

**KARUK TRIBE**  
**COUNCIL MEETING AGENDA**  
*Thursday, April 25, 2013, 3 PM, Yreka, CA*

**A) CALL MEETING TO ORDER – ROLL CALL**

**AA) PRAYER / KARUK TRIBE MISSION STATEMENT**

*The mission of the Karuk Tribe is to promote the general welfare of all Karuk People, to establish equality and justice for our Tribe, to restore and preserve Tribal traditions, customs, language and ancestral rights, and to secure to ourselves and our descendants the power to exercise the inherent rights of self-governance.*

**CH) APPROVAL OF THE AGENDA**

**EE) APPROVAL OF THE MINUTES** *(March 28, 2013)*

**H.) OLD BUSINESS** *(Five Minutes Each)*

1.

**F.) GUESTS:** *(Ten Minutes Each)*

1.

**I.) DIRECTOR REPORTS** *(Ten Minutes Each)*

1. Sandi Tripp, Director of Transportation (written report)
2. Leaf Hillman, DNR Director (written report)
3. Scott Quinn, Director of Land Management (written report)
4. Lisa Morehead, Grant Writer/Resource Developer (written report)
5. Daniel Goodwin, Maintenance Supervisor (written report)
6. Leloni Colegrove, HR Manager
7. Dion Wood, TERO/Childcare Director (written report)
8. Tom Fielden, Emergency Preparedness Coordinator (written report)
9. Julie Burcell, People's Center Coordinator (written report)
10. Tiffany Ashworth, Dir. Admin Programs and Compliance (written report)
11. Erin Hillman, Executive Director KTHA (written report)
12. Laura Mayton, Chief Financial Officer
13. Jaclyn Goodwin, Self-Governance Coordinator (written report)
14. April Attebury, Tribal Court Administrator (written report)
15. Darlene Snapp-Silfies and/or Bill Kennan, KCDC

**II.) REQUESTS** *(Five Minutes Each)*

**K) PHONE VOTES** *(Five Minutes)*

1. Request approval of contract 13-C-049. Passed.
2. Request approval to allow TANF staff to attend training in Las Vegas, NV. Passed.
3. Request approval for Council Members to attend meeting in Canyonville OR. Passed.
4. Request approval for out of state travel for April Attebury and Tanya Busby for mandatory grantee training. Passed.
5. Request approval to clarify that resolution 13-R-025 will need to be \$75,000 in discretionary because the grant funder does not allow a bond to be created. Passed.

**M) INFORMATIONAL** *(Five Minutes Each)*

- 1.

**N) COMMITTEE REPORTS** *(Five Minutes Each)*

1. NCIDC Meeting Minutes

**OO) CLOSED SESSION** *(Five Minutes Each)*

1. Enrollment (dinner break)
2. Josie Lewis
3. Jody Frank
4. Shannon Clymer
5. Barbara Snider
6. Tribal Council Members

**P) SET DATE FOR NEXT MEETING** *(May 23, 2013 at 3 PM in Happy Camp, CA.)*

**R) ADJOURN**

**Karuk Tribe – Council Meeting  
March 28, 2013 – Orleans, CA  
Meeting Minutes**

**Meeting called to order at 3PM, by Russell “Buster” Attebery, Chairman**

**Present:**

Russell “Buster” Attebery, Chairman  
Michael Thom, Vice-Chairman  
Joseph “Jody” Waddell, Secretary / Treasurer  
Alvis “Bud” Johnson, Member at Large  
Amos Tripp, Member at Large  
Dora Bernal, Member at Large  
Elsa Goodwin, Member at Large  
Crispen McAllister, Member at Large (late)  
Charron “Sonny” Davis, Member at Large

**Absent:**

None

**Agenda:**

Dora Bernal moved and Sonny Davis seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara (Elsa absent for vote).

**Minutes:**

Sonny Davis moved and Amos Tripp seconded to approve the minutes from February 28, 2013, 6 haa, 0 puuhara, 0 pupitihara (Elsa absent for vote).

*Prayer was done by Sonny Davis and Amos Tripp read the Mission Statement.*

**Guests:**

**1.) Dan Effman, Tribal Member:**

Dan is present to provide the Council information regarding independent contractors with prestige foods. Dan thanked the Council for previous use of tribal vehicles. The contractors completed their positions and they are seeking assistance with vehicles, fuel expenses, sleeping bags, and tents for crew, personal gear, food handler’s cards, classes, and a facility for facilitation of HR paperwork and forms that are required. Dan noted that once on standby there will be a requirement to be ready to leave in one hour. Dan has been working with Dion Wood and he has agreed to assist in food handlers certification courses for Tribal Members. He provided the Council with the needs and the concerns of the group that will be attempting to become a cooking crew. As of May 1<sup>st</sup> the group will be on call. The team challenge was done previously and there is the possibility of having their own kitchen toward fire season.

Buster commented that the drivers are paid to and from the incident. Dan noted that that is not usual practice but it was done last year. Last year \$750 was given to the drivers for fuel and their time. Buster asked what exactly Dan needs, including vehicles that will transport 10 persons. Dan will be setting up a meeting with Dion Wood to identify what the needs are and who the people are that are interested in participating this coming year. The group will be of 10 but they are looking to train a few extra people in order to ensure the crew stays working if someone needs to leave or excuse themselves. Jody asked if Dan has a contract with Prestige Foods. Dan confirmed

that they are; with the long term goal of getting equipment and more people trained to employ people. Buster noted that there weren't enough vehicles or space for the use. Dan noted that even a trailer would be used to tow items behind a car. He reiterated that it is a good program and a long term goal. Michael would like Dan to work with Dion on this and bring back other information. Dion noted that he is facilitating a group to work toward this. TERO is informing the Council what Dan and Troy have done regarding this and they are working more toward the overall goal and are taking the opportunity to inform the Council this evening.

Buster asked about who attends the fires locally when there are resources locally. It is run by the Federal Government and they are dispatched in order not by local availability. Buster would like to notify Prestige Foods about the request to stay local to save resources.

Elsa commented that this was discussed previously. And it was determined that they could be signed up at the Forest Service and they be trained to that they can be called. Elsa would like to not just work with one agency but to form a group and sign up as a contractor with the Forest Service and be called directly. Dan commented that to sign up under Prestige then it would be beneficial to ensure that the crew is taught all aspects of setting up a camp, tearing it down, and cooking. The request is more than equipment but to also train Tribal Members.

*Crispen McAllister arrived at 3:04pm*

**Director Reports:**

**1.) April Attebury, Tribal Court:**

Not present, written report provided. Tabled to closed session.

**2.) Darlene Snapp-Silfies:**

Darlene is not present but Patty Brown would like to present an informational item of the sequestration Impact to the Karuk Tribe's Head Start Program. There is a reduction of 5% cut to their program base funding. The Office of Head Start is not sure the full impact but she is working on an opportunity to discuss this in the media and to do some information sharing regarding this. Patty is working with Darlene and Bill regarding the budget cuts to ensure they are on the same page.

Patty commented that this is the lifeline for the children and families so she would like to ensure they maintain the level of quality of service for the children. Patty is looking at reducing days of service and even evaluated cutting slots for children, which she will not do, but there will have to be offsetting in funding to keep the services. She is fighting for a lot of different things currently and is anticipating high costs in fuel and utilities but they will be pursuing different avenues to reduce costs. She is looking at a reduction in services to the children in hours rather than shutting them out completely. Patty commented that her staff is in panic mode, including a reduction in staffing hours to ensure there is staff. Patty feels that the staff is the most under paid and this is because they have to work within their budget. The staff will be working harder for less money. They will be looking at starting the school year a week later and several other items to prepare for the sequestration impact.

She explained that they are now looking at grant writing and funding opportunities to help offset cuts. There will be a one-time funding opportunity for Tribes that have relinquished their Head Start Programs.



She is asking that they be aware that Head Start is doing their best to stabilize the program under this stressful condition. In the State of California their voice is heard but there is no additional funding for the programs. She would like the Council's support and ensure that they do not allow Head Start to fall.

Buster asked if anyone explored the fallout from the Cobell Settlement. Updating her, that there was funding set aside for education. Patty has not and part of the reason is that she is already cut to the bone with staff and working extremely hard. Michael would like Patty to write a letter to the parents of the classes and parents of previous classes to ask for donations to the center. Michael commented that he would donate personally because his children and grandchildren attended the Head Starts. Possibly putting this to the community to receive their valued input is needed. Patty commented that that is a part of her list. She also is discussing ideas on fundraising. She is pretty much just asking that the Council to understand that the staff is majority single family homes and hard workers that they depend on steady employment.

Amos inquired what the ADA is currently. Patty commented that it is 60 slots and there are currently kids on the waiting list that cannot be served.

**3.) Daniel Goodwin, Maintenance Supervisor:**

Daniel is present to review his report with the Tribal Council. He first presented the Council a document for the Billing Office in Happy Camp. A new heat pump is needed and it is for heating/air conditioning with a company out of Yreka. It will cost approximately \$5,600. Daniel did call the company today and they have not gotten back to him yet. The final date may need changed at a later time. Daniel commented that he is unsure if the signatures are needed, but it has been sitting on his desk. Laura did not sign off on it but they informed her that it is reimbursable by Indian Health Services, so she is fine with it. Tiffany commented that it is already on the list of repairs so Indian Health Services will be reimbursing for the costs.

Jody Waddell moved and Michael Thom seconded to approve contract 13-C-033 8 haa, 0 puuhara, 0 pupitihara.

Daniel commented that this is a part of the overall upgrades that are needed at the Billing Office. With the electrical complete they now can sustain having the amount of power needed for the heating/cooling upgrade.

Daniel then went on to review his report. They are fully staffed to date. Robert Perez was hired for Orleans. This is a large sized position and it takes some time to establish a good routine do the area that has to be covered. Bergelio Rompon was hired in Happy Camp and Daniel is excited about this because he holds a Class C license. The maintenance crew has been working hard on the grounds.

There have been some small projects for the month. The roof over the boiler room is almost complete. The bathroom project in Somes Bar was completed and there needs some window and back door repairs. He is glad they got the work done because the house was in very poor shape. Daniel completed the repairs for approximately \$2,500.

Head Start asked for funding for new lights. They received the funding to get their equipment, so the maintenance crew went up and repaired those lighting fixtures. Daniel would like to get some additional equipment to ensure the project is complete. Head Start is short on funding so Daniel would like to seek additional funding to ensure it is done correctly.

Elsa asked whose responsibility is of the outside building of Head Start. Laura noted that the building is leased to Head Start and approving the funding has to come from discretionary. Laura recommends discussing the funding needs with Sandi. Daniel commented that he is unsure of the funding needs but he would like to finish the project.

Sandi stated that it could be that she may work into this project but she is unsure. She will assess the concept with Daniel and work on this. Buster recommended that Daniel work with Sandi on this.

Then the clarification of confusion regarding outside vs. inside lights was noted. The inside lights equipment needs will be referred to the KCDC Board and then the outside lights will be reviewed with Sandi. Elsa thanked Daniel for his work.

Michael Thom moved and Crispen McAllister seconded to approve Daniel's report, 8 haa, 0 puuhara, 0 pupitihara.

**4.) Le Loni Colegrove, HR Manager:**

Le Loni is present to review her report. She updated the Council on the recent hires and pending positions that have been selected but potential candidates have not been cleared for hire to date.

The Management Team formed a sub-committee for HR and they discussed revisions to the employment application, at-will terminations, the ICS requirements, hiring orientations, and policy revisions. Their next sub-committee meeting is April 1, 2013.

Le Loni noted that the Spring Newsletter will be available next Thursday. She commented that this has been delayed for a number of reasons. The layout coordinator has been working diligently on this. She offered to show up at the Planning Meeting, if the Council would like to see her. She is hoping to determine if the printing company is on board. Tiffany and Le Loni will be reviewing the printing bids on Tuesday. Articles have been due and the printing contract expiring further delayed this.

The post training update was included. Le Loni attended the HR training and it was valuable and informational. She noted that it was discussed and there was policy information sharing, including additional training that was needed. Le Loni met with AVI to assist her in becoming acquainted with the third party coverage. She is working on that and will be bringing better services options forward at a later time.

The new courier position will only be going to Yreka and Happy Camp. There is a driver for Orleans. Other staff will be offsetting the Orleans run. Michael clarified that that was done to reduce travel time and also use the available equipment.

Michael recommends that the Council approve the position description and allow Anna Myers to make the changes she needs to ensure that the position is flown and the vacancy filled. The needs of the community have to be met.

Buster asked if there will be another position approved for Orleans. Anna noted that no, there will be additional duties for current employees and they will evaluate the Orleans route at a later time.

Michael moved and Jody seconded to approve the revised position description with changes, 8 haa, 0 puuhara, 0 pupitihara.

Michael then presented the Child Welfare Services Social Worker position description. April identified that the positions were not consistent and did not have the same titles, so upon review she will be meeting the program needs plus update the staffing descriptions. Michael commented that Orleans currently has the duty of covering Happy Camp however the employee there is on medical leave and it is unknown if she will return. With this revision the position will cover Happy Camp. Elsa commented that posting this position will be that they think their job is being flown while they are on leave. Laura recommends having the position description state OR/HC, which will cover all the areas and update them as needed by April. Discussion moved to closed session.

Le Loni has reviewed the dates for the Reunion and she would like to go with August 31<sup>st</sup>. The Council determined that Labor Day weekend was at the same time in August, so a date in either July or September would be best. The date will be determined at the Planning Meeting. Le Loni commented that the date needs to be locked in right away because the planning is being held. Le Loni would like to know about the Reunion and she found that the employees feel punished about the Reunion. She would like to get back to the Tribe and she would like to bring back a type of “gathering of the people” concept to ensure that the participants feel that there is something to come back to. Le Loni would like the Council to get the staff on board with that. She would like to change the practice of sitting at the booths and handing out information. She would like to have a stick tournament. Le Loni spoke with Gaby at AVI, which allows for it. Le Loni would like to have the Council consider this, receive insurance, find a location and the Council support this. She would need to have a man head this up because it’s a male item. Erin commented that during the KTHA staff meeting, they had identified the idea to coordinate a stick tournament; it was Brandon Arwood and Troy Tippet. Erin will have them get in touch with Le Loni. Le Loni would like to invite other Tribes for participation.

Her last item is to talk about the Indian Card Games. She received information from HSU on stick games; and David Arwood Jr. has experience in coordination and cultural opportunities. David provided information to the Council regarding his work at HSU. He doesn’t believe that it would be too difficult to have a card tournament at the Reunion. The prize for winning in his other events was \$500 and then gas cards for all participants. He requested that there be possible fundraising to offset the costs of the needs, but at this time he would like feedback form the Council on the finance situation. David commented that the stick games could also use some of HSU groups that travel to other sites. David would like some direction because he can begin to assist in saving the date and prize opportunities at his current events.

Amos commented that the events are great but the toughest part is coordination on location and communication. She discussed a more advertised schedule because there wasn’t much advertisement done in the past. Amos also commented possibly shuttling or providing some transportation for some people. On a small note, he commented that the last time the Karuk’s competed in a stick game they did not do so well, so they need to practice.

Sonny Davis moved and Crispin McAllister seconded to approve Le Loni’s report, 8 haa, 0 puuhara, 0 pupitihara.

**5.) Dion Wood, Childcare / TERO Director:**

Dion thanked the Council for their approval of the WPA. The TERO Commission is happy to meet with the Council on April 8, 2013 regarding implementation. He has been working with Compliance on this avenue.

The hiring policy has been removed from Dion's report and Le Loni will be handling this as HR.

Dion noted in his report that he would be presenting a position description but that is not prepared.

The Childcare Program will take a 5% cut in funding and will adjust accordingly. He noted that the staff will be working on the shortfalls due to the stupid Congress that we have.

Dion also would like to look at the California Childcare State Plan. Once again the State of California is refusing to allow funding for Tribes although they count Indian Children. Dion will be traveling to make comments on this specifically to ensure that the Tribe has access to this funding.

There is an issue with the summer food program this year. Dion does not see how he can sponsor that this year. There are members of the staff that are involved in the schools, so he is working with those staff members to have the schools provide this service to the children.

The President will make an announcement with an unveiling for funding to States. Dion noted that he is seeking approval for travel April 9-12, 2013 to DC with the urgency being noted and will offset the costs with \$500 for his travel because of the issue at hand.

Elsa Goodwin moved and Michael Thom seconded to approve travel for Dion April 9-12, 2013 to Washington DC, 8 haa, 0 puuhara, 0 pupitihara.

Amos commented that April 9<sup>th</sup> looks very important in DC and the meeting with the Council is on the 8th. Dion noted that the WPA is very important so he will stay for the meeting with the Council and immediately fly out for his DC travel.

Amos Tripp moved and Bud Johnson seconded to approve Dion's report, 8 haa, 0 puuhara, 0 pupitihara.

**6.) Tom Fielden, Emergency Preparedness:**

Tom is present to review his report. He has attended a dam failure drill and PacifiCorp was holding a dam failure drill and they are on that list for cultural damage.

Tom commented that he is working on the HR sub-committee and it is working well to ensure that the staff is taking their ICS training. Tom has scheduled a meeting next month for April 16<sup>th</sup> in Happy Camp and in Orleans on April 17<sup>th</sup> to meet with the Emergency Response team. Council Members are invited to attend as well. He will send that out as well. The computers with the GIS software are moving along. Jill is working with the USFS on GIS. Reunion Planning Meetings are taking place; ANA webinar was done on grant writing and services.

He has one action item. It is resolution 13-R-037.

Amos Tripp moved and Bud Johnson seconded to approve resolution 13-R-037, 8 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Crispen McAllister seconded to approve Tom's report, 8 haa, 0 puuhara, 0 pupitihara.

- 7.) Julie Burcell, People's Center Advisory:**  
Written report provided, not present, out sick.

Amos Tripp moved and Bud Johnson seconded to approve Julie's report, 8 haa, 0 puuhara, 0 pupitihara.

- 8.) Tiffany Ashworth, Dir. Of Admin Programs and Compliance:**  
Tiffany noted that there was a revised implementation schedule for the Orleans Wellness Center and she had approval from HUD Grant Manager for that.

She would like to approval of amendment (10) to 13-C-011 in the amount of \$3, 275.40.

Michael Thom moved and Bud Johnson seconded to approve amendment (10) to 13-C-011, 8 haa, 0 puuhara, 0 pupitihara.

Her next action item is another issue to receive the Council's concurrence to not move forward with the contractor's discussion point to not have Primus locking systems installed at the facility. Tiffany noted that she would like this to be a part of the record.

Consensus: to accept the staff's recommendation to deny the modification for primus locking systems.

Tiffany noted that she still receives the late reviews. She attended a TERO training which was very beneficial to her. She noted that she spent time with Dion to include what she learned and they worked well together, and with new language to the document then it will come forward to the Council. Tiffany noted that there will be a compliance plan document that will be implemented.

She then sought approval of procurement for April Attebury, which is the purchase of two Honda vehicles from Ellis Brooks Honda. This has been approved through the OVW grant that was funded, so Tiffany would now like to seek approval of the two vehicles. OVW did require that she look into Jim Wilson Ford but it was evaluated and determined to go with Ellis Brooks.

Crispen McAllister moved and Sonny Davis seconded to approve procurement and allow the purchase of two vehicles form Ellis Brooks, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval of amendment (2) to contract 12-C-029.

Michael Thom moved and Bud Johnson seconded to approve modification (2) to contract 12-C-029, 8 haa, 0 puuhara, 0 pupitihara.

Dora Bernal moved and Crispen McAllister seconded to approve 13-R-012, 8 haa, 0 puuhara, 0 pupitihara.

Tiffany then sought approval of resolution 13-R-013 for CSD for the pass-thru funds.

Erin noted that one of the special things about this grant is that the Karuk Tribe is the only Tribe in California that provides the pass-thru.

Jody Waddell moved and Michael Thom seconded to approve resolution 13-R-013, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the Education Program Policies and Procedures. There was a request from Head Start to participate. Director to representative will be named so that departments will send someone to participate. The policies will be tabled at the next meeting.

Michael Thom moved and Sonny Davis seconded to approve Tiffany's report, 8 haa, 0 puuhara, 0 pupitihara.

**9.) Erin Hillman, ED KTHA:**

Erin is present to provide her report. The fiscal clerk position will be hired and they are excited about the new staff. The temporary staff member that was hired has been re-posted. A position description will be reviewed on a seasonal basis for the Orleans area. She finished with the third finance software company today. Erin noted that MicroFund will provide a discount because the Housing Authority is a branch of the Tribe. The payroll system of MicroFund seemed different but the price will be evaluated. The vendors of the Tribe and Housing will not be crossing each other. The Housing Authority will continue to be separate, and their items will be on a separate server. Erin noted that re-creating the wheel is not needed and will save time. There have been revisions to the position descriptions of five staff and the BOC will be approving those moving forward.

Ann and Erin will be having a community meeting in Orleans soon.

Crispen McAllister moved and Sonny seconded to approve Erin's report, 8 haa, 0 puuhara, 0 pupitihara.

**10.) Laura Mayton, CFO:**

Laura Mayton noted that it is nice to see that Housing is moving to Micro Fund. This would provide for more consistency.

Laura re-iterated to not panic for the sequestration. She commented that they will adjust to display the cuts for the directors. She commented that simple adjustments can be done that add up to savings without cuts to programs and staffing. She would suggest that the directors determine what the staff's feel they need or want and then that will assist them in feeling the budget crunch. The line item in the budgets will show the negative balance so that they are viewing this. Once the final budget cuts will unfold then she will meet with directors. Laura commented that the letters are too vague currently to adjust to the cuts but preparing in advance is best. Erin commented that the staff can go online to determine the exact number for each program. Laura commented that the Tribe has not received those exact numbers to date. Dion commented that the letters have since come out.

Buster agrees that less travel and travel in advance is the best.

Laura commented that there is a lot of money spent on bottled water for example; staff evaluating what they spend funding on, is important and should be identified for true necessity.

Crispen McAllister moved and Sonny Davis seconded to approve Laura's report, 8 haa, 0 puuhara, 0 pupitihara.

**11.) Sandi Tripp, Dir. Of Transportation:**

Sandi is present to review her report. Also, she would like to seek approval of an amendment to 13-C-004 (1) for the speed humps in Yreka. For some reason the engineers left out two speed humps, which they need in place. They are on the street near the Yreka Housing Office and the Elders Housing Homes.

Michael Thom moved and Jody Waddell seconded to approve (1) to 13-C-004, 6 haa, 0 puuhara, 0 pupitihara (Crispen McAllister and Amos Tripp absent for vote).

Sandi then went on to provide information on TTPCC meeting is going to be postponed to May 2013. Red Cap bikeway is moving along. There was a walk-thru and the CEQA document is out and under public review and comment. This puts them into the category to draw down the first phase of the project. The funding that is needed is high and there is information on further funding opportunities.

*Crispen McAllister arrived at 6:06pm*

The street scapes in Happy Camp were not funded and will not happen for four or five years and in phases. Caltrans donated their engineer to do a study but it will be a few years out.

The KCDC and KTHA parking lot has been being worked on. Siskiyou Telephone assisted in the fiber optic and PP&L provided specs. A line service agreement will need to be in place and \$8,700 will be needed for a new transformer and line. This project will be complete this summer.

The Orleans Wellness Center will be done as well. A survey will be done on Saturday which will provide for an ambulance turnaround. The ADA bus stop is underway for Happy Camp.

Bucky has been hard at work and completing his maintenance work. She can count on him to get his projects done and on time. He has been working with KTHA on roads projects which work for their programs culverts.

Michael Thom moved and Sonny Davis seconded to approve Sandi's report, 7 haa, 0 puuhara, 0 pupitihara.

**12.) Leaf Hillman, DNR Director:**

Leaf presented addendum (1) to 13-C-008, which was approved and not signed. It was confirmed that the approval date was 1/31/2013.

Leaf then presented a letter of support for a dump site opposition from a Tribe in San Diego CA that Buster will sign.

*Amos Tripp arrived at 6:15pm.*

Michael Thom moved and Crispen McAllister seconded to approve the support letter to the Pala Indian reservation opposing the dump site, 8 haa, 0 puuhara, 0 pupitihara.

Leaf then noted that he has work orders for IT that requires Council approval. One for Molli and one for Toz for smartphones. Dora would like a justification on why Molli would need one.

