

**KARUK TRIBE**  
**COUNCIL MEETING AGENDA**  
*Thursday, March 27, 2014, 3 PM, Happy Camp, 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** (*February 27, 2014*)

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

1.

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

1. Tahsa Tripp, Tribal Member

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

1. Alma Bryant, Education Coordinator (verbal report)
2. April Attebury, Tribal Court Administrator (written report)
3. Lester Alford, TANF Director (written report)
4. Emma Lee Perez, Grant Writer/Resource Developer (written report)
5. Tom Fielden, Emergency Preparedness Coordinator (written report)
6. Erin Hillman, KTHA Director (written report)
7. Jaclyn Goodwin, Self-Governance Coordinator (written report)
8. Sammi Offield, Dir. Admin Programs and Compliance (written report)
9. Laura Mayton, Chief Financial Officer (written report)
10. Dion Wood, TERO/Childcare Director (written report)
11. Julie Burcell, People's Center Coordinator (written report)
12. Charles Seaten, KCDC Operations Manager (written report)
13. Scott Quinn, Director of Land Management (written report)
14. Sandi Tripp, Director of Transportation (written report)
15. Leaf Hillman, DNR Director (written report)
16. Le Loni Colegrove, HR Manager
17. Daniel Goodwin, Maintenance Supervisor

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

1.)

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

1. Request approval to loan Tribal Member #3538 \$1,200 with \$100 bi-weekly payments.  
Passed.

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

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

1.

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

1. Enrollment (dinner break)
2. Michelle Cook
3. Barbara Snider
4. Tribal Council Members

**P) SET DATE FOR NEXT MEETING** *(April 24, 2014 at 3 PM in Yreka, CA.)*

**R) ADJOURN**

**Karuk Tribe – Council Meeting  
Meeting Minutes – February 27, 2014  
Happy Camp, CA.**

**Meeting called to order at 3PM, by Michael Thom, Vice-Chairman**

**Present:**

Michael Thom, Vice-Chairman  
Joseph “Jody” Waddell, Secretary / Treasurer  
Arch Super, Member At Large  
Crispen McAllister, Member At Large  
Josh Saxon, Member At Large  
Amos Tripp, Member At Large  
Alvis Johnson, Member At Large

**Absent:**

Russell “Buster” Attebery, Chairman (travel – excused)  
Elsa Goodwin, Member At Large (travel – excused)

**Prayer was done by Crispen McAllister and the Mission Statement was read aloud by Josh Saxon.**

**Agenda:**

Jody Waddell moved and Bud Johnson seconded to approve the agenda, 6 haa, 0 puuhara, 0 pupitihara.

**Minutes of January 23, 2014:**

Josh Saxon moved and Jody Waddell seconded to table the minutes to closed session, 6 haa, 0 puuhara, 0 pupitihara.

**Guests:**

**1.) Margo Robins, Community Member:**

Lisa Hillman introduced Margo Robbins and she is present to provide a product of the Indian Land of Klamath-Trinity Joint Unified School District Indian education Program.

Margo noted that Phil Albers assisted in the development of the curriculum.

The units are traditional land values and land tenure which includes food shelter clothing, medicine, ceremony, and other traditional items. In the local school they aligned the tradition with learning specific food history and how it relates to the students and them learning specific needs. She provided a first grade example of a lesson. Using nouns and fitting words into sentences will include such items such as gathering and eels. The objectives are to increase their knowledge about the Karuk, Yurok and Hoopa Tribes. Also, the students reclaim the traditions of their ancestors they will be better prepared to participate in the additional activities related to their community.

She has been collaborating with Lisa as they plan to move forward. The curriculum has been provided as an example to the Food Security Program, and it is difficult to get into the schools. However, the model can be used and done in the schools. Amos asked how the curriculum is measured. Margo noted that it is measured by teacher interviews and view the academic performance in schools. The skills that are taught are similar to different school districts. This has

been implemented in the last year. The goal is to implement this in the smaller schools can have implementation into the upper levels over three years, ending in High School.

Mrs. Brown asked if she would be willing to provide the presentation to the High School. Margo agreed and will be in touch with Angelika Brown and Casey Chambers (if Casey would like a presentation).

**2.) Julie Burcell, People's Center Coordinator:**

Julie is present to assist with Paula McCarthy to seek assistance in the amount of \$750 to support an event. Paula noted that she met with Laverne and Frank Lake and the District Ranger for Orleans. The USFS has provided \$2,500 toward the project but will need additional funding. HSU donated a percentage

Josh Saxon moved and Amos Tripp seconded to approve botany on the River in the amount of \$728, 6 haa, 0 puuhara, 0 pupitihara.

**Director Reports:**

**1.) April Attebery, Tribal Court Administrator:**

April is not present but Tanya is present. Tanya then noted that the teen dance went well. Alma is looking for youth mentors in Happy Camp and Orleans. There are background checks done and safety measures to protect the youth.

Josh had some questions but April isn't present. Josh asked about the DOJ grant and the balance not spent.

Amos Tripp moved and Bud Johnson seconded to approve April's report, 6 haa, 0 puuhara, 0 pupitihara.

**2.) Lester Alford, TANF Director:**

Lester is present to review his report. He first has three action items. The first one is out of state travel for Clarence Hostler. CRIHB is paying for the training in NM Albuquerque.

Lester then sought approval to allow Michelle to use her VISA card that was issued to her within her former position.

Jody Waddell moved and Arch Super seconded to approve out of state travel for Clarence Hostler to Albuquerque NM, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Josh Saxon seconded to approve Michelle to use her credit card for LIAP, 6 haa, 0 puuhara, 0 pupitihara.

Lester then noted that he has a client that is going to the CIMC training; NB.

Josh Saxon moved and Crispin McAllister seconded to approve the "TANF Client" to attend travel, 6 haa, 0 puuhara, 0 pupitihara.

Lester then went on to review his report. He will have to re-submit the NEW reports because there were errors. The LIAP reports will be done now that that vacancy is filled.



He traveled to Concord for the TANF coalition. They discussed that Tribes can continue to apply for ACF assistance. A State meeting led to seek assistance for additional information on services. The Karuk Tribe will be the only Tribe that will be having a cross with TANF and ICWA.

The fatherhood and motherhood classes will be starting next week. Home visits will be being conducted. He has been working with KTHA and Social Services as needs arise. They completed mandated reporting training and that will be beneficial to the Tribe and its employees.

Jody asked about what day the motherhood and fatherhood conference is. Lester noted that it is on Tuesday's in Happy Camp and Thursday's in Orleans. Clarence and Phil will be conducting those classes. Humboldt County has requested that a couple of their participants be allowed to participate, which he approved.

Jody Waddell moved and Amos Tripp seconded to approve Lester's report, 6 haa, 0 puuhara, 0 pupitihara.

**3.) Sandi Tripp, Director of Transportation:**

Sandi is on travel, report provided.

Amos Tripp moved and Jody Waddell seconded to approve Sandi's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Leaf is present to seek approval of his action items. He first sought approval of a contract for the inter-tribal workgroup. It is 14-C-046 pass thru to the Yurok Tribe.

Arch Super moved and Bud Johnson seconded to approve contract 14-C-047 for the Yurok Tribal Hydrologic Monitoring Program, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of modification (2) to contract to 12-C-070. It is a time extension.

Crispen McAllister moved and Josh Saxon seconded to approve modification (2) to contract 12-C-070, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of modification (1) to contract 14-C-004 with Jeanette Quinn. It will be to add three tasks to the original contract. The additional \$15,000 is coming from the USFW Tribal Youth and Basin Program.

Josh Saxon moved and Bud Johnson seconded to approve modification (1) to contract 14-C-004, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval for Bill Tripp to travel to Worley ID June 22-27, 2014 for the Intertribal Timber Council Symposium.

Jody moved and Crispen seconded to approve out of state travel in Worley ID for Bill Tripp, 6 haa, 0 puuhara, 0 pupitihara.

Lisa then is present to seek approval to modify the USDA grant and to make it specifically to the Karuk Tribe and the Food Security Program. She is hoping to have this implemented into the Siskiyou County school district.

Lisa then sought approval of resolution 14-R-012 for the Uripihuhthraam project to the Sierra Health Foundation.

Crispen McAllister moved and Bud Johnson seconded to approve resolution 14-R-012, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of resolution 14-R-014 which will be to the IMLS for \$150,000. This grant is due March 3<sup>rd</sup>, 2014. Amos asked if this is related to the Food Security program. Lisa noted that one component to the food security grant is a digital library and with this additional funding they will seek training and also to view cultural and natural foods which will include native foods. The funding will provide infrastructure and oversight to the grant. She wrote herself into the grant and feels that she can manage it directly. Arch asked if this is the one where the Council requested that this be done for Orleans and Happy Camp. Lisa noted that yes it is, but TANF has agreed to provide training. So, she can provide additional funding to keep the library services open. Lisa noted that in Orleans the staff needs the funding.

Arch Super moved and Josh Saxon seconded to approve resolution 14-R-014, 6 haa, 0 puuhara, 0 pupitihara.

Crispen McAllister moved and Arch Super seconded to approve Leaf's report, 6 haa, 0 puuhara, 0 pupitihara.

**5.) Emma Lee Perez, Grant Writer:**

Emma Lee first introduced Tom Waddell as the new grant writer. She then reported to the Council regarding the canning projects that she is conducting. The proposal is under review but she will be seeking approval next week. She is working with the USDA to collaborate some work for the REACH program. It will be additional funding administered through LIAP. She is working on CTAS which is due March 24, 2014. The HUD Block Grant has not come out yet. The RV Park proposal for the feasibility study has been done. She will be attending training in March in Las Vegas, NV.

Tom noted that he is working on a behavioral health and social wellness center. He will be taking on the ICDBG project and working toward that and having meetings.

Arch Super moved and Jody Waddell seconded to approve Emma Lee's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Le Loni is present to review her report and to provide the policy revision that was done. She reviewed the hiring of the vacancies of the Tribe.

Arch Super moved and Crispen McAllister seconded to approve Le Loni's report, 6 haa, 0 puuhara, 0 pupitihara.

The closed session items will not be done this evening, but be reviewed on Thursday.

**7.) Tom Fielden, Emergency Services Coordinator:**

Tom is present to review his report. He first sought approval of out of state travel for ICS for Jill Beckman, to certify the fire crew. The travel is 3/16-3/19. That was held to closed session.

He then sought approval of 14-R-010

Josh Saxon moved and Bud Johnson seconded to approve resolution 14-R-010 authorizing submission of a non-competing continuation application to the DHHS-ACF, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of an air quality monitor to purchase air purifier machine which Indian Health Services provided the funding for.

Josh Saxon moved and Bud Johnson seconded to allow the purchase of the air quality monitor, 6 haa, 0 puuhara, 0 pupitihara.

Tom then provided a list of employees that have not complied with the ICS100 and ICS700 training. He has attended the train the trainer program and can provide training to the staff. The staff that cannot get the training done online. The goal is 90% per ANA and the Tribe is at 50%. Tom noted that he is trying to work with Le Loni on a true organizational chart.

Josh asked that the staff be emailed again with the login information. Tom will be doing the classes as well.

Josh Saxon moved and Bud Johnson seconded to approve Tom's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Erin is on travel status. The KTHA Planning session was recently held at Smith River. Jody asked for a report on the fire in Orleans. Ann noted that there were no injuries at the fire, and it was a loss. The volunteer fire department has offered to provide training.

Josh Saxon moved and Jody Waddell seconded to approve Erin's report, 6 haa, 0 puuhara, 0 pupitihara.

**9.) Jaclyn Goodwin, Self-Governance:**

Jaclyn is not present, travel status, but provided her report.

Arch Super moved and Bud Johnson seconded to approve Jaclyn's report, 6 haa, 0 puuhara, 0 pupitihara.

**10.) Sammi Offield, Contract Compliance Specialist:**

Sammi is present to introduce herself. This is her first week on the job and she thanked Laura and Erin for their assistance.

Sammi would like to seek approval to revise her credit card with a reduction in the amount and to issue MaraLei Allec a VISA with a 20k limit.

Arch Super moved and Crispin McAllister seconded to approve reducing Sammi's VISA and issuing MaraLei Allec a VISA with a 20,000 limit, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of agreement 14-A- 031 for an agreement with Amerisource Bergen Drug Corporation. It is a data services agreement to allow for services to be provided by Luke's Pharmacy.

Laura explained that capture RX is a way to receive funding for 340B pricing drugs, and then there is a savings that the former pharmacy is keeping. Luke's pharmacy will provide the 340B pricing.

Arch Super moved and Bud Johnson seconded to approve agreement 14-A-031, 6 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve amendment (1) to agreement 14-A-032, 6 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Josh Saxon seconded to approve agreement 14-A-032, 6 haa, 0 puuhara, 0 pupitihara.

Crispen McAllister moved and Josh Saxon seconded to approve Sammi's verbal report, 6 haa, 0 puuhara, 0 pupitihara.

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

Laura is present to review her report. She has been testing potential candidates for the fiscal office. She also is working with KCDC on their audit preparations.

They will be onsite the following week to audit KCDC. Yesterday, she submitted the indirect cost proposal for FY13. There were some clarification questions and those were answered and it will be good to get into compliance. Laura will be assisting Deanna on the new indirect cost proposal.

Laura noted that the organizational skills of Sammi are appreciated and she has implemented several checks and balances to assist in maintaining compliance in that office.

She finished the HRSA report and the UDS report. Laura provided the update on HRSA and their reports.

Josh asked about how the Tribe did on the audit. The item was in Orleans that had a patient that was audited. No documentation was found and it may be a management item rather than an actual finding.

Bud Johnson moved and Jody Waddell seconded to approve Laura's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Dion is present to review his report. He provided a copy of the thank you letter from a Tribal Member student. Dion noted that it is his privilege to cover for the education coordinator vacancy while the Tribe was in transition. Dion provided a snapshot of the bulk mailing that will be sent regarding the casino project.

The WPA is being reviewed and to identify how that crosses with the personnel policies.

April 22-23, 2014 will be training in Washington. He would like to send Jody Waddell and Lavon Kent.

Arch Super moved and Crispen McAllister seconded to approve out of state travel for Judy and Lavon, April 22-23, 2014 to Washington, 5 haa, 0 puuhara, 1 pupitihara (Jody Waddell).

Dion is working with Patty Brown on different options for the partnership. Currently for childcare they would receive approximately \$12k per child. The in-home standard would be followed and the parents would be taught about health and safety in the home. There is no set aside funding for Tribes and it is competitive but it is being reviewed to provide options for the lack of childcare in the communities.

State childcare meeting is in Sacramento CA and they will be with the State on collaboration.

In June there will be one conference in June, which will have all Federal meetings and consultation meetings.

They will hold the summer food program again, to serve hot meals for the Orleans site. He would like to work on USDA certification for the Tribe to have their own certification program.

The math and science camp will be provided by the tutors who will provide services to the youth. He is working on some color books that are culturally friendly.

Jody Waddell moved and Crispen McAllister seconded to approve Dion's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Daniel is present to review his report. They have had three major updates on the Tribes buildings. The new clinic in Orleans is having issues with power surges. PG&E came onsite and an electrician was called and a fix was made which will allow for the shutdowns to stop.

The generator project for Orleans will be up and running for this upcoming winter.

They had a few break-ins at that location and they are continually working on repairs.

Jody Waddell moved and Bud Johnson seconded to approve Daniel's report, 6 haa, 0 puuhara, 0 pupitihara.

**14.) Julie Burcell, People's Center Coordinator:**

Julie is present to provide her report. She then went on to update the Council on THPO projects. The work that is being done on that front is some of the largest work, in her experience, in 20 years. She noted that they are working on new policies and procedures for THPO. One of the most important tasks is to provide training for THPO and SHPO decision makers. There was no KRAB Meeting last month. She noted that the mission of KRAB needs to be more on track and get them to support the THPO issues. She then noted that there is a large group of consultants traveling for repatriation and they will be cataloging this process which other Tribes may use.

Arch moved and Josh seconded to approve Verna Reece to attend travel for repatriation compliance, 6 haa, 0 puuhara, 0 pupitihara.

Julie noted that Brittany Frank was hired through Lester's program and she is doing a great job.

She provided some information on the IMLS grant report and they are on track. With the exception of Yukon, the library staff is attending training.

She noted that the Council met to discuss the strategic plan. She asked for it to be approved at this time. Michael noted that he would like to see the strategic plan and how the progress is going. The people's center advisory board made some suggestions, which would include the language program be under the strategic plan and then also the library function would come under the People's Center. This will be moved to closed session and Julie will stay for it.

Paula noted that the basket weavers gathering is April 11-13, 2014. Paula would like to have the Council to assist in selling tickets.

Josh Saxon moved and Bud Johnson seconded to table Julie's report to closed session, 6 haa, 0 puuhara, 0 pupitihara.

**15.) Charles Seaton, KCDC Executive Director:**

Charles is present to provide his report. He did not submit it on time. Charles provided a report that includes two action items. He summarized KCDC report and the main objective this week is to complete the needed audit completion. Viola Long is interested in using the Oak Knoll facility for the AmeriCorp grant.

Amkuuf has had some changes recently and they are up and operating. He noted that the POS system is not operating smoothly at all and is interested in purchasing another system. Following some electrical issues they are looking at upgrading some electrical issues.

He is coordinating with TANF and NEW to work on an MOU to provide some assistance to the needs of Patty Brown. NVYS is working with the High School regarding the stop bullying project. And in addition he has been verifying with OES if the NVYS can be moved under the Children and Family Services Program.

He has procurement for 10 iPads and then a NVYS agreement between the Tribe and KCDC.

Josh Saxon moved and Jody Waddell seconded to approve procurement and allow the purchase of iPods in the amount of \$5,990.00 haa, 0 puuhara, 0 pupitihara.

In the sub-grant agreement between the Tribe and KCDC.

Jody Waddell moved and Josh Saxon seconded to approve the sub-grant agreement 14-A-027 between the Karuk Tribe and KCDC 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to approve KCDC's report, 5 haa, 0 puuhara, 0 pupitihara.

**16.) Scott Quinn, Director of Land Management:**

Scott is present. He did not provide his report on time but he did provide it this evening.

He provided the Council a brief. He noted that there was some additional information provided regarding NEPA within BIA.

Scott noted that the yellow house property can be a site for the wellness center and house the AmeriCorps.

Viola has asked about Oak Knoll and yellow house property and identifying what works the best. The Council discussed options of the caretaking of the property. KCDC will need to get back to the planning phases and determine what they can do.

The discussion of a public meeting and the Board of Supervisors and the orderly meeting and it being held in Yreka. Josh does not recommend a public meeting forum. The Council will determine who will attend. Arch noted that the group wasn't very well rounded when the dam removal discussions were public, but as long as the BOS keep the comments times and on point, then it will run accordingly to an open forum. Jody noted that the tribe responding about the casino discussion is important because a lot of people are asking about the project and the status of it. Arch doesn't mind attending and people complain about things that they don't know so maybe providing information will be helpful to the community. Michael noted that he feels that this is a positive thing. Arch noted that the Board of Supervisors may allow a cross in communication. David Arwood noted that the Council doesn't have to respond to a free for all discussion and comments. Scott inquired if and who will attend. Barbara commented that the Tribal Council can probably formalize if or who will attend at a later time.

Arch Super moved and Josh Saxon seconded to approve Scott's report, 5 haa, 0 puuhara, 0 pupitihara.

#### **Committee Reports:**

NCIDC Meeting Minutes were provided.

#### **Phone Votes:**

1. Request approval of the January 2014 final TEIR report. Passed.
2. Request approval of to provide employee #LM with a rate increase. Passed.
3. Request approval of four proposals totaling \$50,678 for water and wastewater studies for the gaming project. Passed.
4. Request approval to pay for rehab services for Tribal Member #2728 in the amount of \$2,500. Passed.
5. Request approval for Buster to travel to Sacramento CA. February 26-28, 2014 for meetings. Passed.
6. Request approval for out of state travel for Sandi Tripp to Denver CO., February 25-27, 2014 for MAP21 Meetings. Passed.
7. Request approval of resolution 14-R-007 authorizing purchase agreement between Shasta Title and the Karuk Tribe. Passed.
8. Request approval of addendum (2) to contract 13-C-024 adding an additional \$16,905 to respond to additional TEIR comments. Passed.

#### **Closed Session:**

Bud Johnson moved and Arch Super seconded to approve resolution 14-R-016, 6 haa, 0 puuhara, 0 pupitihara.

Crispen McAllister moved and Josh Saxon seconded to issue Robert Attebery a credit card with a limit of \$1,500, 6 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve resolution 14-R-015, 5 haa, 0 puuhara, 0 pupitihara. Josh inquired about the budget expenditures and April explained them to the Council.

Josh Saxon moved and Crispen McAllister seconded to approve a revised loan agreement with Tribal Member #684 with \$300 a month payments by payroll and to remove the delinquent status after 30 days of first payment, 6 haa, 0 puuhara, 0 pupitihara.

Request: Tribal Member #132 discussed a complaint regarding the Happy Camp Medical Clinic. Would like to request a formal apology.

Informational: Discussion of who is allowed to fish and when to take fish, also which employees are delivering and taking from the falls was updated to the Council.

*Crispen McAllister left the meeting.*

Amos Tripp moved and Jody Waddell seconded to approve burial assistance for Tribal Member #3539, 5 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Amos Tripp seconded to approve the Fire Program Leadership and Support Alternatives (option 2), 5 haa, 0 puuhara, 0 pupitihara. From the tribe is \$153,163 and from TANF \$59,212.

Arch Super moved and Josh Saxon seconded to approve out of state travel for Jill Beckman to ID, 5 haa, 0 puuhara, 0 pupitihara.

Informational: training request will be tabled to Thursday to identify what training and funding will cover.

Informational: People's Center Advisory Board Meeting will be scheduled next week. Also, the strategic plan is being tabled.

Josh Saxon moved and Bud Johnson seconded to approve a loan to Tribal Member #2266 in the amount of \$3,000 with payments of \$50 bi-weekly via payroll, 5 haa, 0 puuhara, 0 pupitihara.

Informational: Council Planning Session will be held June 16-20, 2014.

Informational: Buster, Jody, Arch, Jaclyn, Scott, will schedule a brief meeting, Dennis will be called into the meeting (just the conference call part) to prepare for the Board of Supervisors Meeting.

Informational: Leaf Hillman was drawn for the monthly employee gift card.

Jody Waddell moved and Josh Saxon seconded to remove the HR Manager mandatory attendance for three months to determine how that works for the Tribes high turnover, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: March 27, 2014 Council meeting will begin at 1pm, closed to the Council and then open to the full Council Meeting.

Amos Tripp moved and Bud Johnson seconded to approve insurance policies for Open Gym at HCHS, March 3<sup>rd</sup> to June 2014, 5 haa, 0 puuhara, 0 pupitihara.



Amos Tripp moved and Josh Saxon seconded to provide \$200 for CRIHB Annual Meeting, 5 haa, 0 puuhara, 0 pupitihara.

**Next Meeting Date:** March 27, 2014 in Orleans CA.

Arch Super moved and Amos Tripp seconded to adjourn meeting at 10:09pm, 5 haa, 0 puuhara, 0 pupitihara.

**Respectfully Submitted,**

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**Michael Thom, Vice-Chairman**

**Recording Secretary, Barbara Snider**

# KARUK JUDICIAL SYSTEM AND PROGRAMS

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April Attebury, Administrator

**Subject:** Report to Tribal Council                      **Date:** March 27, 2014

**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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## ADMINISTRATIVE SUMMARY

### **2011 TW-AX-0013 DV services YR3**

Appropriations: \$205,545.39

Year to Date Expenditures: \$81,604.87

Balance: \$123,940.52

### **DOJ OVAW 2012-TW-AX-0023 YR2**

Appropriations: \$598,039.29

Year to Date Expenditures: \$2, 6375.47

Balance: \$571.663.82

### **7th Generation Mentoring YR3**

Appropriations: \$48,000

Year to Date Expenditures:\$3,492.90

Balance: \$44,507.10

### **Family Violence Prevention &Services Act(FVPSA)- 2013-2014.**

# KARUK JUDICIAL SYSTEM AND PROGRAMS

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## 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***  
**February 21, 2014 – March 20, 2014**

March is the month that our program brings awareness to Bullying. Pikyav Program along with Happy Camp Elementary School and Happy Camp High School students are planning a “**March Against Bullying**” March 27, 2014 at 2:00 pm. We are inviting the community to come and be involved or watch the parade as well as the local businesses. This will be our 3<sup>rd</sup> annual walk or march for peace. On March 14, 2014 we had a teen dance in Orleans to bring awareness to Bullying. The turn-out was great we had 26 kids who attended some who came down from Happy Camp!

Our next teen dance will be in Yreka on April 18, 2014. April 23, 2014 is Denim Day and we will be educating and bringing awareness to Sexual Assault.

**The Transitional House update-** Karuk Tribal Housing Authority has chosen a design we are waiting for the final complete design and contract documents from Schlumpberger Consulting Engineers, Inc. should be around the middle of April; then we can send out the RFP bid for contractors.

### **Meetings –**

February 26, 2014 / DA Roundtable Meeting- Eureka

February 27, 2014 / Council Meeting

March 4, 2014 / Pikyav Meeting

March 5, 2014 / Planning/Growth Capacity work group meeting

Security work group meeting.

March 10, 2014 / ITWAN Meeting – Eureka

March 11, 2014 / Yav Pa Anav – Happy Camp

March 18, 2014 / NCTCC Meeting – Crescent City,

Conference call Invitation to Participate: Exploratory Working Group on Formula Distribution of the Grants to Tribal Governments Program.

March 19, 2014 / DA Roundtable Meeting – Eureka

### **Groups-**

HS groups boys and girls – HCHS

Elementary School girls groups – Orleans and HC Elementary

# KARUK JUDICIAL SYSTEM AND PROGRAMS

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Women's Talking Circle – Happy Camp

## **Pikyav DV services-**

8 clients

Transports – 5

Court Accompaniment – 3

Restraining Orders filed and granted – 1

Emergency services (vouchers) - 5

## **Conference for Legal Self Help Centers – April Attebury**

Panel/March 6, 2014-tribal justice presentation

- Strategies for State Self-Help Centers to Engage with the Tribal Communities (5 minutes)
- Common Ethical Concerns (15 minutes)
- Demystifying Tribal Justice Systems in California (10 minutes)
- Concerns About Inter-Jurisdictional Complexities (10 minutes)
- Addressing Concerns In Practice: A Case Scenario (30 minutes)
- Resources ...and closing (5 minutes)

Proposed Format: 1.5 hours

(1) Opening (Jenny facilitates) (5 minutes)

Quick intros, overview of topics to be covered, and if you're comfortable, I would then ask each of you for your top strategies for engaging tribal communities. Then, we'd point participants to our handout, *Tribal Outreach and Engagement Strategies*

(2) Common Ethical Concerns (Katherine takes the lead and facilitates with us and participants) (15 minutes) ; (3) Demystifying Tribal Justice Systems (Judge Attebury takes the lead with Stephanie) (10 minutes); (4) Inter-Jurisdictional Complexities (Stephanie takes the lead)(10 minutes); (5) Case Scenario (All facilitate with participants to walk them through scenario and what they would need to know and do) (30 minutes); (6) Resources and closing (All) (5 minutes)

March 18, 2014 - NCTCC Meeting, Crescent City, CA.12-3 p.m., Harrington House, 535 West Harding Drive,Crescent City, CA.

# KARUK JUDICIAL SYSTEM AND PROGRAMS

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## Karuk Youth Wellness Program

7th Generation Mentoring Program-(Mentor calendar of events attached)

Hello All,

I want to thank you for all your hard work and dedication to the 7th Generation Mentoring Program. I have enjoyed working with all of you.

I have accepted a new position with the Karuk Tribe and will be starting Monday April 17, 2014 as the Education Program Coordinator. Until the Tribal Youth Resource Specialist position is filled I will be available to answer any questions you may have regarding the mentoring program.

Thank-you,

Alma Bryant

The March 5, 2014- 7<sup>th</sup> Generation Peer Learning Circle! Has been rescheduled for March 26, 2014!

Bullying prevention, Education Development Center's Shari Kessel Schneider will speak about the topic and its connection to mentorship. Shari has prepared a 45-minute presentation based on our requests and feedback. The rest of the meeting will be devoted to peer-to-peer learning.

Shari created website, <http://preventingbullying.promoteprevent.org/cyberbullying>, which includes interactive tools to help adults talk to youth about cyberbullying and digital citizenship.

We currently have 13 paired youth with mentors. We are looking for more mentors in the Happy Camp and Orleans area. If you are interested in becoming a mentor please contact us! Mentoring the next generation of the Karuk Youth is critical to the future health and prosperity of our people!

**Daughters of Tradition Group:** Continued work on traditional dresses. We are looking into collaboration with the TANF Cultural classes for more accesses to materials as well as learning how to gather and prepare each material.

### **Native American Academic Youth Advising Program:**

The Karuk Youth Wellness Program has been given the opportunity to work with the local High Schools to offer Native American Academic Advising Services through Title 7 Grant funds. We are currently servicing 76 students in the Yreka area with academic planning and success. Marie Caldwell,

## KARUK JUDICIAL SYSTEM AND PROGRAMS

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Yreka High Principle have planned the upcoming trip to Cal- Day on April 12, 2014. We will be having a language day while at Berkeley on April 13 before returning home.

Happy Camp High School is not participating this year as their Principle states the school will be having state testing.

**KARUK TRIBE**  
**Karuk Tribal TANF Program**  
**March 2014 Monthly Report**

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**Program Report Summary**  
**February 2014**

**Active Clients (Program Totals) Report:**

Currently serving **69** clients (See attachment (A)) – KTCP-Active Cases as of 03/20/2014)

**Served by Site**

Currently serving **05** Clients at the Orleans Office  
Currently serving **17** Clients at the Happy Camp Office  
Currently serving **47** Clients at the Yreka Office

**Families Served**

Currently serving **32** 1-parent families  
Currently serving **13** 2-parent families  
Currently serving **24** Child only families

**Work Participation Rate Report (WPR):**

WPR = **100.00%** - (See attachment (B)) – KTCP – WPR – Orleans - Monthly Summary for 02/2014)  
WPR = **57.14%** - (See attachment (B)) – KTCP – WPR – Happy Camp - Monthly Summary for 02/2014)  
WPR = **67.44%** - (See attachment (B)) – KTCP – WPR – Yreka - Monthly Summary for 02/2014)

Work Participation Rate for February 2014 was **67.57%**.

**Council Approval Request(s)**

No Requests

**Council Information**

(Attachment (C)) Native Employment Works Report  
(Attachment (D)) LIAP/GA/CSD Report  
(Attachment (E)) Ya Pa Anav Referral Form

**KARUK TRIBE**  
**Karuk Tribal TANF Program**  
**March 2014 Monthly Report**

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**Program Report**

**Executive Director's Comments:**

**Staffing:**

Currently' reviewing staff space in Yreka.

**Office Space –**

Upon receiving notification that TANF had stated in the CSBG block grant that TANF could renovate the old Medical Building in Orleans for the purpose of creating a one-stop center for the area. I am preparing drawings, for the TANF committee review, on what the new one-stop would look like.

Looking for more office space in Happy Camp and Yreka. We have out grown our current spaces and need more space to deliver services

**Appeals, Complaints and Grievances**

Two appeals pending response from clients.

**Director Travel**

Traveled to participate in the NAFFA conference on 12-14 of March 2014.

**Overview:**

The conference provided information about two new courses be taught. These courses are Linking Generations through Strengthening Relationships and Grandparents raising Grandchildren. I planned to bring these classes here in the future

**HUB Community Family Resource Center**

HUB is sponsoring the 2014 Fatherhood conference on Saturday March 22, 2014, at the First Southern Baptist Church in Yreka, CA. We had a huge turn out last year, even though it was on opening day of little league season. This year we hope to have a larger turn out. (Attachment (H))

**KCDC Board**

I am working with the KCDC board to approve two MOA's, (1) for employment and (2) training and the Summer Youth lunch program. As soon as KCDC completes their review of these MOAs and signs off, then onto the Council for approval.



**KARUK TRIBE**  
**Karuk Tribal TANF Program**  
**March 2014 Monthly Report**

---

**Circle of Care (KTHA, TANF Social Services, Mental Health)**

The above listed departments have been working with TANF in providing maximum services to mutual clients. We are making every endeavor to assist the client(s). We have completed the referral form and providing a copy for review. (See Attachment E)

**Case Management –**

I have one NEW client, in a training position to start the scanning process of all TANF information. Once all the financial data is entered we will be verifying all payments made to clients and that all backup is present. We are also entering all personal information for each client.

We are steadily improving the quality and customer services to our clients. The work participation rate is improving and the data is being updated more quickly and entered correctly as demonstrated in the work participation report.

A 100% audit-is in progress.

All cases are being audited to ensure the case file is complete and accurate.

**Food Security**

One of TANF goals in this community is to provide knowledge in the area of substance living, due the remoteness of Orleans and Happy Camp. The Food Security Program and the TANF goals parallel each other. We have been meeting monthly and are working together to on implementing the work goals for this year.

My staff are committed and excited to participating with DNR's food security program in implementing the program's work plans.

IHS has inspected the kitchen in the old medical clinic building so that the kitchen can be brought into compliance. TANF received the inspection report and found that the kitchen was unclean. There were no major discrepancies, only cleanliness. We will be cleaning and having HIS re-inspect in the near future.

The food security would be using the facility to teach participants to cook and preserve foods and the summer youth lunch program project wants to provide hot lunches to the children this year. The backup plan, for lunches, would be to transport sack lunches from Happy Camp as we did in the previous year.

**KARUK TRIBE**  
**Karuk Tribal TANF Program**  
**March 2014 Monthly Report**

---

**February 2014**

**Youth Activities**

TANF is supporting school sponsored sports and extra-curricular activities within the school system. The school provides the child's contract which defines the rules to participate in school activities. Currently, they are participating in YMCA activities, as well as, school - extra curricular activities.

**Basketball Tournament**

TANF sponsored the Happy Camp eighth grade to participate in a basketball tournament in Ukiah, CA. The Pomolita Junior High School sponsored the event. Upon completing this competition, the basketball team and their cheerleaders will be moving to the final basketball tournament in Crescent City. They placed third in the competition.

**Update** – Upon placing 3<sup>rd</sup>, the basketball teams was able to traveling to Crescent City to participate in the finals and they took 1<sup>st</sup> place. The teams expressed the thanks to the Karuk Tribe for sponsoring them.

**Good Grades Incentive**

**Yreka Site Managers Report**

Yesterday evening, 3/18/14, the Yreka TANF office held a celebration for TANF students who have achieved academic success. The Good Grade Incentive (GGI) Party was held in the Housing Authority conference room in Yreka. TANF families from all three TANF offices to participated in this event.

I am happy to share that we had over 80 guests who cheered as we announced 79 names of native children who were honored. The GGI is given to those students who maintain a Satisfactory (or C average) or better for one semester. Last night's celebration was for the Fall 2013-14 school semester. I also thanked the parents for supporting their children's education and suggested that the kids give their parents a big applause - so of course they screamed their "Thank you Mom & Dad" and clapped loudly! It was fun to see them so excited.

Each child was called up to the front of the room and handed a personalized certificate. With the parents' permission, we took a photo of each child and then handed them a special drink cup as a gift. We will be printing off the photos and inserting each child's picture onto these unique travel cups. The photos will be handed out to parents on April 1<sup>st</sup>.

The audience cheered after each child's name was called, whether they were able to attend or not – it was fun for everyone and the kids felt very important and special. We ended the party by serving refreshments to everyone.

**KARUK TRIBE**  
**Karuk Tribal TANF Program**  
**March 2014 Monthly Report**

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Unfortunately, the council members we invited were unable to come, but I relayed their good wishes and congratulations to all of the children.

**TANF Father/Motherhood Training**

New classes will start up in March of 2014. With the addition of 2 newly trained facilitators, now we have a total of four (7) will be providing day, as well as, night classes. We will be having classes in Happy Camp and Orleans. Classes have started in Orleans and Happy Camp. Turn out has been slow but we hoped to enrollment.

A new class in Yreka will be starting in April 2014.

