

Subject: Firing of Lisa Guajardo

On Friday, June 21, 2024, custodian Lisa Guajardo was fired by Neil King for deleting a personal document on behalf of Monica Picazo from an office computer while attempting to assist the new receptionist. The justification for this action was the violation of the Federal Computer Fraud & Abuse Act, 18 U.S.C ¶ 1030. It is unlikely that this Act pertains to a not-for-profit, membership association such as ACC.

Attached is a pdf file with Lisa's termination letter, a transcription of her handwritten letter describing the circumstances surrounding the incident, and her original letter. Since the letter is difficult to read we have provided a transcription for your convenience.

June 24, 2024

Lisa Guajardo

Re: Termination of Employment

Please be advised that your employment relationship with Alamo Country Club is terminated for cause, effective immediately.

On Friday, June 21, 2024, you intentionally deleted information from an ACC office computer. All computers and any information on those computers are the property of Alamo Country Club. As a custodian, you were not authorized to use, or delete information from, any computer system.

An employee who makes unauthorized use of an employer's computer equipment is subject to civil and criminal liability under the federal Computer Fraud & Abuse Act ("CFAA," 18 U.S.C. §§ 1030).

Please immediately return all Company property in your possession, including keys.

You will be paid for all time worked including any compensation due from the last pay period. As of June 17, 2024, you had used approximately 12 hours of Paid Time Off that you have not yet earned. Alamo Country Club will **not** deduct that deficit from your final paycheck.

Sincerely,



Neill King



Randy Rawlings

Richard Wright
Linda VanRyn
Vicki Violet

Transcription of Lisa Guajardo's statement on June 29, 2024

On Friday, June 21, 2024 at about 1:25 PM I was stopped in the middle of my job by our new receptionist. She asked if I could come to the office to help her. She was on Monica Picazo's computer looking for templates for visitor parking. As she was opening files, I was calling Monica to ask her where I can find those templates. When the lady came across Monica's daughter's immunization card, she made a comment that she used to work for the government for years and you should never leave personal information on work computer. At this time Jorge is walking back and forth even looking with us on the computer for right files. I told Monica that she left that on her computer because I was already on the phone with her. She asked if we could delete it so I told the new receptionist to delete it for her. The lady got up she couldn't figure out how to delete it. So I did get on there and delete the i.d. and immunization card. Both her and Jorge were aware of what I did delete nothing more than those things. I did not think it was a problem since they were Monica's personal documents nothing to do with ACC. Also I didn't think it would be a problem because Monica as my boss has asked me to find her info on her computer when she was out of office and nobody was in office to help her.

If I knew it was wrong I would of ran it by Vicky or Neil first. I had no idea it would lead to my automatic termination.

Lisa's handwritten statement follows.

This is a statement from Julia Elisa Guajardo 1:25pm
on Friday June 21, 2024 at about 4:30pm

Julia Elisa Guajardo

I was stopped in the middle of my job by our new receptionist. She asked if I could come to the office to help her. She was on Monica Pizaros computer looking for templates for visitor parking. As she was opening files I was telling Monica to ask her where I can find those templates. When the lady came across Monica's daughter immunization card. She made a comment that she used to work for the government for years and you should never leave personal information on work computer. At this time Jorge is walking back and forth even looking with us on the computer for input files. I ~~was~~ told Monica that she left that on her computer because I was already on the phone with her. She asked if we could delete it so I told the new receptionist to delete it for her. The lady got up she couldn't figure out how to delete it so I did get on there and delete the id and immunization card. Both her and Jorge were aware of what I did delete. Nothing more than those things. I did not think it was a problem since they were Monica's personal documents nothing to do with ACC. Also I didn't think it would be a problem because Monica as my boss has asked me to find her info on her computer when she was out of office and nobody was in office to help her. If I knew it was wrong I would've asked by Vicki or Neil first. I had no idea it would lead to my automatic termination.