Michael Thom moved and Jody Waddell seconded to approve issuing a smartphone for Toz Soto, 8 haa, 0 puuhara, 0 pupitihara.

Dora asked where the Tribe is at with the MOU with the USFS. Elsa commented that in Julie's report she noted that they were recommending moving forward with it. Leaf noted that the fire MOU that needs to be in place, in a meeting last week, the group agreed that there wouldn't be changes and it can be re-signed and re-authorized to sign for the full term of five years. There are anticipated changes in the next year due to changes that will be coming down in the coming year at the National level. The MOU was handed through Six Rivers to produce the new document and send out to the parties. He suspects that it will be signed any time.

Leaf noted that there was a good discussion on a number of MOU's that are moving and that are hanging out that have not be executed. The Fire MOU was determined to be the most important. The other ones; pending dates to work on those in April. They will explore combining MOU's instead of spending staff time on their side and the Tribes working on each agreement separately. Amos commented that there were several discussions on Ameekyaaraam and it does not show up on anything. It is discussed but no action is taken. Amos is not against what was done in other places, but it is important to have the Council discuss and/or participate in the MOU's. Inaam MOU was next but it was not discussed with the Council Members. It seems that Ameekyaaraam falls off the plate. Leaf noted that the Katimiin was the first one was done and then moving to the next one. Leaf commented that in the Forest Plan there is mention of each area. Amos commented that Nolan Colegrove mentioned the area, so the USFS identifies what needs incorporated. Amos does not want to take away from any work done that has already been done, but the Council Members are not afforded the opportunity to work on this and ensure other areas are taken into Memorandums. The goal being to regain this land but not to gather several MOU's. Leaf agrees, but the directive in the Forest Plan notes this but it has been in the works for 20 years. Leaf would like to get some funding from the Parks Service to nominate this because the USFS will not find the funding to support this independently. Amos wants this to have discussion on the importance of all areas not just MOU's and not having these discussions on the radar means that it will not get followed and planned for the direction on where to go. Leaf would like the Tribe to develop its own strategy rather than allow the USFS because they will not move it forward.

Elsa Goodwin moved and Crispen McAllister seconded to approve leaf's report, 8 haa, 0 puuhara, 0 pupitihara.

**13.) Scott Quinn, Land Department:**

No present, no report provided.

**14.) Jaclyn Goodwin, Self-Governance Coordinator:**

Jaclyn is present to review her report. She provided the 2013 Tribal Self-Governance Annual Conference information.

Jaclyn recommends not signing on to the HC Coordinating Council letter because the Tribe stands alone and has submitted their own opposition to the KS Wild Monument.

IQCS management information from the BIA is vague at best and she would like to have legal review of the information. The system is something that Tom can use and most likely Bill. Michael contacted CILS to obtain legal reviews, which is recommended and needed.



Jaclyn thanked the Council in approving the Amicus Brief during their planning session.

The Coquille Tribe issue is moving, but Jaclyn is unsure about sending out a letter to other Tribes to support a certain Tribe or be in opposition of this. She recommends not pitting Tribe against Tribe. She discussed this with Will Micklin; moving forward to not support or oppose individual Tribes. Buster and Dora went on travel and there were several discussions that developed determining there were two sides to Enterprise Casino discussion that the Tribe was not provided when they submitted letters of support. The Council agrees that not fighting amongst Tribes is best and to clearly consider each Tribe.

Michael Thom moved and Jody Waddell seconded to approve travel for Elsa Goodwin to Anaheim, CA April 29-May 2, 2013, 8 haa, 0 puuhara, 0 pupitihara.

Amos commented that the Tribe should be proposing Self-Governance information on Forest Service functions. Jaclyn commented that there are Tribes working on changes to Title IV to get other agencies named. Amos asked Jaclyn to get more information to the Council. He noted that even if this is not successful, but the Karuk Tribe can be the first Tribe in the nation to be a model Tribe to try and do this. This is something that the Tribe should look into. Leaf noted that this is something that has been looked at and the staff has been working on this on a national level for a year, and being the only Tribe that has a national level seat for fire. The recommendation being included will provide a foundation to expand the compacting authorities to the department of agriculture. Amos would like to have this reported so that the efforts are noted and then the Tribal Council can support this. Leaf feels that after the strategy is adopted then sending folks to DC to sponsor the amendment is important.

Elsa asked about the appeal regarding not having a Tribal monitor at Smith River discussion. Leaf commented that a letter to the Forest Supervisor expressing the Tribes dismay on this denial. Leaf offered to draft the letter and it will be discussed at the KRAB Meeting.

Michael Thom moved and Amos Tripp seconded to approve Jaclyn's report, 8 haa, 0 puuhara, 0 pupitihara.

**Phone Votes:**

- a) Request approval for out of state travel for Buster Attebery and Jaclyn Goodwin to Washington DC, NCAI Conference March 5-6, 2013. Passed.

**Closed Session:**

Amos Tripp moved and Bud Johnson seconded to approve resolution 13-R-033, 8 haa, 0 puuhara, 0 pupitihara.

Dora Bernal moved and Crispen McAllister seconded to approve resolution 13-R-034, 8 haa, 0 puuhara, 0 pupitihara.

Amos Tripp moved and Bud Johnson seconded to send a letter of support to CRIHB, 8 haa, 0 puuhara, 0 pupitihara.

Dora Bernal moved and Amos Tripp seconded to donate \$500 donation to TIH, 8 haa, 0 puuhara, 0 pupitihara.

Consensus: to deny a donation for the Indian Health Council Inc refreshments.

Crispen McAllister moved and Dora Bernal seconded to approve contract 13-C-046 with a change to a “not to exceed amount of \$5,000”, 8 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Amos Tripp seconded to approve credit cards in the amount of \$2,500 for employees Rondi Johnson and Suzanna Hardenburger, 6 haa, 2 puuhara (Dora Bernal and Elsa Goodwin), 0 pupitihara.

Amos Tripp moved and Bud Johnson seconded to approve paying \$494 for employee #3413 travel changes 6 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin), (Sonny Davis absent for vote).

Michael Thom moved Amos Tripp seconded to approve to pay \$1,000 from third party for CHS Case#249, 8 haa, 0 puuhara, 0 pupitihara.

Amos Tripp moved and Crispen McAllister seconded to approve the loan to Tribal Member #2533 with bi-weekly payments of \$250, 8 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Sonny Davis seconded to approve the Child Welfare Services Social Worker revised position descriptions, to include all areas, 8 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Sonny Davis seconded to approve April’s report, 8 haa, 0 puuhara, 0 pupitihara.

Informational: concerns over items that the Council discusses for follow up and them not getting resolved in the manner that the Council has set forth. Clarification was provided to the Council on the steps taken and resolve in the matter.

Jody Waddell moved and Bud Johnson seconded to pay for the repairs on Tribal Member #506 in the amount of \$2,200 from discretionary, 6 haa, 0 puuhara, 3 pupitihara (Amos Tripp, Dora Bernal, Elsa Goodwin).

Crispen McAllister moved and Amos Tripp seconded to approve travel for Michael for the EPA conference May 7-9, 2013 to San Francisco CA, 8 haa, 0 puuhara, 0 pupitihara.

Informational: Discussion amongst Council regarding decisions made and changing those decisions and the manner in which the Council supports overall decisions. Reminder of professionalism and not involving discussional items which may have the appearance of conflicts of interest; whether one exists or not.

Informational: Discussion of District Meetings will be clarified at the Planning Meeting.

**Next Meeting Date: April 25, 2013 at 3pm in Yreka CA.**

Elsa Goodwin moved and Dora Bernal seconded to adjourn at 8:29PM, 8 haa, 0 puuhara, 0pupitihara.

**Respectfully Submitted,**

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**Russell “Buster” Attebery, Chairman  
Recording Secretary, Barbara Snider**

**Tribal Council Report**  
**Karuk Tribe Department of Transportation**  
**Council Meeting: April 18, 2013**

Submitted by: Sandi Tripp, Director of Transportation  
Date: April 25, 2013

**Tribal Transportation Program**

**Red Cap Bikeway**

As noted last month, the project entitled Red Cap Road Bikeway, is partially funded through a grant from Humboldt County and the State of California in the amount of \$420,000. This funding is available to us through a phased drawdown process that ensures milestones and project schedules are met.

This month I met with the Humboldt County Department of Public Works and assisted in the completion of several required documents for submittal by the County to the California Transportation Commission (CTC). Submittal of the following document was completed by the Project Request deadline of April 15, 2013:

- Request for Authorization to Proceed with Preliminary Engineering
- Request for Authorization to Proceed Data Sheet
- Finance Letter
- Funding Allocation Checklist
- Funding Allocation Request

Once all of the documents are approved by the CTC, this project will become eligible to begin federally reimbursable preliminary engineering work.

The County and the State have proved great partners in this project thus far and I am glad to report our first phased drawdown should be approved and will allow this project to continue without delay. The next phase is NEPA completion and Engineering. I will share all relevant project information with Tribal Council as it becomes available.

**Happy Camp Streetscapes (Complete Streets Project)**

This is a complex ongoing project and I anticipate several years of coordination and collaboration with multiple agencies. I will continue to provide Council a Project overview with status updates as relevant information becomes available.

**Project Overview:** As you are aware, we have been developing a complete streets project in Happy Camp to improve safety and mobility for residents and visitors to the area. This project was first identified in our Middle Klamath River Community Transportation Plan. Over the last several months I have met with Caltrans District 2 Planners and Engineers and we have agreed that the appropriate next step in the planning process is a Project Study Report (PSR). This month I met with Caltrans District 2 Senior staff; and, although Caltrans had previously offered the services of their in-house Engineer for the PSR development, they now identify budget constraints due to the issue of Federal Sequester.

The continued progress of this project is dependent on the PSR development. That said, I will begin the process of a TTIP update so that we may designate funding toward the PSR effort. I will share all relevant project information with Tribal Council as it becomes available.

### **KCDC/KTHA Parking Facility**

I have completed all preliminary phases for this project and we are now at 90% in the development of the PS&E (Plans, Specifications & Estimates). The IT and lighting review of this project is also complete and I expect to have a construction ready PS&E package by May 2013; implementation is planned for July 2013. I will share all relevant project information with Tribal Council as it becomes available.

### **Utility Relocation Update:**

We are near full completion with the utility relocation for this project. Tribal Council approved a PP&L Cost Agreement and will soon review for approval a Line Service Agreement. This has been a complex process; but, it will prove to be worth the work when we have unobstructed ingress/egress to our new KCDC/KTHA Parking Facility.

### **Orleans Wellness Cnt – Asip Road Parking Facility Project**

I have been working with FHWA to review the Environmental Analysis (EA) that was previously completed for the Orleans Wellness Center. FHWA has made a preliminary determination of “no historic properties affected”. Although, the final step in the compliance process is to ensure concurrence is met with the Karuk Tribe THPO. I have contacted Julie Burcell, Karuk THPO and I do expect she will provide a letter of concurrence to the file and we will be able to move this project through the design and implementation phase by mid July 2013.

I have been working with our Engineering Firm, GHD Inc., to develop preliminary design plans for the new parking facility that will accommodate patients and visitors to both the Wellness Center and the Panamnik Center. I reviewed the design plan and provided input to the engineers. They will be implementing the revision I have noted and I will soon have a plan sheet to share with Tribal Council for approval.

### **Head Start ADA Bus Drop Off Project**

This project will allow for construction of a dedicated Americans with Disabilities Act (ADA) school bus drop-off area and accessible parking stall for the Head Start building in Happy Camp. This project will ensure safe access for students and other visitors with mobility limitations.

I advertised this project and completed a mandatory Pre-Bid meeting last month. The deadline for Project bids is April 19, 2013. I will be working to rank the proposals soon. This project is expected to begin early June 2013. I will share all relevant proposal and contract information with Tribal Council as it becomes available.

### **Transportation Maintenance**

Bucky Lantz, Lead Roads Maintenance Worker has been hard at work this month ensuring safe ingress/egress on Tribal roads and facilities.

DOT Maintenance Projects include; but, are not limited to the following:

- Working with KTHA to provide assistance in the storm clean up efforts at the Happy Camp KTHA site
- Relocation of Utilities at the KCDC/KTHA parking facility in Happy Camp.

- Working to assist in the cleanup efforts at the Ranch.
- Ongoing Gutter and DI maintenance on all Tribal routes including Yreka, Happy Camp and Orleans
- Debris and brush removal from multiple Tribal routes including Yreka, Happy Camp and Orleans
- Ongoing equipment maintenance and repair
- Ongoing route review to identify maintenance and project needs

**Action Items:**

**No Action items at this time**

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**Department of Natural Resources**

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# Karuk Tribe

**Administrative Office**

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**Orleans Medical Clinic**

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## DEPARTMENT OF NATURAL RESOURCES TRIBAL COUNCIL REPORT

April 2013

Please accept the following information as the Department of Natural Resources written report for the upcoming Tribal Council Meeting.

Action Items

### WATER RESOURCES COORDINATOR/ Crystal Bowman

#### **Current Sampling and WQ Reports**

##### WQ Staff:

1. Sampling for nutrients began to be monthly in November and will continue through May to be collected at this frequency.
2. Fish Disease sampling continues to be collected every week, a project in cooperation with the Yurok Tribe and Oregon State University.
3. Sampling for bacteria in the mainstem Klamath and tributaries will be weekly through the spring months.
4. Datasondes deployed and calibrated every two weeks at selected locations: below Iron Gate dam, Orleans, Seiad and Salmon Rivers. Real-time internet access equipment was installed at below Iron Gate dam, Seiad and Orleans locations.

#### **Water Quality Meetings and Trainings**

##### Water Resources Coordinator:

1. Attended the following Teleconferences
  - a. Blue Green Algae State Coordination Meeting
  - b. Agricultural Waiver for discharges Webinar by NC Water Board – update to Advisory Committee on waiver status
  - c. Water Quality Improvement Project Steering Committee funded under IM 10 of the KHSA meeting to discuss the WQ Workshop report timeline for completion
2. Klamath Basin Monitoring Program Spring Meeting – I presented on the periphyton project from 2012 funded under IM 15 of the KHSA
3. Meeting with University of CO legal students – I presented on the Karuk WQ monitoring program
4. Meeting with UC Berkley legal staff to discuss collaborative projects

5. CA Dept. of Fish and Wildlife meeting to discuss the In-stream Flow Studies for the Scott and Shasta
6. Met with Barry Jarvis of Indian Health Services to discuss the Somes Bar drinking water system
7. Govt to Govt with the State Water Board to discuss 401 Cert options for Pacificorp and update from Karuk on all 'water board type' issues.

### **State and Federal Processes**

*KHSA* – Reviewed Algaecide 2012 Study and commented, waiting for technical comments from Dr. Kann before submitting to PacificCorp

*Klamath Tracking and Accounting Program (KTAP per the TMDL Implementation Plan)*  
– Reviewed the KTAP draft Version 1 document, submitted comments to RWB

### **Administrative**

#### Water Resources Coordinator:

#### *Grants*

1. Revised Tribal Water Quality Workgroup budget for 75k to BOR for final funding documents, submitted Resolution to Council (through Laura O) and submitted entire package to BOR

#### *Reports*

1. Began 2012 Periphyton Report for KHSA IM 15, a project in collaboration with Yurok Tribe.

#### *Miscellaneous Tasks*

1. Organized all office files, monthly Council report, paid all invoices to date, procurements and submitted mileage logs and travel requests and/or receipts.
2. Staff meetings (1-2/month) to update accomplishments and prioritize tasks.

## FISHERIES PROGRAM/Toz Soto

The Fisheries Program is currently working on spring time projects. Current projects include monitoring juvenile salmon outmigration at sites along the river corridor. Most of our monitoring efforts include the operations of out migrant rotary screw traps, fyke traps and beach seining. We operate trapping sites located along the mainstem Klamath near Big Bar, Kinsman Creek and in the lower Salmon River. Crews are also collecting weekly fish samples to be tested for fish disease by the US Fish and Wildlife Service's lab. Crews are continuing to monitor coho smolt out migration through the use of PIT tags and remote PIT tag detection systems.

In addition to monitoring, crews are actively working on habitat enhancement projects that include adding cover through placement of woody debris in selected sites and improving fish passage at creek mouths. We have prioritized habitat enhancement at cold

water refuges and creek mouths so that fish can seek refuge when the river warms up this summer. We are finding high number of salmon fry throughout the river which indicates that last years large run of salmon was successful in reproduction, but we are especially concerned about upcoming summer survival due to the dry conditions this year. Crews will be monitoring the river this summer and communicating with water managers in the event water can be release to help buffer dry conditions and the expected warmer water conditions.

The program is begging a multiyear study of Pacific Lamprey (Eels) with the goal of better understanding habitat requirements and population size so that conservation actions can be directed toward lamprey. One component of the study is to interact with tribal lamprey fishermen to foster communication and information sharing between biologists and tribal fisherman. Monitoring lamprey harvest might be one of the few methods available to assess the actual population trend and gather other important information regarding lampreys.

Other actions include, drafting proposals and scopes of work for future projects. We are currently working on the annual AFA funding with Bureau of Reclamation and anticipate it will be finalized sometime in early June. We are also working on further developing restoration project proposals and study plans.

For more information regarding the program, please contact Toz Soto at 627-3116 or [tsoto@karuk.us](mailto:tsoto@karuk.us)

## ENVIRONMENTAL EDUCATION PROGRAM/ Jeanette Quinn

**Climate/Global Warming/Energy Awareness.** I attended a meeting at Junction Elementary regarding putting in an organic garden and orchard at the school to help provide local food for the students.

**Native Plants/Ethnobotany/Noxious Weed Awareness.** I took the 7th/8th graders from Happy Camp Elementary to River Park on March 13 for a plant community's lesson. We visited three different plant communities in the park: forest, grassland and wetland. Students learned that plants grow in particular areas along with other plants due mainly to geography, soil type, climate, water availability and amount of sunlight. I pointed out native plants and noxious weeds and explained the impact the weeds have on the native plants. The 5th/6th graders, kindergartners, and 4th graders also took field trips down to River Park for the plant community's lesson in March and early April.

I prepared a PowerPoint presentation, "Wetland Biomes," for the 1st-3rd grade class at Junction Elementary, which I shared with them on March 18. Students learned the definition of 4 types of wetlands (marsh, swamp, bog and fen). I showed them pictures of the types of wetlands and examples of the plants and animals that live in them.



I presented the same lesson in the 1st and 2nd/3rd grade classes at Happy Camp Elementary on March 20.

On March 19 I took the Biology and Chemistry classes on short field trips to collect plant specimens. Students learned why ethnobotanists and botanists collect and preserve plant specimens in herbariums, then pressed their own specimens to be used in a later project.

I prepared a PowerPoint presentation on composting and shared it with the 4th-8th graders at Junction Elementary on March 21. Students learned that composting helps put nutrients back into the nutrient cycle for plants, how to make compost using a recipe for optimal results, and tried out being compost chefs by making a small batch of compost in class.

On April 3 I assisted Mid Klamath Watershed Council with a field trip for the Chemistry class from Happy Camp High to one of the Seiad Off-channel Pond Project sites. Students performed pond rehabilitation work by planting native trees and shrubs and removing weeds.

## WATERSHED RESTORATION PROGRAM/ Earl Crosby

### Watershed Program Activities

Through the latter portion of March through mid-April we have or will provide input and assistance towards various projects within DNR;

- 1) Completed construction of roof over fuel storage tank to protect this investment from weather.
- 2) Attended the April KRAB Meeting
- 3) Attended April 17, meeting in Orleans for the Emergency Planning effort.
- 4) Assisted our Fisheries Department with the Seiad Creek Enhancement Project planning and development.
- 5) Attended the March 15<sup>th</sup> meeting where will discuss the MOU and our ideas and interests in an MOA that would tier towards a Master Stewardship Agreement.
- 6) Attended the Tribal/USFS Coordination Meeting on March 20<sup>th</sup> in Orleans.
- 7) Attended a March 26<sup>th</sup> and 27<sup>th</sup> meeting with University of Colorado Law Students and present our Watershed Restoration efforts through a field visit to our Steinacher Project.

### Funding Update

- 1) Working with Humboldt County who is administrating a NCIRWMP grant we received.

In conclusion, we would like to thank the Tribal Council for their continued support. If you have any questions, please do not hesitate to call me at (530) 469-3454 or email me at [ecrosby@karuk.us](mailto:ecrosby@karuk.us)

Earl Crosby  
Watershed Restoration Coordinator

## ENVIROMENTAL CORDINATOR/ Carlotta Whitecrane

### **EPA PPG**

- Meeting the PPG Grant Program Objectives
- Preparing 2<sup>nd</sup> Quarter Report
- Preparing FY 2014 PPG Proposal
- Process invoices from consultants
- Prepare documents for Council review/approval
- Grant Research & Administration
- Develop, modify and process contracts
- PAN (Personnel Action Notice) wage and billing code adjustments
- Prepare resolutions and process proposals for Council approval
- Continuous updating and modification of project status spreadsheet
- Review monthly fiscal documentation, prepare and distribute budget summary reports for Natural Resources staff
- Assist all coordinators with budget management activities
- Meet with coordinators for project/budget review

### **Energy Program**

- Grant has closed March 24, 2013
- SF 424 Submitted
- Contractor has completed work for the DNR Complex Project
- Preparing for grant closeout procedures due June 24, 2013

## BUDGETS/ Bob Rohde

Current and on-going daily/weekly/monthly tasks

- Continuous budget modifications to adjust for change in indirect and wage adjustments
- Create requests for proposals (RFP)
- PAN (Personnel Action Notice) wage and billing code adjustments
- Prepare resolutions and process proposals for Council approval

**Attachments for Council review; to be presented at the next council meeting:**

If any questions or comments, please contact either Bob Rohde Email: [brohde@karuk.us](mailto:brohde@karuk.us), or 530-627-3446 x 3016, or Carlotta Whitecrane [cwhitecrane@karuk.us](mailto:cwhitecrane@karuk.us), or 530-627-3446 x 3014

## FOOD SECURITY COORDINATOR/ Bob Rohde

### **FUNDING**

- Funding for the first year has been received. Project start date was March 15, 2013.
- First year funding is from September 1, 2012 to August 31, 2013. First year funding will be carried over into March 2014, due to the delay in securing the funds.

### **PROGRAM MANAGEMENT**

- The Karuk Tribe's portion of the Food Security Grant focuses on traditional native food and material utilization to help advance food security within the Karuk Tribe's Ancestral Territory:

The Project Coordinator has met with staff and begun the development of a Draft Food Security Five Year Master Plan. The creation of a Native Food Seasonal Calendar is underway.

Ron Reed (Cultural Biologist) has begun the development of a Karuk Season Youth/Food Camp Draft Plan. Ron traveled to Washington D.C. with the UC Berkeley representative to meet with other USDA grant recipients. Ron also attended meetings with NRCS and US Forest Service representatives regarding the food security grant, and came back enthusiastic about Washington DC level support for the Food Security Project.

Bill Tripp (Eco-Cultural Restoration Specialist) has attended the Karuk Cultural Committee and met with the US Forest Service regarding field native plant monitoring sites.

Native plants are currently being collected in their flowering stage and pressed as part of the creating of a Karuk Tribal Herbaria for plant identification instruction.

### **BUDGET**

- The Food Security Grant is funded for \$1,345,798 over 5 years.
- Project staff time is now being charged to the Food Security Grant.

Questions or comments: Please contact either Bob Rohde [brohde@karuk.us](mailto:brohde@karuk.us) 530-627-3446 x 3016, Ron Reed [reed@karuk.us](mailto:reed@karuk.us) (530) 627-3446 x 3048, or Bill Tripp [btripp@karuk.us](mailto:btripp@karuk.us) (530) 627-3446 x 3023

## ECO-CULTURAL RESTORATION SPECIALIST/ Bill Tripp

Short term priorities have been overwhelming my ability to stay engaged in Cohesive Strategy development lately. With sequestration at our heels, there are many changes occurring that we need to stay on top of if we are going to continue to have a fire program. The BIA recently threatened to terminate our agreement if we did not require the crew to have annual drug tests. This posed an issue as the only way we could require it in accordance with policy would be if there were reasonable suspicion. In light of this development a good amount of time was spent trying to get some consensus on interim policy language to enable annual drug testing for emergency responders. An interim policy was approved by the KCDC board on 4-17-2013 and was heard by Council at the Planning meeting on 4-18-2013. There are many issues that need to be resolved in regard to making this program all it can be and hopefully the time can be found to improve program functions in-between ever-shifting priorities and workloads being beyond capacity.