**Submitted By:**

**E-Signature**

Lester Lee Alford, Jr.  
TANF Executive Director



**Karuk Tribal TANF Program**  
**Active Cases as of**  
**03/20/2014**

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**Orleans TANF Office**

Total number of Child Only/Non-Needy families	3
Total number of One Parent families	2
Total number of Two Parent families	0
<b>Total number of cases is</b>	<u>5</u>

**Happy Camp TANF Office**

Total number of Child Only/Non-Needy families	8
Total number of One Parent families	7
Total number of Two Parent families	2
<b>Total number of cases is</b>	<u>17</u>

**Yreka TANF Office**

Total number of Child Only/Non-Needy families	13
Total number of One Parent families	23
Total number of Two Parent families	11
<b>Total number of cases is</b>	<u>47</u>

<b>Total number of Child only cases program wide is</b>	<b>24</b>
<b>Total number of 1-Parent cases program wide is</b>	<b>32</b>
<b>Total number of 2-Parent cases program wide is</b>	<b>13</b>
<b>Total number of cases program wide is</b>	<u><u>69</u></u>

# Karuk Tribal TANF Program

## WPR - Monthly Summary for 2 / 2014

03/20/2014

### Type of Family for Work Participation

One parent families	27
Two parent families	12
Child Only Family	23
<b>Total Cases Reported for this Period</b>	<b>62</b>

### Current Case Load by County

Humboldt County	5
Siskiyou County	56
<b>*Total Cases: 61</b>	

### Work Participation for All Families

Cases that did the hours required	25
Cases required to work	37
<b>Work Participation Rate</b>	<b>67.57 %</b>
<b>2013 Work Participation Rate is 30%</b>	

### Current Case Load by Staff

IMIRANDA	17
KKING	5
LAUBREY	15
MCHARLES	20
RBAILEY	5

### Client TANF Payments

Total Cash Assistance Payments	<b>\$41,722.44</b>
--------------------------------	--------------------

### Number of Clients Participating by Activity Type

049 - Unsubsidized employment	8
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	1
052 - Work Experience	0
053 - On-the-Job-Training	3
054 - Job Search - Job Readiness	5
055 - Community Service Programs	1
056 - Vocational Education Training	2
057 - Job Skills Training Directly Related to Employment	1
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	2
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	24

**Karuk Tribal TANF Program**  
**WPR - Monthly Summary for 2 / 2014**  
**Orleans TANF Office**

**Type of Family for Work Participation**

One parent families	2
Two parent families	0
Child Only Family	3
<b>Total Cases Reported for this Period</b>	<b>5</b>

**Current Case Load by Site**

Humboldt County	5
Siskiyou County	56
<b>*Total Cases: 61</b>	

**Work Participation for All Families**

Cases that did the hours required	2
Cases required to work	2
<b>Work Participation Rate</b>	<b>100.00 %</b>
<b>2012 Work Participation Rate is 30%</b>	

**Current Case Load by Staff**

IMIRANDA	17
KKING	5
LAUBREY	15
MCHARLES	20
RBAILEY	5

**Client TANF Payments**

<b>Total Payments</b>	<b>\$3,333.00</b>
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**Number of Clients Participating by Activity Type**

049 - Unsubsidized employment	0
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	1
055 - Community Service Programs	0
056 - Vocational Education Training	1
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	0
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	0



03/20/2014

# Karuk Tribal TANF Program

## WPR - Monthly Summary for 2 / 2014

### Happy Camp TANF Office

#### Type of Family for Work Participation

One parent families	5
Two parent families	2
Child Only Family	8
<b>Total Cases Reported for this Period</b>	<b>15</b>

#### Current Case Load by Site

Humboldt County	5
Siskiyou County	56
<b>*Total Cases: 61</b>	

#### Work Participation for All Families

Cases that did the hours required	4
Cases required to work	7
<b>Work Participation Rate</b>	<b>57.14 %</b>
<b>2012 Work Participation Rate is 30%</b>	

#### Current Case Load by Staff

IMIRANDA	17
KKING	5
LAUBREY	15
MCHARLES	20
RBAILEY	5

#### Client TANF Payments

<b>Total Payments</b>	<b>\$10,638.00</b>
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#### Number of Clients Participating by Activity Type

049 - Unsubsidized employment	0
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	1
052 - Work Experience	0
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	0
055 - Community Service Programs	0
056 - Vocational Education Training	0
057 - Job Skills Training Directly Related to Employment	1
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	0
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	4

**Karuk Tribal TANF Program**  
**WPR - Monthly Summary for 2 / 2014**  
**Yreka TANF Office**

**Type of Family for Work Participation**

One parent families	20
Two parent families	10
Child Only Family	12
<b>Total Cases Reported for this Period</b>	<b>42</b>

**Current Case Load by Site**

Humboldt County	5
Siskiyou County	56
<b>*Total Cases: 61</b>	

**Work Participation for All Families**

Cases that did the hours required	19
Cases required to work	28
<b>Work Participation Rate</b>	<b>67.86 %</b>

2012 Work Participation Rate is 30%

**Current Case Load by Staff**

IMIRANDA	17
KKING	5
LAUBREY	15
MCHARLES	20
RBAILEY	5

**Client TANF Payments**

<b>Total Payments</b>	<b>\$27,751.44</b>
-----------------------	--------------------

**Number of Clients Participating by Activity Type**

049 - Unsubsidized employment	8
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	3
054 - Job Search - Job Readiness	4
055 - Community Service Programs	1
056 - Vocational Education Training	1
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	2
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	20



# Low Income Assistance Programs

**PLEASE NOTE: THESE STATISTICS ARE AS OF MARCH 14, 2014**

## GA (General Assistance) For Fiscal Year October 2013 - September 2014

- ♦ The GA Department has served a total of **64 applicants** so far this fiscal year.
- ♦ We have assisted **64** essential needs requests for tribal members. (**Shelter Vouchers: 16, Clothing Vouchers: 8, Food Vouchers: 40**).
- ♦ We have assisted with **7 Burial Assistance Requests** as well as **2 Emergency and Disaster requests** for tribal members.
- ♦ GA has assisted 29 applicants between the ages of 18-35.
- ♦ GA has assisted 27 applicants between the ages of 36-54.
- ♦ GA has assisted 8 Elders ages 55 and up.
- ♦ 15 of these applicants had a family size of 3 or more.

## LIHEAP (Low Income Home Energy Assistance Program) Fiscal Year 10/2013—09/2014

- ♦ The LIHEAP Department has served a total of **159 applicants** so far this fiscal year.
- ♦ 77 of these applicants were a family size of 3 members or more.
- ♦ 50 of these applicants were between the ages of 18-35.
- ♦ 56 of these applicants were between the ages of 36-54.
- ♦ 53 of these applicants were Elders age 55 and up.
- ♦ **101 applicants received Electricity Assistance**
- ♦ **13 applicants received Wood Assistance**
- ♦ **52 applicants received Propane / Kerosene Assistance**
- ♦ We currently have 9 Wood Vendors for our Service Area.

**ATTACHMENT ( D )**

# Low Income Assistance Programs

**PLEASE NOTE: THESE STATISTICS ARE AS OF MARCH 14, 2014.**

## Adult Service Program For fiscal year October 2013—September 2014

- ◆ We currently have **4 Elders** signed up for Adult Care Assistance Program. All Elders receive assistance with household chores / duties they can no longer do for themselves.

## General Assistance Work Experience Program Fiscal Year 10/2013—09/2014

- ◆ Currently the program has **6 participants**.
- ◆ The Objective of the GAWEP Program is for participants to work towards Self Sufficiency. This goal can be obtained through a combination of : work, skills training, workshops, community volunteer work, education, and self help programs. Participants can be on the GAWEP Program for a maximum of two (2) years or a total of 48 bi weekly payments.

## LIAP Committee / Council Discretionary Funds

- ◆ So far this year we have received **10 LIAP Committee Requests**.
- ◆ The LIAP Committee was able to assist 3 members in January, 5 members in February and 2 members so far this month of March.
- ◆ For the year of 2013, the LIAP Committee assisted 55 members.

## Community Service and Development Fund January 2014—March 14, 2014

- ◆ So far this year, CSD has assisted a total of **12 applicants**.
- ◆ 9 of these applicants were Enrolled Karuk Tribal Members
- ◆ 3 of these applicants were Enrolled Karuk Tribal Descendants
- ◆ (Energy Assistance: 4)(Food Assistance: 8)(Shelter Assistance: 2)(Clothing Assistance: 1)

**ATTACHMENT ( D )**



# Karuk Tribe

YAV PA ÁNAV  
The Medicine is Good

## CLIENT REFERRAL FORM

Client's Name \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City State, ZipCode \_\_\_\_\_  
 Parent/Guardian \_\_\_\_\_  
 or Other Person \_\_\_\_\_  
 Telephone Number (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_  
 Tribal Affiliation / Roll# Tribe \_\_\_\_\_ Roll# \_\_\_\_\_  
 Live in Karuk Service Area? Yes  No

DOB \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 SSN \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Family Size \_\_\_\_\_  
 Number of Children \_\_\_\_\_  
 Gender?  Female  Male  
 Handicapped?  Yes  No  
 Disabled?  Yes  No  
 Medical Recipient?  Yes  No

REFERRED FROM: \_\_\_\_\_

TRIBAL ADMINISTRATION <input type="checkbox"/> Tribal Education Department <input type="checkbox"/> Tribal Enrollment KCDC <input type="checkbox"/> Head Start <input type="checkbox"/> Naa Vura Yee Shiip <input type="checkbox"/> Workforce Development KTHA <input type="checkbox"/> Tribal Housing TANF <input type="checkbox"/> TANF <input type="checkbox"/> LIAP, BIA, CSD <input type="checkbox"/> NEW	<input type="checkbox"/> TERO <input type="checkbox"/> CSDBG - Childcare <input type="checkbox"/> DENTAL <input type="checkbox"/> MEDICAL <input type="checkbox"/> SENIOR NUTRITION CENTER <input type="checkbox"/> COMMUNITY OUT REACH	JUDICIAL SYSTEMS & PROGRAM <input type="checkbox"/> Tribal Court <input type="checkbox"/> Pikyav <input type="checkbox"/> Domestic Violence Services Program <input type="checkbox"/> Tribal Youth Mentor Program KARUK CHILD & FAMILY SERVICES <input type="checkbox"/> Behavioral Health Services <input type="checkbox"/> Child Welfare Services (CWS) <input type="checkbox"/> Alcohol & Other Drug (AOD)
--	--	---

Reason for Referral: \_\_\_\_\_

Additional Information: \_\_\_\_\_

Please notify of action taken by:  E-Mail  FAX  Telephone  Correspondence

<input type="checkbox"/> Services Provided <input type="checkbox"/> Information Obtained <input type="checkbox"/> Information/Referral/Follow-up Needed	<input type="checkbox"/> Follow-up Services Needed <input type="checkbox"/> Testing Completed <input type="checkbox"/> Health Data Obtained	<input type="checkbox"/> Referred to another Department/Agency <input type="checkbox"/> Other
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Services provided: \_\_\_\_\_

Referral Follow-Up Needed: (Include Target Dates): \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Telephone# \_\_\_\_\_



YAV PA ÁNAV  
The Medicine is Good

CONSENT FOR RELEASE AND EXCHANGE  
OF CONFIDENTIAL INFORMATION

The purpose of this consent is to facilitate the provisions of services and to provide specific service providers with the information needed to make decisions about what is in the best interest of the client.

I \_\_\_\_\_, hereby authorize the following agencies, departments and/or programs to gather and exchange information and/or records.

<p>TRIBAL ADMINISTRATION</p> <p><input type="checkbox"/> Tribal Education Department</p> <p><input type="checkbox"/> Tribal Enrollment</p> <p>KCDC</p> <p><input type="checkbox"/> Head Start</p> <p><input type="checkbox"/> Naa Vura Yee Shiip</p> <p><input type="checkbox"/> Workforce Development</p> <p>KTHA</p> <p><input type="checkbox"/> Tribal Housing</p> <p>TANF</p> <p><input type="checkbox"/> TANF</p> <p><input type="checkbox"/> LIAP, BIA, CSD</p> <p><input type="checkbox"/> NEW</p>	<p><input type="checkbox"/> TERO</p> <p><input type="checkbox"/> CSDBG - Childcare</p> <p><input type="checkbox"/> DENTAL</p> <p><input type="checkbox"/> MEDICAL</p> <p><input type="checkbox"/> SENIOR NUTRITION CENTER</p> <p><input type="checkbox"/> COMMUNITY OUT REACH</p>	<p>JUDICIAL SYSTEMS &amp; PROGRAM</p> <p><input type="checkbox"/> Tribal Court</p> <p><input type="checkbox"/> Pikyav</p> <p><input type="checkbox"/> Domestic Violence Services Program</p> <p><input type="checkbox"/> Tribal Youth Mentor Program</p> <p>KARUK CHILD &amp; FAMILY SERVICES</p> <p><input type="checkbox"/> Behavioral Health Services</p> <p><input type="checkbox"/> Child Welfare Services (CWS)</p> <p><input type="checkbox"/> Alcohol &amp; Other Drug (AOD)</p>
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I understand that:

- A. A photocopy or fax of this release is sufficient to empower the above initialed to provide agencies, departments and/or programs to share information.
- B. This authorization shall expire one year from the signature date on this form or on: \_\_\_\_\_.
- C. I am entitled to receive a copy of this signed consent form and this consent was executed in the presence of the persons who signed below.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tribal Staff Signature

\_\_\_\_\_  
Date

**ATTACHMENT ( E )**

Proposals Initiated/Under Consideration:

**First Nations Development Institute: Native Agriculture and Food Systems Initiative**

Under this project, First Nations will award grants, ranging from \$20,000 to \$25,000 each, to support projects working to eliminate food insecurity among tribal elders. Projects can focus on increasing food access to tribal elders, food affordability, ensuring sufficient food quality and adequacy, and/or food appropriateness. Projects that also incorporate decreasing senior isolation and/or intergenerational learning will be given additional consideration.

*In coordination with the Food Security Program, the program will expand the program to include an additional six canning workshops, which will result in the preservation of 100 jars/quarts of fruit, vegetables and salmon to be distributed to tribal elders. Other activities include a community garden at Ishkeesh Ranch which will include local youth and adult volunteers. Lastly, the project will identify barriers to integrating traditional foods into the senior lunch program. Applications are due March 14, 2013. **Application was approved and submitted in the amount of 20,333.***

**Office of Community Services: Residential Energy Assistance Challenge Program (REACH)**

REACH funds are available to LIHEAP grantees to plan and implement innovative home energy related programs. Specifically, the Office of Community Services (OCS) is soliciting REACH grants that promote innovative LIHEAP initiatives to address home energy-related health and safety issues and —home energy vulnerability (i.e., the risk to personal health and safety that is associated with home energy affordability).

*The REACH activities will include: Residential energy efficiency education will also be provided to community members through the Karuk Tribe's Elders' Program and the Senior Nutrition Program. Elders will be educated on ways to improve their health and safety, as well as lower energy costs, through the LIHEAP's REACH Program. Health and safety measures include: education on proper use of space heaters & electric blankets, annual cleaning of swamp coolers and other appliance filters, and ways to maintain comfort while conserving energy.*

**Application was approved and submitted in the amount of \$50,000**

**Department of Justice: Coordinated Tribal Assistance Solicitation (CTAS)**

The Department of Justice through the Office of Violence Against Women provides federally-recognized Tribes and Tribal consortia an opportunity to develop a comprehensive and coordinated approach to public safety and victimization issues and to apply for funding. DOJ's

existing Tribal government-specific programs are included in, and available through, this single Coordinated Tribal Assistance Solicitation.

*The 2014 CTAS will focus on Purpose Areas 2, 3, 5, and 9. Purpose Area 2 will assist the Judicial Department with developing a Strategic Plan. Purpose Area 3 will focus on expanding a Healing to Wellness Court. Purpose Area 5 will further fund the Domestic Violence program and activities. Finally, Purpose Area 9 will provide funding to support culturally-based juvenile delinquency prevention services and juvenile probation services.*

*Applications are due March 24<sup>th</sup> 2014.*

**Application was approved and submitted in the amount of \$1,597,113**

#### **Institute of Museum and Library Services- Basic Grant Reapplication**

The Native American Library Services Basic Grant is noncompetitive and distributed in equal amounts among eligible applicants. Basic Grants are available to support existing library operations and to maintain core library services.

Funding is awarded for three years, but each a reapplication has to be submitted. The reapplication is being submitted for the third year of funding in the amount of \$7,000. The grant funds are used for staffing the libraries Saturdays, purchasing books and a minimal amount for training. Application is due April 30, 2014.

#### **Office of Family Assistance: Cooperative Agreements for Coordination of Tribal TANF and Child Welfare Services to Tribal Families at Risk of Child Abuse or Neglect-**

The purpose of these cooperative agreements is designed to test the effectiveness of tribal governments or tribal consortia in coordinating the provision to tribal families at risk of child abuse and neglect of child welfare services. These cooperative agreements must be used for one or more of the following statutorily-prescribed uses:

- 1) To improve case management for families eligible for assistance from a Tribal TANF program;
- 2) For supportive services and assistance to tribal children in out-of-home placements and the tribal families caring for such children, including families who adopt such children;
- 3) For prevention services and assistance to tribal families at risk of child abuse and neglect.

#### **HUD-Indian Community Development Block Grant- ICDBG**

The ICDBG program provides eligible grantees with direct grants for use in developing viable Indian and Alaska Native Communities, including decent housing, a suitable living environment, and economic opportunities, primarily for low and moderate income persons.

Tom has been in contact with all stakeholders for this grant and has held one planning meeting to date.



The project is stalled waiting for the NOFA to come out. From time-to-time Tom works on or meets with program folks to freshen up ideas.

**Administration For Native Americans: Language Restoration and Immersion-**

ANA funding provides opportunities to assess, plan, develop and implement projects to ensure the survival and continuing vitality of native languages. We encourage language applicants to involve elders and other community members in determining proposed language project goals and implementing project activities.

Tom has talked to most of the Karuk Language Restoration Committee (KLRC) as well as several Elder Speakers in order to get as current as he can. He will be traveling to meet with KLRC on Thursday evening to acquire more information and suggestions. *Applications are due April 15, 2014*

**Home Land Security** – Tom has met with Eric, Dale and Tom Fielden concerning this grant. The NOFA has not come out yet and we will continue to ramp up our efforts for this opportunity.

**City of Montague** - At the request of the Tribal Chairman Tom is researching potential opportunities for assisting the City of Montague and the sewage leak situation.

**HRSA Grant opportunities** – Tom has not heard from Medical Dept. after the last meeting. He will continue to track possibilities.

Other Funding Opportunities:

**U.S Department of Agriculture: Farm to School**

Bring locally sourced, fresh fruits and vegetables into school cafeterias is an activity of many farm to school efforts; procuring locally sourced, minimally processed meals so that the entire school meal is representative of regional options is a focus of many farm to school programs. Projects might include: Incorporating traditional and local foods into school lunch programs as a means for educating students about traditional foods, learning the importance of supporting a local economy and even reversing health problems that plague our youth, like diabetes and obesity. Applications are due April 30<sup>th</sup>, 2014

***After further reviewing the funding opportunity it was determined that the Tribe was ineligible. MKWC and the Food Security Program will likely be pursuing this funding opportunity.***

Funding opportunities continue to be reviewed for eligibility and compatibility with Tribal program goals and objectives.

Training:

Emma Lee completed Microsoft Excel training.

Emma Lee will attend Advanced Grant Writing for Tribal Organizations in Las Vegas, NV, March 24<sup>th</sup>-27<sup>th</sup>.



**Emergency Preparedness Program**  
**March 27th, 2014**

Please note information/activities are for the period of: 02/21/2014 through 03/20/2014.

**Action Item(s):**

- Request approval for the purchase of 4 base station two way radios with microphones from 49er Communications for \$10,898.86 funded through Tribal Equipment Assistance Grant FY 12 (25%) and Tribal Equipment Assistance Grant FY 11 (75%) funding Codes 6410-02 and 6410-01 to build up the interoperable communications system for Orleans, Somes Bar, Happy Camp and Yreka.
- Request approval for the purchase of 6 Satellite from Sat Com Direct for \$5,154.00 funded through Tribal Equipment Assistance Grant FY 12 funding code 6410-02. Phones will be used for interoperable communications during emergencies or when requested from an ordering government agency when Cultural Monitors are ordered for wildfires, floods or other local major emergency events.

**Emergency Management TF:**

- Work with HIS to obtain assistance to work on a drought mitigation plan.
- Distribute Drought Emergency Declaration to cooperators, Tribal neighbors, County & State OES and FEMA. No assistance was requested at this time.

**Projects TF:**

- Arrange Fire business management training for KTHA and DNR staff for administering the Fire Crew's time and other fire paperwork.
- Arrange IQCS Training for Tribal Administration of Fire Crews Incident Qualification and Certification System.
- Work with Bill Trip on Fire Management Officer and Fire Operation Specialist PD to oversee the Fire Crew, seek funding, and project work for a sustainable fire crew with a stable workforce.
- 

**Projects JB:**

- Working with IHS on mapping tribal members' water supply availability and vulnerability to drought.
- Providing data to Siskiyou County OES for Community Mapping project that is being completed by Vestra.
- TEA FY11 and FY12 grant administration paperwork and Environmental and Cultural Review documentation for base station radios for Orleans, Somes Bar, Happy Camp and Yreka; emergency notification signal for Orleans; Satellite phones; and Priority Communications Services.
- Planning for Karuk Employees GIS Training to be held March 26, April 2, 9, and 23.
- Klamath Mountains Restoration Partnership Conceptual Model Homework Group.
- Assisting with KNF All Lands Special Funds Grant to do community Fire Planning for Happy Camp and Orleans/Somes Bar areas.
- Finished Mapping Yreka residences on Tribal land. Continue to update and improve Karuk GIS database.

### **Meetings/Training Attended TE:**

- 2-24 thru 2-26 attended the Klamath Mountains Restoration Partnership collaborative workshop with several other agencies in Orleans to discuss and look for common areas of agreement to target areas of our communities for fuels reduction and community protection work projects.
- 3-3 KEEPR Meeting in Happy Camp. We discussed training (ICS and GIS), drought conditions, Databases for resources and emergency ready kits to be distributed to Orleans, Happy Camp and Yreka.
- 3-4 attended Fire Refresher training in Happy Camp.
- 3-5 attended Security Working group with several key staff and Council in Happy Camp, discussed and looked for solutions to ongoing vandalism and theft of tribal property. Several options were identified and implementation is ongoing.
- 3-5 attended Orleans District Meeting to talk with Tribal residents about the Emergency Preparedness program and what the Tribe is doing to mitigate the effects of hazard, emergencies and disasters in the community.
- 3-6 attended a drought conference call with HIS to discuss the amount of Tribal households in the communities and rural areas that are affected by the ongoing drought.
- 3-6 attend meeting with Eric, Dale and Thomas Waddell to discuss security system funding through the Tribal Homeland Security Grant Program for security cameras and IT system upgrades.
- 3-7 attended meeting with Red Cross to discuss ways to distribute Wildfire safety and preparedness to the community, they would like to set up a booth at the Tribal Reunion, I will be coordinating with Le Loni and the Red Cross on this, they will try to put a booth next to the Emergency Preparedness booth.
- 3-10 attended the inland Region OES Drought conference call.
- 3-12 thru 3-14 attended RT372 helicopter manager refresher, discussed aviation safety, contract administration and up dated policy for government and Tribal agencies.
- 3-17 thru 3-21 attended iTEMA (Inter Tribal Emergency Managers Association) Conference. Two day of CERT Manger Training and Three days of conference, I was sked to sit on a panel to discuss the Emergency Declaration process and the lessons learned for other Tribes to learn from what went well and what we can improve on.

### **Meetings/Training Attended JB:**

- 1/24 Meet with Yreka Clinic staff to show them how to use satellite equipment.
- 2/24-2/26 Klamath Mountains Restoration Partnership collaborative workshop (previously Mid-Klamath Restoration Partnership) with several other agencies in Orleans.
- 3/3 KEEPR team Meeting in Happy Camp.
- 3/4 Fire Refresher Training at USFS.
- 3/5 Orleans District Meeting
- 3/6 IHS Conference Call to discuss drought emergency and assistance
- 3/11 met with Transportation Dept and Contractor to discuss mapping for long-range Transportation Plan.
- 3/11 Orleans Volunteer Fire Dept Meeting to discuss Siren that will be installed at OVFD as part of TEA FY11 Grant funding.
- 3/12 Klamath Mountains Restoration Partnership Homework Group meeting to complete the group's result chain diagrams.
- 3/13 Meet with Dara Zimmerman from IHS to discuss data sharing of mapping of tribal member homes for drought planning and future funding opportunities for community water supply expansion and enhancement.
- 3/14 EMS Conference in Medford, OR

- 3/17-3/20 Travel and Training for IQCS Certification in Rapid City, South Dakota to learn IQCS system and be certified as an IQCS user to enter and certify fire and other hazards experience and training records.

*Thomas N Fielden*  
*Emergency Preparedness Coordinator*  
*Karuk Tribe Administrative Office*  
*64236 Second Avenue*  
*Post Office Box 1016*  
*Happy Camp, CA 96039*  
*Phone: (530) 493-1600 Ext 2024*  
*Cell: (530) 643-6569*  
*Fax: (530) 493-5322*  
[\*tfielden@karuk.us\*](mailto:tfielden@karuk.us)



Jill J. Beckmann  
GIS Resource Inventory Specialist  
Emergency Preparedness Department  
Karuk Tribe  
530-493-1600 Ext. 2029  
530-643-3628 (cell)

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 16 • Happy Camp, CA 96039

Requestor: Tom Fielden

Date: February 27, 2014

Dept/Program: Emergency Preparedness

Funding Source: 25% 6410-02; 75% 6410-01

Check One:  Small Purchase (less than \$5,000)  Large Purchase (more than \$5,000)\*\*  
 Construction Contract  Other:   
 Independent Contractor Under \$2,000  
 Independent Contractor Over \$2,000\*\*

\*\*Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.

Procurement  Three quotes  Sealed Bid  Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)				
Company Name	Date	Price	Contact/Phone	Indian Y/N
49er Communications	2/21/2014	\$ 10,898.86	800-552-0707	N
Six Rivers Communication	2/26/2014	\$ 10,999.20	707-443-4448	N
Vincent Communications	2/21/2014	\$ 11,150.52	559-292-7010	N
Hanson Communications	2/21/2014	\$ 11,536.00	541-621-4588	N

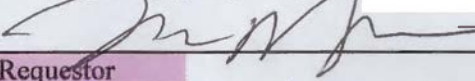
Name of Selected Vendor: 49er Communications

Basis:  Lowest Price  Best Qualified Vendor  
 Superior Product/Service  Delivery Service Provided  
 Based on Annual Price Comparisons  
 Sole Source Provider (MUST Attach Detailed Justification)  
 Only Qualified Local Provider Due to Geographic Disadvantage

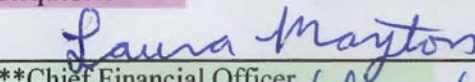
Comments:  

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

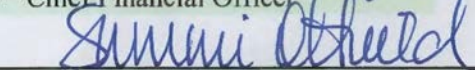
\*\* By affixing your signature, you acknowledge that you have reviewed the attached documentation for presentation to Tribal Council.

  
 Requestor

3-6-14  
 Date

  
 \*\*Chief Financial Officer

3-6-14  
 Date

  
 \*\*Director, Administrative Programs & Compliance

3-6-14  
 Date

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date



# 49er Communications, Inc.

PO Box 2538  
Nevada City, CA 95959 800-552-  
0707  
530-478-9188 Fax

# Proposal

DATE	ESTIMATE NO.
2/21/14	10765

<b>Name /Address</b>
Karuk Tribe Jill Beckmann 64236 2nd Ave Happy Camp, CA 96039

P.O. NO.	TERMS	REP	FOB	Created By
	Net 20	530		Jessica Coen

ITEM	DESCRIPTION	QTY	COST EACH	TOTAL
DBH-01	Digital 50 Watt 136- 174 MHz Base Station	4	2,599.92	10399.68 Tax
LAA0258	BK Desk Microphone	4	124.80	499.18 Tax
SUBTOTAL	SUBTOTAL	1	10,898.86	10898.86
Notes	Bid priced with WSCA Contract Pricing. Contract Number 02702 must be on all paperwork Tax - Federal		0.00%	0.00

This quote is priced with special government pricing only available to government agencies.

**Total**

\$10,898.86

# Six Rivers Communications

4060 Broadway  
Eureka, CA 95503  
707-443-4448  
(707) 443-3797 FAX

Customer: Karuk Tribe

Attention: Jill Beckman

Date: February 26, 2014

Jill , Here is the quote you requested for BK radios.

**This is WSCA Contract Pricing.** (Same pricing as GSA)

Qty	Part	Description	Unit Price	Total Price
4	DBH-01	Digital Desktop Base Station	\$2,600.00	\$10,400.00
4	LAA0258	Desk Microphone	\$124.80	\$499.20
1		Ground Shiooing Estimate	\$100.00	\$100.00
			TOTAL	\$10,999.20

If you have any questions or need further information, please don't hesitate to contact us. Prices valid for 30 days, Terms: Net 30 days.

Sincerely,

Ray Daniels  
Owner



# Quote

## COMMUNICATIONS, INC.

5773 E. Shields Ave.  
 Fresno, CA 93727  
 Tel: 559-292-7010  
 Fax: 559-292-7132  
 Toll Free: 888-292-9872

Customer No.: KARLIK TRIBE  
 Quote No.: 44400

Quote To: **Kuruk Tribe**  
 64236 Jacobs Way  
 Happy Camp, CA 96039

Ship To: **Kuruk Tribe**  
 64236 Jacobs Way  
 Happy Camp, CA 96039

(530) 493-1600 Phone  
 (530) 643-3628 Fax

jbeckmann@karuk.us

Qfile	Ship Via	E.Q.a	ImDi	
02/21/14	UPS Ground	Destination		
P.LJChase Order Number		Sales Person Jim V.	Required 02/21/14	
Quantity	Item Number	Description	Unit Price	Amount
4	DBH-01	Bendix Krng 50 Watt D1g1tal Base Station order microphone separately	2659.95	10639.80
4	L.AA0258	Bendix King Desk Mic	127.68	510.72
Prices are based off GSA contract# GS-35F-0133L				
Quote subtotal				11150.52
Quote total				11150.52

Thank You

**Hanson Communications  
625 Sherman Way  
Eagle Point, OR 97524  
541-621-4588  
541-326-4257 fax  
www.kingradios.net  
www.bk-radio.com**

02/21/2014

Jill J. Beckmann

GIS Resource Inventory Specialist

Emergency Preparedness Department

Karuk Tribe

4 BK Radio DBH APCO P25 Digital/Analog Base Station w/ base mic

\$11,536.00

Thank you!  
Robert



**Karuk Communi Health Clinic**  
 64236 SecQnd Avenue  
 Post Ollice Box 316  
 Happy Camp. CA 96039  
 Phone: (530) 493-5257  
 Fax: (530) 493-5270



**Karuk Dental Clinic**  
 64236 Second Av.:nuc  
 Post Ollice Box 1016  
 Happy Camp. CA %039  
 Phone: (530)-t93-2201  
 Fax : (530) 493-5364

**Administratin Office**

Phune: (530)493-1600 • Fax: (530) -t93-5322  
 64236 &econd Avenue • Post Otlice Box 1016 • Happy Camp, CA 96039

Requestor: Tom Fielden Date: March 12, 2014

Dept/Program: Emergency Preparedness Funding Source: 6410-02

Check One:  Small Purchase (less than \$5,000)  Large Purchase (more than \$5,000)\*\*  
 Construction Contract  
 Independent Contractor Under \$2,000  Other: \_\_\_\_\_  
 Independent Contractor Over \$2,000\*\*

*\*\*Tribal Council approval is required/or: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.*

Procu rement \_\_\_\_\_ Three quotes  Sealed Bid  Competitive Proposal

**COMPARATIVE SUMMARY\_{Minimum of Three Required}**

Con*pany Name	Date	Price	Contact/Phone	Indian Y/N
MacKay Communications	3/7/2014	\$ 5,808.68	919-850-3100	N
Gala. y 1	3/11/2014	\$ j,344.:.10	954-326-8362	N
SatCom Direct	3/6/2014	\$ 5,154.00	703-549-3009	N

Name of Selected Vendor: **St- C.O Mo "b1.f-e-ek**

Basis:  Lowest Price  Best Qualified Vendor  
 Superior Product/Service  Delivery Service Provided  
 Based on Annual Price Comparisons  
 Sole Source Provider (MUST Allach De/ailed Justification)  
 Only Qualified Local Provider Due to Geographic Disadvantage

Comments:

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

*\*\*By affu:ing your signature, you acknowledge that you have reviewed the al/ached documentation for presenta lion to Tribal Council.*

*Joe Beshum*  
 Requestor

Lt lz.otcf  
 Date

*Laura Mayton*  
 \*\*Chief Financial Officer

3-15-1'f  
 Date

*Sammi Othuld*  
 \*\*Director, Administrative Programs & Compliance

3-1=3-J  
 Date

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

Date

\_\_\_\_\_  
 Other

Date

Updated October 25, 2012  
This amended version supersedes all previous versions.



**Mackay Communications, Inc.**

3691 Trust Drive  
Raleigh, NC 27616-2955

**QUOTATION**

Quote No. SOO4010630  
Customer ID 520275

+1 919 850 3100 (phone)  
+1 919 954 1707 (fax)

BILL TO:	SHIP TO:
Karuk Tribe Jill Beckman 64236 Second Ave Happy Camp, CA 96039  Phone: 530-493-1600	Karuk Tribe Jill Beckmann 64236 Second Ave Happy Camp, CA 96039  Phone: 530.643.3628

Notes:

ORDERED BY	PO / RFQ #	SHIP VIA	QUOTED BY	
Jill Beckmann		BESTWAY	Garth Koren Email: garth.Koren@MackayComm.com	
QUOTE DATE	EXPIRATION DATE	TERMS	F.O.B. POINT	
3/7/2014	4/6/2014	COD,CC, Cash	Origin	
PART NUMBER & DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
136079 ISat Phone Pro-E Notes: ISATPhone includes: IsatPhone Pro, battery, 3 Chargers (AC, Car & PC), Wrist strap, Wired Hands-free headset, Quick Start Guide & Support CD	6.00	EA	650.00	3,900.00
DEPOSIT Deposit (prepayment) Notes: ISAT North America Emergency Plan - \$0.98/min phone \$0.98/min cellular Annual - 120 min/year	6.00	EA	299.00	1,794.00
REGULATORY RECOVERY Regulatory Recovery Fee Notes: 2% Regulatory Fee - ISAT airtime	6.00	EA	5.98	35.88
ISAT-ACTIVATION-E IsatPhone Activation Fee Notes: Waived - 6 X \$50 Activation Fee	6.00	EA	0.00	
HANDLING FEE Handling Fee	1.00	EA	15.00	15.00
TAX CA -LA California state sales tax- LA 9.00% Notes: please provide information and documentation if Tax Exempt	1.00	EA	0.00	



**Mackay Communications, Inc.**

3691 Trust Drive  
Raleigh, NC 27616-2955

+1 919 850 3100 (phone)  
+1 919 954 1707 (fax)

**QUOTATION**

Quote No. SOO4010630  
Customer ID 520275

BILL TO:	SHIP TO:
Karuk Tribe Jill Beckman 64236 Second Ave Happy Camp, CA 96039  Phone: 530-493-1600	Karuk Tribe Jill Beckmann 64236 Second Ave Happy Camp, CA 96039  Phone: 530.643.3628

ORDERED BY	PO / RFQ #	SHIP VIA	QUOTED BY
Jill Beckmann		BESTWAY	Garth Koren Email: garth.Koren@MackayComm.com
QUOTE DATE	EXPIRATION DATE	TERMS	F.O.B. POINT
3/7/2014	4/6/2014	COD,CC, Cash	Origin

PART NUMBER & DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
FRT Freight billed to Customer Notes: FedEx Ground 5 Business Day	1.00	EA	63.80	63.80

Item availability subject to change.

*Thank you for choosing Mackay!*

Shipping charges and tax may not be included in the quote. Shipping charges will be added unless a DHL, FedEx, or UPS account number is supplied. State and Federal Sales Tax will be added unless a Tax Exempt Certificate is supplied.

**Quote Expires In: 30 Days**

DUNS: 16-149-5775

FIN: 56-1550100

**TOTAL** \$ **5,808.68**



# Quotation

<b>To:</b> Karuk	<b>Reference #:</b>
<b>Attn:</b> Jill J. Beckmann	<b>Date of Quotation:</b> 11-Mar-14

Qty	Description	Galaxy 1 Part #	Unit Price	Total
<b>QUANTITY PRICING:</b>				
6	<b>I-Satphone Pro</b> <i>Standard I-Satphone Pro Package Includes:</i> Handset with extendable antenna. AC wall charger / DC auto adapter charger / battery pack wrist strap / Quick users guide / Hands Free Ear piece International Plug kit	ISAT_PRO	\$620.00	\$3,720.00
1	<b>IsatPhone Pro carry case</b> (optional)	88200305	\$21.00	\$21.00
1	<b>IsatPhone Pro battery</b> (optional)	55800611	\$23.00	\$23.00
1	<b>IsatPhone Pro main charger</b> (optional)	46000647	\$15.00	\$15.00
1	<b>IsatPhone Pro wired hands-free headset</b> (optional)	54045004	\$5.50	\$5.50

<b>CURRENCY: US FUNDS</b>	Total
---------------------------	-------

QUOTE IS VALID FOR 30 DAYS		Shipment Date from order acceptance: Immediately
<b>TAXES:</b>		<b>Folef Hooft Graafland</b> tel +1 954-326-8362
<b>SHIPPING TERMS</b>	Standard factor warranty terms apply CONUS	

Attachment

**Galaxy 1 Communications**

Per: Folef Hooft Graafland

**Notes:** Hardware prices are only available with an airtime package



March 6, 2014

TO: Jill J. Beckmann

SUBJECT: GSA Quote for Inmarsat IsatPhone Pro Phone and Airtime

REFERENCE: 20140306Karuk

**COMPANY:** Satcom Direct Communications, Incorporated (SDC)  
**ADDRESS:** 1901 Hwy A1A, Satellite Beach FL 32937  
**POC:** Alex Cumming  
**CONTACT TELEPHONE:** 703.549.3009  
**EMAIL:** [acumming@satcomdirect.com](mailto:acumming@satcomdirect.com)  
**FACSIMILE:** 703.549.3008  
**DUNS:** 141315924  
**GSA :** GS-35F-0221R  
**REMIT ADDRESS:** Satcom Direct Communications, Inc., P.O. Box 372667, Satellite Beach, FL 32937

Satcom Direct Communications, Inc. is pleased to offer the following quotation

Equipment and Service	Per Unit	#Units	Total
<b>IsatPhone Pro Satellite Phone</b> Regular GSA Price - \$550.38 <i>Phone Kit Includes:</i> <ul style="list-style-type: none"> <li>• Wall charger/4 adapters</li> <li>• Car charger-1030v,</li> <li>• PC-micro USB charger</li> <li>• Wrist strap</li> <li>• Wired hands-free headset</li> <li>• Li-Ion 3.7V battery</li> <li>• Quick start guide</li> <li>• Support CD</li> <li>• 1 year warranty</li> </ul>	\$540.00	6	\$3,240.00
<b>Inmarsat IsatPhone Pro SIM Cards</b>		6	\$0.00
<b>Standard Plan – Includes 10 minutes per month<sup>1</sup></b> \$24.50 per month X 12 months = \$294.00 per year	\$294.00	6	\$1,764.00
<b>OPTIONAL Global One Number® Monthly Service</b> Regular GSA Price - \$6.65 Discount to \$3.50 per month X 12 months = \$42 per year	<b>\$42.00</b>	<b>6</b>	<b>\$252.00</b>
<b>Activation fee – Regular GSA Price \$49.90</b>	\$25.00	6	\$150.00
<b>Shipping – Ground, CONUS</b>	Included		
<b>Total – Does not include Global One Number®</b>	<b>\$5,154.00</b>		

<sup>1</sup>10 minutes per month does not include calls to other MSS carriers. After 10 Minutes you will be billed at the rates listed below.

Satcom Direct Corporate Headquarters

1901 Highway A1A | Satellite Beach, FL 32937 USA  
 phone: 321.777.3000 | toll-free: 888.448.9003 | fax: 321.777.3702

Satcom Direct Communications, Inc.

201 N. Union Street, Suite 370 | Alexandria, VA 22314 USA  
 phone: 703.549.3009 | toll-free: 866.549.3009 | fax: 703.549.3008



## ISATPHONE PRO SERVICE

### Monthly Airtime

Plan	Monthly Fee
Standard Plan <sup>1</sup> – Includes 10 minutes per month	\$24.50
High Allowance Plan <sup>1</sup> - Includes 60 minutes per month	\$44.08
Global One Number (GON) *Custom assigned number*	\$6.55

**NOTE:** Minimum one year contract on service plans. If the contract is terminated early, payment of the remaining balance is required. The contract enters month to month after the one year.

