revise project budgets, as necessary;
- Oversee hiring necessary for project management in accordance with HR laws and regulations;
- Oversee necessary procurement actions in accordance with ASG Procurement laws and regulations; and
- Comply with all ARPA Oversight Office requirements and policies.

The Chair of the Committee shall be responsible for setting the meeting times and agendas. To the extent practicable, meeting attendance should be in-person, although remote attendance by members is permitted as necessary. Decision making by the Committee is expected to be conducted through discussion and consensus with a simple majority of a quorum of members being required for passage of a motion. A quorum in this instance will be five members. Given the time constraints for the project, in the event decisions cannot be arrived at, the Committee must forward any issue in need of determination to the Governor for a final decision.

The Committee will exist until further notice and is solely dedicated to the furtherance and completion of the New Hospital Facility Project. Your cooperation and support of the SCM Committee and the Project is greatly appreciated.



LEMANU P. S. MAUGA
Governor