I attended a meeting in Boise ID as one of 8 national pilot organizations for the Forest Service Fire Adapted Communities Program the meeting went well and I met some interesting individuals from innovator communities across the nation. We went through a process to draft a work plan, but it was determined that we need to bring it back to the upslope prioritization workgroup to finalize, assign a budget, and get formal approval to submit. It should bring in around \$15,000 a year for five years to start and hopefully grow from there. The upslope group has selected a landscape of initial focus and will be having another meeting in May or June. The invites should be getting extended to the Happy Camp Fire Safe Council and Happy Camp Coordination Council to attend as well. I was on a follow up call with Craig and Jackie regarding consultations with California Department of Fish and Wildlife. I drafted a letter framing a request for consultation with an initial focus on elk and lamprey harvest and management. The CDFW representatives we spoke to so far seem to like the idea of a tribal conservation ordinance being developed so the Tribe can exercise our sovereign authorities over our members and territory. This ordinance could include harvest timing, methods, management offsets, negotiation protocols for identifying sustainable tribal set-asides in the annual harvest numbers, and enforcement provisions.

I have continued to engage in management team and sub-committee meetings, as well as Karuk Resource Advisory Board, USFS Project Coordination, MOU development, and emergency preparedness meetings. I have taken my annual refresher as well as completed my annual walk test for the season.

We also had a Berkeley Collaborative Meeting with the law school. This went great and they are beginning to propose some ways that they can assist with our legal research needs. One individual was very informed on tribal law and is the only person with a legal

back ground that has looked at the law and heritage preservation in the same way I have interpreted. He has a PhD in anthropology and is about to take the bar, then will be looking for work. He needs experience before he can get a job at someplace like Native American Rights Fund or someplace like that and us finding a way to provide him with some work experience and establishing that connection and understanding of our situation would be of great benefit to the tribe now and into the future.



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**REQUEST FOR CONTRACT/ MOU/ AGREEMENT**

Check One:  Contract  
 MOU  
 Agreement  
 Amendment

Karuk Tribe Number Assigned: **11-C-056 Addendum 2**

Funder/Agency Assigned: **KRITFWC**

Prior Amendment: **1**

**REQUIRED** → \*Procurement Attached  \*Budget Attached   
\*System for Award Management (SAM) (CONTRACTS ONLY)   
\*KCDC/ KTHA Notification/ review required  Yes  No

Requestor: **Toz Soto** Date: **April 18, 2013**

Department/Program: **Fisheries, Department of Natural Resources**

Name of Contractor or Parties: **Salmon River Restoration Council**

Effective Dates (From/To): **May 1, 2013** **April 30, 2014**

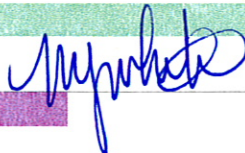
Amount of Original: **\$9,000**  
Amount of Modification: **\$12,000**  
Total Amount: **\$21,000**

Funding Source: **2135-16**

Special Conditions/Terms:  
**Addendum #2 is to add \$12,000 and extend effective dates from April 30, 2013 to April 30, 2014.**

Brief Description of Purpose:  
**Under direct supervision of Karuk Fisheries Staff, Salmon River Restoration Council will operate the Klamath Big Bar and Salmon River rotary traps on the weekends.**

**\*\* REQUIRED SIGNATURES \*\***

Requestor  Date **4/18/13**

\*\*Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

\*\*Director, Administrative Programs & Compliance \_\_\_\_\_ Date \_\_\_\_\_

\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts) \_\_\_\_\_ Date \_\_\_\_\_

Other \_\_\_\_\_ Date \_\_\_\_\_



**Department of Natural Resources**

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**Karuk Tribe**



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**ADDENDUM TO AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES**

**Contract Number: 11-C-056**

**Modification #2**

This Addendum to the existing Agreement, dated as of May 26, 2011, is between the Karuk Tribe (hereinafter “the TRIBE”) Salmon River Restoration Council (hereinafter “INDEPENDENT CONTRACTOR”), who agree to amend the existing contract 11-C-056 as follows:

1. **Description of Services:** The Tribe hereby retains Independent Contractor to provide the services described in the attached *Description of Independent Contractor Services and Activities in the existing Agreement*. In addition, contractor will continue to monitor the Klamath Big Bar and Salmon River rotary traps on the weekends.
2. **Duration:** The Addendum extends the contract period to April 30, 2014.
3. **Compensation:** This Addendum adds an additional Twelve Thousand Dollars and Zero Cents (\$12,000.00) for a total contract amount not to exceed Twenty-One Thousand Dollars and Zero Cents (\$21,000.00). All invoices must be submitted no later than thirty (30) days past the end date of this Agreement as stated in Clause 2 above. The Director of Natural Resources and/or Authorized Designee shall be responsible for overseeing this Agreement and approving invoices for payment.
4. **Tribal Employment Rights Ordinance (TERO):** Independent Contractor acknowledges that a two percent (2%) TERO fee will be imposed on the gross value of any contract initiated within the interior/exterior boundaries of the Karuk Ancestral Territory, provided that the total contract or annual gross revenues meet or exceed \$2,500.00.
5. All other terms of the existing Agreement remain unchanged.

In consideration of the mutual promises of the parties this Agreement is executed on the date first above written, in duplicate, intending each duplicate to be an original.

**INDEPENDENT CONTRACTOR**

Salmon River Restoration Council  
P.O. Box 1089  
Sawyers Bar, CA 96027  
TIN: 68-0343595

**KARUK TRIBE**

Russell Attebery, Chairman  
64236 Second Avenue  
Happy Camp, CA 96039  
(530) 493-1600

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Signature and Date

**Karuk Department of Natural Resources**

*\*Please submit the following information:*

<b>PROJECT TITLE:</b>	Project ID # 20122-Spring /Summer Mainstem Out-migrant Salmonid Monitoring
<b>FUNDER:</b>	KRITFWC
<b>DATES OF WORK:</b>	2012-13
<b>TODAYS DATE:</b>	
<b>YOUR NAME:</b>	Toz Soto

Position Title	Pay Rate	Hours to Work	WORKERS COMP RATE	# of months worked	Annual Leave Accrual	Base Hours	TOTAL Wages	FRINGE BENEFITS						TOTAL	hourly rate	
								Social Security (FICA) 6.2%	Medicare (MEDI) 1.45%	State Unemployment (SUTA)	Workers Comp	HEALTH	RETIREMENT			Total Fringe Benefits
ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	ADD	
Lead Biologist	23.50	20	1.260%	1	0	20	470.00	29.14	6.82	29.14	5.92	505.90	23.50	600.42	1,305.42	65.27085
Field Biologist	19.50	40	8.269%	1	0	40	780.00	48.36	11.31	434.00	64.50	496.60	39.00	1,093.77	2,263.77	56.594205
Fisheries Tech	13.50	800	8.269%	5	0	800	10,800.00	669.60	156.60	434.00	893.05	0.00	0.00	2,153.25	18,353.25	22.941565
Fisheries Tech	13.50	800	8.269%	5	0	800	10,800.00	669.60	156.60	434.00	893.05	2,276.00	540.00	4,969.25	21,169.25	26.461565
							\$22,850.00	\$1,416.70	\$331.33	\$1,331.14	\$1,856.52	\$3,278.50	\$602.50	\$8,816.69	\$31,666.69	43,091.69

Cells that may need manual adjustment.

- 1 Position specific, ask Tamara for current rate.
- 2 Only for permanent staff that DO NOT take any annual leave (ie. they cashout annual leave hours)
- 3 SUTA column can not exceed \$434. If the cell turns blue, change by hand to \$434.
- 4 Employees must work more than 6 months. \$526.34 less 3% of wages. Includes employee costs. Automatically adjusts based on # of months
- 5 Employees must work more than 6 months. Seasonal/temp not eligible

wages	22850
fringe benefits	8817
supplies	908
equipment**	5500
travel	3500
contractual*	12000
subtotal	53575
idc or admin*	11425
total	65000

**\*IF YOU HAVE AN ADMIN CAP, ENTER % IN BOX:**

idc	11425
admin	11425
	0

\*Contractual costs of \$14500 is for Salmon River Restoration Council's assistance trapping checks.  
 \*\*Note that \$2500 was removed from the original contractual line of \$14500 item and placed in equipment line item, equipment will be purchased by the Tribe and loaned to the SRRC, therefore the new contractual amount is \$12000.



Karuk Community Health Clinic  
64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe



Karuk Dental Clinic  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

Administrative Office  
Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

## REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:  Contract Karuk Tribe Number Assigned: 13-C-047  
 MOU  
 Agreement Funder/Agency Assigned: Mid Klamath Watershed Council  
 Amendment Prior Amendment:

REQUIRED → \*Procurement Attached  \*Budget Attached   
\*System for Award Management (SAM) (CONTRACTS ONLY)   
\*KCDC/ KPHA Notification/ review required  Yes  No

Requestor: Toz Soto Date: April 4, 2013

Department/Program: Fisheries, Department of Natural Resources

Name of Contractor or Parties: Mid Klamath Watershed Council

Effective Dates (From/To): January 1, 2013 January 1, 2015

Amount of Original: \$12,480  
Amount of Modification:  
Total Amount: \$12,480

Funding Source:

Special Conditions/Terms:

Brief Description of Purpose:  
Create additional off-channel habitat for/to facilitate hydro-seeding to all disturbed surfaces at 3 newly constructed off-channel coho rearing habitats on Tom Martin, Seiad, & Camp Creek. Installing two groundwater monitoring wells at Camp Creek project site prior to project implementation, and to monitor effectiveness and productivity.

### \*\* REQUIRED SIGNATURES \*\*

  
Requestor \_\_\_\_\_ Date: 4-19-13

\*\*Chief Financial Officer \_\_\_\_\_ Date

\*\*Director, Administrative Programs & Compliance \_\_\_\_\_ Date

\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts) \_\_\_\_\_ Date

Other \_\_\_\_\_ Date



**Mid Klamath Watershed Council**  
**Contract for Professional Services**  
**Contract # 13-C-3**

**I. PURPOSE OF AGREEMENT.**

The Agreement is to facilitate cooperation among the parties identified below as part of the Mid Klamath Watershed Council Fisheries Program. This project will create additional off-channel habitat connected to Seiad, Camp, and Tom Martin Creeks. This contract is in place to monitor the effectiveness and productivity of the proposed habitat improvement projects and to provide hydro-seeding (native grass seed mix) to all disturbed surfaces at three newly constructed off-channel coho rearing habitats. In addition, the contract provides for the installation of two groundwater monitoring wells at the Camp Creek project site prior to off-channel implementation.

The **Mid Klamath Watershed Council (MKWC)** and the **Karuk Tribe (Contractor)**, agree as follows:

**II. TERM OF AGREEMENT.**

The term of this agreement will commence on the date of acceptance of this Agreement by MKWC and the Contractor, and ending no later than January 1, 2015. If the work is successfully completed prior to the end date, the agreement may be closed.

**III. AWARD AMOUNT.**

The contract will be awarded in an amount not to exceed \$12,480; inclusive of all direct and indirect costs incurred by the contractor. The total amount includes \$3,580 for the Karuk Tribe Watershed Program (KTWP) and \$8,900 for the Karuk Tribe Fisheries Program (KTFP).

**IV. SPECIFIC OBLIGATIONS OF THE PARTIES.**

**A. The Contractor shall meet the following specified standards and protocol:**

**1) General Specifications**

The Contractor will complete the Scope of Work below, as specified in the original proposal "MKWC National Fish and Wildlife Foundation Monitoring Plan (September, 2012)" and through subsequent meetings between MKWC and the Contractor.

**2) Labor, Equipment and Supplies**

The contractor will be responsible for providing all labor, equipment and supplies necessary to do the job.

**3) Transportation**

The contractor will provide its own transportation to and from the job sites.

**4) Timeline**

Work shall commence as soon as the contract is signed. The project will be completed by the end date of this agreement.

**5) Scope of Work**

KTFFP will obtain quarterly population estimates at each off-channel habitat site (Seiad, Tom Martin Creek and Camp Creeks) and track growth rates for each site through their seining and PIT tagging efforts. Results will be submitted to MKWC no less than annually to meet funder reporting requirements.

KTWP will provide hydroseeding services after construction of off-channel ponds at Seiad Creek (May Pond), Tom Martin Creek (Creighton Pond), and Camp Creek (Bouse Pond). Additionally, KTWP will install two water monitoring wells at the Camp Creek project site prior to implementation.

**6) Invoicing**

Contractor shall provide MKWC with a detailed invoice, including hours worked and pay rates. Invoices will be submitted to MKWC no more than monthly for payment. Final invoices will be submitted to MKWC for payment within 30 days of the end date of the agreement and will not exceed the total amount of the contract.

**7) Match Documentation**

Contractor has committed to a total of \$28,960 of Non-federal match (including \$16,640 for the May Pond and \$12,320 for the Tom Martin Pond Project). The Contractor is committed to providing detailed documentation to MKWC if requested.

**B. The Mid Klamath Watershed Council shall:**

**1) Permits and Regulations**

Obtain all applicable Federal, State, and local permits for the project. Ensure that no project activities begin until notification has been received that all applicable Federal, State, and local regulations have been met and all necessary permits have been issued.

**2) Access and Permission**

Obtain permission from the Owner(s) or a designated agent before entering the project area. Make arrangements for access and scheduling with landowners of each project area.

**3) Information, Support, and Contract Inspection**

Provide instructions as needed for each project area. Provide feedback to contractor as work progresses. Ensure contract compliance. Act as a liaison between contractor and landowners.

**4) Payment/Reimbursement**

Payments will be made to Contractor within 30 days of receipt of invoice.

**V. Termination:** MKWC, at its sole discretion, may terminate this agreement or abandon any portion of the project for which services have not been performed by Contractor, upon seven (7) days written notice delivered to the contractor. In

the event of such termination or abandonment, the Contractor will be paid for services rendered prior to said notice including reimbursable expenses already incurred.

**VI. Modification:** Modifications of the contract, within the scope of the project, shall be made by mutual consent of the parties, by a written statement of modification, signed and dated by both parties.

**VII. Alternate Dispute Resolution** In the event of any issue of controversy under this Agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.

**VIII. Principal Contacts** The principal contacts for this agreement are:

**MKWC:** Will Harling, ([will@mkwc.org](mailto:will@mkwc.org)) PO Box 409, Orleans, CA 95556.  
(530) 627-3202.

**Contractor:** Toz Soto, KTFP, ([tsoto@karuk.us](mailto:tsoto@karuk.us)), (530) 627-3116 ext 1  
Earl Crosby, KTWP, ([ecrosby@karuk.us](mailto:ecrosby@karuk.us)), (530) 469-3454.  
Karuk Tribe Department of Natural Resources, PO Box 282, Orleans, CA 95556.

**IX. Confidentiality:** Contractor will not disclose or use for the benefit of any third party any confidential information, knowledge, or data acquired by virtue of its relationship with MKWC without prior written approval.

**X. Non-Assignability:** This agreement may not be assigned or transferred by either party without prior written approval of the other party.

**XI. Complete Agreement:** This Agreement constitutes the entire agreement between the parties and no amendment or modification hereof shall be effective unless reduced to writing and signed by both parties.

**XII. Independent Contractor Status:** It is understood and agreed between the parties that MKWC shall not be required to withhold any federal, state or local taxes from fees paid to the Independent Contractor, nor shall MKWC have any liability for such withholding. It is understood that the Contractor is covered under its own liability and workers compensation insurance.

**XIII. THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013, by and between the Contractor and the Mid Klamath Watershed Council.**

\_\_\_\_\_  
Contractor Signature (representative)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor Name (print)

\_\_\_\_\_  
MKWC Signature (representative)

\_\_\_\_\_  
Date

\_\_\_\_\_  
MKWC Name (print)

**MID KLAMATH WATERSHED COUNCIL**  
**DUNS: 166006176 CAGE Code: 31LQ7**  
**Status: Active**

**38150 HWY 96**  
**ORLEANS, CA, 95556-0409 ,**  
**UNITED STATES**

### Entity Overview

#### Entity Information

**Name:** MID KLAMATH WATERSHED COUNCIL  
**Business Type:** Business or Organization  
**POC Name:** None Specified  
**Registration Status:** Active  
**Expiration Date:**09/23/2013

#### Exclusions

**Active Exclusion Records?** No

**SAM | System for Award Management 1.0**

IBM v1.821.20130326-0005

WWW8

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

**Karuk Department of Natural Resources**  
 \*Please submit the following information:

PROJECT TITLE: Selad Hydroseed  
 FUNDER: MKWC  
 DATES OF WORK: 4/5/2013  
 YOUR NAME: Earl Crosby

Position Title	Pay Rate	Hours to Work	WORKERS COMP RATE	# of months worked	Annual Leave Accrual	Base Hours	TOTAL WAGES	FRINGE BENEFITS					Total Salaries & Fringe	hourly rate	Indirect % of wages	TOTAL
								Social Security (FICA) 6.2%	Medicare (MEDI) 1.45%	State Unemployment (SUTA)	Workers Comp	HEALTH				
ADD	ADD	ADD	EMPLOYEE SPECIFIC: YOU MUST CHECK	(used to calculate health insurance costs)	2	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Coordinator	0.00	-	1.733%	-	0	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Excav	0.00	-	5.170%	-	0	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dozer	0.00	-	5.170%	-	0	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Laborer	17.00	8	5.170%	1	0	8	136.00	8.43	1.97	8.43	7.03	32.67	168.67	68.00	236.67	
Laborer	17.00	8	5.170%	1	0	8	136.00	8.43	1.97	8.43	7.03	32.67	168.67	68.00	236.67	
Laborer	0.00	-	5.170%	-	0	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
							\$408.00	\$25.30	\$5.92	\$25.30	\$21.09	\$98.00	\$506.00	204.00	710.00	
# Work Days-Coord							24									
# Work Days-Field Crew																

Cells that may need manual adjustment.

- 1 Position specific, ask Tamara for current rate.
- 2 Only for permanent staff that DO NOT take any annual leave (ie, they cashout annual leave hours)
- 3 SUTA column can not exceed \$434. If the cell turns blue, change by hand to \$434.
- 4 Employees must work more than 6 months. \$526.34 less 3% of wages. Includes employee costs. Automatically adjusts based on # of months
- 5 Employees must work more than 6 months. Seasonal/temp not eligible

wages	\$408
fringe benefits	\$98
supplies	\$1,000
equipment	\$1,800
travel	\$70
contractual	
subtotal	\$3,376
idc or admin*	\$204
total	\$3,580

Admin Cap @ of Proposal

Admin Cap  
Tribal IDC

\$0.00

-\$580

**Karuk Department of Natural Resources**  
 \*Please submit the following information:

PROJECT TITLE: Fisheries Program Task Monitoring Constructed Ponds  
 FUNDER: MKNWC  
 DATES OF WORK: 2013-14  
 TODAY'S DATE: 4/16/2013  
 YOUR NAME: Fozz Sobiech

Position Title	Pay Rate	Hours to Work	WORKERS COMP RATE	# of months worked	Annual Leave Accrual	Base Hours	TOTAL Wages	Social Security (FICA) 6.2%	Medicare (MED) 1.45%	State Unemployment (SUTA)	Workers Comp	HEALTH	RETIREMENT	Total Fringe Benefits	Total Salaries & Fringe	Indirect % of wages	TOTAL	hourly rate
ADD	ADD	ADD	EMPLOYEE SPECIFIC YOU MUST ENTER	(used to calculate health insurance costs)														
Field Biologist	19.50	40	8.269%	1	0	40	780.00	48.36	11.31	48.36	84.50	496.60	39.00	708.13	1,488.13	390.00	1,878.13	46.953205
Fisheries Tech	13.50	80	8.269%	-	0	80	1,080.00	66.96	15.66	66.96	89.31	0.00	0.00	238.89	1,318.89	540.00	1,858.89	23.236065
Fisheries Tech	13.50	80	8.269%	-	0	80	1,080.00	66.96	15.66	66.96	89.31	0.00	0.00	238.89	1,318.89	540.00	1,858.89	23.236065
							\$2,940.00	\$182.28	\$42.63	\$182.28	\$243.11	\$486.60	\$39.00	\$1,185.90	\$4,125.90	1,470.00	\$5,595.90	includes all costs

Cells that may need manual adjustment.

Position specific, ask Tamara for current rate.

Only for permanent staff that DO NOT take any annual leave (ie. they cashout annual leave hours)  
 SUTA column can not exceed \$434. If the cell turns blue, change by hand to \$434.

Employees must work more than 6 months. Seasonal/temp not eligible

wages	2940
fringe benefits	1186
supplies	550
equipment	1800
travel	954
contractual	0
subtotal	7490
idc or admin*	1470
total	8960

\*IF YOU HAVE AN ADMIN CAP, ENTER % IN BOX:

idc	1470
admin	1470
	0



**Karuk Community Health Clinic**  
64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe



**Karuk Dental Clinic**  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

## Administrative Office

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

### REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:  Contract  
 MOU  
 Agreement  
 Amendment

Karuk Tribe Number Assigned: **13-C-046**

Funder/Agency Assigned: **Mid Klamath Watershed Council**  
Prior Amendment:

**REQUIRED** → \*Procurement Attached  \*Budget Attached   
\*System for Award Management (SAM) (CONTRACTS ONLY)   
\*KCDC/ KTHA Notification/ review required  Yes  No

Requestor: **Toz Soto** Date: **4.17.13**

Department/Program: **Fisheries, Department of Natural Resources**

Name of Contractor or Parties: **Mid Klamath Watershed Council**

Effective Dates (From/To): **April 11,2013** **May 24,2013**

Amount of Original: **\$18,400**  
Amount of Modification: **~~16,400~~**  
Total Amount: **\$6,000**  
**\$22,400**

Funding Source: **2136-11**

Special Conditions/Terms:  
**Final invoice is due by 5/24/13.**

Brief Description of Purpose:  
**Funding for equipment for off-channel habitat for 3 newly constructed coho rearing habitats.**

### \*\* REQUIRED SIGNATURES \*\*

  
Requestor \_\_\_\_\_ Date \_\_\_\_\_

\*\*Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

\*\*Director, Administrative Programs & Compliance \_\_\_\_\_ Date \_\_\_\_\_

\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts) \_\_\_\_\_ Date \_\_\_\_\_

Other \_\_\_\_\_ Date \_\_\_\_\_



**Department of Natural Resources**

39051 Highway 96  
Post Office Box 282  
Orleans, CA 95556  
Phone: (530) 627-3446  
Fax: (530) 627-3448

**Karuk Tribe**



**Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

**Orleans Medical Clinic**

39051 Highway 96  
Post Office Box 249  
Orleans, CA 95556  
Phone: (530) 627-3452  
Fax: (530) 627-3445

**ADDENDUM TO AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES**

**Contract Number: 13-C-046**

**Modification #2**

This Addendum to the existing Agreement, dated as of April 11, 2013, is between the Karuk Tribe (hereinafter "the TRIBE") Mid Klamath Watershed Council (hereinafter "INDEPENDENT CONTRACTOR"), who agree to amend the existing contract 13-C-046 as follows:

1. **Description of Services:** The Tribe hereby retains Independent Contractor to provide the services described in the attached *Description of Independent Contractor Services and Activities in the existing Agreement*. In addition, Section III (4) of the contract is amended to say (changes in **bold**):  
  
The contractor will complete identified tasks through a service contract not to exceed \$16,400 (**for Mid Klamath Coho Rearing Habitat Enhancement Project**) and \$6,000 for USGS work to **prepare pit tag arrays (see attached scope of work #2)**, inclusive of all overhead and indirect cost incurred by the contractor. Overall amount paid to Contractor will not exceed **\$22,400**.
2. **Duration:** The Addendum effective date is April 15, 2013.
3. **Compensation:** This Addendum adds an additional Six Thousand Dollars and Zero Cents (\$6,000.00) for a total contract amount not to exceed Twenty-Two Thousand, Four Hundred Dollars and Zero Cents (\$22,400.00). All invoices must be submitted no later than thirty (30) days past the end date of this Agreement as stated in Clause 2 above. The Director of Natural Resources and/or Authorized Designee shall be responsible for overseeing this Agreement and approving invoices for payment.
4. **Tribal Employment Rights Ordinance (TERO):** Independent Contractor acknowledges that a two percent (2%) TERO fee will be imposed on the gross value of any contract initiated within the interior/exterior boundaries of the Karuk Ancestral Territory, provided that the total contract or annual gross revenues meet or exceed \$2,500.00.
5. All other terms of the existing Agreement remain unchanged.