### Monthly Airtime Rates

Airtime (Voice and Data)	Standard Plan Per Minute	High Allowance Per Minute
Calls to fixed	\$.76	\$.76
Calls to cellphone	\$.96	\$.82
Check voicemail	\$.76	\$.71
Send/Receive SMS (per 160 characters)	\$0.40	\$0.40
Fixed/Cellphone calls to IsatPhone, using Global One Number®	\$1.16	\$1.16
Fax/Data calls to IsatPhone	N/A	N/A

Standard and High Allowance Voice Calls to Other MSS Services	Per Minute
Inmarsat B voice/fax/2.4 kbps data	\$2.37
Inmarsat M voice/fax/2.4 kbps data	\$2.07
Inmarsat mini-M voice/fax/2.4 kbps data	\$1.96
Inmarsat AERO voice	\$3.68
Inmarsat BGAN/FBB/SBB voice	\$0.76
GSPS or ISAT voice	\$1.16
Inmarsat GAN/Fleet/Swift 64 voice	\$1.86
Iridium voice	\$4.23
Globalstar voice	\$4.23
Thuraya voice	\$3.07
Other MSS carriers	\$5.19

#### Satcom Direct Corporate Headquarters

1901 Highway A1A | Satellite Beach, FL 32937 USA  
phone: 321.777.3000 | toll-free: 888.448.9003 | fax: 321.777.3702

#### Satcom Direct Communications, Inc.

201 N. Union Street, Suite 370 | Alexandria, VA 22314 USA  
phone: 703.549.3009 | toll-free: 866.549.3009 | fax: 703.549.3008



## IsatPhone Pro Prepaid Plans

Prepaid Units	Per Plan
25 Units – 30 Day Expiration	\$24.30
50 Units – 90 Day Expiration	\$48.99
100 Units – 180 Day Expiration	\$95.00
250 Units – 180 Day Expiration	\$245.00
500 Units – 1 Year Expiration	\$490.00
1,000 Units – 1 Year Expiration	\$980.00
2,500 Units – 1 Year Expiration	\$2,440.00
5,000 Units – 1 Year Expiration	\$4,850.00

### Notes:

1. Only calls to cellular, land, voicemail and Inmarsat BGAN/FBB/Swift and SPS are included in the voice allowance plan.
2. Voice allocations on the monthly allowance plan do not rollover month to month.
3. Charges are the same on land or sea.

Satcom Direct Communications, Inc., with headquarters in Satellite Beach, Florida, provides organizations around the globe with easy and reliable satellite communications services via Iridium and Inmarsat networks. These global leaders in satellite communications delivery have selected us as a partner for our customized solutions, technical expertise, and unparalleled customer support. Our distinctive methodologies, processes, and professional resources focus on improving performance, increasing profitability, and reducing operational costs of satellite communications service and equipment. We offer **FREE 24/7 customer service** to support questions, assist with troubleshooting, and to provide the customer with a total solution service. Our value-added services include the *Global One Number*® 10-digit dialing, access to our *SatcomSimple*® website plus our expert 24/7 In-house technical support. Please visit our websites, [www.satcomdirect.com](http://www.satcomdirect.com) and [www.satcomstore.com](http://www.satcomstore.com).

This quote is valid for 30 days. Please feel free to contact me with any questions or concerns.

Sincerely,

Alex Cumming  
GSA Program Manager  
Satcom Direct Communications, Inc.



Erin Hillman  
Director, KTHA  
Report for Tribal Council  
Month of March 2014 (3/20/2014)



NAHASDA Reauthorization-

During our trip to Washing DC to attend the Native American Indian Housing Council Legislative Conference, Elsa Goodwin, Jennifer Hughes and I met with the offices of:

Congresswoman Betty McCollum (D-MN), Co-Chair Native Am. Caucus, House Appropriations Subcommittee on Interior, Environment and Related Agencies.

*Elsa and I met with Rebecca Taylor (Indian Affairs) and Kelly Stone (housing). At this meeting we emphasized the importance of the funding to our area, and what projects that is in process and services that we are currently offering with NAHASDA funding.*

Congressman Tom Cole (R-OK), Co-Chair Native Am. Caucus and serves on House Appropriations Subcommittee on Interior, Environment and Related Agencies.

*This was an excellent meeting, we were introduced to the Congressman, who spoke with us for nearly a half hour. We were then able to meet with his staffer, Stratton Edwards for another half hour. Mr. Cole is a member of the majority and also a Native American. We emphasized the importance of the bill being introduced and passed. He is also a co- sponsor of HR 4277, introduced this week by the Alaskan Congressman (Young).*

Congressman Jared Huffman(D-CA)- California's Second District.

*Also, an excellent meeting. We were also able to meet with Huffman in person, and then with his staff for at least a half hour. We were able to discuss a broad range of issues related to housing. Mr. Huffman is our representative in Humboldt County and is informed and supportive of our efforts, housing and tribal. Mr. Huffmans housing staffer joined us and asked our opinion on the Useful Life language, and I explained that we would have liked to see the threshold higher, for example, \$40,000 instead of \$10,000 due to high construction costs in rural areas.*

Congressman Frank Lucas (R-OK)- House Financial Services Committee.

*We met with the Congressman's Indian Affairs staff. We emphasized our self-sufficiency efforts for our residents; education. Tutoring, student rent vouchers, self-help. We also highlighted construction projects and job opportunities there.*

Congressman Dough LaMalfa (R-CA)- Kevin Eastman, Legislative Director and Indian Affairs.

*One of the best meetings, we covered housing issues, but also a broad range of topics including law enforcement. Mr. Eastman brought up dam removal and support for the Tribe's efforts to open the Casino.*

Senator Barbara Boxer (D-CA) and Senator Diane Feinstein (D-CA)- Jeff Merkowitz (Housing) and Joaquin Esquivel (Indian Affairs).

*We met with Jeff Merkowitz and a young woman from Feinstein's office. The vibe of this meeting was disappointing, but we made our presentation and pitch for more funding for NAHASDA.*

Congresswoman Gwen Moore (D-WI)- House Committee on Budget.

*A very productive and informative meeting, Elsa, Jennifer and I met with Staffer Sean Gard, He is VERY knowledgeable on the legislation, Low Income Tax Credits, and appropriations. He was extremely happy to hear about Congressman Cole's support for the NAHASDA bill, and gave us a great perspective on the Pearce "Part B".*

### Legislation:

A draft House reauthorization bill, sponsored by Representative Steven Pearce (R-NM) was circulated for comments that needed to be submitted by March 21st. Our comments were prepared and submitted on Thursday, March 20. Pearce's draft included "Part B", that would allow Tribes to voluntarily leverage IHBG funding to bring private investors in to develop enough homes to satisfy the needs of each participating tribe in 24 months. The program would be modeled after the Military Housing Privatization Initiative. There is a great deal of concern about Part B, specifically that a Tribe would have to pledge all present and future IHBG appropriations except for 10% allowed for administration, and the 24 month timeframe for completion. Also, military members receive subsidies to assist their housing payments, our housing residents do not. I have enclosed a copy of our comments for your information.

A second Bill for reauthorization of NAHASDA, sponsored by Don Young (R-AK), cosponsored by Cole (R-OK), Moore (D-WI)<sup>1</sup>, Kildee (D-MI), Heck (D-WA) and Hanabusa (D-HI) has been **introduced (HR-4277)**. The key difference from the Pearce draft is that Part B is not included and these amendments (all were included in the NAIHC bill) are incorporated:

- ~ Allows for Tribally Determined Wage rates to be applied to all federal funds in a project funded wholly or in part by NAHASDA.
- ~ Restores Native Hawaiian Loan Guarantees and homeownership housing programs and funding (not included in Pearce draft, and one of our comments).
- ~ Allow for physical clean up and remediation of structures damaged due to methamphetamine related activities.
- ~ Requires the Secretary to develop and implement a policy to promote increased hiring of Native Americans/Hawaiians to vacant HUD positions.

~

### Audit

We have a clean audit for Fiscal Year 2013. The staff worked extra hard last year to make sure we did not have a repeat finding from 2012. We are still working kinks out of our new software, so Sara and Carter have been in contact with a gentleman named Patrick Curry, and he will be here June 2-6 to help the Finance Office get this system fully accessible to all managers.

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<sup>1</sup> Elsa and I met with Cole in person and Moore's staff in Washington DC regarding reauthorization last month.

### House Fire- Orleans

While in Washington DC, a house fire destroyed one home in Orleans. The Investigator's written report stated is that there were two containers on the back porch underneath the kitchen window. One was a can with cigarette butts; the other was a plastic container with ashes in it. The container had melted, and appears to have lit the wooden siding on fire, that fire crawled up the side of the home, and under the eaves to the rafters, which accounts for the condition of the rafters. It appears to have been the cause of the fire.

Ann is requesting assistance from Amerind to provide information to renters on how they can obtain renter's insurance. This can be done through Geico, or any other carrier of renters insurance. The Housing Authority does not pay for renter's insurance or homebuyers personal property (since unit is not conveyed until payments is in full) so the cost of the insurance will be the responsibility of the tenant.

### Office Security Issues

Office security issues are on the minds of all of us, so we have begun the planning for security measures to be deployed in our offices. Amerind has directed me to a contact, Lamar Associates, who do security assessments. The planning will involve the entire staff, but will begin with security and managers. I would like to have a facility evaluation(s) done, and training for staff on personal security and safety at work. Our intention is to offer any on-site training to interested Tribal Staff and Council, as well.

### Annual Planning Session Follow Up-

The revised By Laws and Ordinance that will include language to identify the Tribal Vice Chairman as a member of the Housing Board of Commissioners is being reviewed, along with the language that was requested by the Council for clarification on jurisdiction over evictions and foreclosures.

I've completed estimated budget costs for part time and full time security for Orleans. Due to recently received information from the Community meeting, we are planning on doing a survey to gather information on what the community wants. We will bring the results back to the BOC and Council.

### KTHA Daily Operations and Managers Reports:

The Happy Camp KTHA grounds are looking a lot neater. The bad weather allowed us to repurpose the Force Account Crew for the time being until the work site is dried up on Second Avenue. They have cleared the area behind our office and across the street, next to the Blue House and next to Head Start. There are two purposes for this, fire hazard and security.

Brian has been instructed to take down the sign at the end of Thook in Yreka, and the maintenance staff will refurbish it. In Happy Camp, the same thing will be taking place for the sign at the end of Jacobs Way. We are going to have to agree on a design for the signage for the Administrative building that will take some time. I gave an idea to Richard to sketch out for us. In the meantime Dorcas is purchasing numbers for our address and we will put them on the side

of the building so the address can be seen. We have confirmed that the Siskiyou County Planning Department does list our building as 635 Jacobs Way.

**Ann Escobar- Assistant Director**

Unfortunately Ann is out sick today, so I will give you a brief summary of her activities this past month. She has been training Lisa Scott the newest TRO for Happy Camp and Orleans, who is doing well. Ann attended the Nevada CAL meeting with Board Members Charlene Naef and Elsa Goodwin. There were presentations on the NAHASDA legislation and security issues. She continues to work with Charles Sarmento and Randy White on security in all three communities. One Yreka community Tenant Relations Officer is currently on maternity leave, so she is also filling in for her duties. Ann worked closely with her staff to prepare for and participate in the recent audit, and KTHA tenant files successfully passed the audit.

**Sara Spence: Executive Assistant, Happy Camp**

**Environmental-**The Yreka homes and solar panels are still in process, I will begin an environmental for a Home Loan in Fort Jones this week. Two additional loans have been approved and the environmental review will be conducted once homes are selected by the individuals.

**Construction-**The Applegate replacement project received two bids in the last round of advertising, however, it is out to bid for a Third Round closing April 1 since both contractors misquoted the generator size and the bids had to be rejected. The Wellness Center is back out for a second round of bidding closing April 16. The Yreka Maintenance Shop solar panel system design is out to bid for a second round since the first time the bidders thought it was for installation, however, it is only for design; the closing date is April 4.

**Administrative-**One contract was assigned for the flood elevation certificates to be prepared for the Indian Creek replacement and Second Avenue Park FEMA project; they are required by the County before permits can be issued. One agreement was assigned for the construction of the communications tower in Orleans. The audit field work was completed the week of March 3, there were no substantive deficiencies identified in the construction, procurement, environmental, or personnel files. I continue to work on details for on-site training in finance, procurement, construction contract administration, and personnel topics.

**Human Resources-** The Force Account Crew Laborer recruitment is on hold so that a formal position description can be developed. Once the BOC approves that, it will come to Council for review and approval. The vacant BOC seat was filled by Michael Thom so the Board is again fully seated.

**Scott Nelson: Education Center, Yreka**

We're seeing a large increase over the past few weeks in the number of individuals accessing the Center. Most of the use comes between the hours of 3pm and 7pm, but I'm consistently seeing steady use right up until closing time at 8:15pm.

Cheena Ariza, who is working 20 hours a week, through a grant program that came via KCDC by way of California State Libraries is now at our Center. Cheena's focus is to introduce kids

(and adults, too) to the Kindles that we received through the Grant. I will be coordinating with Florraine Super to bring a basket-weaving class on Thursday nights to the Education Center beginning in April. Florraine is currently doing a Karuk Culture class on Tuesdays as well and that has seen a good turnout. Pictures of the kids doing activities during Culture Class are posted at: [www.ktha.us/cultureclass](http://www.ktha.us/cultureclass)

I continue to work at building communication with the local schools. We're having a Title VII/Informational meeting at the Education Center on March 26<sup>th</sup>. The Principals from the local schools will be here and it's a chance for KTHA parents to get to discuss issues with local school administrators. Since we started having Title VII meetings at the Education Center, parental attendance has been much better than when they held them at the schools.

I continue to coordinate with Charles Sarmiento on providing Drug/Alcohol Resistance Education classes for KTHA youth here at the Center. Our next class scheduled for April 3<sup>rd</sup> and we have a speaker lined up for that. The class will be followed by Bingo for those kids attending and Bingo has proven to be a big draw for getting kids in to attend the classes.

### **Brian Gonzalez: Yreka Maintenance Supervisor**

Over the last month maintenance has been getting caught up on landscaping and work orders. Unit prep has been slow but is consistent and maintenance is getting units completed in a timely manner. We have been cleaning our landscaping shed so we can better identify our tools and inventory so we can ensure preparedness for the summer. We have burned more of our buck brush and trees that needed to be trimmed to ensure safety of children. Also our team has made great efforts towards getting the playgrounds cleaned up so the kids can have their own spot. We want to improve cleanliness all around the housing areas! We have been cleaning our shop even more to get more inventory areas. Our next mission will be to clean our back yard of the shop, removing the trucks that broke down, removing the kerosene tanks, along with the old fencing. As a team we all cleaned out 4 storage units that desperately needed it, we have plenty of space available for stock that will be recorded if needed at the time. Overall our team has been working very hard together for a common goal and that's to improve the housing authority appeal along with its reputation! We appreciate the help of our upper management and our board!

\*\*Brian attended First Time Supervisor's Training provided by the NAIHC Leadership Institute in Sacramento this week.

### **Steve Mitchell: Happy Camp Maintenance Supervisor/Inspector**

**Projects currently out to bid:** Yreka Wellness Center, Applegate home replacement, Yreka solar roof design.

**Projects currently in the planning phase:** Resident center in Happy Camp, Happy Camp maintenance shop, 8 new homes in Yreka, two home rebuilds in Orleans

**Projects currently in the construction phase:** Second Ave. emergency housing, Comstock rehab, Lower Camp Creek home,

**Projects waiting on Permits:** Tribal HIP home replacement, Happy Camp Duplex

Maintenance staff continue to work on unit prep and work orders. Annual repairs are addressed as time allows. Additional maintenance/landscaping staff, Sterling Conrad, has been working

out well for Orleans. Our Seasonal landscaper in Happy Camp, Leonard Attebery, has returned for the season.

#### **Carter Bickford: Chief Financial Officer**

Auditors from Joseph Eve were here last week to do their field testing for our 2013 Audit. Everything they reviewed checked out good. They found no issues, so they left pleased. They are finishing their work papers for Partner submission. We should be hearing more results soon.

\*\*Due to Ashlee not being available, and the short notice, Carter attended training on 184 loans at the Blue Lake Rancheria.

#### **Richard Black- Construction Manager/Force Account Crew Leader**

This month we advertised the Kahtishraam wellness center walk through, we had about fifteen contractors show up for the site visit. Bids for the Kahtishraam wellness center are due by April 16<sup>th</sup> 2014. The Engineers have been working on the Comstock designs. The Board, with the help of the construction staff has accepted a design for the home, and this should be completed by the middle of April 2014. The force account crew has installed the flagpole in Yreka, and installed the monument benches with the designs. They have also been working in Happy Camp doing clean up around the blue house and the down the hill from the office. The work on the Second Avenue project has begun again after having a weather delay. I have been working on designs for the home in Orleans that burnt down in the summer of 2013, and then I will be meeting with the resident again for approval of new design. The scope of work and site visit has been rescheduled for the Yreka Solar Roof for March 21<sup>st</sup> at 11:00am and a scheduled bid opening for April 4<sup>th</sup> 2014.

#### **Katishraam Wellness Center-**

The gymnasium project pre bid was held on March 12, 2014 and the bid opening is scheduled for April 16<sup>th</sup>. Sammi Offield and Dion Wood attended for the Tribal ICDBG, and we had another great turnout of Contractors. I will keep you informed as events move forward.

#### **Tribal Staff Training-**

I've been able to spend some hours with Sammi Offield, working mostly on CSD grant reports, and the system that is in place for that. She is finding out why that program has its nasty reputation. She doesn't hesitate to call on me, and I appreciate that. Sammi has also shown a lot of initiative. She researches first, and then calls, IF she needs to BUT she is figuring out a lot of things on her own. I've also been able to work a little bit with the new Ed Coordinator, Alma Bryant. I am very impressed with her initiative also.

#### **Upcoming Scheduled Housing Authority Meetings:**

Regular Tenant Meeting, April 7 at 10 am in Orleans.  
Business Meeting, April 28<sup>th</sup>, Happy Camp.

YOOTVA!



# KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way  
Happy Camp, CA 96039  
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street  
Yreka, CA 96097  
Ph: (530) 842-1644 • Fax: (530) 842-1646

To: Patrick Cuff, Legislative Director  
Congressman Steve Pearce

Fr: Karuk Tribe Housing Authority

Re: Comments on Congressman Pearce's Draft NAHASDA Reauthorization Bill

Dt: March 20, 2014

Ayukii (Greetings) Mr. Cuff,

On behalf of the Karuk Tribe Housing Authority, the Tribally Designated Housing Entity of the Karuk Tribe, we would like to extend our appreciation to Congressman Pearce for the work on the NAHASDA reauthorization bill. NAHASDA empowers tribes to determine at the local level which housing strategies will most effectively address their distinct housing needs. NAHASDA authorizes and funds a critical program to provide housing for our low-income tribal members. Such housing provides our members with a means of security and the basis for wealth creation, and contributes to our local economy as well through job creation.

Because NAHASDA has proven to be an efficient and effective mechanism to address the housing needs of Native Americans, its reauthorization is the foremost priority of the Karuk Tribe and the Karuk Tribe Housing Authority. We are extremely grateful to Congressman Pearce for recognizing the value of NAHASDA and working to advance legislation to reauthorize it. We greatly appreciate this opportunity to provide feedback regarding the discussion draft of the bill, dated March 5, 2014. Timely reauthorization is critical, and we applaud you for moving this bill forward, and hope to see it formally introduced soon.

We provide the following comments.

## Comments on the NAHASDA Reauthorization Provisions

- We are encouraged to see that the draft bill contains so many of the provisions that were requested by Indian County in the draft provided by NAIHC. The discussion draft is a solid, bipartisan bill that will streamline unduly burdensome administrative requirements. These proposed amendments will be very useful in making NAHASDA more efficient and effective. In particular, we are encouraged to see the following proposals in the Bill:
  - **Environmental Review (Section 103):** This provision allows for tribal environmental reviews to apply to all federal funding within a NAHASDA-funded project so as to avoid duplicative reviews. This is a critical change that will make our programs more efficient.
  - **Modification of 30% rule (Section 203):** This provision allows tribes to develop their own maximum rent policies, fosters self-determination, and avoids the harsh consequences and burdens of the 30% rule.



- **Binding Commitments (Section 204):** These changes to the binding commitment requirements will help protect tribal-self-determination. We think that using a percentage based on the total development costs (TDC) limits published by HUD is a fair means of identifying the cut-off.
  - **Infrastructure (Section 211):** This provision would allow use of IHS funds for development of sanitation infrastructure, which removes a longstanding but unnecessary administrative barrier to coordination of interagency funding sources.
  - **Total Development Costs waiver (Section 104):** This provision allows for more flexibility in the TDC, which is critical for tribes like Karuk, whose remote location means higher costs.
- There are some items in the NAIHC bill or the Senate Bill that did not make it into Congressman Pearce's draft that we would like to see included, if possible:
    - **Program income:** This language would treat any income generated from program income (as opposed to being generated by Indian Housing Block Grant (IHBG) funds) as nonprogram income and without restrictions. Currently, HUD treats income that is generated by program income as program income, with the attendant restrictions.
    - **Matching or Cost Participation:** This language would authorize IHBG funds to be used as matching or cost participation funds for projects where other federal or non-federal funding is conditioned on having matching or cost participation funds included
    - **Native Hawaiian NAHASDA:** The Karuk Tribe feels that it is critical to restore the Native Hawaiian housing program and funding.
  - There is one item that was contained in the NAIHC Bill that was not included in either the Senate Bill or Congressman Pearce's draft that we would like to see included, if possible.
    - **LOCCs Edits:** This language would require that HUD give notice and an opportunity for a hearing before imposing a "LOCCS edit" on a recipient's funds. Currently, HUD can impose a "LOCCS edit" and freeze drawdowns for funding without notification to the recipient.
  - Finally, there are a couple of items that we have some concerns about, and would like to see removed from the reauthorization bill:
    - **Cap on Appropriations:** Section 301 would cap annual appropriations to the IHBG Program at \$650 million for Federal Fiscal Years 2014-2018. While tribes recognize the ongoing need for Congress to exercise fiscal restraint, Indian Housing programs have been historically underfunded. Appropriations have long failed to keep pace with inflation, and Native American housing providers have for many years experienced significant decreases in purchasing power. At a minimum, we strongly support the inclusion of language that would allow the IHBG appropriation to be adjusted annually proportionate to the rate of inflation.
    - **Cherokee Nation.** The provision regarding the Cherokee Nation singles out one tribe, which we do not think is a good precedent.
  - It is great to see a bill circulated on the House side, and we encourage Congressman Pearce and the other co-sponsors to move forward as quickly as possible.

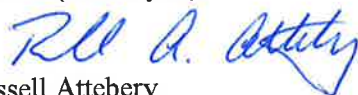
**Comments on “Part B”: Demonstration Program for Alternative Privatization Authority for Native American Housing**

- Like many tribal housing organizations, we continue to assess the implications of the proposed Part B, which would create a demonstration program for alternative privatization authority. It will be critical to evaluate the success of the Part B demonstration program not just on the number of units constructed prior to the end of the five-year reporting period, but also with an eye to the program’s longer term sustainability.
- We have three main concerns with Part B as it is currently structured. First, we think that the requirement that a participating tribe use all of its IHBG funding to participate in the program will act as a strong disincentive to participation. Tribes that have already developed housing stock and housing programs will not be able to participate in this program without losing all the funding they currently have available to maintain that stock and operate those programs.
- Our second point, conversely, is a concern that tribes without the capacity to carry out such a program will be enticed by the promise of constructing enough homes to meet all their housing needs in a 24 month period, without understanding the risk. Such enticement could result in serious unintended consequences for such housing programs and the tribal people who rely on them.
- Finally, while the goal of addressing all of a tribe’s housing needs in one shot, over 24 months, is an ambitious and worthy one, the ability to accomplish this is ultimately based on the amount of IHBG funding available to guarantee the private investors. Yet, the size of the annual grant (particularly if it is capped at \$650 million) is woefully inadequate to provide a sufficient guarantee.

Again, we would like to close by expressing our appreciation to Congressman Pearce and his staff for the hard work that has gone into this draft bill, and for his efforts to support NAHASDA and Indian Country housing. We look forward to seeing this bill formally introduced and moving the reauthorization process forward.

If you have any questions regarding these comments, please contact Erin C. Hillman, Karuk Tribe Housing Authority Executive Director, at 530-493-1414 extension 3117 or [ehillman@karuk.us](mailto:ehillman@karuk.us).

Yootva (Thank you),



Russell Attebery  
Chairman  
Karuk Tribe

**Action Item:**

**Request for out of state travel for myself and a Council Member to attend the Annual Self Governance Consultation in Arlington, Virginia May 4<sup>th</sup>-8<sup>th</sup>.**

**Monthly Updates:**

**Emergency Preparedness**

Tom Fielden has been in contact with Barry Jarvis at Indian Health Services to monitor the drought situation. We have determined we are probably at a Level 2 Drought: First stage drought (mild to moderate) conditions, voluntary water reductions and raise public awareness of the situation and reduce water usage. We should consider developing a press release to make the community aware of the drought situation and what they can do to get assistance.

**Transportation**

I received a briefing from Sandi Tripp regarding the new legislation that Tribes are supporting for Transportation Funding at the Congressional Level. This is a great opportunity to lock in some good funding levels for the Transportation Program for the next 5 years.

**Bureau of Indian Affairs**

We received a notice in the mail regarding funding for Attorney fees in relation to projects that protect Tribal Trust Resources and Treaty Rights/ Department of Natural Resources staff have requested I look into getting legal assistance for the IRWM Funding that has been in limbo for the last few years due to California regulations for prevailing wages and limited waivers of Tribal Sovereignty.

Bill Tripp drafted a letter to the BIA regarding the management of the Fire Crew this year. As you are aware there have been some issues with the issuance of red cards and the different requirements including the drug testing policy. Hopefully we will receive clarification on this issue soon as the fire season is rapidly approaching. There is a concern of taking over management at this time because we do not have the complete records from the BIA.

**Compact**

On March 4<sup>th</sup> Scott, Vice-Chairman Michael Thom, Council Member Jody Waddell, myself and a handful of Tribal Members braved the Siskiyou County Board of Supervisors Public Comment Meeting regarding the Casino Project. Approximately 84% of the comments were negative, but were not relevant, factual, or realistic. The environmental concerns will be addressed as this is a requirement of the Compact as well as getting water services from the city of Yreka. I have been in touch with the County Administrator Tom Odom. He said they will be getting back to us on our draft IGA soon. I will follow up with them again next week to if we haven't received anything by early next week.

Scott, Laura, and I have been spending a significant amount of time on the Intergovernmental Agreement with the City of Yreka. We have removed the provisions that treat us differently from other water users. Some of the final issues include transportation and language to indicate that water is not reserved for Phase II of the project but will be given on the same terms as any other user at the time there is a need for additional water. The city has been pushing for an additional traffic study, which we feel is not necessary at this time. There were some minimal recommendations from the TEIR that we have been proposing. Hopefully we can all come to an agreement soon. We plan to have the full group meeting on April 1<sup>st</sup> without attorneys and then from there we will schedule a date for the attorneys to be present.

I continue to communicate regularly with our lobbyist Tony. Please let me know if you would like weekly updates via email or written correspondence on this process.

Tim Rose provided feedback on the Union Agreement. He spoke with the General Manager at the Redhawk Casino near Placerville and they said they had a 3 year agreement that expired without any union organizing and now they have a 5 year agreement that started last year and there has been no sign of the union. I believe they have a total of 1300 employees and 600 of those are “eligible employees”. So if they haven’t organized there the likelihood of organizing our 140 “eligible employees” is low.

### **Housing**

I provided a brief overview of law enforcement issues for Erin Hillman to use in Washington D.C. when they were advocating for NAHASDA Reauthorization.

### **DNR**

Our MOU Meeting scheduled for March 14<sup>th</sup> was canceled due to a scheduling conflict for Nolan Colegrove. We need to reschedule this; unfortunately it looks like this will not happen until April.

I am going to be doing some basic research on a possible agreement with Cal Fire that might include multiple agencies that would help fund the long-term needs of the Fire Crew.

Unfortunately the meetings for the casino project have been conflicting with my ability to stay actively engaged in the Nature Conservancy/Cohesive Strategy. I will be meeting with Bill Tripp to get up to speed as this is an important process that will help us restore Karuk Traditional Management Practices

### **Other**

I received an email from Marcia Herd, Counsel to the Director of the Office of Tribal Justice, as a follow up to the call we had on January 30<sup>th</sup>. She said they had a call with OJP, OVW, and EOUSA are going to reach out to some more folks for assistance. We will be having

another call in a week or so to get some feedback on ideas of funding, services and training that can help with our overall Tribal Justice/Law Enforcement issues.

As you probably remember, in 2011 Governor Brown issued a directive to State Agencies to develop Tribal Consultation Policies. We have received draft consultation policies for the California State Transportation Agency, the California Energy Commission, and the California Department of Fish and Wildlife. I am currently reviewing these policies. We have already provided some feedback on the Transportation Policy requesting more Tribal Consultation. Their current policy lacks accountability. Additionally there is a major education component that needs to be addressed. These agencies think they can hire a Tribal Liaison and this meets the need for Tribal Consultation when in reality we want more involvement and more access to their programs on a true government to government level. This would mean that program staff should be actively engaging with Tribal Staff to assist with program objectives, priorities, and use of funds, at least at some level. Historically these programs have limited Tribal involvement to review of projects that may affect cultural resources and not expanded to how the Tribe would propose to manage resources and use funding to support Tribal employment and services to Tribal Members. This is a work in progress.



*Self-Governance: Nations with Choices and Voices.*

# **2014 Tribal Self-Governance Consultation Conference**

**May 4-8 - Arlington, VA**



## **DRAFT AGENDA**

Crystal Gateway Marriott Hotel  
1700 Jefferson Davis Highway  
Arlington, VA 22202

### ***Sunday, May 4, 2014***

**10:00 AM Registration Opens**

**12:00 PM Department of the Interior Self-Governance Orientation**

The Indian Affairs Office of Self-Governance will provide an orientation to the Self-Governance program in Indian Affairs authorized under Title IV of the Indian Self-Determination and Education Assistance Act (ISDEAA) including: legislative and regulatory foundations; application and planning activities; negotiation, budget, finance, and reporting processes; and alternate Tribal service delivery systems.

**1:00 PM Self-Governance Opportunities in the Indian Health Service**

The Indian Health Service (IHS) Office of Tribal Self-Governance (OTSG) will provide an overview of the roles, functions, and activities relating to Self-Governance in the Indian Health Service authorized under Title V of the Indian Self-Determination and Education Assistance Act (ISDEAA).

**3:00 PM IHS Director's Listening Session**

IHS Listening Session to provide the Director, IHS, the opportunity to hear firsthand recommendations and input from Tribes on how the IHS can partner with Tribes on Self-Governance in the Indian Health Service.

**5:00 PM Tribal Caucus: Health and Human Services – Indian Health Service**

*Facilitator: The Honorable Chief Lynn Malerba, Mohegan Tribe, Chairwoman, IHS Tribal Self-Governance Advisory Committee*

### ***Monday, May 5, 2014 – HHS-IHS Day***

**7:30 AM Registration Opens**

**8:00 AM General Assembly – HHS-IHS**

**Posting of Colors**

**Invocation**

**Welcome and Opening Remarks**

*The Honorable Chief Lynn Malerba, Mohegan Tribe, Chairwoman, IHS Tribal Self-Governance Advisory Committee*

### **Continuing the Nation-to-Nation Relationship**

Barack Obama, President, United States of America *(Invited)*

### **Update from the Department of Health and Human Services**

Paul Dioguardi, Director, Office of Intergovernmental and External Affairs,  
Department of Health and Human Services

### **Indian Health Service Keynote Address**

Yvette Roubideaux, Acting Director, Indian Health Service, Department of  
Health and Human Services *(Invited)*

### **Centers for Medicare & Medicaid Services and Affordable Care Act Update**

Ms. Marilyn Tavenner, RN, MHA, Acting Administrator, Centers for  
Medicare & Medicaid Services, Department of Health and Human  
Services *(Invited)*

### **Break**

### **Office of Tribal Self-Governance Update**

P. Benjamin Smith, Director, Office of Tribal Self-Governance, Indian  
Health Service, Department of Health and Human Services

### **Tribal Self-Governance Advisory Committee Update**

*The Honorable Chief* Lynn Malerba, Mohegan Tribe, Chairwoman, IHS  
Tribal Self-Governance Advisory Committee

### **Direct Service Tribes Advisory Committee Update**

Sandra Ortega, Councilwoman, Legislative Council, Tohono O'odham  
Nation and Chairwoman of the Direct Service Tribes Advisory Committee  
*(Invited)*

**12:00 PM Lunch**

### **Concurrent Breakout Session Tracks**

- Track #1: Evolving Policy, Legislative and Budget Strategies
- Track #2: Sharing Tribal Best Practices
- Track #3: Improving Program Delivery
- Track #4: Advancing Tribal/Federal Partnerships & Initiatives

**1:30 PM Concurrent Breakout Sessions A**

#### **Track #1a Latest Developments in Medicaid, Medicare, and the Affordable Care Act**

Policy analysts will discuss late breaking news and current policy issues related to the Centers for Medicare and Medicaid Services (CMS). While the exact topics will not be decided until a day or two before the workshop, it is expected that this workshop will touch on current developments related to implementation of the Affordable Care Act, Medicaid waivers and Medicaid Expansion, and Medicare-like rates.



**Track #2a Best Practices for Enrolling AI/AN in Marketplace Plans: Tribal Sponsorship Programs**  
If American Indians and Alaska Natives (AI/AN) enroll in health insurance plans through the new Marketplaces under the Affordable Care Act, there will be more resources for Indian health care. However, there are multiple barriers to enrollment, including the cost of premiums. Some Tribes and Tribal Organizations are paying the unsubsidized portion of insurance premiums, also called Tribal Sponsorship. Three organizations that are leading the way with Tribal Sponsorship and measuring outcomes are the Fond du Lac Band of Lake Superior Chippewa (Minnesota), the Alaska Native Tribal Health Consortium (ANTHC), and Citizen Potawatomi Nation (Oklahoma). Each Tribe/organization will present: 1) a description of their Tribal Sponsorship plan; 2) how they are planning to measure outcomes; and 3) preliminary estimates of costs and benefits. After all of the presentations, there will be an opportunity for discussion with the audience and between participants.

**Track #3a Development of a Tribal Action Plan under the Tribal Law and Order Act**  
The Tribal Law and Order Act of 2010 (P.L. 111-211) (“TLOA”) amends the Indian Alcohol and Substance Abuse Prevention and Treatment Act of 1986 (P.L. 99-570) and mandates that the Secretary of Health and Human Services, the Secretary of the Interior, and the Attorney General develop and enter into a Memorandum of Agreement to create and implement a coordinated effort for the prevention and treatment of alcohol and substance abuse at the local level. Tribal Action Plans provide Tribes the opportunity to be proactive in addressing alcohol and substance abuse in their communities by identifying existing strengths and resources within their communities; assessing their substance abuse prevention and treatment needs; coordinating available resources and programs; identifying gaps in services; working with the community to identify urgent or emerging substance abuse issues; and assisting in the development of a comprehensive strategy to reduce and prevent alcohol and substance abuse.

**Track #4a Department of Veterans Affairs, IHS, and Tribal Health Programs: Bridging the Gap for Veterans through Reimbursement Agreements**  
Panelists from the Department of Veterans Affairs (VA) and IHS will present an overview of eligibility requirements for VA Health Care and the benefits of enrolling in the VA. As part of the VA Secretary’s initiative to improve access, VA can utilize the authority to enter into agreements with Tribal Health Programs and pay these programs for health care provided to eligible Veterans. This panel will discuss the process to establish these agreements and the benefits to both the Veterans and the Tribal community.

**3:00 PM Networking Break**

**3:30 PM Concurrent Breakout Sessions B**

**Track #1b Native Solutions for Oral Health**  
Join this session to learn about the oral health care crisis and meet providers facing incredible challenges. Nearly 50 million Americans live in rural or poor areas where dentists do not practice and IHS provider vacancies average 20 to 30 percent at best. These statistics leave American Indians and Alaska Natives with limited access to dental

care resulting in pain and disease at crisis proportions. The Dental Health Aide Therapists (DHAT) program authorized under the Indian Health Care Improvement Act can help Tribal communities provide an immediate solution to their oral health needs. This breakout session aims to identify the policy and workforce solutions to address the dental predicament.

**Track #2b Medical Records Privacy – HITECH, HIPAA, 42 CFR Part 2**

The Office of Civil Rights is now issuing significant fines for non-compliance with current medical records privacy laws. This session provides a brief summary of the five laws governing privacy and confidentiality of Tribal medical records, key areas where fines are levied, and Tribal specific issues and resolutions.

**Track #3b Just the Facts: AI/AN Enrollment to Date through the Marketplace**

This session is designed to provide an understanding of current enrollment activities of and for American Indians and Alaska Natives (AI/ANs) through Insurance Marketplaces. Objectives for this session include identifying the best way to: 1 ) Obtain data from CMS on State-by-State enrollment of AI/AN through Marketplaces in Qualified Health Plans and Medicaid coverage; 2) Identify best practices for facilitating AI/AN enrollment in coverage through a Marketplace; and, 3) Identify current impediments to AI/ANs enrolling and accessing Indian-specific benefits and protections through Marketplace coverage.

**Track #4b IHCIA Updated – What’s Happened in the Four Years Since the Amendments Were Enacted**

The panelists will address key provisions of the Indian Health Care Improvement Act (IHCIA) about which there have been developments since the amendments were enacted. These include payer of last resort; third-party reimbursement under section 206; authority to purchase insurance; VA reimbursement agreements; expansion of Dental Health Aide Therapists outside Alaska and other provisions about which there have been activity. The presentation will include an explanation of the provisions and examples of how Tribes leverage new authorities, a discussion and analysis of any policy guidance issued from IHS, including any Tribal response, and recommendations or suggestions for advocacy and future action.

<b>Monday Side Meetings</b>	
<b>8:00 AM-4:00 PM</b>	<b>Office of Self Governance Financial Training</b> <i>(Sign-up at Registration Desk)</i>
<b>8:00 AM-4:00 PM</b>	<b>Office of Self-Governance One-on-One meetings with Tribal Delegations</b> <i>(Sign-up at Registration Desk)</i>

***Tuesday, May 6, 2014– HHS-IHS Day***

**7:00 AM      Healthy Activity**

**8:00 AM      Registration Opens**

## 9:00 AM Concurrent Breakout Sessions C

### Track #1c **Contract Support Costs 101 Training**

Full funding for Contract Support Costs (CSC) has long been a national priority for Self-Governance Tribes. As Congress and the Administration work collectively to find long-term solutions, this breakout session will provide an educational forum for Tribal leadership and staff to get reacquainted with the details of CSC. Participants will gain: (1) a better understanding of the IHS CSC policy, calculations and payment process; (2) knowledge and an update on current Self-Governance CSC issues; and (3) a briefing on CSC workgroup recommendations thus far and on-going strategies to continue fully funding CSC.

### Track #2c **How Tribes may be Affected by Emerging Trends in Payment for Health Services**

Congress provides less than 50 percent of the level of need funding for Tribal health programs through the Indian Health Service (IHS) budget. The other half of funding must come from billing alternate resources, such as Medicaid, CHIP, Medicare and other insurance. The Centers for Medicare and Medicaid Services (CMS) sets payment policies for Medicare which influence the entire health insurance industry. The Affordable Care Act (ACA) established a new Center for Medicare and Medicaid Innovation (CMMI) to explore new payment mechanisms with a budget of \$10 billion for the next 10 years. At the same time, many States are seeking approval for new ways to deliver and pay for services through Medicaid 1115 waivers. This session will consider some of the trends in payment for health services, how they may be affecting revenues for Tribal health programs, and what Tribes can do to prepare.