In consideration of the mutual promises of the parties this Agreement is executed on the date first above written, in duplicate, intending each duplicate to be an original.

**INDEPENDENT CONTRACTOR**

Mid Klamath Watershed Council  
38150 Hwy 96  
Orleans, CA 95556  
TIN: 73-1679957

**KARUK TRIBE**

Russell Attebery, Chairman  
64236 Second Avenue  
Happy Camp, CA 96039  
(530) 493-1600

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Signature and Date

MID KLAMATH WATERSHED COUNCIL  
DUNS: 166006176 CAGE Code: 31LQ7  
Status: Active

38150 HWY 96  
ORLEANS, CA, 95556-0409 ,  
UNITED STATES

### Entity Overview

#### Entity Information

**Name:** MID KLAMATH WATERSHED COUNCIL  
**Business Type:** Business or Organization  
**POC Name:** None Specified  
**Registration Status:** Active  
**Expiration Date:** 09/23/2013

#### Exclusions

**Active Exclusion Records?** No

SAM | System for Award Management 1.0

IBM v1.821.20130326-0005

WWW8

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

ADDENDUM TO CONTRACT

ADDENDUM #1 DATED 4/15/13  
Addendum to Contract Number: 13-C-02

ORIGINAL CONTRACT DATED 4/11/13 BETWEEN THE FOLLOWING PARTIES:

Mid Klamath Watershed Council  
PO Box 409, Orleans, CA 95556  
530-627-3202

AND

Karuk Tribe  
PO Box 282, Orleans, CA 95556  
530-627-3116 x 1

The Mid Klamath Watershed Council and Contractor are parties to contract number 13-C-02 dated 4/11/13 (the "Contract").

This Addendum to the Contract (Addendum #1) is entered into by the Mid Klamath Watershed Council and Contractor as of 4/15/13 (Addendum Effective Date).

1. The Contract is hereby amended by this Addendum to:

- a. **Add \$6,000 to the Contract total**
- b. **Expand the scope of the contract to include**

Section III(4) of the contract is amended to say (changes in **bold**):

The contractor will complete identified tasks through a service contract not to exceed \$16,400 (**for Mid Klamath Coho Rearing Habitat Enhancement Project**) and **\$6,000 for USGS work to prepare pit tag arrays (see attached scope of work #2)**, inclusive of all overhead and indirect costs incurred by the contractor. Overall amount paid to Contractor will not exceed **\$22,400**.

For and in consideration of the agreements set forth herein, the Mid Klamath Watershed Council and Contractor hereby enter into this Addendum as of the Addendum Effective Date.

Mid Klamath Watershed Council

By: Will C.S. Harling 4/11/13  
Name: Will Harling  
Title: Executive Director

Karuk Tribe (Contractor)

By: \_\_\_\_\_  
Name:  
Title:

**REQUEST FOR MODIFICATION OF PROGRAM PLAN/ STAFFING PLAN/ BUDGET**

Requestor Name:     **Toz**     Date:     **4.17.13**    

Department/ Program:     **Fisheries- Dept of Natural Resources**    

Modification to:  ~Plan  ~ Staff  **XXXX** ~ Budget

~ Other Describe: \_\_\_\_\_

Effective Dates:     **4/11/13-5/24/13**    

Affected Funding Sources (BIA, IHS Compacts, or Contract Title and Number:

**Mid Klamath Watershed Council**

Affected Accounting Codes:     **2136-11**    

Description	Account Number	Original Budget	Increase/ Decrease	New Budget
SALARIES	7015	7,020.00	0.00	7,020.00
FICA/ MCRE	7101	537.00	0.00	537.00
SUTA	7102	435.00	0.00	435.00
WKMNS COMP	7103	718.00	0.00	718.00
RETIREMENT	7105	0.00	0.00	0.00
TRAVEL/TRAINING	7300	1,650.00	0.00	1,650.00
VEHICLE EXPENSE	7301	0.00	0.00	0.00
SUPPLIES	7500	830.00	0.00	830.00
EQUIPMENT	7600	1,700.00	6,000.00	7,700.00
CONTRACTUAL	7601	0.00	0.00	0.00
HEALTH INSURANCE	7601.05	0.00	0.00	0.00
PASS-THRU KCDC	7840	0.00	0.00	0.00
IDC	7999	3,510.00	0.00	3,510.00
<b>TOTAL</b>		<b>16,400.00</b>	<b>0.00</b>	<b>22,400.00</b>

SIGNATURES

Requestor \_\_\_\_\_

Chief Financial Officer \_\_\_\_\_

Contract Compliance \_\_\_\_\_

Tribal Chairperson \_\_\_\_\_

\* If this request is for line item adjustments and transfers that do not affect a program's overall budget or staff salaries/ wages, submit directly to the Chief Financial Officer.

**\*\* IF A CONTRACT MODIFICATION FORM OR PERSONNEL ACTION IS REQUIRED, PLEASE ATTACH.**

# Karuk Department of Tribal Lands Management

## April 25, 2013 Council Report

Scott Quinn – Director  
February 21, 2013 to April 18, 2013

1. Land – In Yreka v. Salazar both parties filed a Motion to dismiss in the 9<sup>th</sup> Circuit Court of Appeals case. So the Fee to Trust Application can finally move forward. We started the Fee to Trust Process 10 years ago. The litigation is responsible for 8 years of delay.

We are in the process of negotiating the purchase a number of properties than I can update the Council in closed session if requested. We have had some issues with coming to agreement with Mt. Shasta Title to do business with them. Jaclyn Goodwin helped me with developing an argument against the title companies position and I think were ready to move forward.

I filed our water rights for our tribal properties with the State Department of Water Resources. I also gather all the background info on the Somes Bar Workcenter for Lisa, along with a Karuk Service Area Map.

We received many calls regarding the Cobell Settlement. This courtesy letter put extra burden on the staff (Doozie, Marsha, Ellen, Dona) and I thank them for their effort. I estimate about 500-800 of our tribal members will benefit from this settlement, and many because we sent them the application and helped them fill it out.

2. GIS – I've mad a property map for Megan Rocha and a grant she is working on. I also made a map for the Karuk Tribal Court Coalition and the grant they are working on. I made a map of a tribal members home for KTHA and a map of Inaam for Lisa Morehead. I calculated the acreage of our designated Cultural Areas to compare with our MOU's. I also worked with Jill Beckwith to get her a copy of pertinent GIS data from my database.

3. CASINO –I've been talking to our Environmental Consultant regarding the TEIR and the strategy for putting additional land into trust. I scheduled our new developers kickoff meeting for the end of the month of April.

I researching the Coquille Situation in preparation for the meeting with the team at 7-Feathers.

4. KRAB – On 3/5/2013 and 4/2/2013 I attended the KRAB Meeting in Orleans.

## **TERO Director's Report – April 2013**

Things have been busy in the TERO office.

Attached is the proposed TERO Deputy Assistant job description. I would like to have it advertised as soon as possible.

**Respectfully request approval of the TERO Deputy Assistant job description.**

The skills bank software that ties into the census software in the enrollment department has been installed and we will be working on an updated intake form. Once this is completed I would like to send out a bulk mailing to the membership to update their skills information for future reference.

**Respectfully request permission for a bulk mailing using addresses from the enrollment department to update the skills bank information.**

### **WPA**

Progress is being made on the “fixes” for the WPA. I have sent the “Right to Work” section of the document to Mr. Whittlesey (have not heard back as of this writing) for his review to ensure the language is sufficient.

We have scheduled a Wage Ordinance meeting for May 8<sup>th</sup> 2 pm – 4 pm. At that meeting we will look at the ordinance and set the wage rates for the NAHASDA required classifications. We could use some direction regarding whether or not we want to include a tribal minimum wage rate and / or other wage rate classifications applicable to our tribal government employees.

I have provided the Office of Self – Governance with the sovereignty ordinance that we reviewed and let her know that the Council was interested in formulating our own ordinance.

The TERO Commission will be meeting on May 6<sup>th</sup> to go through the recommended changes and to ensure we are ready for the next meeting with the Tribal Council on May 20<sup>th</sup> at 10 am.

### **TERO / Contract Compliance Coordination**

I have been happy with the TERO Compliance Plan that is being utilized in the RFP process. I need to work on it a bit more for clarity purposes regarding “laborers” being written down as “Core Crew”.

We have devised instructions/definitions for the RFP process. It provides a lot of direction and clarification for staff and spells out the RFP review process. This has been an area that TERO has not always been included and needs to be. I expect contract compliance to orient the management team regarding these procedures at the next management team meeting at the latest.

## **Fire Season**

I have been working with some tribal members who have secured business with Prestige Foods, as camp kitchen staff for fire camps. Starting next month they will be on-call. There is a group with the majority being tribal members that are preparing themselves for dispatch. We will be going to the computer center on the 26<sup>th</sup> to ensure that everyone will have their food handler's certificate. If this group is successful this year it could lead to more permanent work and contracts for services.

We are advertising for an Orleans representative to participate on the TERO Commission and will take someone from anywhere if we do not get responses from the Orleans community. Our deepest gratitude and Thanks (YOOTVA!) goes out to Sandi Tripp for her work on TERO and her contributions that have made a big difference in TERO.

## **CHILD CARE**

It is also a busy time for the child care program as I am preparing for the next round of funding for the next two years. This process takes a lot of coordination. I was hoping to have pre-council meeting time for a public hearing forum as I had advertised in the tribal newsletter but that did not get printed in time. I will be holding the required public hearing before the next council meeting in May.

### **Child Care State**

A lot is going on within the state. Similar to Tribes, the states have to also submit their child care plans to receive child care funds for the next two years. The state is required to coordinate with tribes (and it appears that they are submitting their "token" language regarding working with Tribes. Tribes are still not able to access funding.

This week I am missing the Tribal Quality Rating and Improvement System (QRIS) development meeting that is being held in San Francisco at the regional office. Once this is fully developed and implemented California tribes will be the first tribes in Indian Country to have a culturally relevant quality rating system.

### **Child Care National**

I was in Washington DC when the President's Budget proposal for early childhood was released and it caused quite a buzz. It was the perfect time to be there to voice tribal concerns. There are plans to dump a lot of funds to the states and it appears Tribes were not considered. As vice-chair for the National Indian Child Care Association (NICCA), I was able to voice our concerns and attend meetings with the Office of Child Care and others. (See attached notes). Yootva for your continued support for my participation in NICCA, as we are the only voice for tribal child care in the nation.

Respectfully Submitted,

Dion Wood

**CALIFORNIA STATE LIBRARY  
LSTA PITCH AN IDEA FY 2013/14**

**Instructions – Please read carefully!**

Welcome to Pitch an Idea! The purpose of this form is to give the State Library an overview of your idea before our conference call. This is not a full-blown proposal. Think of this as your two-minute elevator speech about the project. Please answer all of the questions below with *no more than two pages and using 12 point font*. Email completed form to Mickie Potter at [mickie.potter@library.ca.gov](mailto:mickie.potter@library.ca.gov) by 4:00 p.m., **April 12, 2013**. Please be reminded that incomplete or late submissions will not be considered.

**Contact Information**

<b>1.</b>	<b>Library/Organization:</b>	Karuk Tribe Community Computer Center and Library				
<b>2.</b>	<b>Project Coordinator Name &amp; Title:</b>	Emma Lee Johnson, Karuk Tribe Workforce Development Coordinator				
<b>3.</b>	<b>Business Phone Number:</b>	(530) 493-1485	<b>4.</b>	<b>Email Address:</b>	emmaleejohnson@karuk.us	
<b>5.</b>	<b>Director Name &amp; Title:</b>	Julie Burcell, Director of the People's Center Museum and Library				
<b>6.</b>	<b>Email Address:</b>	jburcell@karuk.us				
<b>7.</b>	<b>Mailing Address:</b>	PO Box 1016	<b>City:</b>	Happy Camp	<b>Zip:</b>	96039

**Idea Information**

**8. Draft Title:** **Áak Utkírihti (He/She is looking into the fire)**

**9. Amount Requested:** **\$81,092**

**10. What are you trying to accomplish with this project and why? Describe how you will accomplish this in the eleven-month time frame.**

The proposed Áak Utkírihti (He/She is looking into the fire) Project represents an unprecedented partnership with the Karuk Tribe's Education Program, Community and Tribal Libraries, Education Center, and a collaboration with local public schools. In order to improve the existing poor levels of literacy prevalent in the Karuk Tribe's service areas, to support the local schools by providing professional instruction and reading tools, to realize greater collaboration between the Tribe's and the communities' libraries, to provide users with access to texts, information and educational aids found at other state and federal libraries, the Áak Utkírihti Project will achieve the following goal, objectives, and outcomes in the eleven-month period:

**Goal:** To increase the level of literacy among our community members in order to improve interest in and knowledge of California cultures and history, increase access to public libraries online, and to augment the educational experiences and academic performance of Karuk tribal and non-tribal community members.

**Objectives:** By the end of the first month, the Karuk Tribe's Libraries will purchase ten electronic devices each, and hire one 0.5FTE instructor per library to assist with administering the program on site, as well as take the electronic devices into the schools. These staff members will be trained by the second month in using the devices, teaching others how to use them, and in helping physically challenged community members take advantage of the program. The staff members will be supervised throughout the eleven-month period by the Director of the Karuk Tribe's People's Center and Museum.

**Activities throughout the funding period:** In consultation with collaborating partners mentioned above, the Áak Utkírihti Project staff will: (1) Teach beginners the basics of computer literacy and help others enhance their existing skills in using the electronic devices. (2) Enhance and expand access to culturally-relevant and age-appropriate resources, featuring reading materials, educational videos, and games/manipulatives for use by community members. (3) Help users improve reading fluency, practice handwriting, identify and recognize letter, and match one-to-one.

**Outcomes:** (1) Increased access to age- and culturally-appropriate learning materials will result in increased time devoted to reading. Feedback forms will be developed to inform ongoing selections of literacy improving and learning materials. (2) Increased community presence in the local libraries, including evaluative feedback, will strengthen the sense of community-wide, shared responsibility for improving literacy, developing the workforce, and better preparing school-aged children for academic success. (3) Sustainable program throughout the life-span of the electronic devices.



<b>11. Please include a brief outline of the budget.</b>					
#	Item	Cost	Tax (7.25%)	Subtotal	Total
20	Samsung Tab 2 (10.1-Inch, Wi-Fi)	\$329.00	\$23.85	\$352.85	\$7,057.05
10	Ipad with Retina display Wi-Fi 32GB	\$599.00	\$43.43	\$642.43	\$6,424.28
	Supplies and Project Materials:				\$13,481.33
3 x	(0.5FTE x 800 hours @ \$14.35 = \$14,730.16)				\$44,190.48
	Administrative overhead (IDCR=50%)				\$22,095.24
	Other: Travel from Yreka and Orleans to Happy Camp for training and meetings (\$0.565 per mile):				
	Yreka/ Happy Camp roundtrip=146 miles; Orleans/ Happy Camp round trip=88.6 miles				\$1,325.50
				Grand Total:	\$81,092.55

**12. Check one category that best describes the project.** (see descriptions on the next page)

21st Century Skills / 22nd Century Tools     
 Workforce Development     
 Community Connections  
 Early Learning     
 Building Digital Success     
 Literacy

**What need are you trying to meet?**

Áak Utkírihti addresses the need to improve literacy in our Karuk tribal and non-tribal community elementary and secondary school children. In all three service areas of the Karuk Tribe (Orleans, Happy Camp, and Yreka), we have identified specific gaps and weaknesses in services, infrastructure, and opportunities that help our young achieve similar levels of the literacy enjoyed by the majority of California students, and so needed for academic success.

As of November 2012, the Orleans Elementary School has been identified as a Year 1 Program Improvement (PI) school under the federal No Child Left Behind (NCLB) Act of 2001. This means that the Orleans school did not make adequate yearly progress (AYP) in the percentage of students scoring at the “proficient” or “advanced” level on the California Standards Tests for English-language arts for over two consecutive years. In school year 2011-2012, only 44.1% of the students achieved proficiency in the English-language arts.

Happy Camp Elementary had already earned been identified as a PI School in 2010 and has since failed to meet the AYP: At Happy Camp Elementary School, nominally more than 30% of students are proficient or advanced in English-Language Arts. It is especially important to note that, while one in three (33%) students in the second grade (the first year of testing) are proficient in English-Language Arts and another 28% have basic language competency, the remaining 39% are below basic (22%) or far below basic (17%) competency in English-Language Arts.

The 2012 California AYP Report for the Yreka Community Day Elementary School does not reflect the passing percentage rates of Native American students, which representing a minority of a predominantly non-Native school body, is reported to be at the same negative rate as the aforementioned schools.

**Describe how this project fits into California State Library LSTA 5-Year Plan?**

The Áak Utkírihti Program is a perfect match to the California State Library Mission: to preserve California's cultural heritage and connecting people, libraries and government to the resources and tools they need to succeed and to build a strong California. The informed use of this exciting new tool will not only help students learn about their Californian history and culture, it also provides the flexibility essential to our geographically challenged service areas: the hand-held "libraries" can be brought to the children, the children will be drawn into the existing libraries, and the physically handicapped will have greater opportunities for reaching higher levels of literacy. Thus, all community children will be afforded access via these "libraries" to the information and educational resources they need to succeed in their future endeavors.

**IMPORTANT NOTICE: Your director and/or a library administrator must be supportive of this project and must participate in the phone call with the State Library.**

# CALIFORNIA STATE LIBRARY LSTA PITCH AN IDEA FY 2012/13

## CATEGORY DESCRIPTIONS

21<sup>st</sup> Century Skills &/or 22<sup>nd</sup> Century Tools: Provide training and access to information for library users and staff so that they have the skills needed to be successful in the 21st Century, including emerging technologies, new information and communication tools that connect Californians to library content and services.

Early Learning: Support pre-K programs (ages 0-5) that increase school readiness and provide summer learning opportunities.

Workforce Development: Develop and deliver library services and programs that support individuals and communities in skills needed for workforce success.

Building Digital Success: Develop new services, tools and resources to help libraries meet the digital literacy training needs of their communities.

Community Connections: Support libraries ever growing and changing populations by effectively responding to specifically identified community needs or interests, such as life stages, volunteerism, small business development, community engagement, veterans, language & cultural needs or local history.

Literacy: Develop and deliver library services that support literacy programs which encourage reading and community.

## CIPA (CHILDREN'S INTERNET PROTECTION ACT) COMPLIANCE:

If your public, elementary, or secondary school library is applying for a LSTA grant from the California State Library that includes purchasing Internet service, computers, ebook readers, tablets or any other device that could access the Internet, **your library must be in compliance with CIPA**. This means your library must provide a means to block images that constitute obscenity, child pornography and prevent minors from obtaining access to material that is harmful to them. **All library computers**, including staff computers, must have a technology protection measure installed and running that blocks obscene/child pornography images.

## ELIGIBILITY

For purposes of LSTA, the State Library has discretion with regard to the eligibility of applicants, the qualification of projects, and the award of LSTA funds. The general guidelines are used for LSTA purposes as outlined below. Eligible Libraries & Library Consortium:

1. The term "library" includes:
  - A public library;
  - A public elementary school or secondary school library;
  - An academic library;
  - A research library, which for the purposes of this subtitle means a library that makes publicly available library services and materials suitable for scholarly research and not otherwise available to the public; and is not an integral part of an institution of higher education.
2. A library should meet the following eligibility standards:
  - A written explicit mission statement and service objectives.
  - A fixed location in California.
  - Established hours of service.
  - An organized collection of information and materials accessible for use by its primary clientele.
  - Designated, onsite, paid staff for library services. At least one staff person shall have a master's degree in library or information science or a California library media teacher credential issued by the Commission on Teacher Credentialing, but equivalent graduate education or demonstrated professional experience may be substituted for this requirement.
  - An established funding base. (The local board of governance or the appropriate administrative authority shall agree for each academic library, public library, school library and special library, not to reduce funding for library services as a result of LSTA participation.)

The term "library consortium" means any local, statewide, regional, interstate, or international cooperative association of library entities which provides for the systematic and effective coordination of the resources of school, public, academic, and special libraries and information centers, for improved services for the clientele of such library entities.

# **Klamath Roots Food Project**

## **Background Information**

### **1. Organizational Information**

Since 2001, the Mid Klamath Watershed Council (MKWC) has been serving the remote and rural communities located along the Mid-Klamath River in Northern California. MKWC is a non-profit organization that received its 501 (c) (3) status in 2004. MKWC envisions the diverse communities of the Klamath Basin working together to restore our natural resources to their historic abundance and function so that our children and their children will have the opportunity to live here with sustainable livelihoods. The mission of the Mid Klamath Watershed Council is to collaboratively plan and implement watershed restoration, coordinate education on land management issues, and promote community vitality by operating a community center and creating sustainable local economic opportunities. In 2011, MKWC incorporated the Mid-Klamath Community Foodshed Program, to assure an abundant, healthy and continuous supply of food to the communities of the Mid-Klamath. MKWC's Foodshed Program is dedicated to rebuilding our local food system by implementing sustainable local food projects that reach all incomes, ages and cultures.

Our goals:

1. To improve access to local, culturally-appropriate, nutritious, and affordable foods for our entire community;
2. To empower our community to improve health and ensure long-term food security through direct involvement in food production, networking, training, technical support, planning, and the development of a sustainable food system;
3. To increase economic prosperity, community stability, and vitality.

MKWC's Foodshed Program collaborates with the Karuk Tribe, UC Berkeley, San Francisco State, local river schools, and local farmers. Current Foodshed activities include a peer-to-peer, hands-on, seasonal food workshop series, which teaches food-related topics from seed-to-table including agricultural techniques, food harvesting and preservation, and animal husbandry. The program also produces local agricultural bulletins, is involved in orchard revitalization, coordinates school garden field trips and garden-based summer camps, facilitates community foodshed meetings, coordinates food access for schools and community members, attends Farm to School (F2S) site council meetings, and involves the Karuk Youth Council in a community health assessment.

### **2. Describe your experience in F2S initiatives**

The Mid Klamath Watershed Council has been coordinating school field trips to organic farms, developing sustainable agriculture and nutrition curriculum, and attending farm to school planning meetings since 2005. Current youth-based food security initiatives include:

Youth Community Health Assessment and Adventure Walks: MKWC, in collaboration with San Francisco State, works with the Karuk Youth Leadership Council (YLC) to conduct assessments through mobile technology that include the creation of a neighborhood map with stores, restaurants, gardens, and other resources that offer healthy

## **Klamath Roots Food Project**

or not-so healthy food options; they survey and interview their peers about when/where they access fresh fruits and vegetables, views about their health, challenges to being healthy and other topics of interest. In addition the Karuk YLC maps and incorporates trails for both nutrition education and cardiovascular health. The Karuk YLC was recently invited to Washington DC through Michelle Obama's Let's Move Initiative.

School Field Trips and Summer Camps: Students are involved in weekly school field trips to a local organic farm where they plant lettuce for their school lunches and learn about organic farming methods. In the summer, there are weekly cost-free agricultural development classes for local youth, ages 6-18, at MKWC's community center. Past camp activities have included, edible landscaping; salsa making; canning and preserving; cooking; farm field trips; and making willow harvest baskets. These workshops allow youth to explore new skills in organic gardening and homesteading practices that have "skipped" almost two generations in our area.

Beginning Farmer and Rancher Workshops: Both youth and adult community members participate in cost free monthly workshops and classes led by MKWC's Foodshed Program Director, local farmers, and extension agents, to raise awareness of and learn about seasonally appropriate food related activities. Topics include permaculture, tree pruning, animal husbandry, food preparation and preservation, food safety, seasonal cooking and baking classes and nutrition education, farm and crop planning, business planning and finance, value added processing and marketing. Plans are in place to coordinate school credit for high school students that participate in these workshops.

School Gardens and School Site Council Planning Meetings: Our program provides technical advisement for school gardens and loans garden tools. We assist school garden projects that are already in place, but in need of support. In one school, we created a vertical garden for their school lunches, by using grow bags tied to their fence. MKWC's Education Director assists local schools in building and maintaining their school gardens. MKWC's Foodshed Program regularly attends site council farm to school planning meetings for Orleans and Junction Elementary schools. These meetings involve the principal, teachers, parents, school cooks, local farmers, and concerned community members in developing a regional F2S model.

### **3. Farm to school lessons learned to date**

MKWC's Foodshed Program serves low income, geographically isolated communities. The schools we serve are located across two counties and two school districts. Since these river schools are isolated from other schools in their districts, they often do not get the resources they need to accomplish projects such as Farm to School (F2S). These schools are often more connected to each other than they are to other schools in their district. The Foodshed Program has learned that it is better to develop strong collaborative partnerships that are based on the geography of a foodshed, rather than the political lines of districts and counties. Facilitating farm to school resource sharing, technical training and education, and regional buying power among these schools has helped to develop a more effective farm to school program than they would otherwise receive. Involving researchers from academic institutions such as UC Berkeley and San

## **Klamath Roots Food Project**

Francisco State, in our youth initiatives have strengthened input, technical advisement, and our competitiveness in receiving grant funds. Finally, it is important to make a F2S program culturally relevant to local tribal youth by incorporating traditional foods into the curriculum and involving the expertise of tribal specialists.

MKWC's Foodshed Program implements F2S curriculum that is popular throughout the schools we serve. Our Education Director takes students on weekly field trips to local farms. Students also work in their school gardens during their after school programs. One challenge to a comprehensive F2S education program is that teachers have not been implementing F2S lessons in the classroom. MKWC's Foodshed Program has the opportunity to work with local teachers to develop F2S curriculum that is suited to their needs, in alignment with California state education standards. This will be particularly useful for teachers of high school and middle school classes that recognize there is a lack of standards based F2S curriculum available for their grade levels.

One of the primary challenges of our F2S program is ensuring that local farmers are willing to supply enough produce that our river schools will demand. We live in a temperate climate conducive to lush vegetation with farms that grow lots of fresh, primarily organic produce. The majority of the produce is transported to higher value markets on the California North Coast, approximately 2 hours away. In addition, nearly all of the food in our communities and schools is imported. Many farmers still need to be convinced that there is a viable local market, if they keep a portion of their produce within the area. To date, a few local farmers have been providing produce for two schools, now that our program is expanding to seven schools; more farmers will have to be convinced to prioritize plots and crops specifically for the needs of our local schools. Perhaps the most important challenge that needs to be addressed is providing public wide food access and nutrition education in our rural communities. This will ensure that nutritional foods are nourishing our youth both at school and at home.

### **The Project**

#### **4. Proposed Project**

The Klamath Roots Food Project involves underserved youth in the production of a sustainable food system through education, stewardship, and the incorporation of local organic foods into the school lunches of seven rural schools. The Klamath Roots Food Project is developing a region wide F2S program for geographic isolated communities in the Mid Klamath that will provide fresh produce for over 180 youth, 95% of whom qualify for free or reduced price lunches. Food and garden based curriculum will be linked with California state education standards and a partnership with the local Karuk Tribe will include traditional foods curriculum. In the Mid-Klamath area, denied access to traditional foods for tribal peoples, the arrival of town and commodity foods, the lack of jobs, and limited affordability of fresh, healthy foods have resulted in high rates of food insecurity, diabetes, obesity and depression. This project will educate youth about what healthy food is, how to produce it, and how they can provide it to and ultimately improve their communities.

## **Klamath Roots Food Project**

The proposed project will span two years, and enable the MKWC Foodshed Program to include four comprehensive F2S components:

Local Foods to Local Schools: Builds connections between school cafeterias and local farmers. The project will hire a “Farm to School Food Forager” who works with local farmers to develop an order form of available fresh produce and prices. The Food Forager then works with school cooks in menu development and budgeting. The Food Forager facilitates price negotiations and delivers purchased foods to area schools in the Mid-Klamath. The School Cook uses the fresh produce in a salad bar and/or by incorporating the fresh produce into the hot meal. The Food Forager also educates and involves students on food preparation, composting, and recycling activities. This component also provides development funds for our local school cooks to attend regional and state F2S trainings and conferences in order to increase the amount of fresh produce in their meal planning.

A key component to the Food Forager is building relationships between the school cooks and the local farmers. The Food Forager will also prove to the local farmers the economic viability of providing fresh, weekly produce to these schools, so that in future years farmers will be motivated to deliver the produce themselves.

School Gardens and Greenhouses: Two of the seven schools involved in this project already have a school garden and greenhouse where the students work during their after school programs and are able to harvest from the garden for their school lunches. This project will support a school garden project for and additional three schools. This project will also support schools in developing greenhouses where appropriate. Students will produce vegetable garden starts to distribute to elders and low income members of their community through the local seniors center. Vegetable starts will also be sold at the community plant sales where students will raise additional funds for their school gardens.

Foodshed Curriculum and School Field Trips: This component will facilitate weekly school field trips in the fall and spring to local organic farms where students will have the opportunity to learn hands-on gardening skills. Students will plant lettuce at select farm sites that will be incorporated into their school lunches. Additionally, the Education Director will compile a place based Foodshed curriculum guide specifically for schools in the Mid-Klamath, grades K-12, that will be in align with California State Standards. This will allow Klamath River educators to incorporate more Foodshed and nutrition based lesson plans into their daily school activities. This curriculum guide will be particularly important to Middle School and High Schools, as most garden based curriculum sources available are focused at the elementary school level.

Traditional Foods: The Karuk Tribe will coordinate the traditional foods component of this project. Activities include; traditional foods identification and foraging field trips, Karuk language instruction on the physical and botanical environment essential to Native foods, traditional story-telling integral to traditional usage, food preparation, and developing and cultivating a traditional and local foods garden with Happy Camp High school.

## **Klamath Roots Food Project**

Summer Program: The Klamath Roots Food Project facilitates a cost free weekly summer camp for youth in the Mid Klamath to learn about community agriculture. A sample of activities include; willow basketry (making a harvest basket), natural building, working in organic gardens, learning how to can and preserve, animal husbandry, native and edible landscaping, and salsa making. These workshops allow youth to explore new skills and be exposed to the organic gardening and homesteading practices of our area. The camp activities are supported by community experts in sustainable agriculture. These experts create hands on workshops to critically engage youth to learn how to feed both themselves and their community. In addition, the summer program incorporates teenage employees from our local stewardship intern crew take one day a week from their work schedule directed towards maintaining school gardens over the summer months, as well as harvesting surplus vegetables from community farms to distribute to elders and low-income families.

Throughout our river schools, the majority of youth participants are living below the poverty level and about 70% of the students are members or descendants of the Karuk Tribe. Project activities will improve the lives of these young people by providing them with activities that nourish their health, improve their self-confidence, revitalize their culture, improve their natural environment, and feed them healthy meals so they can improve their school performance. This proposal is part of a larger community effort to create a healthier, more sustainable community. Given the temperate climate and access to local foods almost year round, we can incorporate fresh, healthy foods into our school menu and at the same time teach children about science and nutrition, increase life skills, strengthen our economy, reduce our impact on the environment and increase the sustainability and vitality of our rural community.

### **5. Key project partners**

The Klamath Roots Food Project has fostered strong partnerships between federal and tribal agencies, academic institutions, non-profits, local schools, local farmers, as well as local businesses throughout the Mid Klamath region and beyond.

*The Karuk Tribe:* The Klamath Roots Food Project is subcontracting to the Karuk Tribe to implement the traditional foods component of the project. The Karuk Tribe, who services all of the school districts, provides holistic approach to teaching youth about traditional foods, diabetes and nutrition ~~cash funds~~, supplies labor, materials, and project outreach. The Karuk Tribe will be providing in-kind project component oversight, volunteer staff labor, the use of tribal land for a F2S gardening project, and cultural advisement. Implementing traditional foods into the local school menus, and reintroducing traditional land as the original “farm” is of great importance to the Karuk Tribe.

*University of California Berkeley (UCB):* MKWC’s Foodshed Program is working with UCB on a regional food security initiative grant through the USDA. UCB will provide a research and outreach specialist to assist with technical advisement on F2S implementation, curriculum development, and evaluation.

## **Klamath Roots Food Project**

*Local Mid Klamath Schools (Weitchpec Elementary, Orleans Elementary, Junction Elementary, Forks of Salmon Elementary, Happy Camp Elementary, Jefferson Community Day School, and Happy Camp High School):* Our local schools exist in two separate districts (Siskiyou and Klamath-Trinity), and in two separate counties (Siskiyou and Humboldt). Local schools will be providing in-kind labor during school cook development trainings, garden and greenhouse materials, salad bar equipment, volunteer staff labor, and van for field trip transportation. Local schools are very enthusiastic about F2S programs and consider them a high priority for development.

*Local Farmers (Sandy Bar Ranch, Mountain Home Farm, Coates Garden, Rolling River Farm and Nursery, Flower Child Farms, Pierce Family Farm?, Claudia's Herb Farm?):* The Mid Klamath has a wide diversity of small farms and ranches, mostly organic. The listed farm sites have agreed to work with the Klamath Roots Food Project to provide weekly produce options through the Food Forager, host school field trips where students can plant lettuce for their school lunches, and provide donations and technical support for local school gardens and greenhouses.

### **6. Objectives, Activities, and Timeline**

The following Objectives and Activities will occur during FY 2014 January 2014 (upon award) through December 31, 2015:

#### **Objective #1: Project Management and Coordination**

Begin January 2014 through the duration of the grant period. *(Ramona Taylor, Program Director)*

- Convene monthly meetings with project staff, administrate sub-contract with the Karuk Tribe, implement project invoicing and reporting, secure future F2S grant funds, and assesses needs for staff development trainings.

#### **Objective #2: Klamath Roots Food Project Partner Meeting**

By February 15, 2014. *(Ramona Taylor, Program Director)*

- Invite project staff, school cooks, school administrators and local farmers to continue to establish relationships and work out any logistics or barriers.
- Focus on developing purchasing agreements and planting schedules.
- Determine annual budgets for purchasing food from each school.

#### **Objective #3: Implement Local Foods to Local Schools Project Component**

Ongoing, begin by April 1, 2014 until project completion. *(Ramona Taylor, Program Director and Teri Chanturai Food Forager)*

- Food Forager will integrate seasonal, local foods, into school lunches. Tasks include develop purchasing contracts and invoices, coordinate and communicate with school cooks and local farmers, and purchase, harvest, and deliver fresh produce to river schools on a weekly basis.
- Develop kitchen staff technical skills by sending school cooks to regional trainings.
- Identify needs and purchase equipment to more efficiently handle and process whole, fresh food.
- Exchange successful regional F2S recipe sharing among school cooks and collect into a recipe book.



## **Klamath Roots Food Project**

### **Objective #4: School to Farm Field Trips**

Ongoing, begin by April 1, 2014 until project completion. (*Jillienne Bishop, Education Director*)

- Offer weekly field trips for all partner schools to local organic farms.
- Plant lettuce with students at farm sites for their school lunches.
- Train students in local sustainable agriculture techniques and implement standards based foodshed curriculum.
- Introduce students to the producers of their local foods.
- Feature student made posters in the school cafeteria of the farms they visit.

### **Objective #5: School Gardens and Greenhouses Project Component**

Ongoing, begin by March 15, 2014 until project completion. (*Ramona Taylor, Program Director and Jillienne Bishop, Education Director*)

- Create accessible school garden sites with three partner schools.
- Assist in maintaining school garden sites with two partner schools.
- Using standards based curriculum, demonstrate ecological concepts and nutrition education.
- Students will harvest and prepare produce from their school gardens into their lunches.
- Assist after school programs with greenhouse operations. Coordinate community plant sale for students to sell school vegetable starts.

### **Objective #6: Foodshed Curriculum Development and Teacher Training**

Ongoing, begin by March 15, 2014. (*Jillienne Bishop, Education Director*)

- Develop place-based foodshed curriculum guide in alignment with California state standards.
- Focusing on grade levels (middle school and high school) not already available through Lifelab and other F2S resources, curriculum units will include foodsheds, food and ecosystems, sustainable agriculture techniques, food preparation, nutrition education, botany and plant life cycles, and traditional foods (to be incorporated by Karuk Tribe).
- Implement eight week pilot foodshed curriculum in two river schools.
- Evaluate and distribute finished project to local educators.

### **Objective #7: Summer Program**

Summer Activities begin June 15<sup>th</sup> through August 20<sup>th</sup>, annually. (*Jillienne Bishop, Education Director, and Teri Chanturai, Food Forager*)

- Recruit local agricultural specialists to teach cost free workshops.
- Develop summer calendar of activities.
- Involve local youth in cost-free local classes.
- Involve local teenage youth crews in school garden maintenance activities.

### **Objective #8: Karuk Tribe Sub-contract with Traditional Foods Component “Nanu’avaha” (Our Food)**

Begin January 2014 through the duration of the grant period. (*Leaf Hillman, Karuk Tribe’s Director of Natural Resources, Traditional Foods Component Oversight*)

- Offer tri-monthly field trips for all partner schools to Native foods foraging sites.

## **Klamath Roots Food Project**

- Train students to identify Native foods, understand harvesting practices, and make judgments on food quality.
- Harvest Native foods with students at their source for their school lunches.
- Introduce students to Karuk traditional knowledge, stories, prayer, and lore surrounding local foods.
- Teach students how to prepare and store traditional foods.
- Instruct students in the nutritional qualities of traditional foods and the link between the loss of this food culture and poor health.
- Help students understand the connection between traditional ecological knowledge, environmental preservation, food preparation, and cultural and spiritual identity.

### **Objective #9: Project Evaluations and Closing Meeting**

*Ramona Taylor, Program Director*

- Analyze project data and evaluations
- Submit final reports
- Host a meeting to shared lessons learned with project partners.

### **7. Evaluation Plan**

In the first year, the project partners will meet to review the goals and objectives and will develop agreed upon action and evaluation plans with timeline for completion of deliverables (See Objectives). The Program Director, Education Coordinator, and F2S Forager will be responsible for gathering project data both quantitatively and qualitatively. Pre- and post project assessment will be measured by: 1.) changes in student knowledge and attitudes, 2.) changes in students health and school performance, 3.) changes in knowledge and attitude from school cooks, teachers, and school administrators, 4.) impacts on farmer participation and profitability, 5.) impact and parents and community members and, 6.) overall project effectiveness and sustainability. Data will be collected through interviews, activity evaluation forms, pre and post project testing, F2S invoice forms, community surveys, and through focus group techniques. Data gathered will be analyzed and reported annually by the program director.

### **8. Sustainability**

This project builds enduring relationships between local agricultural producers, the Karuk Tribe, and school institutions. The project develops institutional and community capacity through infrastructure and human resource development to address F2S food security issues long term. All partners have demonstrated commitment and capacity to seek additional funding to further their efforts beyond this grant. Local schools, tribal, and community partner organizations will have hired and trained F2S staff and had sufficient time to pilot and refine their programs to be prepared to secure additional funding to support ongoing efforts. Educational materials and resources developed including standards based agricultural K-12 curricula, regional F2S recipe book, school greenhouses, kitchen equipment, and food based summer programs are permanent. Relationships that are built between farmers, schools, community groups, universities, and Tribe will enable each partner to continue leveraging each others' support to achieve

## **Klamath Roots Food Project**

long term F2S security goals. Significant positive changes to the local F2S system including the central engagement of youth, more school greenhouses and gardens, agricultural science training, and nutrition education will have ongoing positive multiplier effects. Finally, as students learn about sustainable agriculture and nutrition, they will inevitably promote these ethics at home, garnering local community support for F2S initiatives.

Programmatically, best learning practices and results will be shared on our website, with other rural schools, and the USDA, through documentation of program implementation, pre-and post-project testing and evaluations, availability of outreach materials, documentation of F2S curricula, and availability of notes from planning and post-program assessment meetings.

### **Quality Assurance & Staffing**

#### **9. Project Management & Quality Assurance**

Describe your approach to managing the project to ensure that project activities are completed on time, within budget and with quality results. Note any relevant experience in managing similar projects.

#### **10. Staffing**

##### **Mid Klamath Community Foodshed Program**

Ramona Taylor, Program Director, Mid Klamath Community Foodshed Program

*B.S., Geology, Sonoma State University, 1999*

Before coming to MKWC, Ramona worked with the Karuk Tribe for seven years in the Department of Natural Resources. Her primary focus was budget and project management with an emphasis on proposal development for expanding existing programs and development of new programs. She has developed funding proposals for non-profit, State, and Federal entities. She has been coordinating F2S activities and is responsible for the co-development of the Mid Klamath Community Foodshed Program. She has worked in community development and natural resources since graduating from Sonoma State University with a B.S. in Geology.

Jillienne Bishop, Education Director, Mid Klamath Watershed Council

*B.A., Globalization Studies, Humboldt State University, 2004*

*M.S., Environmental Studies, Green Mountain College, 2014 (anticipated)*

Jillienne has more than eight years experience of implementing on-the-ground environmental and F2S projects with local youth and in schools in the Mid Klamath. Jillienne is responsible for the development of MKWC's Klamath Youth Stewardship Project and its curriculum. Jillienne leads teenage youth crews during the summer months that implement community and environmental restoration. She is currently pursuing a M.S. in Environmental Studies through an online program at Green Mountain College.

Teri Chanturai, Food Forager, Mid Klamath Community Foodshed Program

Teri Chanturai has been working in the field of sustainable agriculture for the last 30 years. She co-managed Camp Joy Gardens, a demonstration garden and training center from 1989-2004, and designed and directed their weekly garden based education program for charter schools. Teri was also responsible for organizing and instructing the farms

## **Klamath Roots Food Project**

crew of apprentices in small scale farming and homesteading, and presenting some of these classes and events to the larger, local interested community. In 2001, Teri was awarded the Susties Award for outstanding work in promoting sustainable agriculture. Teri moved from Boulder Creek, CA to Orleans, CA in 2005, and has been involved in local F2S endeavors with Orleans Elementary School and the Coates Farm since 2009. She grows seed, starts, flowers, and food from her farm, Flower Child Farms, which she sells to the local community.

## **The Karuk Tribe**

Leaf Hillman, The Karuk Tribe's Director of the Department of Natural Resources Leaf Hillman is descended from a prominent dance owning family from the Karuk village of Pishpisharihuk, near Katimin, the Karuk center of the world. Mr. Hillman is a devoted tribal and ceremonial leader committed to rejuvenating, rebuilding, preserving, and strengthening traditional cultural knowledge, language, natural and human resources, and the community's participation in ceremonies after 150 years of active repression through local, state, and federal governments. He has been leading the Karuk Tribe's work in the Klamath River Basin for over thirty years to help resolve high profile water disputes and restore environmental and economic health to a region uniquely rich in biodiversity, productivity, and culture.

## **11. Financial Management System**

The Mid Klamath Watershed Council (MKWC) has internal controls which provide reasonable assurance that the use of resources is consistent with laws, regulations, and award terms. MKWC is able to safeguard resources against waste, loss, and misuse. MKWC will obtain, maintain, and fairly disclose reliable data in reports. Duties are separated so that no one individual has complete authority over an entire financial transaction. MKWC has controls to prevent expenditure of funds in excess of approved, budgeted amounts. Federal funds are accounted for through grant-loan fund control accounts. All disbursements are properly documented with evidence of receipt of goods or performance of service. Bank accounts are reconciled monthly. Payroll charges are checked against program budgets. Every hour that an employee works is tracked by the project and by the day worked. A supervisor and the employee sign the timesheet. There are procedures to ensure procurement at competitive prices. There is a system of authorization and approval of capital equipment expenditures and travel expenditures. MKWC keeps detailed records of individual capital assets and periodically balances these with the general ledger accounts. There effective procedures for authorizing and accounting for the disposal of property and equipment. Property records are periodically checked by physical inventory. Assets are capitalized at \$500. Depreciation is tracked by accountant and reported to IRS on a yearly basis. MKWC has an indirect cost allocation plan and is negotiating an indirect cost rate agreement with the Department of Interior. Indirect costs are distributed consistently to all grants. MKWC does not engage in any lobbying or partisan political activity which is charged, directly or indirectly, to a federally-assisted program. MKWC has a formal policy of nondiscrimination and a system for complying with Federal civil rights requirements. MKWC is familiar with

## **Klamath Roots Food Project**

Federal financial reports so that they will be completed in an accurate and timely manner when required.

Please note information/activities are for the period of: 03/29/2012 through 04/25/2013.

Action Item(s): no action items at this time

Proposals Completed:

**California State Library's "Pitch an Idea" Pre-application Proposal:** With guidance from all three Karuk tribal service area Library Coordinators, Lisa Morehead submitted a non-binding pre-application for the *Áak Utkírihti (He/She is looking into the fire)* for the amount of \$81,092.55. Julie Burcell and Emma Lee Johnson have been identified as the Project Director and Coordinator respectfully, and will telephone conference with a grant reviewer in order to explain the idea to improve literacy within our communities, and to convince the California State Library to invite the Karuk Tribe to submit a full proposal.

In short, the grant will fund ten electronic pads for each library to enhance literacy in children and adults. These will connect our communities with the online services of all the California State Libraries, as well as federal and other state libraries. These mobile "libraries" pad may also be brought to the people: into the classrooms, to the homes of elders and disabled persons. For a more detailed overview, please see attached pre-application form.

**U.S. Department of Justice (DOJ) Office of Violence Against Women (OVM) Tribal Domestic Violence and Sexual Assault Coalitions Program:** In order to support and augment the *Na Vura Yeeshiip* Program by providing for direct services to victims and outreach to the community, Lisa Morehead submitted a solicitation for the amount of \$156,000 for the Karuk Community Development Cooperation Board Meeting on April 17, 2013 and received phone vote approval the following day. Tribal Council approved the grant proposal on April 18, 2013 at a regularly scheduled planning meeting.

**US Department of Agriculture Farm-to-School Klamath Roots Foodshed Project.** Lisa Morehead wrote the Traditional Foods component of the Mid-Klamath Watershed Council project for which the Karuk Tribe will receive the option to subcontract for an estimated \$20,000. Activities include; traditional foods identification and foraging field trips, Karuk language instruction on the physical and botanical environment essential to Native foods, traditional story-telling integral to traditional usage, food preparation. Deadline for submission is April 24, 2013.

### Proposals Initiated/Under Consideration:

**Klamath Basin Tribal Youth Program** – Lisa Morehead is collaborating with Duwayne Arwood, Ron Reed, Toz Soto, Bill Tripp, and Crystal Bowman on a proposal. Lisa Morehead hopes to request permission for submission at the May 2 Tribal Council Planning Meeting. Due May 6.

**US Fish and Wildlife – North Pacific Landscape conservation Cooperative: Cooperative Landscape Conservation.** This solicitation will support assessment of climate-related impacts and adaptation planning for non-salmonid anadromous fish of cultural or subsistence significance (e.g. Pacific Lamprey). Lisa Morehead is working with Alex Corum and Emilio Tripp on a ca. \$75,000 proposal for the Department of Natural Resources Fisheries. Lisa Morehead hopes to request permission for submission at the May 2 Tribal Council Planning Meeting Due May 9.

**Administration for Children and Families, Family Violence Prevention and Services/Grants for Domestic Violence Shelters/Grants to native American Tribes.** This is a formula grant that Lisa Morehead will be working on with the Karuk Tribe's Department of Justice's Tanya Busby and April Attebury. Lisa Morehead hopes to request permission for submission at the May 2 Tribal Council Planning Meeting. Due May 6.

**US Dept. Housing and Urban Development: Good Choice Initiative - Planning Grant.** After meetings and a conference call on April 16 with Sandi Tripp and Scott Quinn, Lisa Morehead will move forward with a solicitation to assist communities in developing a successful neighborhood transformation plan and building support necessary for that plan to be successfully implemented. Due May 28.

**DHHS, Administration for Children, Youth and Families Tribal Title IV-E Plan Development Grants.** This grant would allow the Tribe to develop a Title IV-E Plan to administer their own foster care, adoption assistance, and guardianship assistance programs. \$300,000 per 24 month project period with no match. Due. May 14, 2013

Important Consideration: The Tribe must submit a title IV-E plan for direct funding to ACF no later than the end of the 24th month after the grant is awarded and, upon ACF approval of the plan, is expected to implement a title IV-E program. If the Indian tribe does not submit a title IV-E plan within that time frame, it must repay the total grant amount.