### Track #3c **60,000 Voices: Improving Health Through Ownership and Relationships**

Many medical systems around the globe are looking to Southcentral Foundation's (SCF) Nuka System of Care, an Alaska Native owned and managed health care system, as a model for health care improvement and innovation. Alaska Native people entered into a Self-Governance agreement with IHS in 1999 to assume full ownership of the system. Today, 60,000 customer-owners share responsibility for its success. It is a relationship-based system backed by full open access, integration of the mind, body and spirit, commitment to measurement and quality, and a transfer of power and control to the families served. As a result of its departure from the classic medical model, dramatic improvements in health outcomes and satisfaction have been sustained for more than 12 years. It has also significantly driven down costs. This session will present the continuing story of the Nuka System of Care, best practices using this model, and the applicability to other settings.

### Track #4c **Collaboration in Action: What You Need To Know About the Strategy for Enhancing the Response to Sexual Violence in American Indian and Alaska Native Communities**

As part of the American Indian/Alaska Native SANE-SART Initiative, the IHS and the U.S. Department of Justice's Office for Victims of Crime, Office on Violence Against Women, and the Federal Bureau of Investigations have co-authored a National Strategy to assist Tribal communities with developing holistic responses to sexual violence. Created with input from dozens of Indian Country experts as well as key stakeholders at the Federal, Tribal, and State levels, the National Strategy builds on lessons learned from the Initiative's three Tribal demonstration sites and its Federal Advisory Committee. This

session will address the gaps and challenges communities face when a local coordinated response does not exist. It will also highlight steps that Tribal communities can take to develop and implement a victim-centered, culturally-relevant coordinated community response using the National Strategy as a guide.

**10:30 AM      Networking Break**

**11:00 AM      General Assembly**

Representative Doc Hastings, Chairman, House Committee on Natural Resources  
*(Invited)*

11:15      Representative Peter DeFazio, Ranking Member, House Committee on Natural Resources  
*(Invited)*

**Organization Updates**

11:30      Cathy Abramson, Board Chairperson, National Indian Health Board *(Invited)*

11:45      Moke Eaglefeathers, President, National Council of Urban Indian Health *(Invited)*

**12:00 PM      Lunch**

**1:30 PM      General Assembly**

**Summary Reports from Concurrent Breakout Sessions**

**2:30 PM      Department of Health and Human Services Tribal Roundtable**

*Dr. Yvette Roubideaux, Acting IHS Director*

*Dr. Mary Wakefield, Administrator, Health Resources and Services*

*Administration (Invited)*

*Mark Greenberg, Acting Assistant Secretary, Administration for Children & Families (Invited)*

*Pamela S. Hyde, Administrator, Substance Abuse and Mental Health Services*

*Administration (Invited)*

**4:30 PM      Tribal Caucus: Department of Interior**

*Facilitator: W. Ron Allen, Chairman of Jamestown S’Klallam Tribe, Chairman of the DOI Self-Governance Advisory Committee*

**6:00 PM      Tribal Reception**

***Tuesday Side Meetings***

**9:00 AM      Non-BIA Federal Register Consultation Session**

*Department of the Interior’s Office of Self-Governance will provide an overview of a proposed Federal Register Notice of the List of Programs Eligible for Inclusion in the Fiscal Year 2015 Funding Agreements to be Negotiated with the Self-Governance Tribes by Interior Bureaus Other than the Bureau of Indian Affairs. During the consultation session Tribal and other representatives will have the opportunity to provide oral and*

8:00 AM-4:00 PM	<p>written comments on the proposed <u>Federal Register Notice</u>.</p> <p><b>Office of Self Governance Financial Training</b>  <i>(Sign-up at Registration Desk)</i></p>
8:00 AM-4:00 PM	<p><b>Office of Self-Governance One-on-One meetings with Tribal Delegations</b>  <i>(Sign-up at Registration Desk)</i></p>

***Wednesday, May 7, 2014- DOI-BIA Day***

**7:30 AM Registration Opens**

**8:00 AM Department of the Interior – Indian Affairs General Assembly**

**Invocation**

**Welcome and Opening Remarks**

W. Ron Allen, Chairman of Jamestown S’Klallam Tribe, Chairman of the DOI Self-Governance Advisory Committee

**Update from the Department of the Interior**

Sally Jewell, Secretary, Department of the Interior *(Invited)*

**Indian Affairs Update**

Kevin Washburn, Assistant Secretary, Indian Affairs, Department of the Interior *(Invited)*

**Office of Self-Governance Update**

Sharee Freeman, Director, Office of Self-Governance, Indian Affairs, Department of the Interior *(Invited)*

**Break**

**Congressional Member Remarks**

Senator Jon Tester, Chairman, Senate Committee on Indian Affairs *(Invited)*

Senator John Barrasso, Ranking Member, Senate Committee on Indian Affairs *(Invited)*

Representative Don Young, Chairman, House Subcommittee on Indian and Alaska Native Affairs *(Invited)*

**Self-Governance Advisory Committee Update**

W. Ron Allen, Chairman of Jamestown S’Klallam Tribe, Chairman of the DOI Self-Governance Advisory Committee

**National Congress of American Indians Update**

Brian Cladoosby, President, National Congress of American Indians

**12:00 PM Lunch**

***Concurrent Breakout Session Tracks***

- Track #1: Evolving Policy, Legislative and Budget Strategies
- Track #2: Sharing Tribal Best Practices
- Track #3: Improving Program Delivery
- Track #4: Advancing Tribal/Federal Partnerships & Initiatives

**1:30 PM Concurrent Breakout Sessions D**

**Track #1e BIA CSC Issues: An Update on Litigation, Appropriation and Policy Issues**

Contract Support Costs (CSC) issues and Tribal recommendations and strategies have changed significantly with the passage of the 2014 Consolidated Appropriations Act and the Administration's commitment to fully fund CSC in 2014 as well as in the President's 2015 Budget Request. This panel will provide updates on the issues and discuss current Tribal recommendations and strategies.

**Track #2e ICWA Post Baby Veronica: An Update on ICWA Implications and Strategies to Strengthen Tribal Government Processes**

This presentation will provide a quick overview of the case *Adoptive Couple v. Baby Girl* (known in the media as the Baby Veronica Case) and the decision's implications on future practice with American Indian and Alaska Native children and families in private adoptions and the child welfare system. This presentation will also review strategies Tribes can implement to strengthen internal processes and safeguard American Indian and Alaska Native Children.

**Track #3e Improving Tribal Education – A Self-Governance Strategy**

As Tribes across the nation work to increase the educational outcomes of their students, they are achieving success by assuming local authority of Bureau of Indian Education institutions and partnering with local and state education leaders. During this presentation, national and local education partners will provide an update of administrative, legislative, and policy initiatives improving school systems serving American Indian and Alaska Native students. These initiatives will review best practices for Self-Governance Tribes and describe available resources for improving schools as Tribes increase authority over their educational systems.

**Track #4e Formula Funding Matrix Session**

**3:00 PM Networking Break**

**3:30 PM Concurrent Breakout Sessions E**

**Track #1f Toward Self-Governance Compacting within the Department of Transportation: Current Implementation of Tribal Transportation and the Legislative Framework**

The panel will explore challenges and opportunities for Tribes to expand their authority over their transportation program activities by extending Self-Governance to the U.S. Department of Transportation (DOT). Congress has sought to address transportation

infrastructure deficiencies in Indian Country by increasing funding available to Tribes, broadening eligibility for direct Tribal participation in federal transportation programs and by extending the Indian Self-Determination and Education Assistance Act (ISDEAA) to several of those programs. Despite the Tribes' proven results under the ISDEAA, DOT and DOI have not extended the ISDEAA framework into new program areas, such as transit and highway safety. The panel will explore these issues and the legislative actions needed to extend Self-Governance to DOT so that Tribes may include road construction, transit, highway safety and other transportation program funds into one agreement governed by one set of rules.

**Track #2f Climate Change-Policy and Practice**

Climate change is expected to disproportionately impact Tribes. However, there are several significant efforts to turn the tide in Tribal communities. This session will provide an overview of the climate change risks and challenges for Tribes, highlight federal policy and support for climate adaptation management, cooperative originations to support land management programs, emergency management and human services programs to address climate change impacts.

**Track #3f Evaluation of Compacted Trust Programs**

Office of the Special Trustee is considering a new Annual Tribal Evaluation Methodology for compacted trust programs. This session will review the new methodology, a plan for implementation, and opportunities for Tribal feedback.

**Track #4f BIA Budget Formulation Process and Capturing Unmet Needs**

Tribal Interior Budget Committee (TBIC) and Tribal Data Exchange (TDE) workgroups are collaborating to determine the best method to collect and submit data. This session will provide an overview on the TDE and how the committees are coordinating together as well as with the BIA regions.

**5:00 PM Networking Reception**

**Wednesday Side Meetings**

**9:00 AM Maximizing Tribal Health Revenues and CHS Savings under the Affordable Care Act**

*The Affordable Care Act (ACA) promises to provide millions of dollars in new revenues and Contract Health Service (CHS) savings for Tribal health programs. However, this new funding will only go to the Tribes that take action and this training will tell you how to do that. An important part of ACA is Section 206 of the Indian Health Care Improvement Act (IHCA), which requires insurance companies to pay Tribal programs for the health services that they provide to people with insurance. This 3-hour training will give Tribal Health Directors and Business Office Managers, and CHS managers the information they need to maximize revenues and CHS savings.*

**2:00 PM – IHS Agency Lead Negotiators Meeting  
4:00 PM IHS and Tribal Representatives**

## **Thursday, May 8, 2014- DOI-BIA Day**

### **9:00 AM Concurrent Breakout Sessions F**

#### **Track #1g 477 Administrative Flexibility Workgroup Update**

Designated representatives of 477 Tribes have been meeting and working with Federal representatives to resolve differences regarding implementation of P.L. 104-477, Indian Employment, Training and Related Services Demonstration of 1992, including consolidation of funds and reporting requirements. This session will review their progress and provide an opportunity for discussion about next steps.

#### **Track #2g Why Business Avoids Indian Country...And Strategies for Change**

Learn how to turn a weak Tribal economy into an economic powerhouse. This session will give Tribes the essential tools to attract investment and to combat Indian Country economic stagnation. Session attendees will walk away with simple strategies that will help their Tribes establish a business friendly environment capable of engaging in classic business transactions, retaining high quality personnel, and accessing capital. If your Tribe does not currently have Business Codes as part of Tribal law, this session is a must attend! All 50 States have business codes and laws in place and every Sovereign Tribal Nation should too. Need to attract industry partners? The business rules presented in this session will equip Tribes to take control of their own future and powerfully move forward into economic success.

#### **Track #3g Funding to Implement the Tribal Law and Order Act**

Full funding of the Tribal Law and Order Act (TLOA) is needed to ensure that Tribal communities are safe. Empowering Tribes with the authority and resources to effectively promote the safety, health, and welfare of their citizens requires the Administration and Congress to fully fund TLOA. This session will identify TLOA program authority and resources (recurring and non-recurring) already being utilized. The session will also identify TLOA program authority and resources not yet implemented. The operational need for recurring resources will be discussed. Presenters will discuss the respective roles and responsibilities of the Department of Justice (DOJ) and Bureau of Indian Affairs (BIA) in implementing TLOA and how the monthly high crime data reports from BIA Law Enforcement Programs are used to determine recurring and non-recurring funding amounts.

#### **Track #4g Self-Governance 2.0**

**10:30 AM Networking Break**

**11:00 AM General Assembly**

#### **Department of the Interior's Financial and Business Management System Update**

Thomas Thompson, Director of Budget Management, Bureau of Indian Affairs,  
Department of Interior (*Invited*)

**12:00 PM Lunch**



**1:30 PM**      **General Assembly**  
**Summary Reports from Break Sessions**  
**Closing Remarks**

**4:00 PM**      **Adjourn Meeting**

DRAFT

Contract Compliance Specialist  
Report to Tribal Council  
March 27<sup>th</sup>, 2014



Action Items:

None

**Compliance-**

I have been going through the Compliance office all month and filing. Contracts, Agreements, and MOU's with missing information or originals have been sorted through and emails have been sent to Directors asking for what I need to complete the files. I have separated the current Contracts from the expired Contracts, and looking to see how to track them to assure that we don't continue to work with Independent Contractors after their Contract has expired.

I have also been working on the CSD grant and getting all the past due reports submitted and submitted reports due in March. The last report was submitted on 3/20/14 and we are now current. This year we will have a site visit with CSD. This happens every three years. A tentative date of June 3<sup>rd</sup>-June 6<sup>th</sup> has been set.

I attended the Pre-Bid at Yreka Housing for the Kahtishraam Wellness Center on 3/12/14 and will work with Housing on that project to give me knowledge of the construction process.

The RFP Proposal for the RV Park Feasibility Study has been selected and approved.

I want to again thank Erin Hillman and Laura Mayton for their help through my transition to Contract Compliance. They have been very helpful this past month.

**Reports:**

- CSD Report 425.OR and 425.OF
- CSD Report 090
- CSD 295 Report
- CSD 801 NPI Reports
- CSD EARS Report
- CSD Accountability and Transparency Act Report Form

**New Contract /Grant Review (March 20<sup>th</sup>, 2014):**

Nanu'ithivthaaneen-Karuk Digital Library	\$40,000	L. Hillman
Nanu'avaha Project	\$20,333	E. Johnson
US Environmental Wetland Program	\$47,455	C. Robinson
REACH	\$50,000	E. Johnson
Karuk Literacy to First Nations	\$18,590	E. Johnson/V. Hays
CTAS	\$1,597,113	E. Johnson/A. Attebury

**Vendor Contracts Reviewed (March 20<sup>th</sup>, 2014):**

14-C-047 Molli White	\$30,000	B. Tripp
14-C-048 Supahan Consulting	\$15,000	L. Aubrey
14-C-049 Kathleen Davis	\$3,200	L. Colegrove
14-C-050 LACO Associates	\$23,944	S. Offield
14-C-051 Nancy Doman	\$1000	L. Hillman
14-C-052 Michelle Harris	\$1807	L. Aubrey
14-C-053 Jaclyn Dyer	\$1875	V. Long
14-C-054 Green Dot Transportation	\$4800	S. Tripp

**RFP/IFB Reviewed and Posted (March 20<sup>th</sup>, 2014):**

14-RFP-013 Enrollment Birthday Postcards	R. Attebery	Closes 3/24/14
14-RFP-014 Waste Tire Collection Event	C. Whitecrane	Closes 3/25/14

**Agreements /MOU's/Policies Reviewed and Edited (March 20<sup>th</sup>, 2014):**

14-A-036 Calif. Telehealth Network	\$0	E. Cutright
14-A-037 Pacific Gas & Electric	\$0	E. Cutright
14-A-038 Advanced Security Systems	\$24/mo	F. Lopez
14-A-039 Amerisource Bergen	\$0	L. Aubrey
14-A-040 Unite Here Inter Union	\$0	J. Goodwin
14-A-041 DNR/TANF	Neg	B. Tripp
14-A-042 Pitney Bowes	\$1274	L. Aubrey/B. Peterson
14-A-043 Siskiyou Golden Fairgrounds	\$0	B. Attebery

**Awards:**

TANF: Lester Alford  
 Low Income Home Energy Assistance OES \$7,860

**Meetings Attended:**

TERO Meeting  
 Kahtishraam Wellness Center Pre-Bid  
 Management Team- Planning/Growth/Capacity Workgroup Meeting

**Karuk Tribe**  
**Council Report from Laura Mayton**  
**Meeting Date: March 27, 2014**

**ACTION ITEMS**

I do not have any action items at this time.

**FINANCE DEPARTMENT RELOCATION & TRAINING**

Karyn Hook has been hired as the fiscal clerk responsible for accounts receivable, vehicles, and filing. Karyn has good skills and is rapidly learning her new job with the help of MaraLei. Yes her name is spelled with a y.

MaraLei Allec is settling in to her new position as the fiscal clerk responsible for travel, purchase orders, and credit card reconciliations. Sammi and Jamie provide her with help when needed.

Laura Olivas has moved into the office next to mine. Diane has decided to remain in the group office.

Donna McCulley attended an Excel class in Medford which she rated as excellent.

Jamie Orge will be teaching Linda Zink the process for accruing accounts payable at year end before next year's audit.

Tamara Barnett taught Linda Zink how to reconcile her 941 to the general ledger for the audit.

**KCDC FISCAL YEAR 2013 AUDIT**

Fieldwork for KCDC's audit went well. According to Kathy Arata-Ward, KCDC was better prepared this year than last year. Deanna and Linda are following up with the auditors on a few items. They should have these items complete by the end of the week.

**COMPLIANCE**

Sammi is doing well in her new position of Contract Compliance Specialist. Erin has been very helpful to Sammi as she learns her new job.

**YREKA IGA**

Although we have not reached agreement on every item, the Yreka IGA process is slowly moving forward. On April 1<sup>st</sup>, we plan to have a meeting which will include Council members from the Tribe and the City.

### **CASINO PROJECT FINANCING**

We are making excellent progress towards obtaining financing for the Tribe's Casino Project

### **ORIENTATION**

Based in part on recommendations that I anticipate will be coming from the management team, the fiscal department staff along with compliance, human resources and IT will offer staff trainings. We plan to conduct at least one training per year in each community including Yreka, Happy Camp, and Orleans. The trainings will cover a variety of topics including but not limited to the following:

#### Travel Policies and Procedures

- Travel Advances
- Vehicle usage
- Air Travel
- Hotel Rooms (Government Rates)
- Per Diem
- Rental Vehicles

#### Fiscal Policies and Procedures

- Approval process for grant submissions
- Contracts, Agreements, and MOU's
- Resolutions
- RFP's
- EE& A's, Trial Balances, and General Ledgers (Microfund Access)
- Procurement
- Credit Cards
- Time Cards

#### Personnel Policies and Procedures

- Employee Benefits
- Leave Rules
- Evaluations

#### Information Technology

- Email
- Basic Instructions
- Request for service or equipment

## **TERO Department Report – March 2014**

### **Education Department**

I have provided the new Education Coordinator all the information that I have worked on during the absence of that position being filled and gave her an orientation regarding what needs following up with. I am happy to help out and have a new neighbor at the office! I wish Alma the best of luck in her new position and encourage her to ask questions any time. I have encouraged Alma to hold an education committee meeting as soon as possible to get that committee back in action. “Yootva” Council, for demonstrating your confidence in my abilities by asking I “fill in” during the vacancy of the Education department.

### **TERO Bulk Mailing – Casino project survey**

I did not understand why the Council would not support the casino survey until I was involved in a conference call with the developer and received more communication regarding what TERO’s role will be in supporting the project. I will stand by until referrals are needed and TERO’s services are required. The developer recommended that I go to Three Rivers Casino for training to see how they recruit and train employees. I would like to do this as soon as is feasible. The developer (Tim) asked if we would be imposing the TERO fee on the casino project and Laura M. said “no” and I said “yes”. It appears that we will need further discussion.

### **Workforce Protection Act**

I have done some comparisons with the WPA and Personnel policies but more time is needed to complete this task. In addition we need more research into traditional/cultural dispute resolution processes. That kind of dispute resolution may work well for tribal government employee disputes but may not work so well with outside contractors. We will need a method that will address the various kinds of potential disputes.

### **TERO Pacific Northwest Regional Meeting**

I will be sending two TERO commissioners to the PNW regional meeting in Tacoma, WA, April 22-23, 2014. Yootva for your approval of their travel.

I attended the pre-construction meeting for the Wellness Center in Yreka.

## **CHILD CARE**

### **Child Care National**

I am pleased to announce that reauthorization of the CCDBG/CCDF bill was passed in the Senate. I was responsible for an email campaign and sent out several emails to all tribal ccdf grantees in Indian Country, approximately 260 grantees representing over 500 tribes. I also focused on CA tribes as we needed all Senators to vote favorably. The outcome of the vote was 96-2 with the Senator from Utah voting no and the Senator from Oklahoma getting permission to rescind his yes vote and vote no after the fact. With the help from Senator Franken and Murkowski we were able to get amendments made to the reauthorization bill that changed the funding for tribes from "not less than 1% and up to 2% at the discretion of the Secretary" to "no less than 2%" which would take the ceiling away from the funding requirement and allow for Tribes to negotiate annually with HHS/ACF regarding the amount they can fund us.

Our focus now is on the House side of Congress and Representative Klein from Minnesota is taking up the bill and holding a hearing in the House Workforce and Education committee March 25<sup>th</sup> to look at their priorities for reauthorization.

Our National Indian Child Care Association (NICCA) Chair is from Minnesota (White Earth) and thanks to that Tribe (who authorized their lobbyists to work with us) NICCA is getting good advice and direction on our strategy to get the bill passed in the House and our campaign with Tribes to support the bill. We are also looking at the House Indian and Alaska Native committee to support reauthorization. I am also working with our state Tribal Child Care Association Chair to get the CA Tribes ready to contact their representatives who are on the House committees as well as on their representatives from their districts to urge them to vote in favor of reauthorization with including the Franken and Murkowski amendments. We believe the reauthorization bill will come up for a vote in early May.

### **Child Care State**

I attended the Tribal Child Care Association of California (TCCAC) meeting in Sacramento (I am vice chair) and was glad I did as I have missed the past two quarterly meetings due to scheduling conflicts. This is the only opportunity for CA Tribes to have a dialog with the state regarding potential collaboration. I brought

examples of how other Tribes in other states are working together with MOA's regarding monitoring, licensing and resource and referral. There has been staff turnover at the state department of education and it appears there are individuals that are much more willing to work with Tribes than in the past. It was a good meeting with good dialog. We also received training on identifying signs of at-risk circumstances when performing home visits and things to look for. Our next meeting is in May.

### **Child Care Local**

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Dion Wood

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(Organization, Group, Individual)
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Building/Room/Grounds/Special Facilities \_\_\_\_\_
5. Dates of Intended Use: July 28, 2014 through August 1, 2014

Dates of Use	Days of Use	Hours of Use	Persons in Charge	Description of Activity	Estimated Attendance
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- Receipts set forth in item 2 above will be used for: \_\_\_\_\_
- I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant for any damages sustained by the school building, furniture, equipment, or grounds occurring through the occupancy or use of said building and or grounds by the applicant, normal wear and tear excepted.
- I hereby certify that I have received and read the rules, regulations, conditions, terms and that I and the applicant which I represent, will abide by them and will conform to all applicable provisions of the Constitution and laws of California and to all other rules and regulations of the Board of Education and its authorized agents which may be communicated to the applicant and to the best of my knowledge the school property for use of which this application is hereby made will not be used for the commission of any crime or any act which is prohibited by law.
- It is agreed that in the event this permit is canceled by the applicant no refund will be made and that changes in date or extension of time shall be made only as specified by the rules governing use of school facilities.
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Signature of Applicant /Representative \_\_\_\_\_ Date \_\_\_\_\_

Applicant Address PO Box 1016 Happy Camp, CA 96039 \_\_\_\_\_ Telephone ( 530 ) 493-1600 ext 2026 \_\_\_\_\_

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

## **TERO Department Report – March 2014**

### **Education Department**

I have provided the new Education Coordinator all the information that I have worked on during the absence of that position being filled and gave her an orientation regarding what needs following up with. I am happy to help out and have a new neighbor at the office! I wish Alma the best of luck in her new position and encourage her to ask questions any time. I have encouraged Alma to hold an education committee meeting as soon as possible to get that committee back in action. “Yootva” Council, for demonstrating your confidence in my abilities by asking I “fill in” during the vacancy of the Education department.

### **TERO Bulk Mailing – Casino project survey**

I did not understand why the Council would not support the casino survey until I was involved in a conference call with the developer and received more communication regarding what TERO’s role will be in supporting the project. I will stand by until referrals are needed and TERO’s services are required. The developer recommended that I go to Three Rivers Casino for training to see how they recruit and train employees. I would like to do this as soon as is feasible. The developer (Tim) asked if we would be imposing the TERO fee on the casino project and Laura M. said “no” and I said “yes”. It appears that we will need further discussion.

### **Workforce Protection Act**

I have done some comparisons with the WPA and Personnel policies but more time is needed to complete this task. In addition we need more research into traditional/cultural dispute resolution processes. That kind of dispute resolution may work well for tribal government employee disputes but may not work so well with outside contractors. We will need a method that will address the various kinds of potential disputes.

### **TERO Pacific Northwest Regional Meeting**

I will be sending two TERO commissioners to the PNW regional meeting in Tacoma, WA, April 22-23, 2014. Yootva for your approval of their travel.

I attended the pre-construction meeting for the Wellness Center in Yreka.

## **CHILD CARE**

### **Child Care National**

I am pleased to announce that reauthorization of the CCDBG/CCDF bill was passed in the Senate. I was responsible for an email campaign and sent out several emails to all tribal ccdf grantees in Indian Country, approximately 260 grantees representing over 500 tribes. I also focused on CA tribes as we needed all Senators to vote favorably. The outcome of the vote was 96-2 with the Senator from Utah voting no and the Senator from Oklahoma getting permission to rescind his yes vote and vote no after the fact. With the help from Senator Franken and Murkowski we were able to get amendments made to the reauthorization bill that changed the funding for tribes from “not less than 1% and up to 2% at the discretion of the Secretary” to “no less than 2%” which would take the ceiling away from the funding requirement and allow for Tribes to negotiate annually with HHS/ACF regarding the amount they can fund us.

Our focus now is on the House side of Congress and Representative Klein from Minnesota is taking up the bill and holding a hearing in the House Workforce and Education committee March 25<sup>th</sup> to look at their priorities for reauthorization.

Our National Indian Child Care Association (NICCA) Chair is from Minnesota (White Earth) and thanks to that Tribe (who authorized their lobbyists to work with us) NICCA is getting good advice and direction on our strategy to get the bill passed in the House and our campaign with Tribes to support the bill. We are also looking at the House Indian and Alaska Native committee to support reauthorization. I am also working with our state Tribal Child Care Association Chair to get the CA Tribes ready to contact their representatives who are on the House committees as well as on their representatives from their districts to urge them to vote in favor of reauthorization with including the Franken and Murkowski amendments. We believe the reauthorization bill will come up for a vote in early May.

### **Child Care State**

I attended the Tribal Child Care Association of California (TCCAC) meeting in Sacramento (I am vice chair) and was glad I did as I have missed the past two quarterly meetings due to scheduling conflicts. This is the only opportunity for CA Tribes to have a dialog with the state regarding potential collaboration. I brought

examples of how other Tribes in other states are working together with MOA's regarding monitoring, licensing and resource and referral. There has been staff turnover at the state department of education and it appears there are individuals that are much more willing to work with Tribes than in the past. It was a good meeting with good dialog. We also received training on identifying signs of at-risk circumstances when performing home visits and things to look for. Our next meeting is in May.

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**March 12, 2014 Newsletter**

**March 27, 2014 Report to Council**

**ED/OM Report:**

Council/Board,

Action Items:

- 1. Head Start Yearly Report, for approval**
- 2. Request for Funds, Head Start minimum wage increase. (closed session)**

Program Summaries in Italics:

***AmeriCorps:** This is a planning grant and Viola Long has been working on the components she needs to have in place in order to write her grant. There are two separate grants available: one is a residential and one is a grant for local youth who do not reside in a facility but live at home. I have visited the Oak Knoll site with Viola and with some work and a few updates this facility will work well as a residential AmeriCorps site. I believe this could be accomplished with a minimal investment of \$10,000 or less provided she has the necessary volunteer labor. I believe this would be invaluable in saving the building from further deterioration. She will be writing grants for both residential and non-residential.*

***Amkuuf:** The smoke shop continues to be successful and we have not hired a new manager yet as we are still evaluating a new structure. We did hire a new on-call person to cover the eventuality of emergency situations. The plans to switch to the Quickbooks POS system are on hold for now as the auditors have informed us that it does not comply with audit requirements. We are working to make the operation more efficient and I have instructed the staff to liquidate slow-moving inventory and to keep that same inventory at a minimum. There are rumors that the other (Indian) smoke shop is opening again and a new discount store in Yreka may bring additional*



*competition. There have also been new price increases after we have just increased our prices which leave us unable to increase our prices again for a period of time to compensate for these increases.*

**Head Start:** *Head Start continues to be at 100% enrollment with several families on the waiting list. They continue to be understaffed but have managed to provide early childhood education in the midst of budget cuts and sequestration. Patty Brown has relayed to me that her grant does not provide funds for an increase in wages for the helpers and that the Vice-Chairman relayed to her that the tribe could provide the increase if funds are not available. Patty has submitted her yearly report for your review and approval.*

**Happy Camp Computer Center (Workforce Development):** *Victoria Hays reports that there are 50 more users at the computer center since reopening on a regular basis in November 2013. She also reports that the center is hosting a series of webinars related to household finances which should be of great value to the community. There will be classes offered at the center for MS Excel, Publisher, and Word. These are basic office skills that everyone entering the modern workplace should know. They will be offered on Tuesday evenings from 6-8PM so that working people may attend. There is also a class on webpage development. She has also listed a Career Tech Fair in May. The center is also providing Vita tax assistance. She has requested that she be allowed to use the GSA card for the expenses related to selling off the surplus computer items on eBay. I have also spoken to Lester at TANF about a training grant that might help keep the HCCC open. Victoria is also developing other activities that engage the local community in various activities. I encourage her to do this as there isn't enough to do in Happy Camp and we are experiencing damaging behavior problems as a result.*

**Naa Vura Yeeshiip:** *The Director, Rivkah Barmore, reports that she has several new clients and crisis clients the past month. She has also been asked to meet with Humboldt County MCH (Mother Child Health) to offer a need's-assessment for that program to fill in the future. They have a five year grant and will be offering extra help in Eastern Humboldt County. This Friday she will be presenting the Naa Vura*

*Yeeshiip to the Siskiyou County Board of Education for the purpose of sharing what services Naa Vura Yeeshiip offers and the different services offered through Victim Witness. We are also awaiting confirmation that the new clinician we propose to hire has the proper credentials for the position. Her grantor is in the process of verifying that for us. This will bring this grant into full operational capacity.*

***KCDC:** We have concluded the in-visit portion of our audit and the preliminary report given to us at the exit interview was very positive. The auditors reported that KCDC was much better than last year and that we were in fact a step ahead of other tribe programs that had recently been audited. They also communicated that KCDC could move into the most favored classification of "low-risk" which opens up more opportunities for grants. We were very pleased with the findings but the audit isn't complete and more will be revealed when that happens in around a month's time. We are going to be hosting a series of meetings with our program's directors in the coming weeks to better define everyone roles and responsibilities. There has been some confusion as to the chain of command and proper protocol and we will soon have that cleared up for everyone.*

*As we conclude this initial phase of getting KCDC on track we are transitioning into the next phase which will include research, training, and economic development. I am currently developing a business plan for a new tribal enterprise that will evolve into getting KCDC and the tribe and its members into recreational economic development. This was something that was written and talked about in the Community Economic Development Strategy (CEDS) project in 2012. Our first venture will be a river rafting outfitting company that will begin with day trips and evolve into multi-day trips with cultural presentations and tribal cuisine. This is a process that will evolve over several years and will incorporate other recreational activities as well. Some of these might include guided hunting and fishing, pack trips with horses, guided mountain biking trips, and eco-cultural seminars.*

*KCDC also continues to explore other ventures as well and are hosting visits by renewable energy companies; a consulting firm that has been contracted by the federal government to evaluate RIF grantees and applicants, and attending SBA webinars and seminars on establishing 8a corporations and pursuing other federal government opportunities. As you can see there is much going on at KCDC and we feel that we have much to contribute to the tribe as it moves into the next phase of its development. Lastly, KCDC is financially and administratively sound and we continue to meet our obligations in a timely manner.*

**The following is the report I presented to the KCDC board on March 12, 2014:**

KCDC is in the process of being audited this week. There will be an exit interview Thursday March 12 at 2:00 PM. Deanna and Linda have been working with the auditing firm all week supplying them with whatever documents they require. We are all looking forward to this being over so we can begin the process of reorganizing KCDC and making our processes more efficient.

**Amkuuf:** I continue to explore a possible change in the software and in discussions with the auditing firm have discovered that QuickBooks POS is incompatible with non-profit fund accounting software. I am currently exploring the switch to a POS system that integrates with Sage (Abila) MIP Fund Accounting software.

I continue to work with the staff at Amkuff in an effort to improve efficiency and profit margin. In discussions with their sales clerks we have decided to liquidate inventory that isn't selling well and reduce availability on slow-moving items. Some items will be eliminated altogether. The schedule has remained essentially the same except for some minor adjustments and is working well. I did do a synopsis of a four-day profit margin analysis to compare revenues and profits margins from the previous month to the current month where we have raised prices. The results are somewhat dramatic and although extrapolated from a short period of time

demonstrate that the store is continuing to increase revenue and profit margin. The results are shown in a table on the next page:

Amkuuf Revenues			
Jan/Feb	Daily Totals	Feb/Mar	Daily Totals
31	\$6,429.40	28	\$10,847.00
1	\$3,652.00	1	\$5,173.15
2	\$2,211.15	2	\$2,473.75
3	\$5,935.00	3	\$7,404.40
4		4	
5		5	
6		6	
Totals	<b>\$18,227.55</b>		<b>\$25,898.30</b>
Change		Plus -	\$7,670.75
Labor Change		minus -	\$800.00
Actual Change		Plus -	\$8,470.75
<b>Net Profit Change</b>		35%	<b>\$2,964.76</b>
<b>Net Profit Percentage Change</b>			<b>25%</b>
+			

As you can see from the table these are typically Amkuuf's busiest days that occur the last day of the month and the following three days at the start of the month. The change from the previous month occurred because of the changes implemented with not having a sitting full-time manager and a price increase brought on by recent price increases from our suppliers. As can be seen, the gross totals increased by over eight-thousand-dollars and the net profit increased by 25%. These are very impressive figures but they are extrapolated from only one month and there are additional expenses coming up if we hire a new manager and we had some new price increases that will decrease profit margin. In either case we were able to add some much needed additional revenue if at least temporarily.

I have also done some preliminary research on building a convenience store and while these estimates are not exact a reasonable approximate puts a 2000 sq. ft.

building with parking lot at \$300,000 to \$350,000. This would be a face brick veneer building/wood frame building. This includes excavation, utilities, and a 10,000 sq. ft. parking lot. Please keep in mind that these are bare bones costs and there are many variables to consider in this type of construction.

**AmeriCorps:** Viola is in Washington D.C. attending AmeriCorps grant writing seminars. In discussions with Laura Mayton I learned that the tribe may be willing to let AmeriCorps use the Oak Knoll property for AmeriCorps residential. This property has recently been converted to Trust status and that would help in achieving the residential goals of the program. Viola and I will get the keys from Laura and visit the site to determine if it would be suitable. Viola is not required to submit a report as she is not a director and hers is a planning grant.

**Head Start (one action item):** We have received Patty's yearly report and she has brought her records to the auditors this afternoon. The Head Start program is fully enrolled and there is a waiting list. Her program continues to receive recognition and she has been named president of a national Head Start organization. There was a play structure stolen but she has a western garden grant to replace it. There are still some unanswered inquiries regarding the directive by the council to raise the minimum wage to \$10 per hour. Patty has relayed to me that her grant does not provide for that and that Michael Thom assured her that the tribe would cover the increase. As of right now I haven't received any documentation of that or that there even is an official directive to raise the minimum wage to the tribe's new standard. We are also exploring the whether there are funds available to provide the wage increases that Patty has requested. As you know this is a short-fall program and we cannot continue to rob an already overburdened smoke shop to cover every program's losses.

**Naa Vura Yeeshiip:** Rivkah reports that she has several new clients and crisis clients the past month. She has also been asked to meet with Humboldt County MCH (Mother Child Health) to offer a needs assessment for that program to fill in the

future. They have a five year grant and will be offering extra help in Eastern Humboldt County. This Friday she will be presenting the Naa Vura Yeeshiip to the Siskiyou County Board of Education for the purpose of sharing what services Naa Vura Yeeshiip offers and the different services offered through Victim Witness.

She is also working on a Proposal for TANF to provide services for elders in our community to assist with the boat building process as well as eel fishing. This will be a great assistance as the VOCA grant does not allow me to offer stipends for the presenters.

I continue to work with April Attebery to satisfy both the tribe's new staffing procedures for mental health professionals and to work out an agreement to share the services of a new LCSW who will work 20 hours per week for Naa Vura Yeeshiip and 20 hours per week for Child and Family Services. We are trying to expedite this process so that we can not only provide counseling services but also to begin to draw down the Naa Vura Yeeshiip grant. This grant began Oct. 1<sup>st</sup> and to date we have not drawn down any funds from it. This causes me great concern.

**Happy Camp Computer Center:** Victoria has provided a full report and there are too many items to list in my summary here but she does report that there are 50 more users at the computer center since reopening on a regular basis in November 2013. She also reports that the center is hosting a series of webinars related to household finances which should be of great value to the community. There will be classes offered at the center for MS Excel, Publisher, and Word. These are basic office skills that everyone entering the modern workplace should know. They will be offered on Tuesday evenings from 6-8PM so that working people may attend. There is also a class on webpage development. She has also listed a Career Tech Fair in May and Vita tax assistance. She has requested that she be allowed to use the GSA card for the expenses related to selling off the surplus computer items on eBay. I have also spoken to Lester at TANF about a training grant that might help keep the HCCC open.





# Happy Camp Community Computer Center

Advocating Technology for All

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Board Report

5 March 2014

Victoria Hays

The Happy Camp Community Computer Center has added approximately 50 new users since reopening on a regular basis in November of 2013.

Since December, We have assisted the following businesses with making flyers, webpages, and/or business cards: Frontier Café, Preschool, Tina & Greg Sherburn, Happy Camp Chamber of Commerce, Web of Life Foundation, Karuk Sovereign Nations Tribal Civilian Community Corps, College of the Siskiyous, J.E.D.I...

Starting next week, March 10<sup>th</sup>, the HCCCC will be offering live workshops on applying for college, filling out the FAFSA, writing a college scholarship essay and searching and applying for different scholarships. Again, we will host a USDA Career Webinar on Wednesday, March 20<sup>th</sup>; Students from Happy Camp High School will attend. I am meeting with Ms. Brown next week to discuss a series of ideas related to curriculum support & alternative academic credit acquisition.

We will also be hosting a series of webinars related to debt, spending, saving and financing. They are listed on the March Calendar which can be seen by accessing the webpage. In related news, the webpage has undergone a few changes, mostly the colors in the layout. It is now less pink; it is greyer and more gender neutral.

The Happy Camp Community Computer Center will also offer in March, classes in Microsoft Excel, Microsoft Publisher and Microsoft Word. These will be on Tuesday evenings from 6-8 p.m., allowing for people who work 9-5 to attend if they desire. Similarly, the center will be offering a series of classes on how to make webpages. These will take place on Thursdays, from 5-6 p.m. It is my hope that enrollees will learn web page development skills through creating a webpage of their own, and then use their webpage to market themselves to local businesses that are in need of developing or redeveloping their business's webpage. This not only builds workforce development skills, but it could generate income for both the business and the person who builds the webpage.