Megan Rocha is collaborating with Shannon Clymer, Social Worker and April Attebury, Tribal Court Administrator. Megan has had an opportunity to have **two** conversations with Shannon about her interest and concerns with this opportunity. Megan has also had an opportunity to

conduct some necessary background research on Title IV-E Plans, requirements, current agreement between the State and the Tribe, and the State's Plan.

It is clear that considerations regarding future resource commitments (staff and resources) required to implement a Title IV-Program must be fully considered and discussed with Council. It is also evident that April needs to provide guidance on to current interest and capacity to implement such a Plan. Particularly in consideration of the repayment requirements if the Plan is not implemented within the 24 months. After some difficulty in scheduling, Megan had a conference call scheduled with both Shannon and April last week. However, April did not end up joining. Megan followed this up with an email to April expressing the strong need for clear direction. She stated she would get back to Megan.

**Corporation for National and Community Service, AmeriCorps Indian Tribes Planning**

**Grants.** This \$75,000 grant can provide support to the Tribe for the 12 month development of an AmeriCorps program that will engage AmeriCorps members in evidence-based or evidence-informed interventions to solve problems in tribal communities. This year, grant making will focus on the following six areas identified by the Serve American Act; those of interest by KCDC staff for a proposed project are in **bold**:

- Disaster Services
- **Economic Opportunity**
- **Education**
- Environmental Stewardship
- Healthy Futures
- Veterans and Military Families

There is a 24% of the total project cost (can include federal and non-federal cash and in-kind).  
Due May 30, 2013

**Lead Staff:** Megan is collaborating with KCDC staff members Emma Lee Johnson, Happy Camp Computer Center and Bari Talley, Orleans Computer Center. Megan has had an opportunity to have an initial planning meeting with Lead Staff and participate in a Technical Assistance Call provided by the Funding Agency. Information will be exchanged and some background research conducted over the next week to develop an outline for future discussion with Lead Staff. We anticipate submitting a Notice of Intent to Apply on April 30.



### Resource Development:

- a. Lisa Morehead has coordinated a **Census Bureau Statistic Workshop** that is scheduled to take place on June 6 at the Headway Building. Eleven staff members have accepted the invitation, and one has tentatively accepted.
- b. Lisa Morehead is discussing the idea of hosting a **Strategic Planning Workshop for Indian Housing** with Erin Hillman.
- c. Lisa Morehead has coordinated a planning meeting on April 23, 2013 for a possible film project currently known under the name Karuk **Araras Na’Pikyavish**. By way of explaining the history of the Karuk Araras, some department heads and project directors had hoped to lay the foundation for understanding from where feelings of shame, defeat, and anger may be coming. Historic events, e.g. European contact, land requisition and allotment, fishing rights redistributed into the hands of the federal government, the loss of hunting rights and other subsistence food gathering, Indian boarding schools, etc.

### Meetings Attended by Lisa Morehead:

- Meeting with Julie Burcell, April 9, 10:30 – 11:30am
- Conference call with Megan Rocha, April 11, 1-2 pm.
- Meeting with Bill Keenan, April 15, 9-10 am
- Meeting with Sandi Tripp and Scott Quinn on Planning Grant, April 16, 8-10 am
- Site Council Meeting, 5:15 April 23, 2013 Orleans
- Conference call and meeting on State Library grant, April 17, 9-10 am
- Conference call with Megan Rocha, April 18, 9-9:30 am

### Upcoming Travel/Training:

Environmental Protection Agency PETE grant writing training workshop for Lisa Morehead (and Carlotta Whitecrane) - May 9-10 in Crescent City

Tribal Water Summit Conference for Lisa Morehead, April 24-26, Sacramento

*Respectfully submitted by Lisa Morehead and Megan Rocha on April 18, 2013*

**Emergency Preparedness Program**  
**April 19th, 2013**

Please note information/activities are for the period of: 03/23/2013 through 04/19/2013.

**Action Item(s):**

Travel to EMI or Available out of state E449 Train the Trainer course as out lined in the grant as required training. Classes fill quickly so I am unsure of what state I will be traveling to, EMI Allowed for three choices Maryland, Florida, or Michigan. Travel covered under grant funding \$2000.00 allotted.

**Emergency Management TF:**

Submitted reply to Stafford act, it was a joint effort between myself, Scott Quinn, Jaclyn Goodwin and Jill Beckman. It was reviewed by Buster, signed and submitted 4/9/2013 electronically, it can be viewed at: <http://www.regulations.gov/#!searchResults;rpp=25;po=0;s=FEMA-2013-0006;a=FEMA>

I held one IS 700 class in Orleans on 4/3, the Transportation and Medical staff attended, the training went well. I was able to answer relevant questions that you cannot get from an online class.

**Projects TF:**

Working with Le Loni on HR policy in regards to Emergency Management training for current and new employees, we have a final draft submitted to our Tribal attorney for consultation before we bring it to council. When it is complete, it will have a clear definition of who needs which level of ICS training.

Working with Jaclyn and Le Loni on a Resolution for a Commitment to Emergency Preparedness, we are waiting on final draft of personnel policy revision to clear legal consultation before we bring it to council.

Working with Jaclyn and attorneys to give clearance in regards to taking over administration of our Incident Qualifications and Certification System (IQCS). I have brought it up to Northern California BIA and I am still meeting resistance. I have talked with the owners (BLM) about IQCS and if it will truly meet our needs as I have been getting conflicting information from Local Federal Government Agencies. Yes, this program will meet our needs and they are currently adding all the FEMA required training if it is not already included in the database.

I have been updating all the ICS training that has been required, most departments are looking rather well with 100 and 700, those are the two classes required by FEMA for all employees. I will be holding more classroom training in May to catch the people left that still need to take it but can't find the time at their computer stations. Classroom instruction can be a more effective means of presentation compared to the computer-based classes.

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- Work with the Department of Natural Resources to map areas suitable for Elk habitat restoration projects in coordination with the Upslope project.
- Develop maps for Community Health staff to use to keep track of resident locations.
- Organize GIS training for four or more staff members.

### **Meetings Attended TF:**

Sub-committee meeting 3/27- Worked on issues coming up with Personnel Policy being able to catch up with the growth of the Tribes growing organizational responsibilities.

Fire Fighter refresher 4/2- Made contact USFS Fire Management Officer he may help as an instructor when we hold IS 300 and 400 level classes and discussed other opportunities to attend their training and let them attend some that we hold as a cooperating agency. We had one KTHA staff attend a Public Information Officer (PIO) Class because of such relationships; PIO is a key role in our Emergency Operations Plan.

Operational Area (OA) meeting in Eureka 4/4- Made Contact with Humboldt county cooperators, had a chance to talk with the Blue Lake Rancheria OES officer, talked about getting our folks into training held there; the training relates directly Emergency Preparedness and Continuity of Government Operations in the event of an Emergency/Disaster.

Neighborhood Watch (NW) meeting at Log Cabin 4/8- Discussed Community Emergency Response Team (Training) being sponsored by NW and Sisk. Co. Sheriff's office. This training fits in well with our Emergency Preparedness Program and is open to the Happy Camp Community; KTHA is also a Member of the NW group.

CERT Presentation by Judith Warren 4/9- Discussed CERT Team and other training/presentations that she holds through Humboldt State University. looking at bringing some here to our Management Staff and KEEPR Team.

Facilitated two Karuk Employees for Emergency Preparedness and Response (KEEPR) Team Meetings 4/16 and 4/17 Happy Camp and Orleans Respectively- Both meetings went well. Discussed the progress being made with IS classes and the Emergency Support Function Classes, the importance of taking them and how it relates to the Stafford Act and being able to Declare an Emergency/Disaster and receive relief/assistance funding through FEMA by being compliant with National Incident Management System (NIMS) and the National Response Framework (NRF).

Hospital Preparedness Plan Meeting 4/18- Attended meeting to gather information and relay information for Annie Smith. I was able to talk with Ron Quigley the Sisk. Co. OES Manager and discuss attending Disaster Preparedness Drill and exercises with our County cooperators, we are looking at getting involved with some exercises in June for Active Shooters, Ron is also looking at Bringing the Coordinators to the County for a Seminar, which will be funded through Cal-Ema, more information to come on that. Lynn Corliss has offered the HC Clinic the Opportunity to sign on as a Push Partner which can be explained better by our HHS Staff but the basic idea is the county would make the clinic a drug distribution point in the event of a large scale outbreak, supplying us the needed medications.

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- Management Team Meeting
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**Emergency Preparedness Program**  
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**People's Center and Tribal Historic Preservation Office**  
Karuk Tribe Council Meeting  
April 25, 2013

Action items

1. Approval of out of state travel for museum and library staff to attend the International Conference of Indigenous Archives, Libraries, and Museums at the Santa Ana Pueblo in New Mexico, June 10-13, 2013. Attendance is mandatory for project directors under both the IMLS Museum Services and Library Enhancement grants (funding for travel is provided in both grants as well). Julie Burcell would represent the museum. For the library grant, a poster presentation with program highlights is a grant deliverable. Bari Talley, Yukon Sakota and Lauren Preston would represent the People's Center and Orleans libraries. Funding is also available to cover expenses for an additional person: recommend that Lisa Morehead attend the planning and fundraising workshops offered in conjunction with the conference. Conference details are appended.
2. Approval of out of state travel for two library assistants to attend the American Indian Library Association conference in Bellingham, Washington May 10-13. This travel/training will help us meet the objectives of the IMLS grant which focuses on capacity building. Conference details are appended.
3. Approval to place art banners on light poles at two main entrances to the Karuk Administrative compound in Happy Camp. The banners were created as part of a collaborative effort between the Karuk People's Center and the Klamath Siskiyou Arts Center, and depict local plants and wildlife with Karuk and Latin names. The project is part of a larger effort to beautify the community. An example of one of the banners is appended.

Tribal Historic Preservation Office

It was brought to our attention by National Parks Service that we were not in compliance with reporting for our THPO grant – a number of reports for 2011 and 2012 had not been submitted. With assistance from our fiscal department, all grant reporting was completed, and we have been approved for our 2013 disbursement.

Working closely with the Karuk Resource Advisory Board (KRAB), review of a wide-variety of internal and external projects occurred throughout the month. Some highlights include:

1. Working on a request to the National Forests for mineral withdrawal for the Katamiin and Inaam Cultural Management Areas. Natural and cultural resource damage continue to be a problem on the Klamath River and tributaries, but is of particular concern in ceremonial centers.
2. Working with the Governor's Office to determine who retains legal rights to implement water closures (in conjunction with river access closures currently planned for Karuk ceremonies).



3. Working closely with the Six Rivers and Klamath National Forests on river access closures for this year's ceremonies. The Forests are currently completing their environmental analysis, and formal closures should be in place this year under the Farm Bill. This is an important step forward as past closures have been voluntary.
4. THPO and members of the KRAB conducted a field visit to the MKWC compound in Orleans to address concerns regarding potential adverse effects to the Panamnik site from construction of an outdoor amphitheater.
5. The Forest Service is proposing improvements to the Oak Bottom administrative complex water system which could adversely affect the archaeological site. A fieldtrip is currently scheduled for April 20<sup>th</sup>.
6. The KRAB is supporting a number of legislative efforts in California which may prove to be beneficial to cultural resource management and protection in the State. California Senate bill 569 proposes development and adoption of professional standards for all archaeologists working in the State. California Assembly Bill 52 which would amend public resources code as it pertains to tribal cultural resources in protection cultural resources for State projects.

### People's Center

The People's Center Advisory committee continues to struggle with meeting attendance. Bi-laws were updated to add two member-at-large positions. The committee reviewed candidate applications and made recommendations to the Tribal Council for three vacant seats. Lisa Morehead, Robert Attebery and Paula McCarthy are now active members of the committee.

Museum highlights include:

1. With new board members in place, the PCAC can now begin working on a strategic planning effort that was funded under our IMLS Museum Services grant. A two-day facilitated planning session is being organized and will be held May 20-21, 2013. The plan will guide museum growth and development over the next five years, and will help prioritize specific aspects of the program.
2. Under a current NAGPRA grant, the People's Center is currently working toward repatriation of a large collection of Karuk cultural objects currently held by the Autry Museum in Los Angeles. A group comprised of a member of the PCAC, a Karuk speaker, and videography students will be travelling to Los Angeles in the upcoming months to photograph and film the collection.
3. The repatriation process for return of the albino wolf currently housed at the Phoebe Hearst Museum at Berkeley is being finalized. A 30-day federal register notice will conclude the process once a decision has been made by the University. The People's Center has requested copies of all documentation pertaining to pesticide treatments for the wolf.

4. The People's Center sponsored the 2013 Spring Basketweaver's Gathering the weekend of April 19<sup>th</sup>. The gathering was a success and was attended by over 100 people over a two-day period. A panel discussion was held which provided opportunities for the weavers to talk with representatives of the Forest Service, and our Department of Natural Resources regarding cultural burning and gathering issues.

### Library

A great deal of time was spent over the last month providing oversight for the library program. Grant reporting compliance has been of particular concern. With assistance from our fiscal department, reporting for all 4 of our IMLS grants has been updated.

1. Library staff are currently working on a poster for presentation at the Association of Tribal Archives, Library and Museums conference.
2. The California State Library has offered an opportunity for the Tribe to "pitch and idea" for library funding. A proposal was submitted for a collaborative effort with local public schools to increase literacy in our area through digital access.
3. Library patronage has increased by 30% and our library holdings increase weekly.



Example of flag to be placed in pairs on the light poles at the two main entrances to the Karuk Administrative compound. They measure 28" by 60".



*Connecting People to Information and Ideas*

**2013 Native American/Native Hawaiian Museum Services Grant Program  
Awardee Meeting**

January 15, 2013

Dear Native American/Native Hawaiian Museum Services Grant Program awardee:

We are pleased to announce that this year's Native American/Native Hawaiian Museum Services (NANH) grant program awardee meeting will be held on June 10 in conjunction with the 2013 Association of Tribal Archives, Libraries, and Museums (ATALM) conference at the Santa Ana Pueblo near Albuquerque, NM. For more information about the conference, please refer to <http://www.atalm.org>.

Our meeting will be a day-long pre-conference session on Monday, June 10, from approximately 9 am to 4 pm, which will allow you to participate in all ATALM conference sessions and other activities taking place Tuesday, June 11 through Thursday, June 13.

This gathering is the IMLS designated meeting you were required to budget \$2,000 each year in travel funds to attend. Awardees with active grants are expected to attend the pre-conference meeting and as much of the following conference as possible. IMLS encourages you to stay for the entire meeting to take advantage of this professional development opportunity.

The purpose of the IMLS meeting is to allow awardees to share information about their grant-funded projects and organizations with each other, and to strengthen networks and relationships within the tribal museum community. I will send you an agenda as soon as it is finalized.

Here are some details:

- 1. Travel funds:** You need to use the \$2,000 budget line item designated for IMLS-related travel to attend this meeting. You may use this funding to send one or more people, as many as the funding will allow, to the IMLS meeting and following conference. Funds may be used for transportation, food, lodging, conference registration, and incidental expenses.
- 2. Conference and hotel registration:** This is your responsibility -- you will need to register for the conference and book hotel rooms on your own. Register **NOW** for a hotel room at the reduced conference rate of \$119 per night through the ATALM conference website - <http://www.atalm.org/node/63>. ATALM conference registration will open shortly -- you will need to register for the conference separately (I will send a message to you once conference registration is open). Please note that conference registrations and hotel rooms are limited. IMLS will not register you for the conference or reserve hotel rooms.
- 3. Travel arrangements/food:** You are responsible for making your own travel arrangements. IMLS will not provide food or refreshments during our pre-conference meeting. We will take a

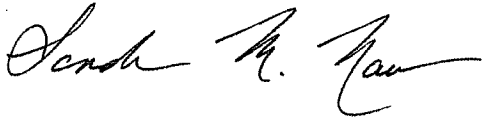
lunch break, but it will be your responsibility to have lunch on your own and then return for the continuation of our meeting that afternoon.

Please send me the names of project staff attending the IMLS NANH pre-conference awardee meeting **by April 1**. Provide the following information for each person planning to attend:

Name  
Title  
Full Work Address  
Phone  
E-mail

I look forward to seeing you and your colleagues in Albuquerque, NM, this spring. Please do not hesitate to contact me at [snarva@imls.gov](mailto:snarva@imls.gov) or 202-653-4634 if you have any questions or concerns.

Regards –

A handwritten signature in black ink, appearing to read "Sandra M. Narva". The signature is fluid and cursive, with the first name being the most prominent.

Sandra M. Narva  
Senior Program Officer



# 2013 International Conference of Indigenous Archives, Libraries, and Museums

Hyatt Regency Tamaya Spa and Resort, Santa Ana Pueblo, New Mexico  
June 10-13, 2013

*Sponsored by the Association of Tribal Archives, Libraries, and Museums. Funding provided by the Institute of Museum and Library Services and the Oklahoma Department of Libraries.*

**ABOUT THE CONFERENCE:** Pre-conference sessions begin on Monday, June 10 with 12 half and full-day workshops. These events require an additional registration fee. The Conference begins on Tuesday, June 11 with more than 90 concurrent sessions, exhibits, keynotes, and more. A full copy of the program may be downloaded at [www.atalm.org](http://www.atalm.org)

**MEALS AND EVENTS:** Two buffet breakfasts and three lunches are provided. Events are scheduled for each evening:

- ⊙ Museum of Contemporary Native Arts in Santa Fe, Tour and Supper, Monday (\$40)
- ⊙ Welcome Reception in the Tamaya Ballroom, Tuesday June 11 (complimentary), followed by a showing of Native short films (\$10)
- ⊙ Indian Pueblo Cultural Center in Albuquerque, Tour, Program, Supper, Wednesday (\$40)
- ⊙ Native America's Got Talent and Game Night, Thursday, (\$10)

**HOTEL:** The conference hotel is the Santa Ana-owned Hyatt Regency Tamaya Resort and Spa situated halfway between Albuquerque and Santa Fe. Resort activities include horseback or carriage rides through the Pueblo backcountry, three pools, two tennis courts, a nationally-ranked golf course, bicycles, nature walks along the cottonwood forest, the Tamaya Cultural Museum, and the Tamaya Mist Spa. Subject to availability, the discounted conference rate is \$119 a night for a king or two queen beds from June 7-14. To book a room at the Tamaya, phone 1-505-867-1234 and mention the group name "Association of Tribal Archives, Libraries, and Museums" or book online by using this link [https://resweb.passkey.com/Resweb.do?mode=welcome\\_gi\\_new&groupID=9771979](https://resweb.passkey.com/Resweb.do?mode=welcome_gi_new&groupID=9771979)  
To view more information on the Tamaya visit their website at: [www.hyattregencytamaya.com](http://www.hyattregencytamaya.com)

Deadline for booking rooms at the Conference Rate is May 20, 2013. Please note that the hotel fills up quickly. The overflow hotel will be the Holiday Inn in Bernalillo which is about 4 miles away. Shuttle service is not available.

**REGISTRATION:** Early Bird Registration is now open at \$250. After May 1, registration is \$300. The conference is typically at capacity by the end of early bird registration. Register online at [www.atalm.org](http://www.atalm.org) or with the registration form. The registration form may be submitted via mail (ATALM, Oklahoma Department of Libraries; 200 NE 18<sup>th</sup> Street; Oklahoma City, OK, 73105); by fax to 405-525-7804; or by email to [atalminfo@gmail.com](mailto:atalminfo@gmail.com). Please complete a separate form for each person and include payment (check, purchase order, credit card) with your registration. Registration will not be accepted without payment. Once your registration is submitted, you will receive a verification email that the order has been received. Conference registration is complete once payment is received. Registrations without payment will be void after 10 business days.

**GUESTS:** A separate registration form must be completed for each guest. Guests may not attend sessions, but may participate in the cultural tours and meal functions for an additional fee. Please register guests using the "single event" portion of the registration form.

**WAITING LIST:** Registrations are accepted on an "as-received" basis. When the Conference is full, your registration will be added to the waiting list and you will be notified if space becomes available.

**CANCELLATIONS:** Cancellations received in writing by May 15, 2012 will be completely refunded, less an administrative fee of \$25. After that date, registration may be transferred to another participant by phoning the ATALM Office at 405-522-3515.

**AIRPORT:** The closest airport is the Albuquerque International Airport (ABQ), located less than 30 miles from the resort. Discounted shuttle service is available. Please refer to the Hotel and Travel information on ATALM's website.

**QUESTIONS?** Phone 405-522-3515 or email [atalminfo@gmail.com](mailto:atalminfo@gmail.com)

# ATALM International Conference of Indigenous Archives, Libraries, and Museums

Hyatt Regency Tamaya Spa and Resort ✨ Santa Ana Pueblo, New Mexico ✨ June 10-13 ✨ 2013

Monday	6/10	8:00 AM-5:30 PM	Registration and Volunteer Desk Opens	Hyatt Conference Center
Monday	6/10	8:00 AM-4:00 PM	Audio in the Digital Age, \$30	Institute of American Indian Arts
Monday	6/10	8:00 AM-4:00 PM	3-Dimensional Scanning of Cultural Objects, \$30	Institute of American Indian Arts
Monday	6/10	9:00 AM-5:00 PM	Museum Field Trip, \$30	Wheelright/SAR
Monday	6/10	8:30 AM-4:00 PM	Where the Spirit of Art Flows, \$30	Allan Houser Compound
Monday	6/10	9:00 AM-12:30 PM	Planning and Designing Your Museum, \$20	Hyatt, Wolf BC
Monday	6/10	9:00 AM-12:30 PM	Successful Fundraising for Libraries & Museums, \$20	Hyatt, Eagle AB
Monday	6/10	9:00 AM-12:30 PM	Photographing Artifacts, \$20	Hyatt, Wolf A
Monday	6/10	1:00 PM-4:30 PM	Publishing a Photographic History, \$20	Hyatt, Eage AB
Monday	6/10	1:00 PM-4:30 PM	Collection Storage Solutions, \$20	Hyatt, Wolf A
Monday	6/10	1:00 PM-4:30 PM	Introduction to Researching Native Ancestry, \$20	Hyatt, Wolf BC
Monday	6/10	9:00 AM-4:30 PM	Book Repair Basics, \$35	Hyatt, Bear B
Monday	6/10	9:00 AM-4:30 PM	Digital on a Dime, \$35	Hyatt, Bear A
Monday	6/20	9:00 AM-4:30 PM	Basics of Records Management, \$35	Hyatt, Puma AB
Monday	6/10	10:00 AM-4:30 PM	IMLS Museum Services Awardee Meeting	Badger
Monday	6/10	10:00 AM-4:30 PM	IMLS Library Grantee Poster Setup	Tamaya Ballrom
Monday	6/10	5:00 PM-9:00PM	Dinner/Museum of Contemporary Native Arts, \$40	Santa Fe
Tuesday	6/11	7:30 AM-5:30 PM	Registration and Volunteer Desk Open	Hyatt Conference Center
Tuesday	6/11	8:00 AM-9:00 AM	Breakfast	Hyatt Conference Center
Tuesday	6/11	9:00 AM-10:30 AM	Opening Ceremony, LaDonna Harris	Hyatt, Tamaya Ballroom
Tuesday	6/11	11:00 AM-12:15 PM	Concurrent Sessions 101-111	Hyatt Conference Center
Tuesday	6/11	12:30 PM	Awards Luncheon	Tamaya Ball Room
Tuesday	6/11	2:00 PM-3:15 PM	Concurrent Sessions 201-211	Hyatt Conference Center
Tuesday	6/11	2:00 PM-5:00 PM	Exhibit Hall Setup	Tamaya Ballroom
Tuesday	6/11	3:45 PM-5:00 PM	Concurrent Sessions 301-311	Hyatt Conference Center
Tuesday	6/11	5:00 PM-6:30 PM	Exhibit Hall Opening, Welcome Reception	Tamaya Ballroom
Tuesday	6/11	7:00 PM-9:30 PM	Best and Brightest Film Preview, \$10	The Cottonwoods
Wed.	6/12	7:30 AM-5:30 PM	Registration and Volunteer Desk Open	Hyatt Conference Center
Wed.	6/12	8:00 AM-9:00 AM	Breakfast in the Exhibit Hall	Tamaya Ballroom
Wed.	6/12	9:00 AM-10:15 AM	Concurrent Sessions 400-411	Hyatt Conference Center
Wed.	6/12	10:15 AM-10:45 AM	Refreshment Break in the Exhibit Hall	Tamaya Ballroom
Wed.	6/12	10:45 AM-12:00 PM	Concurrent Sessions 501-511	Hyatt Conference Center
Wed.	7/12	12:15 PM	Exhibitor Appreciation Luncheon	Tamaya Ballroom
Wed.	7/12	2:00 PM-3:15 PM	Concurrent Sessions 601-611	Hyatt Conference Center
Wed.	7/12	3:15 PM-3:45 PM	Ice Cream Social in the Exhibit Hall/Prize Drawings	Tamaya Ballroom
Wed.	7/12	3:45 PM-5:00 PM	Concurrent Sessions 701-711	Hyatt Conference Center
Wed.	7/12	6:00PM-9:00 PM	Indian Pueblo Cultural Center Evening, \$40	Albuquerque
Thur.	7/13	8:00 AM-2:00 PM	Registration and Volunteer Desk Open	Hyatt Conference Center
Thur.	7/13	9:00 AM-10:15 AM	Concurrent/Speed Round/Poster Sessions	Hyatt Conference Center
Thur.	7/13	10:30 AM-11:45 AM	Concurrent/Speed Round/Poster Sessions	Hyatt Conference Center
Thur.	7/13	12:00 Noon	Closing Luncheon	Tamaya Ballroom
Thur.	7/13	5:00 PM	Native America's Got Talent, Game Night, \$10	The Cottonwoods, Grounds
Thur.	7/14	9:00 AM-4:30 PM	Mukurtu CMS Post Conference Workshop, \$35	Puma ABC



## American Indian Library Association

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### IILF 2013 Travel and Lodging

## Travel

### Bellingham, WA

Bellingham, Washington is about 90 miles north of Seattle, 21 miles south of the Canadian border and about 52 miles south of Vancouver, B.C. The City encompasses about 28 square miles, with north Puget Sound and the San Juan Islands to the west and snow-capped Mount Baker and the North Cascade mountains to the east.

### AIRPORTS

Seattle Sea-TAC Airport

Bellingham is about 90 miles north of Seattle.

Vancouver International Airport (Canada)

Bellingham is about 52 miles south of Vancouver. PLEASE NOTE: If you fly in through Vancouver, you will need your passport.

Port of Bellingham International Airport

Direct flights to Bellingham airport are available from Las Vegas (NV), Honolulu (HI), Maui (HI), and Seattle (WA)

### TRAIN/Amtrak

Amtrak

Bellingham Station

Amtrak trains are available from Seattle, WA or Vancouver, BC

### BUS/Greyhound

Greyhound

Bellingham Greyhound Station

## Lodging

Silver Reef Hotel Casinos Spa

[www.SilverReefCasino.com](http://www.SilverReefCasino.com)

4876 Haxton Way, Ferndale, WA 98248

**Telephone:** 866-383-0777 ext. 155

**Fax:** 360-383-0929

Special Room Rate of \$99.00 USD per night for both single or double with a Silver Signature Breakfast included.

*Guest room rates are quotes in U.S. funds and are quoted per room, per night based on single or double occupancy. Rates are net, non-commissionable. An additional rate of \$15.00 per person will apply for a third or fourth person sharing a guest room. There is also an additional fee of \$15 per night for a crib or rollaway.*

**Tax:** 8% Rooming Tax will apply

**Check In:** 4:00pm

Working to improve library  
and information services for  
American Indians

Learn more about AILA!

### Connect

### Upcoming Activities

AILA will be hosting the Eighth International Indigenous Librarians' Forum on May 10-13, 2013 in Bellingham, WA. Learn more!

### ALA Ethnic Affiliate Partners

APALA  
BCALA  
CALA  
REFORMA



**Check Out:** 11:00 am

**Method of Payment:** Credit Card guarantee at time of reservation

**Be sure to mention the "International Indigenous Librarians Forum" when you call to make a reservation.**

Rate applies only to those reservations made prior to April 26, 2013.

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# American Indian Library Association

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## IILF 2013 Registration

Registration fee \$300 will cover meals and conference programs.

Please make check out to American Indian Library Association and put "IILF 2013" in the Memo Line.

Mail to:

American Indian Library Association  
c/o Carlene Engstrom  
2236 Davis Road South  
Salem OR 97306

Or pay using Paypal



Questions can be directed to Jody Gray [grayjl@umn.edu](mailto:grayjl@umn.edu)

### Working to improve library and information services for American Indians

[Learn more about AILA!](#)

### Connect

### Upcoming Activities

AILA will be hosting the Eighth International Indigenous Librarians' Forum on May 10-13, 2013 in Bellingham, WA. [Learn more!](#)

### ALA Ethnic Affiliate Partners

- APALA
- BCALA
- CALA
- REFORMA

# IILF 2013 Registration

Registration for the Eighth International Indigenous Librarians  
Forum May 10-13, 2013 in Bellingham, WA.

\* Required

First Name\*

Last Name\*

Organization\*

Title

Address Line 1\*

Address Line 2

Address Line 3

City\*

State

Country

Email\*

Representing indigenous people, name:\*

## Registration Fee: \$300

Please make check out to American Indian Library Association  
and put "IILF 2013" in the Memo Line.

Mail to:

American Indian Library Association  
c/o Carlene Engstrom  
2236 Davis Road South  
Salem OR 97306

Or

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**Administrative Programs & Compliance**  
**Tiffany Ashworth**  
**April 25, 2013**

Please note information/activities are for the period of: 03/28/2013 through 04/18/2013.

**Project(s):**

***Orleans Clinic Project:*** Construction is moving forward with a proposed facility completion date of June 1, 2013.

The contractor is currently experiencing problems with Pacific, Gas & Electric's process for electrical service to the facility. PG&E has delayed the process; however, upon receipt of the service agreement with PG&E staff reviewed and returned the application to the contractor.

The contractor indicated the cabinetry is pending delivery, which was slightly delayed due to the type of countertop chosen. All other finishing elements, i.e. flooring, will be completed on schedule.

**Contract Compliance:** Reviews have been on-going; along with the problems experienced is the last minute submissions and extensive revisions and guidance needed for the contracts to be acceptable for approval by Council.

I forgot to take the RFP process instructions to the Management Team on April 4, 2013 for their comments and possible suggested changes. The process instructions will be forwarded to the Management Team to review this electronically and provide comments/suggestions via e-mail.

Meet with Sara Spence to discuss meeting with Housing to align the solicitations that are created by Housing and the Tribe. Although discussed the intent to include Housing in the tracking of solicitations.

Dion Wood and I are planning to use the Contract Sub-committee to look at the selection process to ensure consistency and to revise the Independent and Contractor contracts with the appropriate Indian Preference, TERO fee, Tribal Sales Tax, Wage Rates verbiage.

Waiting for IT to complete the request to use SharePoint as I reported in my last report.

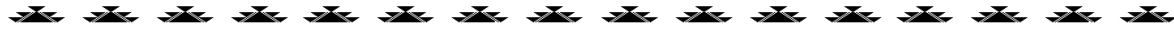
**Drawdowns:** I continue to meet with Tamara Barnett to provide instruction on drawing down funds and have signed her up with two financial reports systems. I will continue to work with her and Laura Olivas until the transition is complete.

I have continued to remain as an active user for the financial reporting systems in the event staff is not available.

**Meetings Attended:**

- Management Team Meeting – April 4, 2013

Erin Hillman- Executive Director, KTHA  
Report for Tribal Council  
April 25, 2013



**Land Purchase Agreement-Action Item:**

The draft land purchase agreement has been submitted to the Tribe for their review and comment and Tiffany and Jaclyn have both signed off on the language. Prior to making their final decision, the Housing Authority BOC asked that I check to see if the Tribe was interested in a trade for the Loudon house. The Tribe was not, so I am requesting approval for this agreement from the Tribal Council and will then take the agreement back to the Board for their approval on May 13<sup>th</sup>. Thank you for your patience.

**Personnel-Action Items:**

On April 1<sup>st</sup> I submitted six (6) job descriptions for review and approval to the Board of Commissioners. Three are ready to be submitted to the Tribal Council for approval, three were tabled for further discussion on May 9<sup>th</sup>. These job descriptions are attached., they are:

1. On Call Receptionist: to fill in at the front desk when our Clerical Assistant/ Procurement Clerk is absent on training or on leave. This new job description was patterned after the Tribe's current on call position.
2. Chief Financial Officer- the CFO position will once again supervise the Clerical Assistant, Purchasing Clerk.
3. Clerical Assistant/ Purchasing Clerk- this position will return to being supervised by the Chief Financial Officer.

**Additional Personnel-**

- The Orleans Seasonal Landscaper position has been re- advertised and the Custodian position has also been re-advertised for the same reason. There was a minor mistake on both regarding the day of the closing. We wanted to play it safe.
- Cecilia Arwood was hired for the Fiscal Clerk position. Her first day was April 15<sup>th</sup> and I am glad to have her back.
- Sara has collected the most current position descriptions for the Board of Commissioner's review on May 9<sup>th</sup>. We will be reviewing and evaluating the organizational structure and reporting relationships as well as our job descriptions at that meeting.

**Morongo Tribe-**

Buster put me in touch with a Morongo Tribe Council Member regarding their 2014 IHBG available funding. I was able to make contact with their realty office spokesperson and she is researching the amount available for pass through, what their process is for application and will contact me when she has that information. Thanks Buster!

**Louden House- Singleton Lane- Yreka**

Tanya Busby is to tour the home on April 12<sup>th</sup> with Richard Black and Ann Escobar. Richard Black has been instructed to prepare a scope of work so that we can hire someone to fill in the

pool. If the unit is suitable for the Domestic Violence Project, we may be asking to move forward with the Tribe's project, they are well into their first year of the grant and need to make progress quickly.

Scott and I went over the parcel maps and escrow documents, we are confident our access to the other parcels is intact if we were to again decide to sell it.

Per Michael Thom's request I returned a call to Lani Phillips (Wise Women Ink) who runs a transitional house for teenage girls. She is interested in the Loudon House, has no money, and is hoping that the Tribe would let her use the facility (or Comstock). I had to explain to her the federal restrictions on the funding, and that we were in the process of working on a project with a Tribal program. I put her in touch with April A. and Tanya B., there will be opportunities for collaboration there.

#### Audit-

Carter has completed the Management Letter. I finished the Representation Letter, and drafted the Corrective Action Plan, which was submitted and approved by the Board of Commissioners on April 15th to be submitted to the Auditors. The Corrective Action plan is already been implemented.

#### Katishraam (formerly Yreka) Wellness Center Project-

The second schematic design meeting was held on April 9<sup>th</sup>, and was attended by me, Steve, Richard, Fred Burcell and the Architect and Engineer. The preliminary design was reviewed to see if the recommendations that were made on March 18<sup>th</sup> had been incorporated.

On the 15<sup>th</sup>, the Board of Commissioners reviewed the layout and preliminary design and approved it. I was out of town the day of the planning meeting, so the schematic design was graciously presented to the Council for their approval by Fred Burcell so that we could keep our momentum moving forward to get back in sync with our Implementation Schedule.

Thank you Fred!

#### Housing Improvement Program (HIP) Agreement-

After a careful review of the documents provided to KTHA on the Indian Creek project, it appears that we will have to get new engineered plans for a foundation. The information we were provided is incomplete. KTHA will have to contract out that work; we need stamped engineered plans for the permit process. We still plan to use our stick built drawings for a two bedroom unit.

#### March 12 HUD Letter-

We received our response to the method for sharing the Formula Area and Formula Current Assisted Stock. In FY 2010 the Housing Authority sold 1775 Apsuun. As a result, HUD will be adjusting our grant amount by \$8,255 (2011 -\$4,129 and 2012 -\$4,126). There are no penalties associated with this reduction. Also, there is a process that has to be followed with the BIA that I am looking into.

**Legislative Matters- NAHASDA Reauthorization:**

The 2013 Budget was discussed during the NAIHC Legislative Committee conference call on April 4<sup>th</sup>. It is expected that we will receive notice on our 2013 Award in 60 days.

There was no word on the designation of members for the Formula Allocation Rulemaking Committee. I have emailed Karen Barnette regarding this issue; she states they have no new information at this time.

The webcast for the April 10<sup>th</sup> Oversight Hearing on Indian Housing held by the Senate Committee on Indian Affairs is available on their website (SCIA). I will be preparing comments to submit. I encourage you all to access the recording if you were unable to view the webcast live.

In addition I called into the Tribal Leaders 2014 Budget conference call:

Proposed HUD funding levels:           648 million IHBG (650 million in 2012, less 5% in 2013)  
  2 million for Title VI  
  6 million increase for Section 184 Loan Guarantee Funding  
  10 million increase for ICDBG (to deal with mold)

**Council/ KTHA Planning Session- follow up:**

Notice was sent to our Tribal Member regarding the proposed change to the Waiting List Policy- not approved.

In the next month I will be working with staff to develop the final numbers for construction costs and prepare Administration and Operations Cost Budgets. We need better numbers from the Accounting System for carry forward amounts. That will be difficult to determine with our current software.

**Tenant Issues- Orleans:**

On April 1<sup>st</sup> after the Board of Commissioners meeting, a Tenant Meeting was held in Orleans. The meeting was very informative, and was well attended by Orleans tenants and our Board. We have been following up on the tenant concerns:

I met with Steve and Richard regarding the Orleans Tenant Meeting. The Maintenance Department will be ordering: cat proof trash containers, mobile home inspection, fire extinguisher inspection, smoke alarms, oil stove inspections, heating and venting inspection on McLaughlin, and get a leach line check.

Maria will be contacting residents to make sure that they know the process for work orders, that they can use nails to hang pictures and she will contact specific elders about their individual issues. Ann is following up with Charles to make sure he schedules meetings in Orleans. Steve will be making weekly trips to Orleans to provide support and assistance to Bubba. We have three projects ongoing (combined 2-Hoopa and 1-Orleans), so this weekly trip will meet multiple objectives.



I have been collecting the background information as to what has been discussed by the Board and Council regarding the Pet issue. They are holding firm on the no pet policy, and the information I have gathered supports their decision on many levels, liability, enforcement, maintenance and overall, cost.

### Housing Construction Projects:

#### *Katishraam Wellness Center*

Please see previous section dedicated to this project.

#### *Orleans Elders Fence*

Spring project- and an inspection of the fence on the 15 lot side will be taking place.

#### *HC Emergency Housing (RV Park)*

Environmental Assessment is underway; target for completion midway, the archaeological survey has not been done. Purchase will be finalized and the permits will then be applied for.

#### *Yreka Emergency Housing (Puufich)*

Ann stated she has finished first draft of policy. It was to be submitted to the Attorney for his review. I have asked if this has been done and will update the Council on its progress.

#### *HC Duplexes (Old Highway)*

We are waiting on our site plan. Our bid documents should be ready and out for bid by mid May.

#### *Fourth Avenue Emergency Housing*

Work has started on this project.

#### *Yreka Elders Units*

The security door is out for bid until April 30.

#### *Yreka Elders Solar Roofs*

The Board has accepted an alternative to the installation of solar panels on these roofs. I will be preparing an amendment to the Indian Housing Plan to put solar power on the new Wellness Center and Yreka Maintenance Shop to save operational costs.

#### *Hoopa Home Replacement*

Steve is working on the construction documents for finalization and this will be out to bid by end of April.

#### *Orleans Duplexes*

We are out for bid for a single family home in Orleans at Lower Tishawnik. The prebid walkthrough was held on April 17<sup>th</sup>.

*Happy Camp Maintenance Shop/Resident Center/Playground*

This was discussed at the Planning Session in Redding. The Blue House purchase needs to be finalized before we move forward. We will look for room in our budget to add a playground and present that request to the Board for consideration.

*Happy Camp (and Orleans) Tree Removal*

The tree removal project is to begin on April 17th.

*Finance Office Remodel*

We are waiting for the door to be hung. There was a lot of special order trim and door materials that took a long time to get here. The desks are in place and IT was getting Cecilia set up on Tuesday April 16<sup>th</sup>.

*Yreka Home Painting*

Spring project and shall be completed by the Force Account Crew.

*Yreka Woodstoves*

This project is 85% complete.

*Comstock Fire Rehab*

We have accepted payment for a total loss and have taken the maximum amount available under our claim. The BOC will be viewing the site on May 13<sup>th</sup> to make a decision as to whether or not to rebuild in place or relocate the structure further back on the property.

*Yreka Apartment Decks Stabilization and repairs*

Complete.

*Walkway- Yreka Building*

Richard Black is preparing designs of options to fill that hole in front of the Yreka Tribe/KTHA Building. He is to have drawings to present by May 13<sup>th</sup>.

**Karuk Community Health Clinic**  
64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270



**Karuk Dental Clinic**  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

**Administrative Office**  
Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

**REQUEST FOR CONTRACT/ MOU/ AGREEMENT**

Check One:  Contract  
 MOU  
 Agreement  
 Amendment

Karuk Tribe Number Assigned: **13-A-029**

Funder/Agency Assigned: **Dept. of Housing/Urban Dev.**

Prior Amendment: **NO**

**REQUIRED** → \*Procurement Attached  \*Budget Attached   
\*Excluded Parties List System Attached (CONTRACTS ONLY)   
\*KCDC/ KTHA Notification/ review required  Yes  No

Requestor: **Erin Hillman** Date: **April 15, 2013**

Department/Program: **Karuk Tribe Housing Authority**

Name of Contractor or Parties: **Karuk Tribe/ Karuk Tribe Housing Authority**

Effective Dates (From/To): **Est. April 25, 2013** **On-going**

Amount of Original: **\$100,000**  
Amount of Modification:  
Total Amount: **\$100,000**

Funding Source: **Department of Housing and Urban Development/ NAHASDA Funds**

Special Conditions/Terms:  
Payment will occur in 6 months to allow Tribe to make repairs to alternative unit (yellow house) for guests and dignitaries who visit.

Brief Description of Purpose:  
**To purchase Blue House at 532 Jacobs Way so that the Tribal Housing Authority can complete master planning for the Happy Camp Housing Community.**

**\*\* REQUIRED SIGNATURES \*\***

*Erin Hillman*  
Requestor \_\_\_\_\_ Date **4-8-13**

**\*\*Chief Financial Officer**  
*[Signature]* \_\_\_\_\_ Date \_\_\_\_\_

**\*\*Director, Administrative Programs & Compliance**  
*See email* \_\_\_\_\_ Date **4-8-13**

**\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts)**  
\_\_\_\_\_ Date \_\_\_\_\_

Other \_\_\_\_\_ Date \_\_\_\_\_

## Erin Hillman

---

**From:** Jaclyn Goodwin  
**Sent:** Monday, April 08, 2013 4:21 PM  
**To:** Erin Hillman; Scott Quinn; Laura Mayton; Tiffany S. Ashworth  
**Subject:** RE: Blue House Purchase Agreement- 532 Jacobs Way

These look good to me. I have no suggested changes.

Sincerely,  
Jaclyn Goodwin  
Self-Governance Coordinator  
Karuk Tribe  
(530) 493-1600 ext. 2041

---

**From:** Erin Hillman  
**Sent:** Monday, April 08, 2013 1:21 PM  
**To:** Scott Quinn; Laura Mayton; Tiffany S. Ashworth; Jaclyn Goodwin  
**Subject:** RE: Blue House Purchase Agreement- 532 Jacobs Way

Ah hah! Here are the attachments! << File: 532 Jacobs Way Appraisal 11.16.2012.pdf >> << File: 532 Jacobs Way- Land Purchase Agreement KT KTHA 4.8.2013 eh.docx >> << File: Request for Contract MOU Agreement 10252012.xls >>

*Erin C. Hillman*  
*Executive Director*  
<< OLE Object: Picture (Device Independent Bitmap) >>  
*Karuk Tribe Housing Authority*  
*P O Box 1159*  
*Happy Camp CA 96039*  
*PH: (530)493-1414 extension 3117*  
*FX: (530)493-1416*  
*Yreka Office: 530-842-1644 extension 7008.*

---

**From:** Erin Hillman  
**Sent:** Monday, April 08, 2013 1:20 PM  
**To:** Scott Quinn; Laura Mayton; Tiffany S. Ashworth; Jaclyn Goodwin  
**Subject:** Blue House Purchase Agreement- 532 Jacobs Way

Good afternoon everyone,

Attached is a first draft of a land purchase agreement. You will see that I bumped the price up to 100k, but took out the appraisal fee. The Board will have to look at this on Monday for their approval, but before then I would

**LAND PURCHASE AGREEMENT  
BETWEEN  
THE KARUK TRIBE  
AND  
THE KARUK TRIBE HOUSING AUTHORITY**

**Purpose of this Agreement:**

This Land Purchase Agreement is made this (date will be inserted) day of     , 2013 by and between the Karuk Tribe, 64236 2nd Avenue, Happy Camp, CA (Tribe) and the Karuk Tribe Housing Authority, 632 Jacobs Way, Happy Camp, CA (Housing Authority) (collectively the "Parties") for the mutually beneficial purpose of purchasing land for management of the Housing Authority. In consideration of the mutual agreements contained herein, the Parties agree as follows:

**Background:**

The Housing Authority is in need of lands designated for low-income housing in the Happy Camp Community to serve the interests of low-income Tribal members and other Indians in that area for affordable housing.

The Karuk Tribe owns title to Assessor's Parcel Number (APN) 016-380-430 & 016-380-440, located at 532 Jacobs Way, Happy Camp, California, 96039. These parcels are located adjacent to parcels under the control of the Karuk Tribe Housing Authority that are being used for low income housing purposes.

**Objective:**

The purchase of this property is to meet the needs of the low-income Tribal Member's in the Happy Camp Housing Community. The Housing Authority will ensure that these designations are equitable and meet the requirements of the Native American Housing and Self Determination Act of 1996 (NAHASDA).

**Purchase:**

**Tribe Conveyance to Housing Authority:** In exchange for \$99,450.00 (ninety nine thousand four hundred and fifty dollars and zero cents), the Tribe will designate to the Housing Authority management authority over these parcels, together with any easements or restrictions of record which do not interfere or prevent the Housing Authority from utilizing it, but free and clear of all liens, the following real estate and all interest therein:

LOT #	APN #
1	016-380-430
2	016-380-440

Total Land Value: \$100, 000.00 (one hundred thousand dollars and zero cents, per Terry O'Neill Appraisal, dated November 16, 2012- Exhibit "A")



**Condition of this Purchase Agreement:**

Sellers acknowledge that its representatives or agents have examined this agreement prior to entering into this Agreement. This Agreement is based upon Buyer's Party's inspection of the Property and not upon any representation or warranties or conditions by Seller Party's agents. Buyer Party acknowledges Seller Party is selling the Property on an "as is" basis, except for any warranties and representations as provided in this Agreement and the warranties in the general warranty deed.

**Hazardous Substances:**

The Parties agree that each respective Party will be responsible, if necessary, for removal, indemnification, or other remedial actions concerning any hazardous substances found on the Properties conveyed to the other by that Party, if such hazardous substances were located on the Properties prior to the conveyance described in this Agreement.

**Period of Performance:**

The term of this Agreement begins on the date of the last signature and shall not expire unless duly authorized through a written agreement by the Karuk Tribal Council and the Karuk Tribe Housing Board of Commissioners.

**Taxes:**

Real estate taxes, if any and if applicable, on the Properties prior to the date of Closing shall be paid by the Karuk Tribe. Real estate taxes, if any and if applicable, on the Properties after the date of Closing shall be paid by the Karuk Tribe Housing Authority. The taxes, if any and if applicable, for the year of the date of Closing shall be prorated based upon the then most current property valuations and upon the most current tax rate as determined by law.

**Risk of Loss or Damage:**

Risk of loss or damage to the Properties shall rest with Seller Party until the time of delivery of possession.

**No Real Estate Commission and Finder's Fee:**

The Parties agree that no Party hereto shall be liable for any real estate broker's commission, agent's commission, or finder's fee, in connection with the transaction contemplated by this Agreement.

**Costs:**

Each Party will bear its own costs associated with the implementation of this Agreement.

**Environmental Assessment:**

The purchase of this property is subject to the requirements of an Environmental Review process under the National Environmental Policy Act.

**Transfer of Ownership/ Management Authority:**

The Karuk Tribe Housing Authority shall take ownership/management authority over this property on a date no later than six (6) months after the date of the last signature on this agreement. This will allow the Karuk Tribe to make ready an alternative site for professionals and guests to stay in the Happy Camp area while they are working with the Tribe. Funds will be transferred to the Tribe at that time.