Ed2Go.com via College of the Siskiyous offers an extension class on making mobile webpages and apps. I would like for Paullii and I to take this class, and then, not only teach others how to do it, but develop Karuk-

centric learning apps to be used as part of the LSTA digital literacy & storytelling project. It cost \$99.00; I would like permission to spend funds from the contract category to purchase this. The class description is as follows:

*The fastest-growing software market today involves mobile applications (or apps). In this course, you'll learn to use the free Xcode compiler and the Objective-C programming language to program your own apps that you can sell through Apple's App Store, reaching millions of potential customers around the world. You'll start with the basic steps to writing any program, then progress to using Xcode—the same compiler that Apple, Microsoft, Adobe, and many other companies use to write programs and applications. Along the way, you'll explore examples and perform simple coding exercises to build your confidence using Xcode and Objective-C. Even if you're new to programming or have experience programming a different type of computer, this course will offer the guidance you need to build your own apps. By the end of this course, you'll know how to find your way around Xcode and write Objective-C commands, so you'll be ready to start creating your very own Mac, iPhone, or iPad programs*

We have had requests to offer classes in navigating the newest Windows operating system, Windows 8. Since we don't yet have that operating system on the computers in the HCCCC, I am unsure how to do that exactly, but I will talk to IT regarding it.

Kelly hooked up a new (to us) APC battery backup to replace the one that was broken/beeping. I know he is very busy, but if we could have him over at the center for a few hours each week, it would help our operations to run more smoothly.

Ms. Paullii Beck has been working as a technology and literacy assistant at the HCCCC for almost 3 weeks. She is doing an amazing job, and has helped to keep the center running smoothly when I had to be away. I am most grateful to have her here. One of her objectives for the Digital Literacy Project is to modernize the Karuk language curriculum that she studied while attending school here in the 80's. We attended a meeting in LSTA meeting in Orleans on February 21<sup>st</sup> and saw a hard copy of it. It is available online through HSU as part of a thesis project; Paullii is taking that content and updating the graphics and content to be more interesting and relevant for learners in 2014. Additionally, staff from Orleans and Happy Camp was trained on techniques and principles supporting early childhood literacy: Print Motivation, Letter Knowledge, Print Awareness, Narrative Skills, & Phonological Awareness. We read and were read to-- children's books. Also, we brainstormed ideas and discussed strategies for reading the children and overall program success. Our next meeting will include all 3 computer centers, and we will be meeting Monday, March 10<sup>th</sup> at 10:30 a.m. the Happy Camp Community Computer Center. Board members are invited to attend. There will be snacks.

We are moving along in the planning of the Career/Tech Fair scheduled for May. The date was changed from the 24<sup>th</sup> to the 8<sup>th</sup> which is on a Wednesday. It will be held from 11-4; Mr. Timbrook and I are working on getting our list finalized and our letter ready to be mailed. We are meeting with Ms. Brown on Friday. By the time I present this in person, I will have a solid list and letter to show you.

V.I.T.A. has provided tax assistance to two families/individuals. An enormous thanks to Paullii Beck for stepping in, taking the reins, and ensuring they were served in my absence.



Last meeting, I proposed that we sell off some of the unused parts and computer equipment that was laying about the center. I wanted to run by you all, making a specific eBay account for HCCCC, and adding the GSA card given to me for HCCCC expenses, as a source of funds by which to pay for eBay fees and to pay for postage online (which is discounted ) for shipping items we sell.

I am working on grant for First Nations Native Cultures, and my progress thus far is included as an attachment. I have also registered for the youth financial literacy training via First Nations, and I am meeting with Ms. Brown next week to discuss how we might incorporate that training into the HCHS curriculum.



A USDA Career webinar was held on February 19<sup>th</sup>, no one attended; however, I learned about the USDA Pathways Program, and I would like to investigate the feasibility of starting a program such as it which would offer an internship/ career pathway for high school students who may be interested in working with the Forest Service after graduation.

The PC for Retirees class had 1 attendee. She learned series of helpful Windows keyboard short cut commands, and she made a series of Vision Boards. I also taught her how to use facebook and she is rapidly reconnecting with family and friends. This makes me think that a class on facebook could be advantageous for folks that aren't currently using it.

Letters of support: The HCCCC has provided letters of support for the Nanu'ithivthaaneen project to the Department of Natural Resources addressed to: The National Park Service & The Institute of Museum & Library Science.

# MARCH

# 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 SS Income & SSDI Insurance: The Impact of Work on Benefits & Favorable Tax Benefits for People with Disabilities Webinars	6 Wedpage Making 5-6 pm	7 Saving & Investing for workers and individuals on public benefits Webinar 4 pm	8
9	10	11 Publisher 6-8	12 Persona & Household spending plan Webinar 4 pm	13 Wedpage Making 5-6 pm	14 Facebook 101 2 pm	15
16	17	18 Microsoft Excel 6-8	19 Developing Effective Spending Behaviors Webinar 4 pm	20 USDA Career Webinar for new Graduates—10 am	21 Using Credit Wisely Webinar 4 pm	22
23	24	25 Microsoft Word 6-8	26 Preventing & Eliminating Excessive Consumer Debt Webinar 4 pm	27 Webpage Making 5-6 pm	28	29
30	31					



### ***Bari's report from Orleans Community Computer Center – February 2014***

- Public Access hours: Noon to 6 p.m. Monday through Thursday, noon to 5 p.m., Friday and Saturday.
- Early public access first Wednesday of the month at 10:30 a.m. to coordinate with Humboldt County Bookmobile stop and Panamnik Library opening.
- **Emergency Preparedness Training at Orleans Center -- ArcGis training**
  - March 26, April 2, April 9, April 23, April 30 - 9 to 4 p.m. (will conflict with community access, public notification necessary).
  - No charge for training
  - Priority access for tribal employees; however, we are expecting to have room for participation by EnerTribe permitting team, who are working on the Karuk Tribe's Klamath River Rural Broadband Initiative.
  - IT installed ArcGis software on lab computers
  - Emergency Preparedness department will pay **\$220/day for use of the computer center**
- **Microsoft Publisher Training** – requested by Transportation staff
  - March 29 – 10 a.m. to 12
  - No charge
  - Open to everyone (I need to post a flyer)

### ***LSTA – Aak Utkirihti (He/She is looking into the fire)***

- Orleans Elementary students working on stories at the Center on Tuesday and Thursday mornings.
  - Tuesdays, Shelly's 3-5 class, 9-9:30 a.m.; then Kim's 6-8 class, 10:30 to noon
  - Thursdays, Shelly's 3-5 class, 9-9:30 a.m.; Irene's K class, 9:45 – 10:30
- Junction students at Junction Elementary, bringing devices
  - Wednesday afternoons, 12:40 to 1:30 p.m.
- Technology/Literacy Assistant positions: Hired Travis King, who is currently working as the Library Assistant at the Panamnik Library, which will bring him to full time. Extra money in salaries budget will pay his fringe and benefits—worked with Deanna who crunched the numbers. Paullii Beck was hired 30 hours in Happy Camp and 20 hours for Chena Ariza in Yreka.
- Purchased 10 Kindle Fire. 7 will stay in Yreka, 1 to each Happy Camp and Orleans Computer Center and 1 for the People's Center.
- Council approved procurement paperwork to purchase iPads—Charles Seaton presented at 02/28/2014 Tribal Council meeting. Bari is working on ordering them ASAP.
- LSTA Staff meetings in Happy Camp: 02/03/2014 Budget modifications to the grant due to late start. Worked with LSTA staff, Deanna, Victoria and Scott, internally before presenting it to California State Libraries Grant Monitor, Susan Hanks. Trying to increase the hours in Happy Camp because a goal to work with Happy Camp branch of Siskiyou County Library, as well as Seiad Elementary, and establishing relationships with the schools may take longer (Orleans has established relationships and

has been working on this project longer, Yreka has established relationships with the pre-school). Next meeting 03/10/2014 with the newly hired Technology /Literacy Assistants.

- LSTA staff participation in pre-school storytelling training with Jeanine Lancaster of the Humboldt County Library (02/21/2014) at 10:30 (reported on IMLS, but applies to LSTA too)
- Travis and Bari participation at Tribal Libraries Network meeting at the Trinidad Rancheria Library (reported on IMLS, but applies to LSTA too)

Respectfully Submitted,

Victoria Hays

*Monthly Self-Assessment Monitoring Report*  
**Directors Report for Policy Council, KCDC Board/Tribal Council**

ERSEA (Eligibility, Recruitment, Selection, Enrollment, Attendance)	Status	Items Requiring Action/Comment	
<b>MONTH OF February 2014</b>			
Funded for: <b>60</b>			
Current enrollment:	<b>60-</b>	<b>Full Enrollment</b>	
Families withdrawn:	<b>HC-0 Yreka- AM-1 PM-0</b>	Moved	
Families Enrolled:	<b>HC-20 Yreka -40</b>		
Families on wait list:	<b>HC - 3 Yreka-4</b>	<b>Yreka has Wait list for fall of 2014</b>	
ADA –(Average Daily Attendance)  <b>4 yr old Monday Class</b>	<b>HC- 16 Yreka am –16.25 Yreka pm-17 HC - Yreka-15</b>	<b>Flu and Norovirus illness</b>	
Number of Days in Session this month:	<b>16 and 3 Monday classes-19</b>		
Child File Audit	<b>HC- Yreka-</b>	<b>Working on currently*</b>	
Summary of Items Requiring Action in ERSEA	Plan of Action	Date / Staff	Date Complete
Fiscal Management:	Status	Items Requiring Action/Comment	
	<b>HC Yreka</b>		
Total Budget:	<b>\$518,404</b>		<b>(\$491,691)- Actual Sequestration</b>
Credit Card Expenditures total:	<b>\$</b>		
<b>Director:</b>	<b>\$ 3,722.85</b>		<b>Bus fuel, Yreka Center supplies</b>
<b>Deputy Director:</b>	<b>\$ 312.74</b>		
<b>Yreka Center Supervisor</b>	<b>\$ -37.59</b>		
<b>Yreka Bus Driver</b>	<b>\$</b>		
<b>Yreka Cook</b>	<b>\$ 90.25</b>		Gas for Yreka Bus
Unexpected expenditures: <i>what and why</i>	<b>\$</b>		
Federal Share In-Kind contributions to date	<b>HC- \$9,357.37 Yreka –4,304.29</b>		<b>Total- \$13,661.66 YTD- \$75,937.90</b>
Summary of Items Requiring Action in Fiscal	Plan of Action	Date / Staff	Date Complete
Child Development (ECE)	Status	Items Requiring Action/Comment	
	<b>HC Yreka</b>		
Developmental Screenings: (ESI) 11/5/2013	<b>19 AM-18 PM-20</b>	<b>2 new children-Yreka AM- Marlene/Alisha will followup- Yreka-PM- Tamara-1 rescreen due 3/21</b>	

3 ongoing assessments due: <b>11/5/2013</b> <b>2/04/2014</b> <b>4/30/2015</b>		<b>DRDP-Completed for 11/5/2013 – Mid winter Completed</b>	
1 <sup>st</sup> Home visits due: <b>11/5/2013</b>	<b>HC-19</b> <b>AM-19</b> <b>PM-18</b>	<b>PM 2 in progress-completed projection 2/14 by Tamara</b>	
2 <sup>nd</sup> Home visit due: 5/03/2014			
Parent teacher conferences: <b>1<sup>st</sup> due at enrollment 2<sup>nd</sup> 11/15/2013 transition by 5/15/2013</b>	<b>HC Yreka</b> <b>AM - PM</b>	<b>HC Completed Yreka-AM completed, PM-mailed copy with signature request</b>	
Child portfolios up to date:	<b>Ongoing</b>		
<b>Summary of Items Requiring Action in Child Development</b>	<b>Plan of Action</b>	<b>Date / Staff</b>	<b>Date Complete</b>
<b>Disabilities</b>	<b>Status</b>		<b>Items Requiring Action/Comment</b>
<b>Summary of Items Requiring Action in Disabilities</b>	<b>Plan of Action</b>	<b>Date / Staff</b>	<b>Date Complete</b>
<b>Health</b>	<b>HC</b>	<b>Status Yreka</b>	<b>Items Requiring Action/Comment</b>
Children with Health Insurance/medical Home		<b>AM PM</b>	
Physicals due: CHDP	<b>HC 7/14</b>	<b>AM-15 PM-6/14</b>	<b>HC Follow-up- 7 – letters sent Yreka AM 3 Follow-up PM-1st letters sent out</b>
Speech Referral		<b>AM-5 PM-</b>	<b>Sent request to SCOE for followup</b>
Dental Referrals made: Yreka -1/15/14 2 <sup>nd</sup> screening <b>Yreka AM- 1 child refusal to participate</b>	<b>HC-20</b>	<b>AM-11/19 PM-15/20</b>	<b>HC -3 follow up Yreka AM-2 follow up (contacted parent) Yreka PM-5 referrals and followup *some children are already in process of seeing a dentist</b>
IEP Referral	<b>HC-0</b>	<b>AM-4 PM-0</b>	<b>County Office working with Yreka AM</b>
Hearing Screening: <b>Yreka 12/6/13- 2 Refusals (PM)</b>	<b>HC 20</b>	<b>AM-18/19 PM-19/20</b>	<b>8 follow ups in HC, Yreka PM-4</b>
Vision Screenings due:	<b>HC-20</b>	<b>AM-18/20 PM-19/20</b>	<b>3 follow ups in HC, Yreka AM, 2 Follow up, 2 referral Yreka PM-1 follow up</b>
Height and Weights:	<b>HC- 20</b>	<b>AM-18/20 PM-20/20</b>	<b>Yreka AM- 2 new enrolled children in</b>

		<b>Yreka AM</b>	
Height & Weight Referrals:	<b>HC- 0</b>	<b>AM-0 PM-0</b>	<b>None 1 child in PM may be referred</b>
Immunization status due: <b>11/5/2013</b>	<b>20</b>	<b>Y-AM PM 19/20</b>	<b>1 follow up for HC 1 Follow up PM</b>
Mental Health Screens due: <b>11/5/2013</b>	<b>HC-20</b>	<b>Y- AM 18/20 PM 20/20</b>	<b>2 students in Yreka AM</b>
Mental Health Referrals made:	<b>HC-1</b>	<b>Y- AM PM</b>	<b>HC-1 –Parent will be seeking play-therapy as a result of the contact with School Psychologist for SCOE Yreka AM children *IEP scheduled for 3 children</b>
Lead Screens	<b>Dr. Referral only</b>		
Hemoglobin:	Dr. Referral only (CHDP)		
<b>Summary of Items Requiring Action in Health</b>	<b>Plan of Action</b>		<b>Date / Staff</b>
Yreka File Audits are being reviewed and appropriate actions are taking place for contact and documentation. New filing system implemented for child files. Health Disabilities coordinator contacted	Donna and teachers will continue to work with families. HC notices went out to families Yreka second notices went out to families		<b>January 2014 March 2014 (second notices)</b>
			<b>Rivkah visited all sites and will be visiting HC once a week for ongoing observation for a child</b>

## Curriculum

**HC-** The children are focusing n making relationships with each other, using rich language to express their needs, rather than so much teacher intervention. The art area is designed so the children can create whatever they want, with less teacher direction. This supports becoming independent and skilled thinkers with our own thoughts, and knowing our boundaries. The children expressed an interest in finding out about different countries like China and Africa, and other cultures including discussion of land and oceans.

**Yreka AM-**Working on the Letters L, M, N, O. Reviewed Colors, Shapes, letters A-O and numbers 1-10, continuing to work on fine motor and cutting skills. Friends, Post Office and Community Workers themes. Children talked about different types of mail, practiced addressing letters and sent them in their “post office”. Children also addressed post cards to send home. Children practiced and talked taking care of ourselves, manners, and what to do during our safety drills.

**Yreka PM-**Focus on Mail and how it works and Friendships. The writing table became the Post Office and children wrote letters to each other and family. We wrote letters to our families, wrote post cards to friends, and talked about different size packages. We created a friendship mural outside and talked about working as a team. We went over letters L, M, N, O.

**HC 4 yr old class-**Children are working “center style” at table’s right after breakfast with a pre-writing focus through Handwriting Without Tears. They are working on getting ready for kindergarten both physically and emotionally .Activities include torn paper projects, tossing bean bags and soft balls indoors because of the rainy weather. Children are experiencing emotional impacts of turn taking and respecting and learning their own space. The staff has been instrumental at individualizing each child’s goals, and helping the class to become successful at his or her own specialized goal.

**Yreka 4 yr old class**—This month the focus is on rhyming and pattering. We walk over to the computer lab and work on our computer skills; we did a valentine activity and sang songs with Scott on the microphone.



### Field Trips

**HC-Post Office to learn about local postal workers, and mailed Valentines for families to put in their PO Box, one child mailed her card to Alaska.**

**Yreka AM –None**

**Yreka PM- None**

### ECE - Documented Cultural Activities

**HC-**The children discussed Indian Tacos and ate them for lunch. The discussion included “Why are these called Indian Tacos? And the children said “It’s because they were “Made by Indians!” **Yreka AM-**We read Anansi the Spider and Papa Do You Love Me, in honor of African American History month. We also read We Are All One. The children continue to sing our morning friends song three ways. **PM-** Went over the words Lizard-chiimuuch, Leg-apsih. Mom-taat, Mouth-apmaan, Nose-yufiv, Nine-itroopatishaamnih and One-Yitha, Otter-pay saruk and throughout the month. We watched the Ifaay- How Many? Story movie with Violet Super narrating in Karuk. We only have the Karuk version. **We invite and welcome anyone who wants to share culture and language with the children!!!! We are looking at new goals for next year.**

### ECE Class Nutritional Activities (x 2 documented) Fall Vegetables, Harvest of the Month

#### ECE Health & Safety Activities: Tooth brushing, Hand washing, Germs

Emergency Preparedness	Status		Items Requiring Action/Comment
	HC	Yreka	
Fire Drills Completed	X	AM-X PM-X	HC- 1/15/14 Yreka-AM-2/28/2014 PM- 2/26/14
Bus Safety/Evacuation	X	AM-X PM-X	<b>Completed</b>
Stranger/lockdown Drills Completed			Yreka AM-2/12/2014 PM 2/27/2014
Earthquake Drills Completed			Yreka AM 2/12/2014
<b>Evacuation Drill</b>		AM-X	Yreka AM 2/21/2014
<b>Summary of Items Requiring Action in Emergency Preparedness</b>	<b>Plan of Action</b>		<b>Date / Staff</b>
			<b>Date Complete</b>

Nutrition	Status	Items Requiring Action/Comment
Total number of meals served	<b>Breakfast- 588 Lunch-861 Supplements-261 total 1710</b>	
Total amount of prior months USDA food reimbursement	\$	<b>Net Claim= \$3,860.75</b>
Physical Activities	<b>HC-</b> Every Friday the class takes a walk somewhere, whether it be long or short, we all enjoy a walk around the community together. <b>Yreka AM-</b> played parachute	Daily movement to music in the classroom to familiar songs.

	<p>outside with a soft ball. Movement play that included stepping stones, cone course, sack race, and a box roll. On rainy days we play hopscotch, tunnel crawl, tumbling, mat play, and the movements to If Your Happy and You Know It, Shake Your Wiggles Away, Bear Hunt, and Animal Parade</p> <p><b>Yreka PM</b>-Yoga stretching, music and movement daily. Obstacle Course-walking on the balance beam, crawling through the tunnel, doing a trick on the mat.</p>	<p>Exercising different muscle groups, jumping, following directions, and balancing skills. Sharing of skills, supporting confidence, building self regulation, and self esteem.</p>	
Cooks Nutritional Activities	<p><b>HC</b>-talked about and tasted raw and cooked brussel sprouts. Tangerines-outside activity-peeled and tasted them. The children signed in to receive their tangerine.</p> <p><b>Yreka AM PM</b>-Rana introduced sweet potatoes and the children looked, touched, and smelled it. Then tasted it at lunch. The children also dipped strawberries for a Valentine's day treat on Family Day.</p>	<p>HC-Nutrition Coordinator is continuing to have children take turns with helping prepare an aspect of lunch. Positive outcomes for children being more comfortable and tasting new foods. <b>Yreka-AM/PM</b>-Rana introduced Sweet Potatoes, and 3 children help to set the tables. The Yreka FRC came and tasted Hummus and whole grain crackers to taste and try.</p>	
Nutrition Care Plans	<p><b>Tooth brushing, hand washing, germs. Having a healthy body. Covering a cough and a sneeze.</b></p>	<p>Helping Hands for "jobs" table setter is one of the activities for meal time. Helping to prepare part of the meal.</p>	
Summary of Items Requiring Action in Nutrition	Plan of Action	Date / Staff	Date Complete
<b>Family Partnerships</b>	<p><b>Status</b></p> <p><b>HC Yreka</b></p>	<b>Items Requiring Action/Comment</b>	
Family Strengths & Needs Complete	<p><b>20/20 19/19</b></p> <p><b>18/20</b></p>	<p><b>HC-Completed</b></p> <p><b>Yreka-2 in progress-Tamara will complete by 2/14</b></p>	
Family Partnership Referrals:	<p>2 0</p> <p>0</p>	<p><b>2 referral for HC, 2-follow up by teacher and Speech therapist</b></p>	
Family Partnership Closures:			
<b>FPA file audit</b>	<p><b>Teachers will submit required documentation</b></p>	<p><b>Ongoing</b></p>	

Summary of Items Requiring Action in FPA	Plan of Action	Date / Staff	Date Complete
Fatherhood activity planning-  Fatherhood Conference in March through the FRC's and Collaborations with County partners.  Fatherhood Conference planned for March 22 Fatherhood activity planned for April/Yreka	HC-planning for April 10-Boxcar Derby Yreka-Fatherhood activity FUDGE night-Dialogic Reading "Papa Do You Love Me, Dictation picture stories, and felt board story to make and take home.	April 10/HC   3/22/2014- Collaboration With HUB, TANF	1/22/2014

Parent Involvement	Status		Items Requiring Action/Comment
	HC	Yreka	
Number of Parent Activities:	2	AM-4 PM-4	Participants- HC 30- Yreka AM-33 Yreka PM 16
Types of Activities: HC – Family Day, Parent meeting, Yreka-Family Day, Parent Meeting, Math Night, Parent Conference-	2	AM-2 PM-2	Math Night-not well attended, will share activities at Parent Meeting in March Parent Conference

Summary of Items Requiring Action in Parent Involvement	Plan of Action	Date / Staff	Date Complete
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Community Partnerships/ Involvement	Status		Items Requiring Action/Comment
<b>Volunteers in classroom</b>  <b>Volunteers in activity</b> HC-Parent Meeting 2/13, Family Day 2/14 Family Day February 14 Math Night-February 25-Yreka Parent Meeting-February 5	HC-3  HC-30	AM-2 PM-4 AM-33 PM-16	<b>Parent helper in the AM and PM has really made a difference for our staff. All staffs are working in both AM/PM classrooms.</b>

Agency/Organization <b>HC /Yreka Community Resource Center</b>	<i>See Director's Notes at the end of report for details</i>		
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Summary of Items Requiring Action in Community Involvement	Plan of Action	Date / Staff	Date Complete
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Participating in the <b>Power of Parenting Conference with Yreka CRC</b>	Parent Conference 2/22/2014	Marlene	<b>2/22/2014</b>
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<b>Program Governance</b>	<b>Status</b>	<b>Items Requiring Action/Comment</b>	
Budget Due: Refunding Application 2012	PC Approved: 9/23/2013	Submitted with refunding application for FY2014	
	KCDC Approved:9/24/2013		
	TC Approved: 9/27/2013		
Community Assessment Due (updates yearly, complete every 3 years) 8/31/2013, Data gathered from multiple sources. Parent survey, Census Data, Social Services	PC Approved: 9/23/2013	Submitted with refunding application for FY2014	
	KCDC Approved:9/23/2013		
	TC Approved:9/27/2013		
Self-Assessment Due 8/2013	PC Approved: 9/24/12	Submitted with refunding application for FY2014	
	KCDC Approved: 9/24/12		
	TC Approved:9/24/12		
School Readiness Plans -2013	PC Approved: March 2013 KCDC Approved: March 2013 TC Approved: March 2013	Submitted with refunding application for FY2014	
Annual Report Due February 2014	PC Approved: March 4, 2013 KCDC Approved: TC Approved:		
Quality Improvement Plans Due 9/30/13	PC Approved: 9/23/2013	Submitted with refunding application for FY2014	
	KCDC Approved:9/24/13		
	TC Approved: 9/27/13		
Shared Governance Training: November 13, 2013 – Strategic Planning and Fiscal Responsibilities for Tribal Council, KCDC ( Tribal Council)		provided training for KCDC, Tribal Council on January 28, 2014 with Betsy McDougall, our TTA specialist from FHI360	
<b>Summary of Items Requiring Action in Program Governance</b>	<b>Plan of Action</b>	<b>Date / Staff</b>	<b>Date Complete</b>
<b>Record-Keeping &amp; Reporting</b>	<b>Status</b>	<b>Items Requiring Action/Comment</b>	
Enrollment to OHS Due: by 7 <sup>th</sup> each month	Current	None	
<b>Summary of Items Requiring Action in Record- Keeping &amp; Recording</b>	<b>Plan of Action</b>	<b>Date / Staff</b>	<b>Date Complete</b>
	Hired a Assistant Teacher in HC and Bus Monitor/Aide In Yreka	Hired	2/2014

Human Resources:	Status		Items Requiring Action/Comment
	HC	Yreka	
Vacancies:	0	1	Marlene scheduled to return March 20, 2014
Positions:	HC-Asst. teacher Yreka-Bus Monitor/Cook's Aide Temporary Teacher for Yreka		HC- Hired assistant teacher and began on 2/24/2014 Yreka-hired bus monitor/aide began 2/24/2014 No qualified applicants. Will make do with existing staff until Marlene returns
Vacant how long?			Yreka-Center Supervisor/teacher-3 months
Staff Qualification issues Waivers Submitted to OHS for Yreka AM teacher and HC teacher Need to submit waiver for Yreka AM and PM Asst. Teachers	Continue towards AA for teaching		Yreka- AM teacher, HC Teacher- Yreka 2 Asst.Teachers Enrolled in classes at COS Received Waivers from OHS
Mandatory Annual training hours (15) Other Staff Trainings CPR/First Aid-Mandated Reporters-Blood Borne Pathogens Food Handlers- (optional for support staff)			<b>Mandatory Training completed</b>
Training for, volunteers, and parents	Ages and Stages Math Night in Yreka		Sent home information on Ages and Stages at the Yreka Parent Meeting 2/5/2014 and sent home information to parents that did not attend.
Professional Development Plans	Ongoing		
Annual Performance Evaluations	<i>Hire date anniversary or end of school year.</i>		
Summary of Items Requiring Action in Human Resources	Plan of Action		Date / Staff
			Date Complete
<b>Training Topic Ideas</b>	<b>HC</b>	<b>Yreka</b>	<b>Medium</b>
<u>Parents Training Topics:</u> Literacy, Math, Discipline, Behavior, Cooking-easy recipes, Cooking with Kids, Culture Night, Health, Stress Management, Routines,	Math night-Yreka February 25 Sent home information on Ages and Stages for Yreka Parent		Resources, workshops, FRC/CRC calendars, individualized support

Science Art *Families need child care-HC	Meeting		
<b>Staff Training Topics</b> <i>Attachment</i> <i>How to help develop empathy in children</i> <i>Reactive Attachment Disorder</i> <i>Developmental Art</i> <i>Developmentally Appropriate Activities</i>		Workshop, Conference, practice in classroom setting Individualized support*	
<b>Safe Environments Monthly Monitoring</b>	Ongoing		
<b>Daily Playground Inspection</b>	Ongoing	<i>Sand and Pea Gravel added to areas in Yreka.</i>	
<b>Summary of Items Requiring Action in Facilities</b>	<b>Plan of Action</b>	<b>Date / Staff</b>	<b>Date Complete</b>
Floor is lifting in Yreka (linoleum seam) <i>Yreka-plastic from "rolled" grass is coming up in a few areas requiring re-sod or dirt and grass added when weather clears up</i> <i>Classroom lights (HC)</i> <i>Windows need efficiency update and weather stripping.</i> <i>Stranger alert curtains, Heavier door to kitchen-HC</i>	Working with Yreka Housing to address fixing the floor. Lights in the kitchen and classroom keep going out.	Cameron from Yreka is helping with the maintenance efforts and still working on the list of needs when he can	<b>Ongoing</b>

<b>Community Assessment Goal &amp; Objectives</b>	<b>Complete</b>
<b>Goal 1. Provide timely and consistent communications between Policy Council, Parents, and Program staff. Schedule trainings for Policy Council, KCDC, and Tribal Council for shared governance responsibilities.</b> <i>Policy Council Meeting-October 15-Cancelled-reschedule for November 21, 2013</i> <i>Program Governance Training-November13, 2013, Strategic Planning and Fiscal Management for Tribal Council and KCDC- 1/28/2014</i>	
<b>Goal 2.Improve consistent communication and timely follow up with County Specialists, IEP's Yav Pa Aanav, Local agencies.</b> <i>LPC meeting, IEP meeting at SCOE for Yreka child (Center Supervisor-attended)</i> <i>LPC meeting 12/4/2013 LPC Meeting 2/26/2014</i>	
<b>Goal 3. Improve systems for Record Keeping and Reporting.</b> <i>Child file audits-Donna</i> <i>Improved Child File Systems</i>	
<b>Goal 4. Improve communications with staff, centers, and families.</b>	

Staff meeting weekly and bi-weekly and as needed	
Goal 5. <b>Improve, create, and update Policies and procedures. And effective systems.</b> *Social Media, *Safe Home Visiting* Volunteers (background)* updating job descriptions	Need Policy Council and TC Approval

<i>Training /Technical Assistance Goals &amp; Objectives</i>	Complete
Goal 1. <b>Family Engagement-increase effectiveness and follow up on family goals and needs.</b> <i>Domestic Violence Dynamics and Impacts-October 4 Learning the Dance of Attachment-October 17 More frequent Family Contact (Yreka- Happy Camp) Individualized Contact for parents needing extra support</i>	
Goal 2. <b>School Readiness-Improve communications with local elementary Schools to establish more effective transitions for children and families.</b> <i>All staff meeting passed out School Readiness/Family Engagement goals for review and edits 2/3/2014</i>	
Goal 3. <b>Focused and intentional planning for lesson plans, assessment, and data tracking. Increase understanding of aggregated data for school readiness.</b> <i>DRDP aggregated data for purposes of planning. Lesson Planning and intentional planned activities to support school readiness for the 4 year olds and engage the 3 year olds at their level. FHI360 provided training at the end of January in the areas of Data Collection, Assessment, Planning, Writing a Strategic Plan, Community Assessment, and Annual Report, Everything You Wanted to Know About HSES System and GABI</i>	January 28-30, 2014
Goal 4. <b>ERSEA-Improve and create effective systems for enrollment policies and procedures.</b> Need PC, TC approval to update Priority Points for Enrollment	
Goal 5. <b>Cross training for staff in different positions</b> <i>Food Handlers training in Happy Camp for all staff. –October7, 2013 Hearing and Vision Training-October2013</i>	
Goal 6. <b>Training in Supervision and Management for Administrative Staff and professionalism.</b>	

**Quality Improvement (center needs, maintenance, program operation needs/ideas)**

<p><b>Staff Needs-Concerns</b>  <b>HC-QI, New Playhouse as it was stolen from the play yard. Need Surveillance Cameras. Windows need efficiency updated with weather stripping, black out curtains, heavier door for HC kitchen</b>  <i>Need to replace automatic lights for the Yreka Center. Maintenance has been working on this and has contacted an electrician to address the lighting issues outside and in the kitchen. Will need soft fall material for under the teeter totter once the area is dug up to meet safety requirements.</i>  <i>Currently the bus is only equipped to seat 15 children with one monitor and not being able to get children home go on local field trips without leaving children at the center while the bus drops the first group. There is not enough room to on the bus to accommodate all who require transportation.</i></p>
---

**Director's comments/highlights:**

Both of our center sites continue to work through difficult and challenging situations. I am proud of the teamwork they practice and an area of strength within our organization. We welcome Valisha Armstrong as our new assistant teacher in Happy Camp, and Jolena Jerry as our new bus monitor/cook's aide. We are all looking forward to almost being fully staffed! Marlene is expected to return at the end of March. Both centers have worked hard to make the centers a rich learning environment for the children, often stepping into areas and situations without being asked. The entire program team inspires me and proud to work alongside them. Yreka is fully enrolled with a waiting list! I truly appreciate the enormous effort from all of our staff to make this program work!

**The Director attended and participated in:**

**NIHSDA Board meetings (Conference Calls- February 4, 12, 13, 27, 2014)**

**TRC-Conference Call** –February 7, February 21

**Parent Conference Planning**-February 11

**EHS/HS Partnership Webinar**-February 11

**LPC**-February 26

**Parent conference**-February 22

The biggest news is that I have a new grandson and was able to help my son and daughter-in-law with much needed support as they transition into this life changing event. I also was able spend time with my mother-in-law who is no longer able to care for herself. This will be a process to get her the help she needs. I appreciate the board supporting my time off for wellness and family care.

I continue to shop for the Yreka Center, take a table with the children, help in the classroom, Cook, input assessments, and help improve the quality of the classroom and outdoor environment. We continue to work together to have better communication between ourselves and our families. I am proud of the teamwork and grace our staff continues to display, often working in stressful situations. The staffs at both centers are flexible and supportive and continue working towards professionalism and providing quality learning experiences to our children and families.

Respectfully submitted,

Patty Brown

Head Start Executive Director



**Administrative Office-Happy Camp Center**  
632 Jacobs Way, Happy Camp, California 92639  
530-493-1490 fax: 530-493-1491  
**Yreka Center** – 1320 Yellowhammer, Yreka, California 96097  
530-842-9225 fax: 530-841-5153

## **Annual Report**

2012-2013

Grantee # 90CI0179-000

Approved by Policy Council –**March 4, 2014**

Approved by KCDC Board –

Approved by Tribal Council –

### **PROJECT DESCRIPTION**

The Karuk Head Start is a federally funded program serving eligible young children (3 years old by October 2) and their families. The program is designed to promote and enhance children's social emotional, physical, and cognitive development through developmentally appropriate activities to meet their individual needs. We provide information about child development, school readiness, culturally appropriate learning experiences and personal growth opportunities for the family. Our goal is to work in partnership with families to share in decision making, goal setting, child development, school readiness, and to support personal goals for successful and positive outcomes.

### **SERVICE AREA**

The Karuk Tribe Head Start program provides services to children and families in Happy Camp, Yreka, and surrounding areas.

### **PROGRAM PARTICIPANTS (data taken from 2012-2013 PIR- total participants during program year)**

- Head start remains at full enrollment with 60 children in 2 centers, predominantly Native American. (all enrollment figures for the year show 39 Native American, 2 African American, 22 white, 2 Black, African American, 1 Asian, and 1 Multi-Racial)
- Vacancies were promptly filled.
- 76% enrolled children and families income eligible
- 10% Over income
- 10% exceeded the allowed over income and enrollment
- 26% 3 year olds
- 81% 4 year olds
- 5 Foster children

### **PROGRAM SERVICES** (To promote and provide appropriate referrals and resources)

- Family Partnerships-Beginning with the first home visit or contact, ongoing support is provided in all areas of the program.

- Transportation Services
  - 49 children received transportation services
- Health Services
  - 62 (100%) children with ongoing accessible health care
  - 41 (68%) children receiving medical services through Indian Health Services
  - 663 (100%) children up to date on immunizations
- Dental Screenings
  - 5%) children received preventative care-11 needing treatment with 9 receiving treatment.
- Disabilities
  - 4 children have an Individualized Education Program (IEP) 3s in prior enrollment year and 3 and received special education services through the LEA.
- Mental Health Screenings
  - 100% of children completed routine screenings, using the ESI-P assessment, with 1 child1 child requiring follow up with the MH professional providing an individual mental health assessment.
  
- Assessment-ongoing and research based
  - Desired Results Developmental Profile-Revised
  
- Curriculum
  - Creative Curriculum
  - Preschool Learning Foundations and Frameworks
  - Growing Up Wild

## **PROGRAM HIGHLIGHTS**

- **Facilitated First Pre-Service for all staff held in Yreka, September 3-4**
  - **Professional Boundaries, Blood borne pathogens, MSDS, Playground Safety, School Readiness, Family Engagement, Emergency Preparedness**
- **Western Garden Grant for Happy Camp**
- **Community Partnerships, Collaboration, and Participation**
- **Visit from our OHS Program Specialist-Patricia Banks**
  - Karuk Tribe CCDF
  - YavPaAanav
  - Local Planning Council
    - In partnership with First 5 Siskiyou, supported CARES stipends for teachers completing ECE college coursework classes
    - Sponsored professional growth training opportunities
    - Sponsored the annual Provider Dinner for early childhood educators and family childcare providers
  - Siskiyou Child Care Council
    - Sponsored professional growth training opportunities
  - Siskiyou Public Health
    - Provided Tooth brushes and paste for both centers
    - Attended NFP (Nurse Family Partnerships)

- Head Start Health Advisory Committee
  - Worked together with Karuk Indian Health Services to identify needs and services.
- Happy Camp and Yreka Family/Community Resource Centers
- NIHSDA-National Indian Head Start Director's Association –President Elect
- ACF-CCDF-attended QRIS-Quality Rating Instrument System Development meetings
- California Head Start State Collaboration Office
  - Director was selected to be a representative on the board
- College of the Siskiyou ECE Advisory Board
- Siskiyou Early Childhood Team (SECT)
  - Part of the MDT to identify at risk families and provide referrals to appropriate agencies
- Siskiyou Dental Task Force
  - Work to identify dental needs for young children and families and secure additional support through collaborations with other agencies.

## **STAFF TRAINING**

- **CLASS Teacher Assessment Training**
- **Childhood Trauma**
- **Play: Mind, Body, and Soul**
- **March 19-21, 2013 School Readiness Summit training-FHI360 (Grande Ronde)**
- **Handwriting without Tears training-November 2-3, 2012**
- **NACFC-Native American children and Family Conference in Albuquerque, NM March 19-21, 2013. A staff member from each center attended, as well as the director.**
- **What You Need to Lead-Emotional Intelligence-Holly Elyssa Bruno- April 27, 2013**
- **Bruce Perry, Trauma and Brain Development May 9-10-2013**
- **Bridges Out of Poverty training**

## **FAMILY INVOLVEMENT**

Both centers encouraged family participation in the program through the following events.

- Family Fun Days and Activities
- Parent Orientation
- Parent Education-Health Night-HC, Yreka Science Night- Yreka, Art in the Park-Yreka
- Literacy Activities
- Fatherhood/Male Involvement Conference and Activities
- Parent Meetings
- Classroom Volunteers
- Policy Council
- Program Governance Training
- CHRIB-Dental Health –Yreka
- Kindergarten Roundup
- Kindergarten Transitions with Local elementary schools.

## **AUDIT FINDINGS**

There are no findings for Head Start in the 2012 -2013 audit.

## **RESULTS AND BENEFITS**

The results of the program highlights added focus to the children and additional day of kindergarten and school readiness for all four year olds enrolled in the program with 160 service days. We provided staff and parent training and education to better understand and meet the needs of children.

## **BUDGET EXPENDITURES -2012-2013**

		<b>Sequestration Budget</b>
Annual Funding	\$503,260	<b>\$491,691</b>
T/TA	<u>\$ 11,522</u>	<b><u>\$11,522</u></b>
Total Funding	\$514,782	<b>\$503,213.00</b>
<b>Western Family Garden Grant</b>		<b>\$1,000.00 (Discretionary-Happy Camp)</b>
<b>In-Kind</b>	\$125,803.25 (NFS –match -parent volunteers, specialists, etc.)	
<b>In- Kind</b>	\$149,209.22 (actual with collaborations from State Agencies)	

### **In-Kind-actual contributions**

- Parent/Volunteer \$149,209.22
- First 5 Siskiyou \$74,000.00
- Siskiyou Child Care Council \$28,000.00
- Siskiyou County Local Childcare Planning Council \$1,620.00

<b>Actual in-kind Total</b>	<b>\$252,769.22</b>
<b>Credit Card Expenses</b>	<b>\$25,790.05 (Program Operations)</b>

## **School Readiness and Office of Head Start Child Outcomes**

The Karuk Head Start utilizes the CDE/CDD Desired Results Developmental Profile-PS 2010 assessment tool.

The DRDP-PS2010 is aligned with the California Preschool Learning Foundations, kindergarten content standards, and the Head Start Child Outcomes. The DRDP documents the level of development on a continuum separately for each individual child. This allows the teacher to individualize the instruction, and used as a guideline and frame of reference to understanding the child's strengths, ability, and general planning to support learning and development.

There are 4 desired results for children

- DR:1 Children are personally and socially competent.
- DR:2 Children are effective learners.
- DR:3 Children show physical and motor competence.
- DR:4 Children are safe and Healthy

There are seven domains representing crucial areas of learning and development for children and within each domain, are measures which focus on a specific competency. Each measure is assessed to determine where the child is on continuum of the developmental spectrum.

The developmental areas are: Exploring, Developing, Building, Integrating, (Emerging), and Unable to rate. Each domain, identified in the colored header, include several measures to identify specific areas of competency. The rating is established on consistency in the area of observation over time and in multiple areas.

The assessment methods include but not limited to: authentic observation, anecdotal notes, work samples, performance understanding (connecting concepts by showing), pictures, and portfolio work.

**Self and Social Development-12 measures**

**Language and Literacy Development-10 measures**

**Cognitive Development-5 measures**

**Math Development-6 measures**

**Physical Development-3 measures**

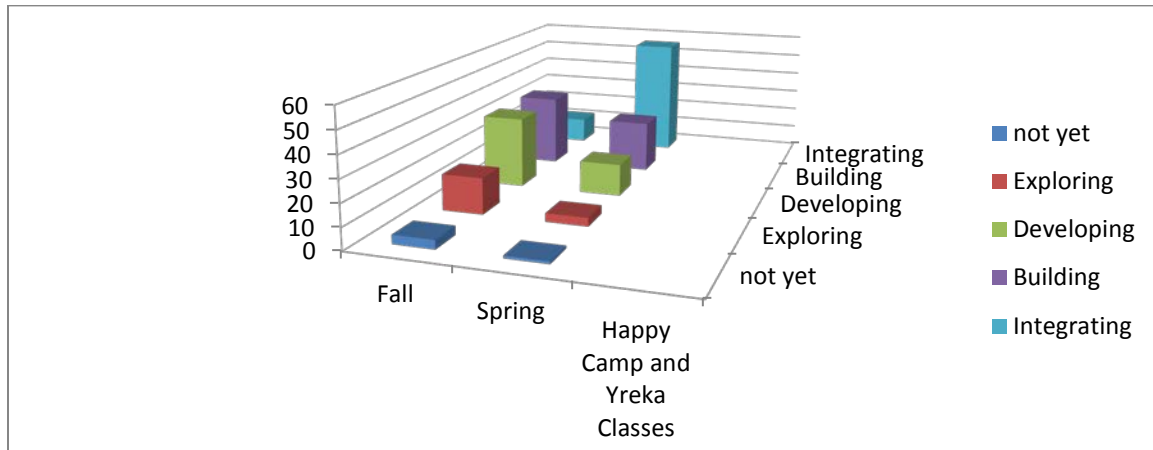
**Health Development-3 measures.**

**The results of Fall 2012 (benchmark) and Spring 2013 (Final)**

**Assessments for 3 and 4 year old children at the Happy Camp and Yreka Centers are based on an average of the combined measures.**

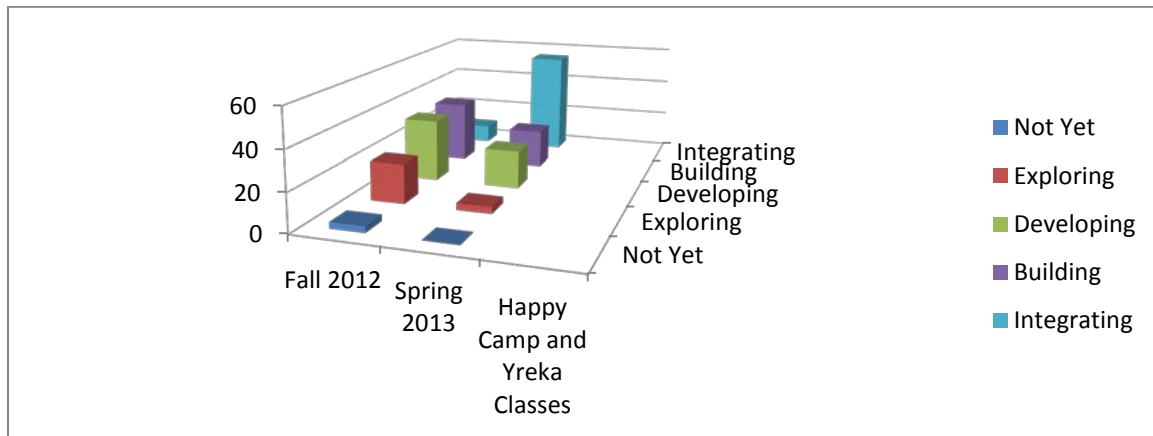
**Domain: Self and Social Development**

**Measures:** Identity of Self, Recognition of own skills and accomplishments, Expressions of empathy, Impulse control, Taking turns, Awareness of diversity in self and others, Relationships with adults, cooperative play with peers, Socio-dramatic play, Friendships with peers, Conflict negotiation, Shared use of space and materials.



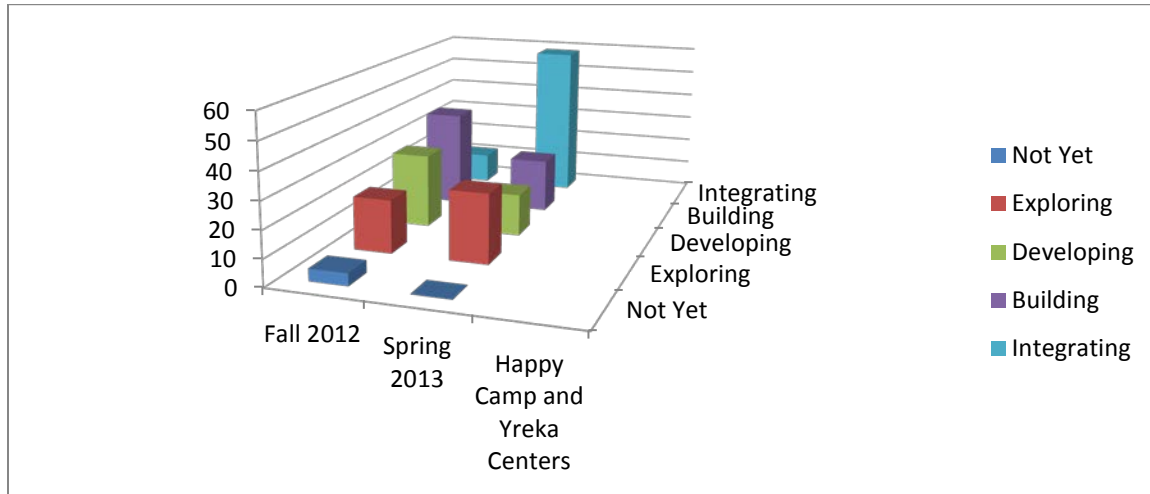
**Domain: Language and Literacy Development**

**Measures:** Comprehension of meaning, Following increasingly complex instructions, Expression of self through language, Language in conversation, Interest in literacy, comprehension of age-appropriate text presented by adults, Concepts about print, Phonological awareness, Letter and word Knowledge, Emergent writing



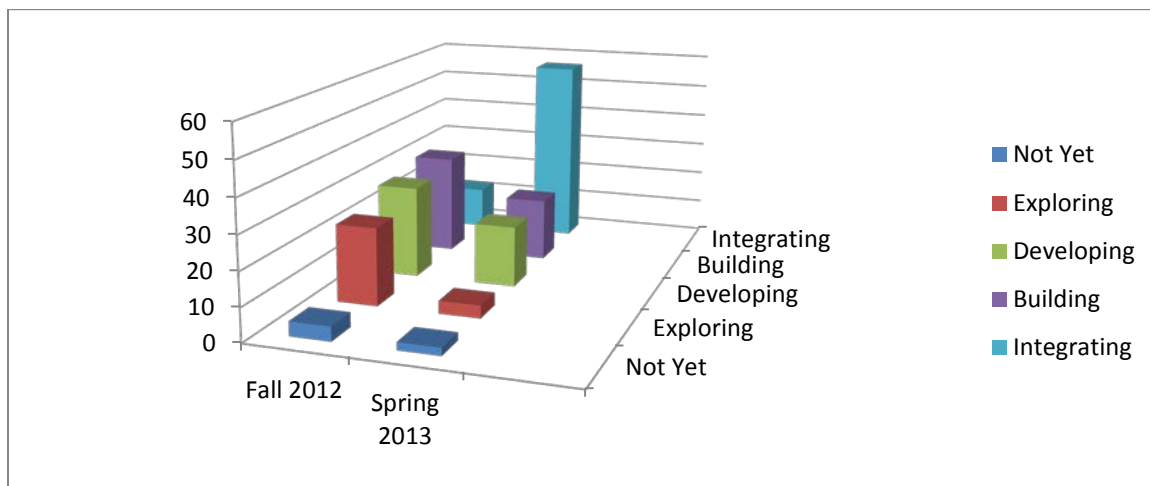
**Domain: Cognitive Development**

**Measures:** Cause and effect, Problem solving, Memory and knowledge, Curiosity and initiative, Engagement and persistence.



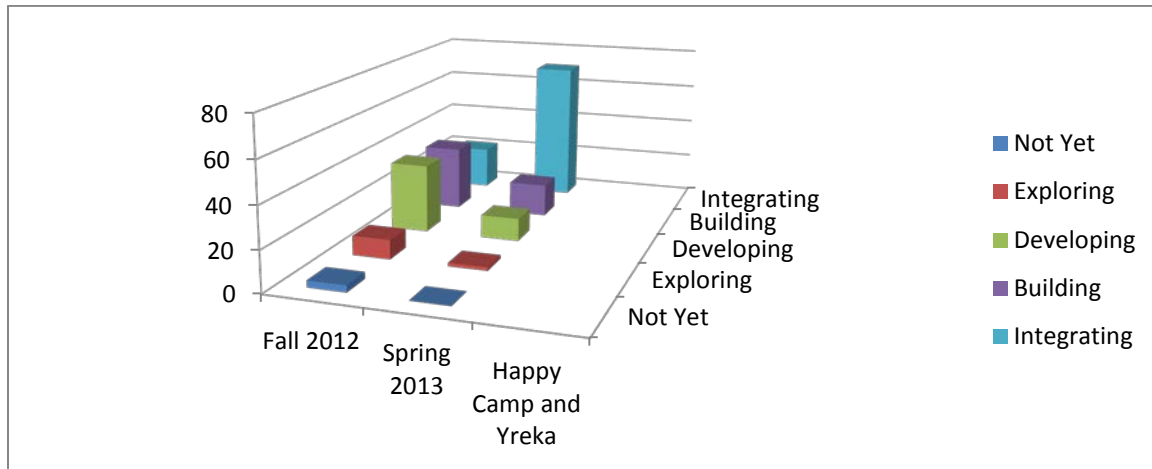
**Domain: Mathematical Development**

**Measures:** Number sense of quantity and counting, Number sense of mathematical operations, Classification, Measurement, Shapes, Patterning.



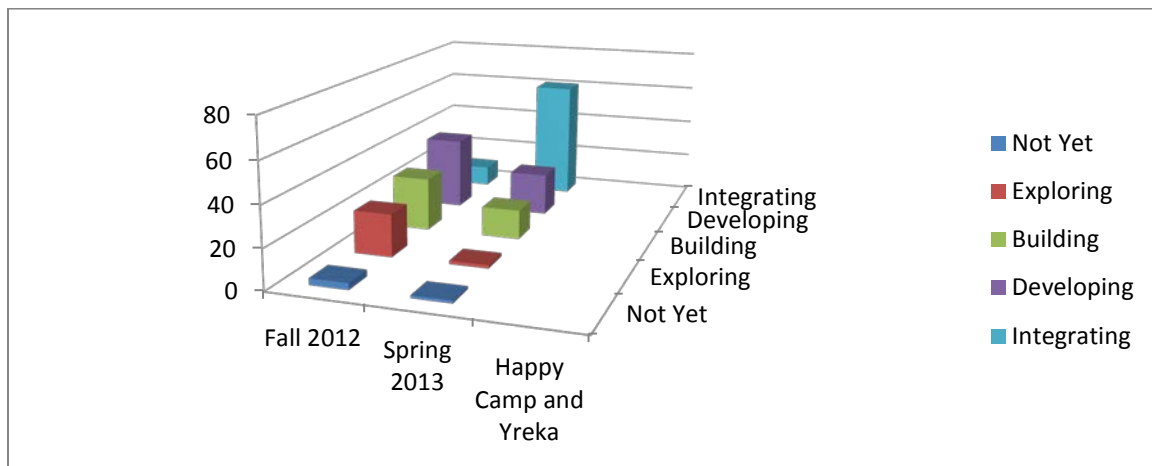
**Domain: Physical Development**

**Measures:** Gross Motor Movement, Balance, Fine motor skills



**Domain:** Health

**Measures:** Personal care routines, Healthy lifestyle, Personal safety





# MONTHLY PROGRESS REPORT

NAA VURA YEESHIIP

March, 2014

Ayukii,

No action requests this month.

The new Ford has been working really great for the kids and offers them a lot of growing room. I am continuing to juggle the sites along the river as best I can, but have had several new clients and crisis clients this past month. I am assuming that we are still working to get the new hire on board as soon as possible for help.

I have also been asked to meet with Humboldt County MCH (Mother Child Health) to offer a needs assessment for that program to fill in the future. They have a five year grant and will be offering extra help in Eastern Humboldt County.

This Friday I will be presenting the Naa Vura Yeeshiip to the Siskiyou County Board of Education for the purpose of sharing what services Naa Vura Yeeshiip offers and the different services offered through Victim Witness.

I am also working on a Proposal for TANF to provide services from elders in our community to assist with the boat building process as well as eel fishing. This will be a great assistance as the VOCA grant does not allow me to offer stipends for the presenters.

The six month report is due by the end of this month so I will be engaged with that completion soon. Further, I am working Tuesday through Fridays' now with Fridays' being my day in Yreka for services. I am in Happy Camp Tuesdays and Wednesdays, with Thursdays in Orleans, Junction or Forks, as needed.

Yootva, Vura yeeshiip kuma supaah, Rivkah

# Karuk Department of Tribal Lands Management

## March 27, 2014 Council Report

Scott Quinn – Director  
February 27, 2014 to March 20, 2014

### 1. Land

- A. Yreka Property Purchase. I checked with the Seller on March 14<sup>th</sup>. He is waiting for a final report for the clean they did to the property before we order the closing docs.
- B. We received an Updated Commitment for Tebbe Property Fee to Trust Application. Now we need to decide if we want to pull the application, wait and do a NEPA CE, or move forward with a NEPA EA, and the CEQA IS/MSD.
- C. On 3/5/14 and 3/18/14 I participated in meeting with the with the Management team Orientation, Planning/Growth, and Security Workgroups.
- D. On 3/20/14 I met with the BIA Environmental Specialist in Yreka to update our Yreka Clinic Phase 1 Environmental Report for the Fee to trust Application.
- E. I have received numerous phone calls and talked to tribal members regarding allotments, the Cobell Settlement, and probate thru the BIA.
- F. I've been working on producing a set of Casino Design Development Docs on my plotter for a Council Member.

### 2. OTHER CASINO

- A. I've been participating in conference calls with Laura Mayton, TFA, and potential investors.
- B. Laura Mayton, Jaclyn Goodwin and myself have met with the City of Yreka to negotiate the Casino IGA as a Subgroup on 2/26/14, 3/7/14, 3/12/14, and 3/19/14.
- C. On 3/4/14 Jaclyn, Michael Thom, and myself met with the Siskiyou County BOC at a public meeting.

### 3. OTHER

- A. Processed rentals for the White Mtn. Estates MH Park in Yreka.

### 4. APPROVALS

TRIBAL TRANSPORTATION REAUTHORIZATION UNITY SUMMIT

DENVER UNITY STATEMENT 2014

ADVOCATING FOR INCREASED FEDERAL INVESTMENT  
IN TRIBAL TRANSPORTATION INFRASTRUCTURE TO ENHANCE TRANSPORTATION  
SAFETY, EMPLOYMENT, ACCESS AND SYSTEM EFFECTIVENESS

- WHEREAS,** the Tribal Transportation Unity Caucus formed to promote unified, consensus positions of Indian tribes in advocating for a new highway bill that reflects tribal transportation system challenges and recognizes the accomplishments and capacity of tribes to deliver transportation services to tribal citizens and surrounding communities; and
- WHEREAS,** Tribal leaders accompanied by tribal transportation technical staff gathered in Denver, Colorado on February 25-27, 2014, to exchange perspectives on tribal needs and opportunities in order to develop underlying positions for a coordinated strategy to engage Congress in addressing the United States' trust responsibility to the Indian people for transportation infrastructure investment and maintenance; and
- WHEREAS,** although tribal roads and transportation facilities comprise nearly 3% of the national transportation system, federal investment in those tribal facilities has remained at less than 1% of the national transportation system; and
- WHEREAS,** Tribal governments, as sovereign nations recognized in the United States Constitution, have obligations to deliver safe and reliable transportation networks and the Federal Government has trust and treaty responsibilities to provide sufficient funding to meet this obligation; and
- WHEREAS,** through TEA-21, SAFETEA-LU, ARRA and MAP-21, tribes have demonstrated their transportation needs and have proven their ability to effectively and efficiently deliver transportation programs for the benefit of tribal citizens and others in their community.
- NOW THEREFORE BE IT RESOLVED,** that the commitment expressed by participants in the Denver Tribal Transportation Reauthorization Unity Summit is to engage in tribal transportation policy advocacy in the spirit of unity and mutual support; and
- BE IT FURTHER RESOLVED,** that the positions adopted in Denver have been made in the interest of unity and shall be interpreted and understood as promoting and advancing consensus positions shared by those tribes present and that participants will work to broaden awareness of the positions discussed in Denver throughout Indian Country through presentation and discussion in the spirit of fostering coordinated advocacy before the United States Congress; and
- BE IT FINALLY RESOLVED,** standing in unity, the undersigned tribal leaders and tribal transportation officials call upon all Tribal Nations, the National Congress of American Indians (NCAI) and Intertribal Transportation Association (ITA), National Tribal Transit Association (NTTA), and all other intertribal organizations to embrace the positions developed in Denver at the Tribal Transportation Reauthorization Unity Summit, and to work jointly with the Tribal Transportation Unity Caucus and tribal advocates to develop policy briefing materials, draft proposed legislative language and engage with the congressional committee leadership and staff to advance the mutually-agreed upon objectives identified in Denver, Colorado.

The undersigned participated in the development of the Tribal Transportation Unity Act in Denver, CO on February 25-26 2014.

Anvik Tribal Council

*Mike Jones*

Atmaultluak Traditional Council

*Moses Powell Sr.*

Bois Forte Band of Chippewa

*James D. D.*

Bristol Bay Native Association

*Julianne & Bob*

Camas Go-On, Klamath Tribes, KTOI

Central Council Tlingit Haida Indian Tribes of Alaska

Cheyenne and Arapaho Tribes

*Angel B. O.*

Cheyenne River Sioux Tribe

*Bob B. B.*

Chickaloon Native Village

*Chief Gary Harrison*

Chippewa Cree Tribe of the Rocky Boy Reservation

Citizen Potawatomi Nation

*Art Muller*

Confederated Tribes of the Colville Reservation

*Jim Palmer*

Craig Tribal Association

*Edward K. Y. Hannon*

Eastern Band of Cherokee Nation

*B. M. ASOT*

Eastern Shoshone

*Wesley Hantel*

Fort Belknap Indian Community

*Phillip H.*

Fort Peck Assiniboine and Sioux Tribes

*Thomas H. H.*

Ho-Chunk Nation

*Kathleen Stone Tree-White Rabbit*

Holy Cross Village

*Enzo G. G.*

Jicarilla Apache Nation

*Ly. V. V.*

Kalispel Tribe

*Dawn Holmes*

Karuk Tribe

*Sandi J. J.*

Leech Lake Band of Ojibwe

*Nat. N.*

Lummi Nation

*Charly L. Fabrice TTP Member*

Muscogee (Creek) Nation

*J. C.*

Navajo Nation

*MaryBeth Jank*

Nez Perce Tribe



Nome Eskimo Community

*[Handwritten signature]*

Northern Arapaho

*[Handwritten signature]*

Northern Cheyenne

*[Handwritten signature]*  
*[Handwritten signature]*

Oglala Sioux Tribe

*[Handwritten signature]*

Ohkay Owingeh

Omaha Tribe of Nebraska

*[Handwritten signature]*  
*[Handwritten signature]*

Organized Village of Kasaan

Pueblo of Picuris

Pueblo of Tesuque

Quapaw Tribe

Red Lake Nation

San Carlos Apache Tribe

Sault Ste. Marie Tribe of Chippewa Indians

Seneca Nation of Indians

Shoshone-Bannock Tribes

Sisseton Wahpeton Oyate

Sitka Tribe of Alaska

Southern Ute Indian Tribe

Spirit Lake Tribe

Te-Moak Tribe of Western Shoshone

Native Village of Tetlin

Tohono O'odham Nation

White Earth Nation

Wrangell Cooperative Association

Yankton Sioux Tribe

*[Handwritten signature]*

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The following Tribal Nations and tribal organizations support the legislative proposals developed at the Tribal Transportation Reauthorization Unity Summit:

C. A. T. G. Co.  
August

Fat Belknap  
a Nuckaloon Village

**A RESOLUTION IN SUPPORT OF THE TRIBAL TRANSPORTATION UNITY ACT SUMMARY AND  
ADVOCATING FOR INCREASED FEDERAL INVESTMENT  
IN TRIBAL TRANSPORTATION INFRASTRUCTURE TO ENHANCE TRANSPORTATION  
SAFETY, EMPLOYMENT, ACCESS AND SYSTEM EFFECTIVENESS**

- WHEREAS,** the \_\_\_\_\_ (Tribe) (insert opening tribal resolution language) ; and
- WHEREAS,** the \_\_\_\_\_ tribe relies on a safe, efficient and dependable transportation system to support the health, economic development, social well-being of our tribal members and the general public, and
- WHEREAS,** the federal government has a trust responsibility and treaty obligations to assist tribes in developing and sustaining roads, bridges, pedestrian and bicycle paths, transit services and other transportation facilities in a state of good repair comparable to national standards, and
- WHEREAS,** in prior efforts to impact federal transportation legislation, tribal voices were not unified and resulted in Congress drafting language without the benefit of tribal input resulting in a less effective tribal transportation program and limited tribal governments' ability to provide a safe and reliable transportation system for their tribal communities and the traveling public; and
- WHEREAS,** Tribal leaders accompanied by tribal transportation technical staff attended a Tribal Transportation Unity Caucus in Denver, Colorado on February 25-27, 2014, to exchange perspectives on tribal needs and opportunities and to develop underlying positions for a coordinated strategy to engage Congress in addressing the United States' trust responsibility to the Indian people for transportation infrastructure investment and maintenance; and
- WHEREAS,** the Tribal Transportation Unity Caucus formed to promote unified, consensus positions of Indian tribes in advocating for a new highway bill that reflects tribal transportation system challenges and recognizes the accomplishments and capacity of tribes to deliver safe and reliable transportation and transit services to tribal citizens and surrounding communities; and
- WHEREAS,** the Tribal Transportation Unity Caucus meeting produced a document entitled "Tribal Transportation Unity Act Summary" that identifies recommendations for changes in the federal highway bill through a consensus process; and
- WHEREAS,** although tribal roads and transportation facilities comprise nearly 3% of the national transportation system, federal investment in those tribal facilities has remained at less than 1% of the national transportation system; and
- WHEREAS,** tribal communities suffer the impacts of motor vehicle fatalities and serious injuries at rates greatly exceeding national averages due to unsafe road conditions and underfunded tribal highway safety programs; and

**WHEREAS,** Tribal governments, as sovereign nations recognized in the United States Constitution, have obligations to deliver safe and reliable transportation networks and the Federal Government has trust and treaty responsibilities to provide sufficient funding to meet this obligation; and

**WHEREAS,** through TEA-21, SAFETEA-LU, ARRA and MAP-21, tribes have demonstrated their transportation needs and have proven their ability to effectively and efficiently deliver transportation programs for the benefit of tribal citizens and others in their community.

**NOW THEREFORE BE IT RESOLVED,** the \_\_\_\_\_ (Name of Tribe) hereby supports the commitment expressed in the Tribal Transportation Unity Act Summary to engage in tribal transportation policy advocacy in the spirit of unity and mutual support and urges our Congressional delegation to support these recommendations; and

**BE IT FURTHER RESOLVED,** that the positions adopted in Denver have been made in the interest of unity and shall be interpreted and understood as promoting and advancing consensus positions shared by tribes nationally and to support coordinated advocacy before the United States Congress; and

**BE IT FINALLY RESOLVED,** \_\_\_\_\_ (tribe) hereby stands in unity with the Tribal Transportation Unity Caucus and supports the Tribal Transportation Unity Act Summary as adopted in Denver, Colorado on February 25-26 2014.

(Insert your tribal approval and signature)



**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**  
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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: \_\_\_\_\_

Funder/Agency Assigned: \_\_\_\_\_

Prior Amendment: \_\_\_\_\_

REQUIRED → \*Procurement Attached  \*Budget Attached   
\*System for Award Management (SAM) (CONTRACTS ONLY)

Requestor: **Sandi Tripp** Date: **March 27, 2014**

Department/Program: **Department of Transportation**

Name of Contractor or Parties: **Orleans Community Services District**

Effective Dates (From/To): **last signature** **March 27, 2014**

Amount of Original: **\$0**

Amount of Modification: \_\_\_\_\_

Total Amount: **\$0**

Funding Source: \_\_\_\_\_

Special Conditions/Terms:  
\_\_\_\_\_

Brief Description of Purpose:

**General Memorandum of Understanding between the Karuk Tribe and Orleans Community Services District for work to be performed on Tribal lands and routes.**

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

\_\_\_\_\_  
Date

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

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

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

\_\_\_\_\_  
Date

MEMORANDUM OF UNDERSTANDING  
Between  
KARUK TRIBE  
and  
ORLEANS COMMUNITY SERVICES DISTRICT  
AGREEMENT # \_\_\_\_\_

**I. PARTICIPANTS**

Karuk Tribe  
P.O. Box 1016  
Happy Camp, CA 96039

Orleans Community Services District  
P.O. Box 714  
Orleans, CA 95556

**II. PURPOSE/OBJECTIVE**

The purpose of this Memorandum of Understanding (hereinafter referred to as MOU) is to maintain open and ongoing lines of communication between the Karuk Tribe (hereinafter referred to as Tribe) and the Orleans Community Services District (hereinafter referred to as OCSD), or collectively as PARTIES to resolve issues of maintenance and construction of OCSD utilities on Karuk Tribal lands.

The OCSD and the Tribe mutually agree to the following terms of Agreement:

**III. COORDINATION – EMERGENCY AND NON-EMERGENCY**

OCSD AGREES:

- a. That in the case of utility emergency repair and maintenance projects, OCSD will notify the Tribe within twenty-four (24) hours, as per contact matrix - **Appendix A**, to coordinate project tasks and implementation schedules.
- b. That in the case of utility non-emergency maintenance and construction projects, the Tribe will be notified in a timely manner to facilitate project coordination efforts.
- c. To coordinate with the Tribe to ensure timely consultation and coordination for up-coming projects that may impact Tribal lands.
- d. To ensure annual review and revision, as necessary, to the contact matrix.

TRIBE AGREES:

- a. That in the case of OCSD utility emergency or non-emergency repair and maintenance projects, the Tribe will coordinate with OCSD, as per contact matrix - **Appendix A**, to ensure timely project implementation.
- b. To inform OCSD in a timely manner of Tribal emergency and/or up-coming projects that may impact OCSD utilities.
- c. To ensure annual review and revision as necessary to the contact matrix.

**IV. EMERGENCY AND NON-EMERGENCY TRIBAL PROJECT REPAIR SPECIFICATIONS**

OCSD AGREES:

- a. That when impacts to Tribal lands or routes are required for OCSD utility repair or construction, OCSD shall permanently repair said routes as required by Tribal specifications noted in **Appendix B**.
- b. That if weather conditions require and/or supply availability is impaired, OCSD will restore said route adhering to temporary repair specifications noted in **Appendix B**. Temporary site repair shall only remain in place until such time as permanent repair specifications can be implemented.

TRIBE AGREES:

- a. To provide temporary and permanent route specifications for use by OCSD when utility maintenance or construction will impact Tribal lands or routes.
- b. To assist in the coordination, construction and inspection with OCSD and/or OCSD construction contractor.

**V. EXCAVATION/ARCHAEOLOGICAL TRIBAL CULTURAL RESOURCE MONITORING**

OCSD AGREES:

- a. To notify the Tribe a minimum of 72 hours in advance of any excavation for the repair of OCSD utilities on Tribal lands to ensure Tribal Cultural Resource Monitor or designated Tribal representative availability.

- b. That in the event that Tribal Cultural Resource Monitor or Representative are not available and an emergency utility repair project occurs, OCSD will only excavate minimally necessary soils to repair OCSD utilities, ensuring excavated soils remain on-site until such time that Tribal Cultural Resource Monitor or designated Tribal Representative has an opportunity to inspect excavated soils.
- c. That if any archaeological findings are discovered during construction the Tribal Cultural Resource Monitor or designated Tribal Representative has the authority to temporarily slow or stop project specific construction activities as deemed necessary.
- d. That in the event that the items with archeological value are discovered during excavation work involving cutting, filling, scarifying, utility demolition or construction, drainage culvert work, etc., the Tribe shall be notified immediately.
- e. That all excavation work shall immediately halt if a suspected archeological site is discovered, until such time as the Tribal Cultural Resource Monitor or designated Tribal Representative gives the approval to resume excavation.
- f. To continue construction in the area outside the archeological recovery site using light to moderate equipment in excavation work subject to the approval of Tribal Cultural Resource Monitor or designated Tribal Representative . OCSD and their contractors shall fully cooperate with the Tribal Cultural Resource Monitor or Tribal Representative.
- g. To take all precautionary measures as directed by the authorized Tribal Cultural Resource Monitor or designated Tribal Representative to minimize any contamination of storm water runoff, silt, organic debris, fuels and other harmful materials that may disturb the strata or excavated portions that are being analyzed or recovered.
- h. To provide temporary measures to prevent spillage or direct entry into the pit or work area of the roadway necessary to accommodate public traffic at all times, and shall take every precaution against public injury or damage to the surrounding areas within the work site area.
- i. To not claim compensation for any delay of work as a result of any unforeseen archaeological site discovered during construction. Time extensions may be granted to OCSD for such delays resulting from archeological site discovery within the project perimeter.

- j. That Tribal Cultural Resource Monitor or designated Tribal Representative for emergency site repair. If said repair requires excavation for a duration period of more than one calendar day. The Parties shall negotiate appropriate Tribal Cultural Resource Monitor or Tribal Representative fees as per current Tribal wage schedule, to be paid by OCSD.

**TRIBE AGREES:**

- a. To provide a Tribal Cultural Resource Monitor or designated Tribal Representative for all excavation required for OCSD maintenance and repair on Tribal lands.
- b. To provide a Tribal Cultural Resource Monitor or designated Tribal Representative for emergency site repair for one calendar day at no charge to OCSD. If said repairs requires excavation for a duration period of more than one calendar day. The Parties shall negotiate appropriate Tribal Monitor or Tribal Representative fees as per current Tribal wage schedule. Said fee schedule will be provided by the Tribe.

**VI. USE OF PREMISES**

OCSD shall be allowed to stage equipment and materials within the limits of the worksite. Any materials or equipment staged outside the project area shall be agreed upon prior to commencement of work.

OCSD shall be cognizant of all utilities that cross the work area and take adequate measures to protect all utilities from damage. The Karuk Tribe assumes no liability of the location of utilities marked or otherwise, and OCSD is encouraged to examine the site and contact the utilities via USA to determine if conflicts exist.

The Tribe assumes no liability for OCDC personnel, contractors, equipment or supplies.

**VII. STANDARDS - CONSTRUCTION**

All final maintenance and/or repair work shall adhere to California Department of Transportation (Caltrans) 2010 Standard Specifications and Standard Plans and the Special Provisions contained herein and the latest edition of the California Building Code (CBC), Local, State and Federal regulations.

The Caltrans Standard Specifications and Plans (2010) can be found at:[http://www.dot.ca.gov/hq/esc/oe/specifications/std\\_specs/2010\\_StdSpecs/](http://www.dot.ca.gov/hq/esc/oe/specifications/std_specs/2010_StdSpecs/).

**VIII. TERMS OF AGREEMENT**

The duration term of this Agreement is for five (5) years from the date of the last signature. The Agreement will automatically renew at the end of the five (5) years unless either party to the Agreement requests a review meeting and MOU revisions are required.

Modifications to this agreement may be proposed by either party and shall become effective upon written concurrence of the parties.

**ORLEANS COMMUNITY SERVICES DISTRICT**

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

**KARUK TRIBE**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Russell Attebery, Chairman

# Appendix A

## MOU Contact Matrix

### OCSD / KARUK TRIBE

#### Karuk Tribe

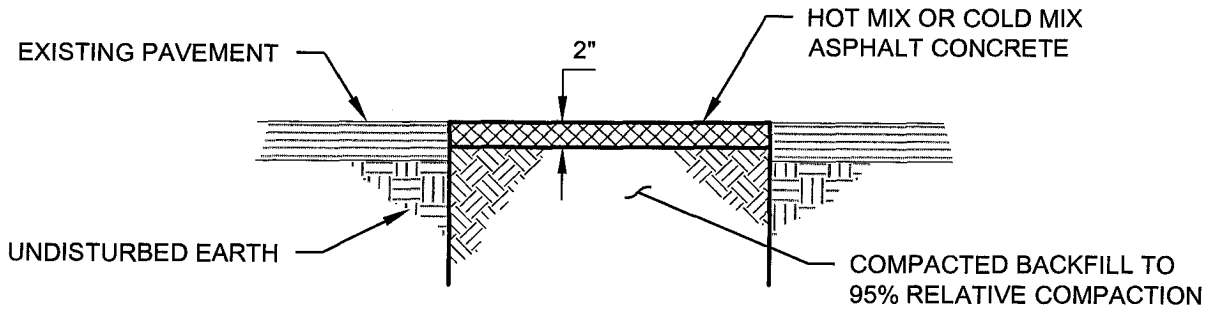
Chairman	Russell Attebury	(530) 493-1600 ext 2019
Department of Transportation	Sandi Tripp	(530) 627-3063 / Cell (530) 643-1468
Lead Road Maintenance Supervisor	Bucky Lantz	(530) 643-6176 / (530) 643-6138
Department of Natural Resources	Leaf Hillman	(530) 627-3446 ext 3013 / Cell (541) 821-7730
Department of Tribal Lands Management	Scott Quinn	(530) 493-1600 ext 2433
Tribal Historic Preservation Officer (THPO)	Julie Burcell	(530) 493-1600 ext 2202

#### Orleans Community Services District

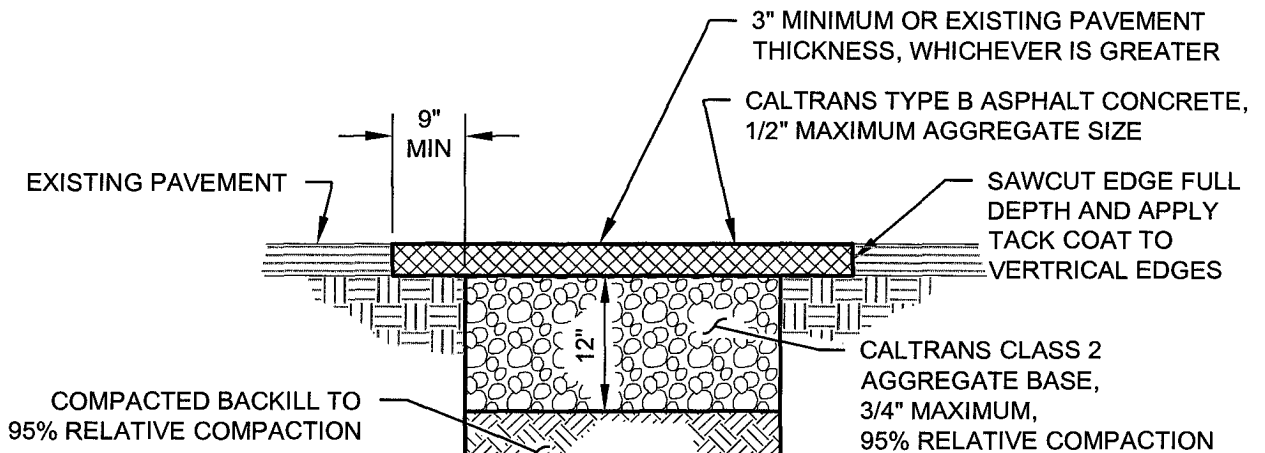
Orleans Area Office		(530) 627-3454



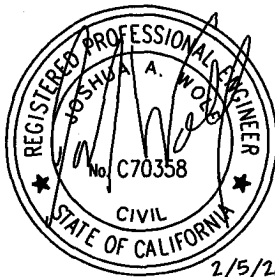
**NO TRAFFIC / OPEN FIELD AREAS**



**TEMPORARY**



**PERMANENT**



Cad File No: Trench Patch Detail.dwg

Plot Date: 4 February 2014 - 3:51 PM



718 Third Street Eureka California 95501 USA  
 T 1 707 443 8326 F 1 707 444 8330  
 W www.ghd.com



**KARUK TRIBE  
 STANDARD TRENCH  
 PATCH DETAIL**

scale	NOT TO SCALE	job no.	8411059
date	FEBRUARY 2014	rev no.	A

GHD Inc.  
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**DTL 01**



**Tribal Council Report**  
**Karuk Tribe Department of Transportation**  
**Council Meeting: March 27, 2014**

Submitted by: Sandi Tripp, Director of Transportation  
Date: March 20, 2014

**Tribal Transportation Program**

As noted in last month's report I attended the Tribal Leaders Transportation Unity Summit. We developed a unified national position on Tribal Transportation legislative priorities for Congress to consider as it works on the next highway bill. We now have a "unity statement" signed by nearly fifty tribes and we voted on a package of legislative proposals named the "Tribal Transportation Unity Act". The Act proposes increasing Tribal Transportation Program funding to over \$1 billion by the end of this next six year highway bill and to address chronic unmet transportation needs in Indian Country. The Act requests substantial funding increases for transit and safety programs as well as an asset management and maintenance fund. **(See Attached: Tribal Unity Statement, Tribal Transportation Unity Act).**

At the meeting in Denver we also went through the process of developing a sample resolution and letter of support that I would like to review with Tribal Council and look forward to the adoption of Tribal Transportation Unity Act.