**Severability:**

If any non-economic mutual term or provision of this Agreement or the application thereof to any person or circumstances shall to any extent be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

**Interpretation and Construction:**

Whenever used herein including acknowledgments, the singular shall be construed to include the plural, the plural the singular, and the use of any gender shall be construed to include and be applicable to all genders as the context shall warrant.

**Amendments:**

This Agreement contains the entire agreement of the Parties relating to the transaction contemplated hereby, and all prior or contemporaneous agreements, understandings, representations, warranties and statements, oral or written, are merged herein. This Agreement cannot be modified or altered unless reduced to writing and consented to by all the undersigned parties.

**Execution in Counterparts:**

This Agreement may be executed in two or more counterparts, each of which shall be an original but all of which shall constitute one and the same instrument.

**Sovereign Immunity:**

Nothing in this agreement shall be construed or interpreted to relinquish the sovereign immunity of the Karuk Tribe, which immunity is hereby expressly asserted.

\_\_\_\_\_  
Signature/Date- Karuk Tribe

\_\_\_\_\_  
Signature/ Date-KTHA

\_\_\_\_\_  
Print Name/ Title

\_\_\_\_\_  
Print Name/ Title

## **POSITION DESCRIPTION**

**Title:** On Call Receptionist

**Reports To:** Chief Financial Officer

**Location:** Happy Camp, Housing Authority Office

**Salary:** \$10.00 to \$12.00, depending on experience

**Classification:** On Call as needed, Regular, Non-Exempt

**Summary:** The On Call Receptionist shall receive and route all incoming calls, take accurate messages and answer questions with an even temperament. Shall greet and direct all visitors. Shall log and route all incoming and outgoing mail.

**Responsibilities:**

1. Shall greet and direct all visitors in a friendly and helpful manner.
2. Shall receive and route all telephone calls, take accurate messages and answer questions with an even temperament and good judgment.
3. Shall log and route all incoming and outgoing mail into a computerized database in a timely fashion.
4. Shall deliver and pick up mail from Post Office on a daily basis.
5. Shall provide clerical support to staff as time allows.
6. Shall order and deliver food for Board of Commissioner meetings and other functions as requested.
7. Shall maintain reception area to be aesthetically pleasant and accessible to visitors.
8. Shall be cross-trained in purchasing procedures including but not limited to issuing and preparing purchase orders, completing procurement including obtaining quotes, placing orders for supplies, etc. to provide adequate coverage of duties during employee absences, travel, and planned vacation.
9. Shall assist in resolving conflicts and diffusing potentially disruptive behaviors of individuals who call or visit office prior to allowing them to see other staff.
10. Shall be available to report for coverage with little to no notice at times.
11. Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings and functions as requested.



12. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

**Qualifications:**

1. Have the ability to work effectively with Native American people in culturally diverse environments.
2. Have the ability to manage time well and work under stressful conditions with an even temperament.
3. Have the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Have the ability to understand and follow oral and written instructions.

**Requirements:**

1. Must possess high school diploma or equivalent.
2. Must have competence in word processing, spreadsheets, office equipment and general computer usage.
3. Must be a self-starter, well organized and willing to learn new skills.
4. Must have the ability to read, interpret, and explain policies and procedures for purchasing.
5. Must have skills in communicating in verbal and written form, recording information accurately, and compiling and organizing information.
6. Must have the ability to work well with little supervision in order to prioritize work and meet deadlines.
7. Must possess valid driver's license, good driving record, and be insurable by the Housing Authority's insurance carrier.
8. Must adhere to confidentiality policy.
9. Must successfully pass a pre-employment drug screening test and ~~be willing to submit to a~~ criminal background check.

**Tribal Preference Policy:** In accordance with the TERO Ordinance, Tribal Preference will be observed in hiring. Positions with the Karuk Tribe Housing Authority will also be subject to preference in accordance with applicable NAHASDA and Indian Self Determination and Education Assistance Act criteria.

**Resident Preference:** The Karuk Tribe Housing Authority shall give preference to qualified individuals residing within the KTHA housing communities. This preference shall not supersede tribal or veteran's preference.

**Board Approved:**

**Council Approved:**

**Chairman's Signature:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_

## **Position Description**

**Title:** Chief Finance Officer

**Reports To:** Executive Director

**Supervises:** Fiscal Staff, Clerical Assistant, On Call Receptionist

**Location:** Happy Camp Karuk Tribe Housing Authority Office

**Salary:** \$50,000 to \$70,000, depending on experience

**Summary:** This position is responsible for the overall supervision and management of the Karuk Tribe Housing Authority's (KTHA) financial office and functions. The Chief Finance Officer has primary responsibility for ensuring the financial integrity of the KTHA by recommending, implementing and enforcing sound fiscal management policies and procedures. The CFO trains and supervises the Fiscal Staff to operate fiscal management systems and serves as KTHA's principal liaison with external organizations concerning financial accountability.

**Classification:** Full Time, Regular, Exempt

### **Responsibilities:**

1. Shall serve as the chief accounting supervisor and fiscal manager for all programs.
2. Shall publish and/or supervise all financial reports, keep the KTHA's official financial records and certify the financial position of the KTHA.
3. Shall insure the KTHA is in compliance with all applicable Federal laws, KTHA policies, regulations, and other agreements that relate to finance.
4. Shall prepare budget modifications and assure integration of changes into the current year's program budgets.
5. Shall assist in budget development including the process of program/project planning, organizational development and administration.
6. Shall maintain a proper cash flow of federal, state, or private funding source drawdowns. Maintain cash disbursements journal and reconciliation for all accounts.
7. Shall oversee general ledger and assure that follow-up contact is established on all overdue accounts.

8. Shall provide oversight of calculation and recording of tax deposits. Assure that taxes are deposited in a timely fashion and quarterly reports for payroll taxes are prepared and processed.
9. Shall prepare monthly program expenditure reports for Executive Director, Housing Board of Commissioners, department or program directors, and other pertinent staff members.
10. Shall monitor all grant and contract budgets. Develop and implement an ongoing accounting reporting system to assure grant and contract compliance.
11. Shall oversee and assure that all checks are written from properly authorized invoices including vouchers for payment, travel advances/reimbursements. Insure all travel advance procedures are in accordance with KTHA policy and applicable federal regulations.
12. Shall maintain close contact with the Executive Director to facilitate budget objectives.
13. Shall submit appropriate recommendations for software/computer systems upgrades to insure finance department runs efficiently.
14. Shall work with independent auditor to establish appropriate audit procedures. Assist with the external, independent audit.
15. Shall work with independent auditor to transition KTHA financial system to comply with GASB 34 and Generally Accepted Accounting Principles (GAAP).
16. Shall provide direct supervision to the Fiscal Staff, Clerical Assistant, and On Call Receptionist.
17. Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings and functions as requested.
18. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

**Qualifications:**

1. Have the ability to work effectively with Native American people in culturally diverse environments.
2. Have the ability to manage time well and work under stressful conditions with an even temperament.
3. Have the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Have the ability to understand and follow oral and written instructions.

**Requirements:**

1. Must possess bachelor's degree in accounting, finance, or related field and five years management-level experience in accounting/financial management with three years experience managing governmental fund accounting systems or equivalent combination of education experience, CPA preferred.

2. Must have knowledge of OMB Circulars, as well as knowledge and ability to develop or supervise indirect cost proposals and negotiations.
3. Must have demonstrated knowledge of governmental and/or nonprofit accounting practices.
4. Must have demonstrated knowledge of Generally Accepted Accounting Principles (GAAP) and GASB 34.
5. Must have ability to work independently, maintain confidentiality, work effectively with co-workers, and perform under pressure.
6. Must have ability to be flexible and assist other staff in completion of assigned duties.
7. Must have good organizational skills.
8. Must have experience in supervising others.
9. Must possess valid driver's license, good driving record, and be insurable by the Housing Authority's insurance carrier.
10. Must adhere to confidentiality policy.
11. Must successfully pass a pre-employment drug screening test and criminal background check.

**Tribal Preference Policy:** In accordance with the TERO Ordinance, Tribal Preference will be observed in hiring. Positions with the Karuk Tribe Housing Authority will also be subject to preference in accordance with applicable NAHASDA and Indian Self Determination and Education Assistance Act criteria.

**Resident Preference:** The Karuk Tribe Housing Authority shall give preference to qualified individuals residing within the KTHA housing communities. This preference shall not supersede tribal preference.

**Board Approved:** April 16, 2012, Revised ----

**Council Approved:** April 16, 2012

**Chairman's Signature:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_

## **POSITION DESCRIPTION**

**Title:** Clerical Assistant/Purchasing Clerk

**Reports To:** Chief Financial Officer

**Location:** Happy Camp, Housing Authority Office

**Salary:** \$9.00 to \$12.00, depending on experience

**Classification:** Full Time, Regular, Non-Exempt

**Summary:** The Clerical Assistant shall be responsible for the purchasing and distribution of all supplies throughout the organization and general receptionist duties in the Happy Camp Administrative Office of the Housing Authority.

**Responsibilities:**

1. Shall receive office visitors, answer and route telephone calls.
2. Shall open, record, date stamp, and route all incoming mail.
3. Shall record, apply appropriate postage, and deliver outgoing mail accordingly.
4. Shall prepare, number and sign purchase orders within administrative limits; shall order and purchase office supplies and maintenance supplies used in routine maintenance functions.
5. Shall receive and process requisitions for items to be purchased.
6. Shall procure quotes from vendors and select a vendor according to procurement policy.
7. Shall maintain all records pertaining to the history of each requisition on costs and inventories.
8. Shall establish a localized supply stock and distribute and replenish supplies as necessary throughout all offices and maintenance departments.
9. Shall assist in organizing and managing maintenance warehouse.
10. Shall assist in the development, and maintain an inventory system to track acquisition and disposition of items.
11. Shall ensure that orders are followed up on and expedited when required.
12. Shall inspect items upon arrival to ensure that no damage occurred during shipping and that order is complete and accurate; shall document and follow up on all backorders and credits.

13. Shall undertake specifically assigned projects relating to purchasing and procurement.
14. Shall provide monthly written report of activities to the Board of Commissioners.
15. Shall be available for local and out of the area travel as required for job related training. Attend all required meetings and functions as requested.
16. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

**Qualifications:**

1. Have the ability to work effectively with Native American people in culturally diverse environments.
2. Have the ability to manage time well and work under stressful conditions with an even temperament.
3. Have the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Have the ability to understand and follow oral and written instructions.

**Requirements:**

1. Must possess a high school diploma or equivalent. Must have combination of knowledge, training, education, and experience equal to a two-year degree in Business Administration. Experience and education in procurement and purchasing preferred.
2. Must have knowledge of standard purchasing policies and procedures. Knowledge of inventory procedures necessary.
3. Must have the ability to read, interpret, and explain policies and procedures for purchasing.
4. Must have skills in communicating in verbal and written form, recording information accurately, and compiling and organizing information.
5. Must have the ability to work well with little supervision in order to prioritize work and meet deadlines.
6. Must possess valid driver's license, good driving record, and be insurable by the Housing Authority's insurance carrier.
7. Must adhere to confidentiality policy.
8. Must successfully pass a pre-employment drug screening test and criminal background check.

**Tribal Preference Policy:** In accordance with the TERO Ordinance, Tribal Preference will be observed in hiring. Positions with the Karuk Tribe Housing Authority will also be subject to preference in accordance with applicable NAHASDA and Indian Self Determination and Education Assistance Act criteria.

**Resident Preference:** The Karuk Tribe Housing Authority shall give preference to qualified individuals residing within the KTHA housing communities. This preference shall not supersede tribal preference.

**Committee Approved Date: 8/28/08, Revised 10/2/08, Revised -----**

**Council Approved Date:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Chairman Signature:** \_\_\_\_\_



**Monthly Updates:**

**U.S. Forest Service**

We have sent a letter to the Forest Supervisors, as well as Irma Lagomarsino at NOAA Fisheries requesting them to have a government to government meeting with us regarding the recent Supreme Court decision to not reconsider the Federal Ninth Circuit Court of Appeals Ruling on Karuk Tribe v. U.S. Forest Service, which results in the Forest Service having to consult with fisheries agencies pursuant to the Endangered Species Act before approving Notices of Intent.

We have drafted a letter to the Forest Supervisors for both the Klamath and Six Rivers National Forest requesting them to remove the Katimin and Inaam CMAs from mineral entry, this would be the most effective and beneficial option for the Tribe to deal with the mining issue.

On April 18<sup>th</sup> we attempted to have a follow up MOU/MOA Meeting with the Klamath and Six Rivers National Forest, but due to technical difficulties we had to re-schedule.

On March 15<sup>th</sup> we sent a letter to the California Governor and cc'd Kim Johnston-Dodds at the California Department of Water Resources, Cynthia Gomez the Governors Tribal Advisor, and John Laird, California's Secretary for Natural Resources. Kimberly Johnston-Dodd has indicated they are working with the State Lands Commission to further evaluate the situation. Additionally, Leaf Hillman is following up with Heather to provide further background information on the situation as he knows specific details of past actions that have taken place.

In regards to the previous discussion at the March Council Meeting in Land Management within the Forest Service land, one of our options is some type of Stewardship Agreement. We should put this on the agenda for the upcoming summit meeting on May 6<sup>th</sup>. I looked in to the progress on compacting with other Federal Agencies and there isn't much movement in this area right now. We would be better off entering into some kind of contract. Another consideration that is going on is transferring the Forest Service to the Department of Interior which would allow us to do agreements similar to our BIA Compact. The amendments to TITLE IV of the Indian Self-Determination and Education Assistance Act that are a top priority now are focused on creating consistency between Title IV Self Governance in the Department of Interior and Title V Self-Governance in the Department of Health and Human Services. This is to create more administrative efficiency, but is not to include other federal agencies in the agreement to allow for direct compacting.

**Bureau of Indian Affairs-**

Stephanie Dolan is currently reviewing our BIA Cooperative Fire Agreement and their correspondence with us regarding the management of the IQCS. Her initial thoughts were that any “liabilities” would be covered under the Federal Torts Claims Act and we already have the “insurance” but she is going to review the agreement and advisory letter in more detail and get back to us.

I have two reports that have been requested from the BIA. The first report is the Minimum Data Collection that requests information on the various areas we are spending the BIA Compact such as # of students served in Education, # of acres of land transferred into trust, # of Tribal Court cases, etc. These reports are not required, but the BIA uses these to justify their budgets to Congress so they are good to submit. The other report is specifically for Social Services, including Child Assistance and General Assistance.

**DNR** - On April 9<sup>th</sup> I listened in on a teleconference with our legal counsel for the Mining Litigation. I have a great deal of catching up to do in this area. There was ongoing discussion about what we can do to address the “loophole” sluice dredging and high banking, as the current regulations are very vague on identifying what level of disturbance/activity would require a Notice of Intent. Another possibility is using the danger of possible mercury leakage and contamination. The Karuk Tribe will consider doing some analysis of fish and other aquatic species to see if this would work for our rivers and streams.

On April 12<sup>th</sup> I listened in on a conference call with Craig, Bill, and Sonke Mastrup at the Fish and Game Commission regarding lamprey fishing regulations, and the possibility of Tribal Elk harvests and the Tribe collaborating with the California Fish and Game in the effective and efficient management of wildlife, including sustainability and enhancement. Bill has drafted a letter to initiate this discussion with the Fish and Game Commission.

**KRAB Meeting** - On April 9<sup>th</sup> we held our monthly KRAB Meeting. We decided to provide Tribal Council a copy of the meeting minutes after they have been approved, so you will be receiving those monthly.

**Emergency Preparedness**—On April 16<sup>th</sup> I attended a quarterly KEEPR Meeting. Thomas Fielden is coordinating these meetings. I still need to complete some training, one of them can be completed online (I-800) and the others will need to be completed in the classroom. I have been assisting Tom with the development of a Resolution that indicates our commitment to Emergency Preparedness, and within that commitment we need to have our staff trained. The basic trainings that everyone will need to complete include I-100 and I-700, which are both available online. We discussed the possibility of doing a practice Incident Action Plan for the Tribal Reunion this year. This would be a great hands-on exercise for staff to be prepared for any kind of emergency, including natural disasters such as a fire, or man-made disasters such as an angry person threatening to cause harm.

I have registered to attend the Continuity of Operations training in Blue Lake May 14<sup>th</sup> and 15<sup>th</sup>. This class is usually taught at EMI on the east coast, so it is a great opportunity to attend this local class.

**TERO**—Dion Wood provided me a copy of a Sovereign Immunity Ordinance for the Rincon Band of Luiseno Mission Indians. I have been researching the issue of sovereign immunity and think it would be worth having an attorney review our current process for waiving sovereign immunity and how/if we should modify this process. Sovereign immunity is not something to be taken lightly, so we need to have strong policies and procedures in place to be sure we are not putting ourselves in a risky situation or allowing unnecessary liabilities. Additionally, we don't want to make it extremely easy to waive sovereign immunity.

**Travel** – On April 22<sup>nd</sup> I will be attending the California Tribes Meeting in Sacramento, topics to discuss include the Tribal Nations Grant Fund, the Revenue Sharing Trust Fund, Tobacco Tax, and Indian Child Welfare. April 29<sup>th</sup>-May 2<sup>nd</sup> I will attend the Annual Self-Governance Conference in Anaheim, Ca. This will include planning and information about both of our Self-Governance Programs-BIA and IHS. I am considering attending a PL 280-Jurisdiction for Tribes training in Palm Springs, CA. It will cover many issues regarding sovereignty, gaming compact negotiations, sovereign immunity, and state and local authorities relationship with tribes and tribal members.

**Housing** – Erin Hillman brought it to our attention that the city water rates are going up by \$10 a month. We thought it would be worth considering a waiver or reduced fee for the Karuk Tribe since we have assisted with many of the system upgrades over the years. An analysis from 2010 that Erin provided (I sent this in an e-mail) indicated that the Tribe acquired about 50% of the funds for upgrades through IHS and other grants.

**Resolutions** – In February I brought up the issue of resolutions and you all agreed it would be good to have Self-Governance review them. Subsequently I decided that maybe this would not be conducive to the employees, as timely review and approval may be difficult, especially if I am on travel. I decided to bring this up at the Management Team Meeting and the group came to a consensus that it would be a good idea to have Self-Governance review all resolutions. I found an old Resolution Procedures that was approved in 2003. I modified that to include a one week review period for Self-Governance. Perhaps we can implement this policy and see how it goes. We can modify it if necessary. On another note, I will say I continue to get approved Resolutions with minor spelling and grammatical errors, so a third party review is needed.

**Karuk Community Health Clinic**  
64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe



**Karuk Dental Clinic**  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

**Administrative Office**  
Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

## REQUEST FOR RESOLUTION

**Check One:**  Resolution **Karuk Tribe Number Assigned:** Get from Tribal Council Executive Assistant

**Prior Amendment:**

Requestor: \_\_\_\_\_

Date: \_\_\_\_\_

Department/Program: \_\_\_\_\_

Brief Description of Purpose:

**\*\* REQUIRED SIGNATURES \*\***

\_\_\_\_\_

**\*\*Self-Governance Coordinator**

\_\_\_\_\_

\_\_\_\_\_

Date

Other \_\_\_\_\_

\_\_\_\_\_

Date

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## **Karuk Tribal Resolution Procedures**

### **Overview**

The following procedures shall be used for all departments and staff requesting Resolutions for the Karuk Tribe.

### **Format**

All Resolutions shall follow a standardized format as shown in ATTACHMENT A.

### **Resolution Numbers**

All Resolution Numbers are assigned by the Executive Assistant.

### **Approval**

Once the Resolution has been drafted and assigned a number, it shall be sent to the Self-Governance Coordinator for review to avoid duplication and ensure consistency with other Tribal actions, policies, and procedures. The Request for Resolution form is on the Karuk Tribe Website in the Personnel Forms Section. Please allow one week for review. In the event that the Self-Governance Coordinator is unavailable, the Director of Administrative Programs and Compliance or the Chief Financial Officer may review the Resolution.

After the Resolution has been reviewed it may be submitted to the Tribal Council for review and approval either at a regular meeting or through a phone vote.

### **Signatures and Required Copies for General Resolutions**

There shall be two (2) originals submitted to the Chairman for signature after approval. One original is to be submitted to the Self Governance Office, and the other original is to be sent to the appropriate agency or department requesting the Resolution.

### **Signatures and Required Copies for Grant Application Resolutions**

There shall be three (3) originals submitted to the Chairman for signature after approval. One original is to be submitted to the Self Governance Office, one original is to be sent to the appropriate agency requesting the Resolution, and one original is to be sent to the Director of

Administrative Programs and Compliance to be placed in the grant file.

**Signatures and Required Copies for Enrollment Resolutions**

There shall be two (2) originals submitted to the Secretary for signature after approval. One original is to be submitted to the Self Governance Office with the names and dates of birth blacked out to maintain confidentiality, and one original is to be kept in the Enrollment Office.

**Signatures and Required Copies for ICWA Resolutions**

All ICWA Resolutions shall follow the standard format of the Social Services Department as maintained in their offices. There shall be three (3) originals submitted to the Chairman for signature after approval. One original is to be submitted to the Self Governance Office with the names and dates of birth blacked out to maintain confidentiality, one original is to be kept on file in the Tribal Court Office, and one original is to be sent to the requesting Court.

**Procedure Approval**

This procedure was reviewed and approved by the Tribal Council on April 25<sup>th</sup>, 2013.

\_\_\_\_\_  
Russell "Buster" Attebery, Chairman

\_\_\_\_\_  
Date



# KARUK JUDICIAL SYSTEM AND PROGRAMS

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April Attebury, Administrator

**Subject:** Report to Tribal Council **Date:** April 18, 2013

**Current Staff:** Pikyav D.V. Services Program-Tanya Busby, Program Coordinator (full-time) and Leslie Moore, D.V. Services Specialist (part-time, 30hrs)

Karuk 7<sup>th</sup> Generation Mentoring Program-Alma Mendoza, Tribal Youth Resource Specialist (part-time, 30hrs)

**Action Items:** None

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**Legal Access Center:** Direct Services where provided to Community Members, as walk in or by appointment in the Yreka, Happy Camp and Orleans communities by this Administrator.

**Pikyav D.V. Services Caseload:** 11 Open Cases/4 families assisted

**Karuk 7<sup>th</sup> Generation Mentor Program Stats:** See attached DCTAT Report

**Court Stats:** 31 Open Cases in Tribal Court

**Hearing Dates:** **Mediation/Family Unity:**

**Travel:** 4-14-13/4-18-13 Tribal Judicial College, Reno Nevada

**Program Updates:**

**Tanya Busby**  
**Administrative Assistant / Pikyav Program Coordinator**  
**Leslie Moore**  
**DV Services Specialist**

*Karuk Tribe Pikyav DV Services*  
*Promoting Healthy Relationships and Peaceful Homes*  
**March 22, 2013 – April 18, 2013**

# KARUK JUDICIAL SYSTEM AND PROGRAMS

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## **APRIL IS SEXUAL ASSAULT AND CHILD ABUSE AWARENESS MONTH!!**

### **Meetings-**

Film Project Meeting – Happy Camp  
Pikyav Advisory Committee Meeting – Happy Camp  
Pikyav Planning Meeting – Happy Camp  
Yav Pa Anav – Happy Camp  
Election Committee – Happy Camp  
Council Meeting – Happy Camp  
Walk Thru Transitional House – Yreka  
Conference - Phoenix Arizona

### **Groups-**

Mondays – Women’s Talking Circle/ Leslie Moore  
Wednesday – Girls Elementary Youth Group/ Leslie Moore  
Wednesday – Happy Camp High School / Tanya Busby  
Girls and Boys Groups

### **Pikyav DV Services- 5**

Counseling  
Filing papers State Court  
Transport  
Court Accompaniment

### **March Activities/Outreach**

March 21, 2013 – Happy Camp Elementary Assembly on Bullying 10:00 – 11:30 am  
in collaboration with Siskiyou Domestic Violence & Crisis Center  
March 22, 2013 – “March Against Bullying” 12:45 pm- Happy Camp

### **April Activities /Outreach**

Pinwheel Gardens – Happy Camp Elem, Orleans Elem and Junction Elem – Child Abuse Awareness  
Puppet show Head Start Yreka and Happy Camp – Sexual Assault Awareness