**Tribal Transportation Improvement Program**

As noted in previous reports, I am currently in the process of developing a Tribal Transportation Improvement Program (TTIP) for FY 2014-2019. To review the process: An eligible TTIP project must adhere to multiple requirements of which one of the most important, is that the project route must be on the "Official TTP Inventory". This status is attained through a lengthy process with the Bureau of Indian Affairs (BIA); where the BIA reviews, enters and provides the Tribe the Official TTP Inventory by November 1<sup>st</sup> of each calendar year.

Once the BIA forwards the TTP Inventory list I will be able to complete the FY14 TTIP and forward it with supporting documents for internal and Tribal Council review and approval. FHWA will be the next step in submission of the Karuk Tribe TTIP and once approved and we will be able to allocate funds to new Karuk Tribe Transportation Program projects.

**To clarify**, we do have a current Official TTIP that identifies current and upcoming priority projects; this new TTIP will allow us to update the current TTIP with new projects.

**Update 3/20/14:** As noted last month the BIA lost our 2013 TTP Inventory Update.....I resent the documents to them and they promised to speed up the process and get our Update completed. I emailed them twice again and just received an email back from the Regional office that said they had sent the documents on to Albuquerque and have notified that office of the urgency of this matter. I hope to speak with the Director in Albuquerque when I am at their offices March 24-28, 2014. I will share all relevant meeting information with Tribal Council as it becomes available.



## Transportation Program Planning – Working with GHD, Inc. & WHPacific

As noted in last month's report, we will be developing a Karuk Tribe Long Range Transportation Plan (LRTP) through a coordinated effort with WHPacific, Inc.

I expect the LRTP development process will be very complex. Our formal Kick-Off Meeting was on March 11, 2014 in Happy Camp. At that meeting we reviewed all the particulars of a LRTP, as noted in 25CFR, Part 170, and also the elements of the plan that will be exclusive to our LRTP. I should note that in the WHPacific Contact (14-C-024) I identified a brief scope of work that was just a general overview of the elements of a LRTP. When I was developing that scope of work, I knew that it was just a preliminary scope that would aid us just to get our project going, since I/we had never done a LRTP as comprehensive as the one we are embarking on. The final particulars of the LRTP were discussed at the Kick-Off Mtg noted above. A final budget was subsequently developed in accordance with our revised task list. So with that said, please find attached for your review and approval a Contract Modification that clearly identifies tasks and their associated costs. **(See Attached: Contract Modification #1 for Contract #14-C-024)**

### Red Cap Bikeway (RCBW)

As noted last month, I have been working with the County of Humboldt to determine cost to construct estimates. I now have the costs and we are looking at a \$1.16 million dollar short fall for construction of this project. Although that seems enormous, I expected a large short fall and I have a plan for funding this project.

Just a bit of Project history for new Tribal Council Members: In November 2011, Tribal Council approved Contract#11-C-022, so that we could continue working with Mr. Schwein, to identify potential funding for the Red Cap Road Bikeway Project (RCRBP). Working closely with this contactor we were able to maneuver through the very complex California State Transportation Enhancement (TE) funding process and received TE funding for the in the amount of \$420,000, from the California State Transportation Commission (CTC) and Humboldt County Association of Governments.

Since we received the TE funding, we have completed several project deliverables, including the environmental and design phases. If the RCRBW is fully funded we expect that construction implementation will begin in May 2015.

Over the last couple of years I have researched funding sources and submitted grant proposals to ensure full funding for the RCRBP. Unfortunately we have not received award as of yet. At this point we must work diligently to obtain funding for construction and I have identified the new Active Transportation Program funded through the California State Department of Transportation (Caltrans) as a funding source with great potential. The call for projects will be announced on March 21, 2014 with project applications due to the CTC on May 21, 2014. The RCRBP is currently estimated at approximately \$1.6 million for construction and we currently have \$430,000, leaving a remaining amount of \$1.17 million unfunded.

As noted above Jeff Schwein, of Green DOT Transportation Solutions, has been involved with the development of the MKCTP (the initial planning document), as well as drafting and advocating for the TE Project application with the CTC and we were subsequently awarded



\$420,000 in 2011. Additionally, Mr. Schwein has been involved in the recent Caltrans Active Transportation Program Application Guideline development process.

**(Please find attached: Consultant Contact #14-C-054)**

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

I have a few minor changes to the project design and once I receive them this project is ready to be bid. I am in the contract development stage and it will go for internal review as soon as possible. I do expect that this project will be implemented early this coming season and expect it to take approx. 40-45 working days.

I will share all plans with Tribal Council as soon as they are completed.

### **Transit**

We are now the recipients of the Federal Transit Administration FY 2014 Section 5311(c) Public Transportation on Indian Reservations Apportionment funding. This is our initial year so we will be receiving approximately \$7,500, I will be working diligently to increase our apportionment funding from this source in coming years. Out of 111 federally recognized Tribes in California there are only eight tribes that receive this funding and I am proud to say we are one of them!

### **Orleans Area Utility Company MOU**

For the last couple of months we have been working on the development of an MOU between the Karuk Tribe and the Orleans Community Service District (OCSD), since from time to time OCSD utility lines, that are located on and under Tribal roads and properties, require emergency repair and routine maintenance. The MOU will provide an outline to ensure open and ongoing lines of communication between the Tribe and OCSD, and ensure appropriate Cultural Monitoring protocols are followed and specifications are adhered to when maintaining or upgrading utility facilities. Please find attached for your review a draft MOU between the Tribe and OCSD. I am not requesting approval as of yet due to the need for internal review and possible revision of the documents. This is a preliminary phase of the MOU approval process for your information and your files.

**(See attached the Draft MOU between the Karuk Tribe and the Orleans Community Services District)**

### **Transportation Maintenance**

Bucky Lantz, Lead Roads Maintenance Worker and his crew member(s) have 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:

- Assembling and installing Transit Shelters in Yreka, Happy Camp and Orleans.
- Orleans Wellness Center – Parking lot rehabilitation
- Emergency Fire FEMA Project Implementation
- Crack Sealing will begin late March 2014 in the Yreka area
- Ongoing Roadway winterizing and removal of roadside vegetation in Orleans area routes within the KTHA housing complex.
- Ongoing Gutter and DI maintenance on all Tribal routes including Yreka, Happy Camp and Orleans
- Ongoing equipment maintenance and repair

- Ongoing route review to identify maintenance and project needs

**Action Items: to be presented at the Planning mtg on April 3, 2014**

**Action Item#1: WHPacific – Development of a Long Range Transportation Plan  
Contract Modification #1 for Contract #14-C-024**

**Action Item#2: Action Item#1: Green DOT Transportation Solutions  
Consultant Contact #14-C-054**

**Informational:**

- Tribal Unity Statement
- Tribal Transportation Unity Act
- Draft MOU between the Karuk Tribe and the Orleans Community Services District



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## REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:  Contract  
 MOU  
 Agreement  
 Amendment

Karuk Tribe Number Assigned: **14-C-024**

Funder/Agency Assigned: **FHWA (TTP)**

Prior Amendment: **n/a**

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

Requestor: **Sandi Tripp** Date: **March 18, 2014**

Department/Program: **Department of Transportation**

Name of Contractor or Parties: **WHPacific**

Effective Dates (From/To): **December 19, 2013** **December 19, 2014**

Amount of Original: **\$40,000**  
Amount of Modification: **\$19,996**  
Total Amount: **\$59,996**

Funding Source: **2231-03-7600.13**

Special Conditions/Terms:

Brief Description of Purpose:

**Additional funds required to complete a comprehensive Long Range Transportation Plan; final scope of work tasks identified at Planning/Kick-Off meeting March 11, 2014.**

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

*Sandi Tripp*  
Requestor *3-19-14*  
Date

\*\*Chief Financial Officer Date

\*\*Director, Administrative Programs & Compliance Date

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

Other Date

---

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---

**Amendment #1**  
**Original Contract 14-C-024**

**Between the Karuk Tribe and WHPacific, Inc.**

This Amendment shall include additional funds required for completing the comprehensive Long Range Transportation Plan for the Karuk Tribe Department of Transportation.

Original Contract Amount: \$40,000  
Additional Funds:              \$19,996  
Total Amount:            \$59,996

All other terms and conditions of the original contract shall remain unchanged.

**CONTRACTOR**

WHPacific, Inc.

\_\_\_\_\_  
Signature/Date

**KARUK TRIBE**

Russell Attebery, Chairman

\_\_\_\_\_  
Signature/Date



# TASK COST REPORT

**WHPacific**  
 27201 Tourney Rd. Suite 200-C  
 Valencia, CA 91355  
 Phone - 661.505.5650

TRANSPORTATION STUDY  
 KARUK INDIAN TRIBE  
 Project Mgr : Stan Reich

ACTIVITY / TASK	PERSONNEL HOURS						COST IN DOLLARS			
	A	B	C	D	E	F	TOTAL HOURS	LABOR COST	DIRECT COST	TOTALS
Conduct Kickoff Mtg.	16	16	0	16	0	0	48	\$5,888	\$3,500	\$9,388
Establish Transportation Needs	2	15	2	0	1	0	20	\$2,404	\$0	\$2,404
Improvement Recommendations	1	8	4	0	0	0	13	\$1,668	\$0	\$1,668
Travel Demand Studies	0	4	8	0	0	0	12	\$1,656	\$0	\$1,656
Identify Priorities	1	2	0	0	0	6	9	\$832	\$0	\$832
Eng Est of Priorities	2	2	24	0	0	0	28	\$4,228	\$0	\$4,228
Develop Maintenance Matrix	16	4	0	4	0	0	24	\$3,632	\$0	\$3,632
Compile and Develop Inventory	2	14	2	32	48	4	102	\$9,308	\$0	\$9,308
Tribal Safety Plan	8	60	16	0	2	12	98	\$11,516	\$0	\$11,516
Public and Council Meetings (3)	16	48	0	0	4	2	70	\$8,664	\$6,700	\$15,364
<b>**** TOTALS****</b>	<b>64</b>	<b>173</b>	<b>56</b>	<b>52</b>	<b>55</b>	<b>24</b>	<b>424</b>	<b>\$49,796</b>	<b>\$10,200</b>	<b>\$59,996</b>

RESOURCE CODE	RATE
A FIRM PRINCIPAL	\$ 180.00
B SENIOR PLANNER	\$ 110.00
C SENIOR ENGINEER/TRANSPORTATION	\$ 152.00
D ENGINEERING TECHNICIAN II	\$ 78.00
E GIS TECHNICIAN I	\$ 90.00
F ADMINISTRATOR	\$ 72.00

## 6. Fee Schedule

*A completed itemized fee schedule, detailing tribal contact(s) and other key members of the firm who may be assigned to Karuk Tribal work projects (see attached form).*

Role	Labor Cost per Hour
<b>Engineering</b>	
President/CEO	\$235
Principal	\$180
Project Manager	\$140
Senior Engineer	\$152
Project Engineer	\$125
Senior Project Designer	\$90
Project Designer	\$85
Engineering Technician II	\$78
Engineering Technician I	\$70
Support Technician	\$65
<b>Planning/Landscape Architecture/Environmental/</b>	
Planning Manager	\$152
Senior Planner	\$110
Associate Planner	\$105
Assistant Planner	\$85
Landscape Architect	\$115
Landscape Architect Designer	\$78
Environmental Manager	\$95
Environmental Specialist	\$100
GIS Technician II	\$86
GIS Technician I	\$90

Role	Labor Cost per Hour
<b>Geotechnical/Testing/Inspection</b>	
Professional Geologist	\$150
Geotechnical Manager	\$150
Construction Services Engineer	\$105
Construction Services Supervisor	\$135
Senior Inspector	\$120
Field Technician II	\$105
Field Technician I	\$90
Surveying Manager	\$160
Professional Land Surveyor	\$142
Surveying Technician II	\$102
Surveying Technician I	\$80
One-man Survey Crew	\$680/day
Two-man Survey Crew	\$1225/day
Three-man Survey Crew	\$1725/day
<b>Administrative and Other Services</b>	
Administrator	\$72
Clerical	\$62
<b>Other</b>	
Lodging Rates	\$83/night
Per Diem Rates	\$46/day
Mileage Rates (federal rate)	\$.0565/mile



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**REQUEST FOR CONTRACT/ MOU/ AGREEMENT**

Check One:  Contract  
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 Agreement  
 Amendment

Karuk Tribe Number Assigned: \_\_\_\_\_

Funder/Agency Assigned: FHWA

Prior Amendment: N/A

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

Requestor: Sandi Tripp Date: March 18, 2014

Department/Program: Department of Transportation

Name of Contractor or Parties: Green DOT Transportation Solutions

Effective Dates (From/To): March 27, 2014 July 1, 2014

Amount of Original: \$4,800  
Amount of Modification: \_\_\_\_\_  
Total Amount: \$4,800

Funding Source: 2231-13-7600.17

Special Conditions/Terms:  
\_\_\_\_\_

Brief Description of Purpose:  
Contract for developing an Active Transportation Program funding application for the Red Cap Road Bikeway Project.

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

Requestor *Sandi Tripp* Date 3/18/14

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

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

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

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



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

**Requestor:** Sandi Tripp **Date:** March 18, 2014

**Dept/Program:** Transportation **Funding Source:** 2231-13-7600.17

**Check One:**  Small Purchase (less than \$5,000)  Large Purchase (more than \$5,000)\*\*  
 Construction Contract  Other:   
 Independent Contractor Under \$2,000  
 Independent Contractor Over \$2,000\*\*

**\*\*Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.**

**Procurement** \_\_\_\_\_  **Three quotes**  **Sealed Bid**  **Competitive Proposal**

COMPARATIVE SUMMARY (Minimum of Three Required)				
Company Name	Date	Price	Contact/Phone	Indian Y/N
Green DOT Transportation Solutions	3/10/2014	\$ 4,800.00	530-895-1109	N


**Name of Selected Vendor:** Green DOT Transportation Solutions

**Basis:**  Lowest Price  Best Qualified Vendor  
 Superior Product/Service  Delivery Service Provided  
 Based on Annual Price Comparisons  
 **Sole Source Provider (MUST Attach Detailed Justification)**  
 Only Qualified Local Provider Due to Geographic Disadvantage

**Comments:** See attached Detailed Justification

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

*\*\* By affixing your signature, you acknowledge that you have reviewed the attached documentation for presentation to Tribal Council.*

  
 Requestor

3/19/14  
 Date

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Other

\_\_\_\_\_  
 Date



## Sole Source Justification Summary

Contract # 14-C- \_\_\_\_\_

### SUMMARY - Project History

In 2010 we were awarded a Caltrans Environmental Justice Grant. Through this funding we worked with Jeff Schwein, AICP, formally of Lumos and Associates, to develop the Middle Klamath Community Transportation Plan (MKCTP). In the MKCTP we identified several Transportation related projects in the communities of Orleans, Somes Bar and Happy Camp areas. One of the projects identified in Orleans was the Red Cap Road Bikeway Project (RCRBP). The Plan was successful it was nominated for a State Transportation Award.

In November 2011, Tribal Council approved Contract#11-C-022, so that we could continue working with Mr. Schwein, to identify potential funding for the Red Cap Road Bikeway Project (RCRBP). Working closely with this contactor we were able to maneuver through the very complex California State Transportation Enhancement (TE) funding process and received TE funding for the in the amount of \$420,000, from the California State Transportation Commission (CTC) and Humboldt County Association of Governments.

Since we received the TE funding, we have completed several project deliverables, including the environmental and design phases. If the RCRBW is fully funded we expect that construction implementation will begin in May 2015.

Over the last couple of years I have researched funding sources and submitted grant proposals to ensure full funding for the RCRBP. Unfortunately we have not received award as of yet. At this point we must work diligently to obtain funding for construction and I have identified the new Active Transportation Program funded through the California State Department of Transportation (Caltrans) as a funding source with great potential. The call for projects will be announced on March 21, 2014 with project applications due to the CTC on May 21, 2014. The RCRBP is currently estimated at approximately \$1.6 million for construction and we currently have \$430,000, leaving a remaining amount of \$1.17 million unfunded.

### Sole Source Provider Justification For Consultant Services

#### Green DOT Transportation Solutions

Jeff Schwein, of Green DOT Transportation Solutions, has been involved with the development of the MKCTP (the initial planning document), as well as drafting and advocating for the TE Project application with the CTC and we were subsequently awarded \$420,000 in 2011, as noted above. Additionally, Mr. Schwein has been involved in the recent Caltrans Active Transportation Program Application Guideline development process.

I would like to recognize Mr. Jeff Schwein, of Green DOT Transportation Solutions, as a sole source provider/consultant due to his exclusive knowledge of the RCRBP and his and his unique experience with the complex new Active Transportation Program funded through the California State Department of Transportation. I recognize that the experience that Mr. Schwein will bring to the table will be critical to successful award and full funding for implementation of the RCRBP.



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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: \_\_\_\_\_

Funder/Agency Assigned: **FHWA**

Prior Amendment: **N/A**

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

Requestor: **Sandi Tripp** Date: **March 18, 2014**

Department/Program: **Department of Transportation**

Name of Contractor or Parties: **Green DOT Transportation Solutions**

Effective Dates (From/To): **March 27, 2014** **July 1, 2014**

Amount of Original: **\$4,800**  
Amount of Modification: \_\_\_\_\_  
Total Amount: **\$4,800**

Funding Source: **2231-13-7600.17**

Special Conditions/Terms:  
\_\_\_\_\_

Brief Description of Purpose:  
**Contract for developing an Active Transportation Program funding application for the Red Cap Road Bikeway Project.**

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

*Sandi Tripp*  
Requestor \_\_\_\_\_ Date **3/19/14**

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

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

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

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





## AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES

Contract Number: 14-C-\_\_\_\_\_

This Agreement, dated as of March 27, 2014, is between the Karuk Tribe (hereinafter “the TRIBE”) and Green DOT Transportation Solutions (hereinafter “INDEPENDENT CONTRACTOR”), who agree 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*.
2. **Duration:** The term of this Agreement shall be from March 27, 2014 to July 1, 2014.
3. **Compensation:** Independent Contractor will be compensated as provided in the attached *Description of Independent Contractor Services and Activities*, Four thousand eight hundred dollars (\$4800.00). 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 Department of Transportation Director and/or Authorized Designee shall be responsible for overseeing this Agreement and approving invoices for payment.
4. **Claims for Compensation:** Independent Contractor agrees that he/she shall not be entitled to and shall not claim compensation for services performed under this Agreement from another federally funded source of compensation for the same work performed, same working hour(s) or same working day(s). It is further agreed by the Independent Contractor that any claim for compensation submitted in violation of this clause shall, if paid, be recoverable by the Tribe.
5. **Warranty, Indemnity and Hold Harmless:** Independent Contractor warrants and represents that it has every legal right to enter into the Agreement and to perform in accordance with its terms and that it is not and will not become a party to any Agreement with anyone else which would be in violation of the rights granted to the Tribe hereunder. Independent Contractor will indemnify and hold the Tribe harmless from and against any losses, damages and liabilities, including reasonable attorney’s fees for Independent Contractor’s negligent performance or unexcused failure to perform services under this agreement. The Tribe makes no warranty, indemnity or hold harmless agreement.
6. **Independent Contractor Status:** It is understood and agreed between the parties that the Tribe shall not be obligated to withhold any federal, state or local taxes from fees paid to the Independent Contractor, nor shall the Tribe have any liability for such withholding. Further, any required public liability, public damage and/or Worker’s Compensation Insurances shall be the sole responsibility of the Independent Contractor.



7. **Confidential Information:** Independent Contractor will not disclose directly or indirectly to or use for the benefit of any third party any secret or confidential information, knowledge or data acquired by virtue of its relationship with the Tribe without the prior written approval of the Tribe. It is understood and agreed by the parties that the obligations of this paragraph shall survive the expiration or termination of the Agreement.
8. **Non-Assignability:** This Agreement may not be assigned or transferred by either party without the prior written approval of the other party.
9. **Authority:** Independent Contractor's authority to act under this Agreement can be suspended upon written or verbal notice by the Tribal Chairman of the Tribe or his/her designee. If verbal notice is given, it shall be confirmed in writing within five (5) working days.
10. **Termination:** This Agreement may be terminated at any time, with or without cause, by either party, upon notice in writing. Any such termination shall be effective immediately. Independent Contractor shall invoice the Tribe within thirty (30) days of agreement termination for satisfactory work performed up to termination date.
11. **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.
12. **Severability:** Should any provision of this Agreement be held invalid or unenforceable, such a holding shall not affect the validity or enforceability of any other provision thereof.
13. **Copyrights:** All original materials, written, photographed, recorded or otherwise collected or produced by the Independent Contractor pursuant to this Agreement are instruments of Professional Services, and shall be the sole property of Tribe.
14. **Expertise Certification:** The Independent Contractor assures the Tribe that they and all their approved sub-contractors possess the expertise, and resources necessary for satisfactory completion of the activities described in the *Description of Independent Contractor Services and Activities*.
15. **Certification Regarding Debarment, Suspension and Related Matters:** The Independent Contractor hereby certifies to the best of their knowledge that it or any of its officers or contractors or sub-contractors:
  1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any Federal department or agency;
  2. Have not within a three (3) year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or agreement under a public transaction; violation of federal or state

antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification; and
  4. Have not within a three (3) year period preceding this Agreement had one or more public (Federal, State or local) transactions terminated for cause or default.
16. **Applicable Law:** This Agreement shall be governed by the laws of the United States of America and by Karuk Tribal law. In the absence of Federal or Tribal law, relevant laws of the State of California shall be applicable. Independent Contractor is required to comply with Office of Management and Budget Circular A-102 and is responsible for understanding and compliance with applicable grant administration requirements as set forth in the Federal agency codifications of the grants management common rule. This provision is not intended to waive the Tribe's sovereign immunity status or submit the Tribe to any jurisdiction inconsistent with such status.
17. **Indian Preference:** This Contract shall be executed in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), based on funding source requirements.
18. **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.
19. **Sovereign Immunity:** Nothing in this Agreement shall be construed or interpreted to relinquish the sovereign immunity of the Tribe.

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**

Jeff Schwein, Owner  
Green DOT Transportation Solutions  
117 Meyers Street, Suite 120  
Chico, CA 95928  
TIN: 46-3361025

**KARUK TRIBE**

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

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Signature and Date

---

Signature and Date



*Description of Independent Contractor Services and Activities (Scope of Work)*

**Scope of Work**  
**Green DOT Transportation Solutions**

1) Research and prepare an ATP Program Application with supporting documents for the Red Cap Road Bikeway Project.

a) Work with the Karuk Tribe Department of Transportation throughout the application development process ensuring compliance with Tribal program requirements and completion of the following ATP Application sub-tasks:

Compile existing and current project information  
Project description and readiness  
Potential for increased numbers bike/ped  
Potential for increase safety for bike/ped  
Public participation and planning consistency  
Project cost effectiveness  
Improving public health  
Benefits to disadvantaged communities  
Use of CCC  
Past grant performance  
Project cost estimate  
Project schedule  
Application signatures

2) Timeline

- a) Submit the preliminary draft application to the Karuk Tribe Department of Transportation by **April 17, 2014**
- b) Submit the revised draft application for review by the Karuk Tribe Department of Transportation by **April 23, 2014**.
- c) Submit the final draft application to the Karuk Tribe Department of Transportation by **April 30, 2014** to ensure all internal Tribal approvals are completed in a timely manner.
- d) Work with the Karuk Tribe Department of Transportation to submit the final approved ATP application for the Red Cap Road Bikeway Project to the California Transportation Commission by **May 21, 2014**.

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**Department of Natural Resources**

39051 Highway 96  
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Orleans, CA 95556  
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Fax: (530) 627-3448

# Karuk Tribe

**Administrative Office**

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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

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**DEPARTMENT OF NATURAL RESOURCES  
TRIBAL COUNCIL REPORT  
March 2014**

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

Action Item

WATER RESOURCES COORDINATOR/ Crystal Bowman

**Action Items**

1. EPA Wetlands Proposal application for submittal.

Current Sampling and WQ Reports

WQ Staff:

1. Fish Disease sampling continues to be collected every week, a project in cooperation with the Yurok Tribe and Oregon State University.
2. Sampling for bacteria in the mainstem Klamath and tributaries will be weekly at selected locations.
3. Somes Bar workstation water sampling effort for bacteria.
4. Datasondes deployed and calibrated every two weeks at the outlet of Iron Gate dam and Salmon River through the winter months.

Water Quality Meetings and Trainings

Water Resources Coordinator:

1. Attended the following Teleconferences and/or Webinars
  - a. Technical Advisory Committee on wetlands demonstration facility in the upper basin for KHSA IM.
  - b. Cyanobacteria Harmful Algal Blooms (CHAB) meeting to discuss updating the State Guidance document and establish a statewide web site for cyanobacteria and public alerts.
  - c. Klamath Basin Monitoring Program Steering Committee meeting to discuss upcoming workshop, meet Coordinator and discuss Karuk microcystin/microcystis standards revision and posting procedures.
  - d. Tribal Water Quality Workgroup meeting on micorcystis/microcystin study for 2014, standard revision and posting procedures.

- e. EPA, RWB, Karuk, Pacificorp meeting to discuss the update to the Karuk WQ Standards for microcystis/microcystin and posting procedures.
2. Met with DNR staff to prepare for BOR meeting on AFA funding agreement.
3. Meeting in Redding with BOR Klamath Falls and Sacramento offices to discuss strategic planning DNR and AFA funding.

#### State and Federal Processes

KHSA - Reviewed the Iron Gate Intake Barrier report by PacifiCorp, per the KHSA IM. Reviewed consultant comments provide to the tribal water quality workgroup and submitted Karuk comments to the IMIC and others.

#### Administrative

Water Resources Coordinator:

#### Grants

- a. Developed and submitted drafted EPA Wetland proposal, Resolution and financial forms to finance, then approved to Council.

#### Reports

- a. Periphyton report 2012 KHSA funding, finalizing.

#### Field

- a) Collected heavy metal samples from burned and unburned locations in Salmon River.

#### Miscellaneous Tasks

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

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## REQUEST FOR RESOLUTION

Check One:  Resolution  Karuk Tribe Number Assigned: **14-R-020**

Prior Amendment: **0**

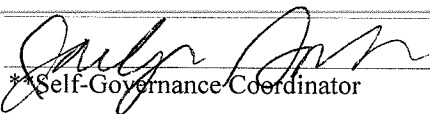
Requestor: Crystal Bowman  Date: March 3, 2014

Department/Program: Water Quality Program

Brief Description of Purpose:

Resolution to submit a proposal to EPA Region 9 for wetlands program development grant in the amount of \$47,455

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

  
Self-Governance Coordinator

3/4/14  
Date

Other \_\_\_\_\_

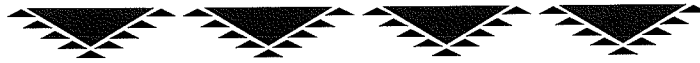
\_\_\_\_\_ Date

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**RESOLUTION OF THE  
KARUK TRIBE**

**Resolution No: 14-R-020**  
**Date Approved: March 27<sup>th</sup>, 2014**

**RESOLUTION AUTHORIZING SUBMISSION OF A PROPOSAL TO US ENVIRONMENTAL PROTECTION AGENCY REGION 9 WETLAND PROGRAM DEVELOPMENT GRANTS FY14 IN THE AMOUNT OF \$47,455.**

**WHEREAS;** the Karuk Tribe is a Sovereign Aboriginal People, that have lived on their own land since long before the European influx of white men came to this continent; and

**WHEREAS;** the members of the Karuk Tribe have approved Article VI of the Constitution delegating to the Tribal Council the authority and responsibility to exercise by resolution or enactment of Tribal laws all the inherent sovereign powers vested in the Tribe as a Sovereign Aboriginal People, including negotiating and contracting with federal, state, Tribal and local governments, private agencies and consultants; and

**WHEREAS;** the members of the Karuk Tribe have approved Article VIII of the Constitution assigning duties to the Chair, Vice Chair, and Secretary/Treasurer including signing and executing all contracts and official documents pertaining to the Karuk Tribe; and

**WHEREAS;** the Karuk Tribe is a federally recognized Tribe and its Tribal Council is eligible to and is designated as an organization authorized to Contract pursuant to P.L. 93-638, as amended, on behalf of the Karuk Tribe; and

**WHEREAS;** the Karuk Water Quality Program is committed to completing to all tasks outlined in the proposal; and

**WHEREAS;** the Karuk Water Quality Program is committed, through this funding, to researching, analyzing and developing all necessary programmatic plans for the protection and restoration of the Karuk Tribe's wetland resources; now

**THEREFORE BE IT RESOLVED;** that the Karuk Tribal Council authorizes submission of this proposal to the US EPA Region 9 Wetland Program Development Grant FY14.

**CERTIFICATION**

I, the Chairman, hereby certify the foregoing resolution 14-R-020 which was approved at a Tribal Council Meeting on March 27<sup>th</sup>, 2014, was duly adopted by a vote of \_\_\_\_\_ AYES, \_\_\_\_\_ NOES, \_\_\_\_\_ ABSTAIN, and said resolution has not been rescinded or amended in any way. The Tribal Council is comprised of 9 members of which \_\_\_\_\_ voted.

\_\_\_\_\_  
Russell Attebery, Chairman

\_\_\_\_\_  
Date



**PROJECT TITLE: KARUK TRIBE WETLAND PROGRAM DEVELOPMENT FY2014**

**TRACK ONE: DEVELOP A WETLAND PROGRAM PLAN**

**APPLICANT: KARUK TRIBE**

**DUNS NUMBER: 1453079300000**

**KEY PERSONNEL: CRYSTAL ROBINSON**

**CONTACT INFO: email: [cbowman@karuk.us](mailto:cbowman@karuk.us)**

**office phone: 530-469-3456**

**GEOGRAPHIC LOCATION: California, Klamath Basin, Siskiyou County**

**TOTAL PROJECT COSTS: \$49,829**

**FEDERAL FUNDS REQUESTED: \$47,455**

**ABSTRACT**

**The Karuk Tribe’s main objective in this proposal is to develop a Wetland Program Plan. The development of this plan will improve wetland protection efforts within Ancestral Territory thereby increasing our understanding of how to ensure “no net loss” in quality and quantity of wetlands. The plan will develop a strategy for the Tribe to understand existing wetland conditions, the quantity and quality of our wetlands and determine whether climate change will affect the ability to protect or restore wetlands. A systematic approach for monitoring, assessment and restoration prioritization will be developed in this plan. The Tribe’s Water Quality Standards will be updated to include standards for wetlands thereby enabling our decision-makers both locally and within the Tribe to make the best decisions possible for protecting, restoring and increasing wetlands in our ancestral territory.**

## **PROJECT DESCRIPTION**

### **National Priority**

Track One – Karuk Tribe will develop a Wetland Program Plan and update the Karuk Water Quality Standards to include standards specific to wetlands.

### **Description of Need**

The mission of the Karuk Tribe is to promote the general welfare of all our People, to establish equality and justice for our Tribe, to restore and preserve Tribal tradition, customs, language and ancestral rights, and to secure to ourselves and our descendants the power to exercise the inherent right of self-governance. The mission of the Department of Natural Resources is to protect, promote and preserve the cultural/natural resources and ecological processes upon which the Karuk people depend. We are proud that we have maintained our ceremonies, culture and language throughout times of disruption and adverse conditions. The primary goal of the Karuk Water Resources Program is to monitor, protect and restore our waters to ensure safe drinking water and aquatic ecosystem health so that fish, plants, wildlife, economic, recreational, and subsistence activities are endured for time immemorial. Through this funding program we hope to understand the condition of our wetlands, their importance to ecosystem health and work to restore their function to the fullest potential. Identifying wetland locations allow us to protect these sensitive habitats from pollution and future degradation. It is the goal of this project to identify, monitor, enhance and increase wetlands within the Aboriginal Territory of the Karuk Tribe. To achieve this goal we plan to partner with neighboring Tribe's in the

Klamath basin to share information and protocols. This will allow us to compare results across the basin. Information will be shared with Regional Water Quality Control Board, Department of Fish and Wildlife, US EPA and US Fish and Wildlife Service in an effort to promote understanding of the ecosystem functions wetlands serve.

Attachments:

- \* Tribal Resolution signed by the Chairman supporting this funding proposal and the activities stated in the workplan.
- \*A letter of support from the Yurok Tribe whose commercial fishery is dependent on understanding and restoring the habitats critical to salmon life history migration and emigration throughout the basin in which we are connected.

**PROGRAMMATIC CAPABILITY/TECHNICAL EXPERIENCE/QUALIFICATIONS**

The Tributary Water Resources Coordinator has been successfully managing EPA tribal funding programs for 8 years. She has extensive knowledge in water quality, monitoring, data management, policy development, technical analysis and restoration implementation. The current staff at the Karuk Water Resources Dept. includes a field biologist and three water quality technicians; they have been collecting data for over 5 years with great success. We operate high precision instrumentation to conduct water quality investigations and produce high quality data abiding by our US EPA approved 2012 Quality Assurance Project Plan. The data has aided US EPA and the Regional Water Quality Control Board on the development of the Klamath TMDL's and subsequent implementation plans, along with the current Agricultural and Timber Waivers.

Attachments:

- \*Tributary Water Resource Coordinator and Water Quality Biologist resumes.

## **TRANSFER OF RESULTS**

Results from the funding application will be presented to state, federal, tribal entities at conferences and/or trainings. Information will allow collaboration between local agencies and tribe's to develop a more holistic approach to understanding wetland function and prioritizing restoration. Idea sharing will help build programs to be more productive and efficient at reaching desired goals and outcomes.

## **PAST PERFORMANCE**

The Karuk Tribe Department of Natural Resources annually receives funding from the following US EPA tribal funding programs:

1. General Assistance Program
2. Clean Water Act 106
3. Clean Water Act 319
4. Direct Implementation Tribal Cooperative Agreement - ISHAHA'YAV ("GOOD WATER")

The Karuk Tribe has been successful in meeting all program tasks and achieving the expected program outcomes and results.

Reporting is timely and final reports are always completed and submitted to the various EPA Region 9 Project Officers.

## **QUALITY ASSURANCE/QUALITY CONTROL**

No data will be collected this funding period.

## **INVASIVE SPECIES CONTROL**

Not applicable.

**Karuk Tribe**

WORK PLAN TASK TABLE

Agreement ID #

**EPA Strategic Plan**

**Goal 2: Protecting America's Waters** – Protect and restore our waters to ensure drinking water is safe, and that aquatic ecosystems sustain fish, plants, and wildlife, and economic, recreational, and subsistence activities.

**Objective 2.2: Protect and Restore Watersheds and Aquatic Ecosystems** – Protect the quality of rivers, lakes, streams, and wetlands on a watershed basis, and protect urban, coastal, and ocean waters.

*Increase Wetlands:* By 2015, working with partners, achieve a net increase in wetlands nationwide with additional focus on coastal wetlands, and biological and functional measures, and assessment of wetland condition.

Work Plan Goals with Tasks and Environmental Results		Dates start/end	OUTCOMES/ Deliverables	Responsible Staff & Work Years (per year)		Estimated Cost (per year) <sup>1</sup>
1	<p><b>GOAL: Development of a Tribal Wetland Program Plan</b></p> <p>Task 1: Develop a five year Karuk Wetland Program Plan with Department of Natural Resource Staff.</p> <p><b>ENVIRONMENTAL RESULT: Increased understanding of how to ensure “no net loss” in quality and quantity of wetlands in the CWA 404 or tribal regulatory program.</b></p>	10/1/14 to 9/30/15	Completed Karuk Tribal Wetland Program Plan	TWRC  <i>*Match:</i>  TWRC	0.08  0.04	\$6,985  \$2,374
2	<p><b>GOAL: Develop methods or strategies to incorporate wetland water quality standards into EPA approved Karuk Water Quality Standards.</b></p> <p>Task 1: Research existing state and/or tribal wetland water quality standards for development of Karuk standards.</p>	10/01/14 To 04/30/15	Updated Karuk Water Quality Standards incorporating wetland standards, approved by EPA	TWRC  Consultant	0.09	\$8,078  \$3,500



	<p>Task 2: Update Karuk Water Quality Standards with wetland water quality standards.</p> <p><b>ENVIRONMENTAL RESULT: Improved wetland protective efforts within Karuk ancestral territory.</b></p>					
3	<p><b>GOAL: Development of a monitoring protocols and assessment criteria that can be used to report the ambient condition or wetland resources</b></p> <p>Task 1: Research, select and/or design standardized wetland monitoring protocols for Karuk program.</p> <p>Task 2: Update Karuk Water Quality Assurance Program Plan with protocols for future data collection and assessment.</p> <p><b>ENVIRONMENTAL RESULT: Increased understanding of wetland condition</b></p>	<p>01/30/15 To 03/31/15</p>	Standardized monitoring protocols	<p>TWRC</p> <p>Consultant</p>	<p>0.04</p>	<p>\$3,492</p> <p>\$2,000</p>
4	<p><b>GOAL: Development of protocols and assessment criteria that can be used to identify wetland restoration and protection priorities.</b></p> <p>Task 1: Research, select and/or develop protocols and assessment criteria to prioritize wetland restoration and protection within Karuk ancestral territory.</p> <p><b>ENVIRONMENTAL RESULT: Increased understanding of how to ensure “no net loss” in quality and quantity of wetlands in the CWA 404 or tribal regulatory program.</b></p>		Assessment criteria for identifying and prioritizing protection	TWRC	0.04	\$3,492
5	<p><b>GOAL: Development of training materials and/or tools to help local and/or tribal decision makers integrate wetland</b></p>		Training tools for integration of wetland	TWRC	0.04	\$3,492

	<p><b>protection into watershed planning.</b></p> <p>Task 1: Research and develop training tools to help integrate wetland protection in watershed planning sessions of local and tribal decision makers.</p> <p><b>ENVIRONMENTAL RESULTS: Improved wetland protection efforts. Increased quantity and quality of wetlands.</b></p>		protection into local watershed planning			
6	<p><b>GOAL: Development of sub award program to fund research investigations, experiments, trainings, studies, surveys and demonstration projects by local, university, or non-profit organizations.</b></p> <p>Task 1: Research and apply to wetland funding programs to build program capacity specifically focused on implementation of the Karuk Wetland Program Plan.</p> <p><b>ENVIRONMENTAL RESULTS: Increased understanding of wetland's condition. Increased quantity and quality of wetlands. Increased understanding of whether climate change will affect the ability to protect or restore wetlands.</b></p>	10/1/14 to 9/30/15	Funding proposals	TWRC	0.09	\$7,858
7	<p><b>GOAL: Transfer project results to state, tribal, federal or local government agencies.</b></p> <p>Task 1: Create presentations for dissemination of wetland information and project plan for Karuk lands.</p> <p>Task 2: Present to federal, state, tribal, county agencies to collaborate on wetland program development and protection.</p>	07/01/15 To 09/30/15	Presentations will be submitted as a deliverable	TWRC  Travel	0.04	\$3,492  \$3,100

	<b>ENVIRONMENTAL RESULT: Increased understanding of wetland’s condition. Increased quantity and quality of wetlands. Increased understanding of whether climate change will affect the ability to protect or restore wetlands.</b>					
8	<b>GOAL: Quarterly reporting for self-evaluation &amp; joint evaluation of performance.</b>  Task 1: Report on <ul style="list-style-type: none"> <li>• status of each work plant goal, task &amp; deliverable</li> <li>• status of expenditures</li> <li>• summary of accomplishments &amp; environmental results</li> <li>• problems impacting performance</li> </ul> <b>ENVIRONMENTAL RESULT: Evaluate &amp; report on program performance.</b>	01/31/15 04/30/15 07/31/15 10/31/15	Quarterly reports updating project officer on CWA 106 task status	TWRC	0.02	\$1,966
						<b>EPA \$47,455</b> <b>MATCH \$2,374</b> <b>TOTAL COST \$ 49,829</b>
TWRC (Tributary Water Resources Coordinator) FY14 \$23.50/hr  <i>*Match – includes additional personnel time (47 hours) involved in presenting, soliciting comments/edits, and ultimately seeking approval from Tribal Council on the developed Karuk Wetland Program Plan.</i>  <sup>1</sup> <b>Estimated Cost (per year)</b> reflects all expenses include hourly rate, fringe, indirect cost (50.00%), contractual, travel, supplies and equipment costs.						

## ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

Bringing Traditional Ecological Knowledge (TEK) into the classroom is what the Klamath Basin Tribal Youth Program has funded the DNR's Environmental Education Coordinator to accomplish. March 3<sup>rd</sup> was our first class (with these funds) where cultural practitioners were brought in to help students come up with ideas for the Humboldt County Science Fair. Three Karuk language experts came to discuss the importance of plant, birds, and animal names in a small group setting.

The Environmental Education Coordinator will also try this with Junction, Happy Camp Elementary and High School classes.

In an effort to strengthen TEK in the classroom we want to encourage children to speak up about our surrounding natural resources. We also want them to get an education where they can come back and work in our communities. We will be bringing several staff from the DNR up to two career days. April 25<sup>th</sup> is the Elementary school and May 8<sup>th</sup> is the High School, both in Happy Camp. I encourage all Tribal Staff to come to either event. We also want to look into Yreka High School career days and Orleans.

There is an upcoming Free Tire Collection Event in Orleans on March 29<sup>th</sup>. The effort was coordinated between Humboldt County Management Authority, DNR, and CalRecycle. We can haul 1000 tires from Orleans down the coast for disposal. This event is free to residents. An RFP for labor was approved and posted March 14<sup>th</sup>.

### EPA PPG & GAP

- Meeting the PPG Grant Program Objectives
- Meeting the GAP Grant Program Objectives
- Preparing for Upcoming MAY Submission of PPG Grant
- Preparing for 2<sup>nd</sup> Quarter Report
- Working with Project Officer on GAP Budget Modifications
- Process invoices from consultants
- Prepare contracts/documents for Council review/approval
- Review monthly fiscal documentation, prepare and distribute budget summary reports for Natural Resources staff
- Develop, modify and process contracts
- Continuous updating and modification of project status spreadsheet
- Develop, modify and process agreements
- PAN (Personnel Action Notice) wage and billing code adjustments
- Prepare resolutions and process proposals for Council approval
- Assist all coordinators with budget management activities

## WATERSHED RESTORATION PROGRAM/ Earl Crosby

### Watershed Program Activities

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

- 1) Attended the KRAB Meeting.
- 2) Met with NRCS regarding post-fire rehabilitation opportunities on tribal property in Orleans.
- 3) Our crew completed the FEMA Hazard Tree Removal project.
- 4) Completed FEMA Gate Replacement project in Orleans.
- 5) Participated in the Fire Learning Network workshop in regards to Upslope Restoration in Orleans and Happy Camp.
- 6) Participate in KEEPER Meeting in Happy Camp via phone.
- 7) Participate in a Tribal Meeting at Bear River regarding NCRP and drought related issues.
- 8) Participated in various calls regarding planning grant received by NCRP Tribal Representatives

### Funding Update

- 1) Continued working with the CA Dept. of Water Resources Tribal Representative who is administrating a NCIRWMP grant we received. I am still requesting the ability to refine the sub-agreement with the county to include language which protects tribal sovereignty. In addition we are arguing we are exempt from paying Davis-Bacon wages based on our own wage rate. In addition we are accomplishing this restoration activity with tribal employees and not sub-contracting hence Davis Bacon is not applicable. This is still an issue and we are requesting Council assistance.
- 2) We were awarded the BIA BAER funds requested.
- 3) Still no word on the USFWS Tribal Wildlife Grant submitted in late 2013.
- 4) Completed draft financial plan w/ USFS regarding road decommissioning in the Red Cap / Perch Creek Watersheds.

In conclusion, we would like to thank the Tribal Council for their continued support. I would encourage any Tribal Council Member who can please arrange a time when you can visit the crew as they appreciate it. 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  
CULTURAL BIOLOGIST/Ron Reed

On February 19th I traveled to Washington Dc to participate in the inaugural session of the 2014 USDA Federal Research Advisory Council (FRAC). I am providing basic information, as an attachment, from the (FRAC) in regards to my appointment by the Secretary of Agriculture and the conditions of my appointment. The USDA Food Security Grant and the collaborative efforts with UC Berkeley and the work on Climate Change with Kari Norgaard and the U of Oregon captured the council's attention. The Traditional Ecological Knowledge (TEK) educational discipline has not been introduced extensively to this council and they seem very receptive to the concept in the "light" of Climate Change and a "new" management direction. Alternative Forest products, Fire Suppression, Biomass, Nanotechnology, Exotic Species, Disease Pathogens, water and drought dominated the two day of discussions.

The planning effort for the upcoming Food Security events held in Orleans on March 22nd for the Early Greens Conference and the Basketry Material Workshop on March 29th has been ongoing. Doing research on the "early greens" has been a priority. Frank Lake will be taking folks out to ID, harvest Indian Potato's with the idea to transplant these edibles in the Traditional Plant Garden in Orleans.

I am planning to demonstrate the making of an "eeling" hook with the "Sons of Tradition" with Rivka Barmore with Pikiyav. An eeling trip is in the planning for the near future.

On March 11th I participated in the monthly conference calls on two subcommittees in regards to the Food Security Grant. On that same day I went to a food Security meeting in Weitchpec involving the Food to School objective.

March 15th I participated in a Mid Klamath Watershed Council Fruit Tree Grafting Workshop. The workshop was real informative and I learned a lot about the fruit trees in regards to the tree's health, fruit production, species integrity and how to graft your favorite fruit tree stock onto a root stock or, on to a tree that has less than ideal production.

On March 18th I participated in the Indian Parent Committee at the Happy Camp Elementary School. General topics of discussion included tutoring, Career Day on April 25th and continued discussion on the K-12 curriculum development objective of the Food Security Grant.

The Western Klamath Mtn. Restoration Partnership Conference March 17th-19th is one of the focal points of discussion of the USDA FRAC meetings that I am participating in Washington DC. I will be attending the tail end of this conference to articulate my recent appointment and the connection and potential resources of this Fire Learning Network process.



United States Department of Agriculture

Office of the Secretary  
Washington, D.C. 20250

FEB 19 2014

Mr. Ronald R. Reed  
39051 Highway 96  
Orleans, California 95556

Dear Mr. Reed:

It gives me great pleasure to appoint you to the Forestry Research Advisory Council (FRAC) representing the interest area of State and Federal. The FRAC is required by Section 1441(c) of the Agriculture and Food Act of 1981 to provide advice to the Secretary of Agriculture on efficiently accomplishing the purposes of the Act of October 10, 1962 (16 U.S.C. 582a, et seq.), commonly known as the McIntire-Stennis Act of 1962. FRAC also provides advice related to the Forest Service research program, authorized by the Forest and Rangeland Renewable Resources Research Act of 1978 (16 U.S.C. 1641-1648).

As required by law, the FRAC annually reports to the Secretary on regional and national planning and coordination of forestry research within Federal and State agencies, forestry schools, and forest industries. FRAC also advises the Secretary on the apportionment of funds for the McIntire-Stennis Program.

The FRAC is composed of not fewer than 16 and no more than 20 voting members, representing the broad array of interests listed in the Act. Your appointment will be for 3 years beginning on the date of your certificate of appointment. The Chair will be elected by the Council. Meetings will be scheduled by the Designated Federal Officer (DFO) in consultation with the Chair and other members of the Council. Meetings are open to the public.

A certificate recognizing you as an official member of the FRAC is enclosed. As a FRAC member, you will serve without compensation. However, you may be entitled to per diem and travel expenses, while attending meetings, as determined by your local national forest and in accordance with travel regulations for Federal employees.

Thank you for your interest in and commitment to serving on this council. I believe you will find your participation to be a rewarding experience. I know that your background and collaborative abilities will be instrumental in ensuring the success of this council in accomplishing the duties set forth in the Act.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom J. Vilsack", written in a cursive style.

Thomas J. Vilsack  
Secretary

Enclosure



## FOOD SECURITY PROGRAM COORDINATOR /Lisa Hillman

### **Action Items:**

Request consensus to continue negotiations with the Mid-Klamath Watershed Council on the USDA Farm to School Grant for a subcontract of an estimated \$30,000 - \$45,000 for the Traditional Foods component of the Klamath Roots Foodshed Project. Total amount of an awarded grant would be \$85,000. Deadline for submission is April 30, 2014. A rough draft of the proposal is provided below.

Objective 1: Annual Management Team Meetings. We will have had our Annual Meeting March 24-25 at the Community room of the DNR. I will present two PowerPoint presentations on our Project and our evaluation strategy, and moderate two community engagement sessions at this two-day event. Your participation is encouraged.

Objective 3: Develop and follow 5 Year Management Plan and annual work plans. I have completed revising all the objectives for which the Tribe is responsible, as well as put up the draft plan for the K-12 Native Food System Curriculum, which I had presented to you at our last Tribal Council Meeting with Margo Robbins, KTJUSD Indian Education Coordinator.

Objective 4: Evaluate progress, measure impact & reporting. As an Evaluation Team member, I have been working with collaborators to coordinate evaluation techniques and to finalize a number of measures to meet our grant reporting requirements. I will present our strategy at the Annual Meeting and provide partners with a template for their consideration.

Objective 16: Karuk Seasonal Youth Camp. The Artisans and Oral Traditions event was wonderful, with terrific input from Youth and tribal members and descendants. Both the Two Rivers Tribune and the Siskiyou Daily News ran an article on it, and posted it on their online newspapers, which I hope you had a chance to read. We are currently working on plans for the upcoming Áama, Akraah, karú Asiparax Camp, for which flyers, registration forms, and RFP for Food Service, and a call for Letters of Interest have been posted.

Objective 17: K-12 Native Food System Curriculum Development. Goal/brief description: The Karuk Tribe will develop, produce, and provide training for culturally relevant K-12 curriculum related to sustainable food systems and Karuk culture to the schools in the Karuk Ancestral Territory. This will provide opportunities for children and youth to develop skills, practical knowledge and wisdom with an emphasis on learning by doing, while attempting to meet this objective's overarching goal to mitigate the effects of the intergenerational historic trauma implicated in the boarding school history of the United States. Leveraging the Indian Land Tenure-funded K-12 curriculum content currently being piloted in the Klamath-Trinity Joint Unified School district, the Karuk Tribe will design curriculum that complies with the California Common Core State Standards to meet the needs of the Siskiyou County school district, to focus on the Native food system of the Mid-Klamath region, to integrate the knowledge and skills developed in the cross objectives of the AFRI grant, and to serve as a model for the education of youth living in other indigenous communities and school systems.

Objective 17: K-12 sustainable Native food system curriculum development. I have arranged with UCB to spearhead this objective. With the collaboration of Margo

Robbins, whose KTJUSD K-12 curriculum was funded by the Indian Land Tenure Foundation, has agreed to work with us to tailor this Indian Education Curriculum to fit the needs of the Tribe and the Food Security Project. She presented her curriculum at the last Tribal Council Meeting in Happy Camp. I invited school administrators and teachers from Siskiyou County to attend the meeting, and both school administrators showed interest in implementing the curriculum into their respective schools. The tailoring of this curriculum will be time-consuming and require additional funding through UC Berkeley; however the benefits for the Tribe seem to outweigh the caveats.

Objective 18: College of the Redwoods Native American Food Security Certificate Program.. Extensive conferencing with Jennifer Sowerwine, the administration of the College of the Redwoods, Anita Janis, and Deborah Giraud (UCCE) was necessary in order for all parties to agree to develop a program that befits its name. We are finalizing the development of the new courses (Biology: Traditional Medicinal Plants, Sociology: Intro to Native Food Security) and retooling existing courses to fit the tribal perspective (Agriculture: Intro to planting methods, and Forest Ecology).

Objective 19: Community Gardens. I've been working with Nancy Bailey to find support for the Native Plant Demonstration Garden/ Daryl "Day Pay" McCovey Memorial Park to lend support to this objective. Ron Reed has shown an interest in this objective and has agreed that this will be an interesting project for TANF clients. I have found several further funding opportunities for projects in Happy Camp and have written two and a half proposals to funding agencies. Projects under consideration are a Native Plants Garden at the People's Center, a community garden at Ishkêesh Ranch, and a bucket garden at the Computer Center. Each of these gardens present volunteer opportunities for TANF clients.

Objective 24: Karuk Seasonal Food Crew. Jesse A. Goodwin and Norine McLaughlin have been hired and one week on the job. I have been working on constructing a training schedule which has included HR Orientation, First Aid/ CPR, Tools and Equipment, TEK, Monitoring, IPod – general, GPS, Ecosystem: soil, water, light, plant groupings, Ecological processes and relationships, Basket materials, Plants, Animals, Aquatic species – plus rules and taboos that apply, Basket Camps, Food Camps, Workshops,

Spiritual practices, ethics (respect, responsibility, reciprocity), Natural Resource management (fire, canopy, brushing), Medicinals, Oral traditions, and Karuk Language.

Objective 27: Farm/fish/forest to institution. This objective is presently under the umbrella of MKWC. In an early meeting with the Lead, Ramona Taylor, she imparted her hesitancy to proceed with the "fish/forest" part of the project. The language for the activities reads:

- Work with each tribal community to determine the best approaches for integrating locally grown and traditional foods (fish, game, acorns, huckleberries, seaweed) into existing food commodity, school & meal programs, and barter distribution outlets.
- Evaluate challenges, successes and policy barriers and enablers with school and district staff. Pilot farm/fish or forest to school in Orleans/Junction.

As per Ramona's recount, she sees the conflict in her dealing with Native foods. I have been talking with researchers who have written tribally sanctioned reports on these issues, and will be working with an undergraduate intern from UCB to address these issues this summer.

Objective 39: Establish a Regional Food Security Library. The third meeting of the Sípnuuk Library Advisory Committee convened on March 5 at the Tribal Library in Orleans. It was very productive, and Adrienne and I had material to present at our meeting in Berkeley with the Murkutu Digital Library platform developers and inform the group on the two proposals I submitted to the IMLS Enhancement Grant and to the National Park Service Tribal Historic Preservation Grant, which will provide professional development to our Tribal Library staff in Happy Camp and Orleans, as well as the Digital Library under the Food Security Grant.

Other Funding Opportunities:

Funding opportunities continue to be reviewed for eligibility and compatibility with the intent of the Food Security Grant Tribal program goals and objective.

Klamath Roots Food Project – USDA Farm to School Grant  
(MKWC’s proposal with substantial contract to Karuk Tribe)

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 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 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 Youth maps and incorporates trails for both nutrition education and cardiovascular health. Karuk Youth was invited last year 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 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 as well as the management and cultivation thereof into the curriculum and involving the expertise of tribal Department of Natural Resources staff and Cultural Practitioners.

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, and approximately 90% are Native American. 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 and

resource management into 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.

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 four 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 and Elementary schools.

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, supplies labor, materials, and project outreach. The Karuk Tribe will be providing project component oversight, staff labor, the use of tribal land for a F2S gardening project, and tribal oversight for 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.

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 2015 January 2014 (upon award) through December 31, 2016:

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

Begin January 2015 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, 2015. (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, 2015 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.

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

Ongoing, begin by April 1, 2015 until project completion. (Jillienne Bishop, Education Director; Lisa Hillman, Karuk Food Security Project Coordinator; Ron Reed, Karuk Cultural Biologist)

- Offer weekly field trips for all partner schools to local organic farms and Karuk Territorial sites.

- Plant lettuce and Native greens with students at farm and school garden sites for their school lunches.
- Train students in local sustainable agriculture techniques, traditional land management 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 and field sites they visit.

Objective #5: School Gardens and Greenhouses Project Component

Ongoing, begin by March 15, 2015 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, 2015. (Jillienne Bishop, Education Director; Lisa Hillman, Karuk Food Security Project Coordinator, Alma Bryant, Karuk Education Coordinator)

- 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 15th through August 20th, annually. (Jillienne Bishop, Education Director, Teri Chanturui, Food Forager, Karuk DNR staff)

- 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; Lisa Hillman, Food Security Project Coordinator; Karuk Food Security staff)

- Offer tri-monthly field trips for all partner schools to Native foods foraging sites.
- 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; Lisa Hillman, Karuk Food Security Project Coordinator

- Analyze project data and evaluations
- Submit final reports
- Host a meeting to share 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 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 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

The Karuk Tribe's Director of the Department of Natural Resources or designated representative.

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.

Lisa Hillman, Karuk Food Security Project Coordinator.

Lisa Hillman has over 25 years of experience working with schools, community colleges and universities on curriculum development, program management, and serving as a lecturer. She has a Masters in Education and has developed and managed projects in southern Germany, with a focus on foreign languages and literature. Upon returning to her tribal homeland in northern California, Lisa has worked for the Karuk Tribe as a Grant Writer and Resource Developer, and is currently managing the USDA funded grant program as the Food Security Project Coordinator for her Tribe.

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

DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill Tripp

**Fire Adapted Communities Pilot/Fire Learning Network Projects**

The Karuk Tribe has been selected as one of 8 Hub Organizations Nationally for this 5 year pilot project. We were asked to use the funds to supply financial assistance to one community partner from the Orleans/Somes Bar Community to begin to build this “Hub and Spoke Network” concept. We have since combined first year funds to benefit multiple community partners in the Karuk Territory and initiated an all lands planning process to identify priority project areas that include at a minimum the communities of Happy Camp and Somes Bar.

We had two 3-day workshops, one in February and one in March. We worked through our direct and indirect threats, identified strategies and developed and refined results chains.

It appears that the Chief’s special Fuels projects that the Klamath Forest and NRCS got funded recently based on the efforts of our collaborative group, are going to be spend in different ways but we are going to try to identify some areas for these treatments to occur. The NRCS monies are going to be contracted to individual landowners, and it appears that the forest service plans on funding existing contracts. Not sure how legal that is but one person at the meeting implied that they would like to report that they leveraged our project up by housing as part of that effort. I do not believe this to be an honest thing do to and I will not condone it.

In any event, we will direct our new fire management staff to begin working with NRCS to look at the conservation incentive program to try to set up an agreement with NRCS and multiple agencies to bring these funds into the tribe to manage.

There is some more footage being collected for our field trips and collaborative meetings and usable clips being compiled for later use.

**Food Securities Project**

Our Food Securities Coordinator is busy coordinating many aspects of this project. I have focused my attentions to directing staff and working with researchers. I met with a researcher and we discussed a project for her to focus on. It seems that plantation management to enhance huckleberries, Elk, and other food and fiber resources is going to be the focus she working towards. There will be additional data collected such as the species of mushrooms present so we can begin long term data collection on these types of issues so we can try to track successional stages of not only trees and other forest resources, but the fungal species that are potentially aiding in this process through development of soil and nutrient profiles.

**Fire and Fuels Management Program**

The issues around the Forest Service Goff Project have been resolved and the crew knows what to do to get caught back up. The NRCS project above housing is however

nearly in non-compliance. I redirected the crew to complete unit F-1 by March 26<sup>th</sup> so we can get it reviewed and approved so this issue can be resolved.

With Councils permission to move forward as per alternative 2 of the proposal to develop leadership and support positions, the Position Descriptions for the Fire Management Officer and Fire and Fuels Operations Specialist have been approved; The contract to develop the operations manual and train the Administrative Support Assistant has been approved; the Incident Qualifications and Certifications System and Incident Business Management training has been scheduled; The TANF agreement for partial coverage of the Fire and Fuels Operations Specialist has been drafted, reviewed and will hopefully be approved on the 20<sup>th</sup>; The Administrative Receptionist II position Description has been drafted and reviewed for approval as well.

Fire Refresher training is and the process of getting ready for the readiness inspection are underway, largely due to the volunteer efforts of crew members. The Administrative Support Assistance is working with our contractor to make sure everything is done correctly. There are some discrepancies in interpretation coming out of the BIA and some ambiguities in the direction coming out of DOI. A letter has been drafted outlining our interpretation of their new policies and their applicability to us, so we hope to get a response soon.



KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Tawnia Johnson Destination: Spokane, WA
Departure Date: 5/11/2014 Time: am Return Date: 5/16/2014 Time: pm
Program Charged: Account:
Description & Purpose of Travel: S260 & 261

\*\* CHECK ITEMS NEEDED \*\*

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: PERDIEM: X, \$ -, \$ -

No. of Quarters Rate

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: LODGING: X, \$ -

No. of Nights Rate

Check this box if you DO NOT have a Tribal Credit Card or Personal Credit/Debit Card. (Needed to determine lodging deposit)

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: MILEAGE: X, Pool Car # 128, \$ -

No. of Miles

FROM: Orleans TO: Medford

OTHER:

Table with columns: Description, ADVANCE, RECEIPTS, DUE TO FROM. Rows: Registration, Airfare (Medford, OR), Shuttle/Taxi/Tolls, Gasoline (Mc & Sons), Parking, Other

TOTAL:

Summary table for TOTAL with columns: ADVANCE, RECEIPTS, DUE TO FROM

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above. I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 days of my return from this trip.

Traveler: [Signature] Date: 3-4-14

\*\*\* TRAVEL WILL NOT BE PROCESSED WITHOUT THIS SECTION COMPLETED \*\*\*

Is this travel reimbursable by another agency? Yes No

If yes, which agency?

Contract modification required? Yes No

\*\*\* MANDATORY AUTHORIZATIONS \*\*\*

Supervisor Approval: [Signature] Date: 3-11-14
Program Director (if different): Date:
Tribal Chairman Approval: Date:

## S-260, INTERAGENCY INCIDENT BUSINESS MANAGEMENT (ONLINE)

2011

16 hrs

### Course Description

This online course meets the general training needs of all positions for which an understanding of interagency incident business management is required. The Interagency Incident Business Management Handbook, PMS 902, is used as the primary job aid to supplement this course. It provides basic policy and direction for incident business management.

### Objectives

Given the Interagency Incident Business Handbook and/or the Fireline Handbook, students will locate and apply the appropriate regulations, established interagency procedures, and necessary forms for each of the following incident management areas:

- Application of conduct and ethics in incident support
- Recruitment, classification, pay provisions and timekeeping/recording, commissary, injury compensation, and travel
- Acquisition
- Managing and tracking government property
- Interagency coordination and cooperation
- Investigation and reporting of accidents
- Investigating, documenting, and reporting claims
- Containing incident costs
- All risk

### Course Components and Hours to Complete

Course Components	Hours to Complete
Pre-selection assessment	N/A
Pre-course work	N/A
Online training	16
Instructor-led training	N/A
<b>Total Hours</b>	<b>16</b>

### Target Group

All ICS positions or personnel seeking knowledge of incident business management.

### Minimum Course Administrator Qualifications

Course administrator must be highly experienced in incident business management (i.e., finance section chief, agency administrative officer, incident business advisor)

### Course Prerequisites

None

Course Level

Local

Course Access

<http://training.nwcg.gov>

Council Report  
March 20, 2014  
Fisheries Program

The Fisheries Program is currently working on spring field projects and planning for upcoming projects. Beginning in March our field crew began installing and working on out-migrant traps located between Iron Gate Dam and the Scott River. The traps are designed to capture salmon juveniles as they migrate out of the river. This project is conducted annually in cooperation with the US Fish and Wildlife Service. The Fisheries Program is now working on other monitoring projects that include our Coho Ecology Study and PIT tagging studies.

Planning of the Fiscal Year 2015 projects has started and we anticipated having our scope of work finalized for the Annual Funding Agreement with the Bureau of Reclamation by the end of this month. Other planning includes work on 2014 Salmon Recovery Fund proposals and scope of work. Additionally we are working on a collaborative Pacific Lamprey Study proposal. We are planning work in cooperation with the Yurok and Hupa Fisheries Programs on a Klamath Basin wide study that looks at lamprey migration, spawning and rearing. Our goal is to better understand lamprey biology and provide information needed for restoring the population and reverse population decline.

Other recent work has included participation with drought planning meetings. At this point focus has been on protecting Scott River fish which are expected to be affected by the pending drought. We are working with the Department of Fish and Wildlife Service and local ranchers and farmers to assess all options to protect juvenile salmon threatened by low water conditions.

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

**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: 11-C-056 *Amended #3*  
 Funder/Agency Assigned: 2135-17  
 Prior Amendment: 2

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

Requestor: Toz Soto Date: *March* 4, 2014

Department/Program: DNR- Fisheries

Name of Contractor or Parties: Salmon River Restoration Council

Effective Dates (From/To): April 30, 2014 to April 30, 2015

Amount of Original:		<i>9,000</i>			
Amount of Modification:	<i>MOD 1</i>	<i>9,000</i>	<i>MOD 2</i>	<i>12,000</i>	
Total Amount:	<i>MOD 3</i>	<i>\$14,500</i>			
		<i>\$49,500</i>			

Funding Source: 2135-17

Special Conditions/Terms:  
*\* ZERO FEE REQUIRED*

Brief Description of Purpose:  
 Need to extend the contract and add additional funding to accomplish scope of work.

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

*Cubet...*  
 Requestor

Date

*Laura Mayton*  
 \*\*Chief Financial Officer

*3-5-14*

*Sumu Okueid*  
 \*\*Director, Administrative Programs & Compliance

*3-4-14*

*Deon Wood*  
 \*\*Director of Self Governance (MOU/MOA) or TERO (Contracts)

Date

*3-4-14*

Other

Date

**Modification Number Three**  
**Contract Number #11-C-056**  
**Karuk Tribe**  
**And**  
**Salmon River Restoration Council**

**Description of Modification:** This addendum will extend the term of the above referenced agreement to April 30, 2015 and an additional Fourteen Thousand Five Hundred Dollars and No Cents (\$14,500.00) from funding source Klamath River Inter-Tribal Fish and Water Commission fiscal year 2014.

<b>Original</b>	\$9,000.00
<b>Mod #1</b>	\$9,000.00
<b>Mod #2</b>	\$12,000.00
<b>Mod #3</b>	\$14,500.00
<b>Total</b>	\$44,500.00

**Justification for Modification:**

This third modification is to continue monitoring the Klamath Big Bar and Salmon River rotary traps with a new fiscal year of funds. The modification is for \$14,500 and the extension until April 30, 2015.

**Terms:**

A 2% Tribal Employment Rights Ordinance (T.E.R.O.) 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. All other terms and conditions will remain unchanged.

**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

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Signature and Date

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Signature and Date

# **Karuk Tribal Council Report**

**S. Craig Tucker, Ph.D.**  
**Klamath Campaign Coordinator**

**March 17, 2014**

## **Summary**

- **Shasta Update**
- **Scott Update**
- **Send letter or Response to Agriculture Secretary Vilsack**
- **Klamath Restoration Agreement Update**
- **Staff Recommendation: Sign on to support AB 1132**

## **Shasta Update**

As the Council is well aware, we entered into a negotiated settlement agreement with Montague Water Conservation District (MWCD) in December, resolving ESA litigation we filed in 2012. For the most part, implementation of Settlement has gone smoothly, until a couple of weeks ago.

The Settlement describes an allocation of water for “environmental purposes.” The amount of water is determined by models that we and MWCD built to describe the Shasta’s hydrology and varies by how wet the weather is. How the water is released day by day is product of talks between MWCD, Tribe, and agencies. All was well until MWCD told agencies that the seeps at the base of the dam count towards the environmental water. It is the position of Karuk staff and attorneys that this is not the case.

The seeps vary in volume, more water in the reservoir, greater the seeps. In some situations, this could account for 25% of all the water fish would get. In other words, they are trying to interpret the Settlement Agreement in a manner that would short us on the water we bargained for.

Our modeling and analysis has always considered the bargained for flows to be over and above the seeps which are variable and uncontrollable. Thus, we filed a notice of dispute with MWCD seeking to resolve the issue. If we cannot work it out, we would send attorneys to court to make oral arguments to the presiding judge who would rule on it. The losing Party would be on the hook to pay the winner’s attorney fees in the process.

We have been studying the matter intensely for several days now and I have an even better understanding of how MWCD operates the infrastructure at the base of the dam. But bottom line is we think that given the drought, the amount of water we are arguing about is pretty much inconsequential this year. However, it may not be next year.

We have until April 7 to decide how to deal with this before we have to file a motion with judge. I have requested some additional data on releases from the dam since October 1 to now and clarification on how seeps are measured to fully understand MWCD’s water accounting. Once I



have this information, staff will meet and confer and I will bring a recommendation on how to proceed to council.

### **Scott Update**

Toz Soto and I recently arranged a tour of the coho rearing pond projects in Seiad Valley for group of ranchers in Scott Valley. Bud Johnson and Jody Waddell attended on behalf of the council. From the Scott were Scott Murphy, Jeff Fowler, Jim Morrison, Preston Harris and a California Farm Bureau Attorney Jack Rice. The tour was a success as the ranchers were impressed with the ponds and the coho they could see in them. The idea is to demonstrate how these projects help fish and to encourage them to build such structures in Scott Valley and offer help in design and fundraising.

At the end of the day, we discussed next steps. I told them we plan to do more evaluations of potential water saving projects using our Scott Groundwater Model and in addition, model the efficacy of specific habitat restoration projects by developing a fish production model.

They urged us not to do any modeling arguing that when we do studies, it promotes fear among Valley residents. I told them that we cannot come up with solutions without doing our homework.

In the end, we agreed to consider on another's respective positions and meet again soon in Scott Valley and tour some of their restoration sites and talk more.

### **Staff Recommendation for Council Action: Send letter of Response to Agriculture Secretary Vilsack**

Attached are a series of letters between the Tribe, USFS, USDA, and the Water Board. I have prepared the attached letter to Agriculture Secretary Vilsack in effort to bring attention to the Water Board most recent advice on the matter. In short, the Water Board suggests that court rulings pertaining to Public Trust Doctrine entered after the Scott Adjudication was decreed may be enough to persuade the Water Board to re-evaluate the Scott Adjudication...if someone requested that to do this. Thus, our letter to Vilsack urges the Forest Service, as a holder of water rights designed to protect fisheries, to ask the Water Board to consider this option.

It is unlikely that Secretary Vilsack will take such an action, but this may maintain pressure on the Forest Service to do something and signal our commitment to a real resolution on this matter to Scott irrigators. Specifically, develop a Valley wide water management plan that will maintain in-stream flows necessary to maintain the fishery.

### **Klamath Restoration Agreement Update**

Great news in this department!

On March 5, 2014, the Klamath Tribes, United States, Oregon, and Upper Basin farmers and ranchers released a draft settlement agreement that could pave the way for stem to stern

restoration of the entire Klamath Basin through implementation of three Klamath Agreements. The proposed Upper Klamath Basin Comprehensive Agreement (UKBA) defines the means to achieve water savings described in the Klamath Basin Restoration Agreement (KBRA) and would be largely funded by the KBRA. This are again linked to the Klamath Hydroelectric Settlement Agreement (KHSA) which specifies means to remove the lower four Klamath dams.

Why is another Agreement Necessary?

Already, Klamath communities have developed two interrelated agreements - the Klamath Hydroelectric Settlement Agreement (KHSA) and the Klamath Basin Restoration Agreement (KBRA). The KHSA describes the pathway to achieve removal of the lower four Klamath River dams; the KBRA describes the resolution of the prolonged water war between farmers and ranchers on the United States' Klamath Irrigation Project and fish dependent communities downstream. These Agreements were signed by over 45 Klamath Basin parties including dam owner PacifiCorp. However; full implementation of these Agreements require congressional action and so far, congress has not taken up the issue.

Further upstream of the Klamath Irrigation Project there are many more farming and ranching communities that use Klamath watershed water many of whom were not involved in the KHSA and KBRA negotiations. However, these landowners have a stake in the issue which became very apparent last year when the Klamath Tribes were granted senior water rights for large portions of the Upper Basin. The led to large scale water shut offs necessary to protect Klamath Tribal fisheries but left over 100,000 cattle without water.

Last year, after a congressional hearing on these issues, Senators Wyden and Merkley, Congressman Greg Walden, and Governor Kitzhaber created a Legislative Task Force made up of representatives from a wide range of Klamath Basin communities. They acknowledged the need for legislation to solve Klamath Basin water issues and challenged the Task Force to, among other things, find a way to solve water crisis currently being experienced by Upper Basin irrigators upstream of the federal Klamath Irrigation Project. The UKBA does just that.

What does the UKBA Do?

In large part, the UKBA provides the detailed mechanism for achieving water savings detailed in section 16 of the KBRA. In order to balance water use between agriculture, fish, and wildlife refuges, there is series of restoration and conservation activities described in the KBRA. One of these is increasing inflow into Upper Klamath Lake by 30,000 acre feet through water use retirement programs in the Upper Basin. The UKBA describes in detail how this would be achieved through water purchases from willing sellers. In addition, the UKBA details a habitat restoration programs that landowners can participate in as a means to get permit coverage under the Endangered Species Act. Although Oregon has issued a 'Final Order of Determination' regarding the Klamath Tribes' water rights claims, the issue remains far from resolved. Claimants on boths sides can still file additional appeals that could mean years of additional court battles. The UKBA seeks to finally and unequivocally resolve the adjudication and result in final decree all parties can accept. Finally, the UKBA provides funding for the

Klamath Tribes to have some aboriginal lands repatriated which would be managed as commercial timberlands creating jobs in the community.

How does the UKBA affect KBRA and KHSA?

All three Agreements were written so as to be interconnected. The idea is that simultaneous implementation of all three Agreements represent an action plan for river restoration never seen in US history. The Klamath Basin is politically diverse, so these agreements are carefully written to restore fisheries in a manner that allows local agricultural communities to thrive and prosper. It is the parties hope that since the grassroots support for these agreements is politically diverse, and even more so with the introduction of the UKBA, that lawmakers on both sides of the aisle will support them.

What's next?

Parties have until mid-April to formally approve the UKBA. The Klamath Tribes must hold a referendum among Tribal members, irrigation families involved in the Klamath water rights adjudication must decide whether or not to sign on, the KHSA parties must decide formally whether or not the terms of the UKBA is consistent with the terms of the KBRA. So the next several weeks will be a busy one for the Klamath! However, most Klamath stakeholders are more optimistic than ever that the Klamath Crisis is on the verge of being resolved.

For more see attached press coverage at end of this report.

### **Staff Recommendation: Sign on to support AB 1132**

As you may all be familiar, fracking is a technology that uses pressurized water (lots of it) to crack shale deposits in the earth to release natural gas. This industry has been growing throughout America at a rapid pace in past several years. However, there are very significant water quality impacts not to mention consumption of vast quantities of water. Recently AB 1132 was introduced. This bill would put a moratorium on fracking until more research on the environmental consequences can be done. I recommend the council send the attached letter of support.

URL: <http://www.capitalpress.com/article/20140314/ARTICLE/140319897>

## Ranchers grudgingly accept Klamath water-sharing pact

By [Tim Hearden](#)



Tim Hearden/Capital Press

Rancher Roger Nicholson of Fort Klamath, Ore., looks out at the Wood River on a rainy afternoon in Oregon's Upper Klamath Basin. He says a finalized agreement with the Klamath Tribes would prevent years of litigation over water.

FORT KLAMATH, Ore. — Many ranchers in Oregon's Upper Klamath Basin appear to grudgingly accept a water-sharing settlement between irrigators and the Klamath Tribes that was finalized earlier this month.

Rancher Roger Nicholson, a harsh critic of water calls by the tribes and federal government that led to a shutoff of Upper Basin irrigation pumps last summer, says the deal is the best that ranchers could hope for and predicts it will be agreed to by a vast majority of affected landowners.

“This at least allows some usage, and in some years quite a bit of usage probably,” said Nicholson, who was involved in the talks. “The only other alternative is years more of litigation.”

The talks came after a court last year granted the tribes senior water rights in the Sycan, Wood and Williamson river watersheds draining into Upper Klamath Lake, where the tribes say a decline in sucker fish populations has threatened their livelihoods and traditions.

The pact that the parties have been ironing out since late December includes various restoration projects, stipulated in-stream flows and the permanent retirement of 30,000 acre-feet of water for

restoring fisheries. Nicholson said landowners won a key concession in that they'll be compensated for land they can't use as a result of the deal.

If approved by ranchers and tribal members, the pact will be included in legislation by U.S. Sen. Ron Wyden, D-Ore., to authorize and fund the Klamath Basin Restoration Agreement and a companion measure to remove four dams from the Klamath River.

To be certain, opposition to the Upper Basin agreement persists. Jerry Jones, who operates a small ranch south of Chiloquin, Ore., believes the agreement could spark new legal battles.

"It does away with our private property rights," he said.

Bruce Topham, a rancher in the Sprague River Valley, said he's unsure whether he'll sign the agreement. He objects to the amount of land that ranchers would have to put in easements – 130 feet on each side of a river or stream, he said.

"We basically aren't allowed to use it," Topham said. "In our case, it's a lot of acres ... You're controlled on what you can do on your own land."

But rancher Becky Hyde, a vocal KBRA supporter who was involved in the Upper Basin negotiations, said most landowners realize that "everyone needs to bring their log to the fire so we can make this thing work," and that more participation means more water.

"We know what the alternative to settlement looked like because we lived through it last year," Hyde said. "I think we have more momentum toward a settlement than we've ever had."

"The thing about it is it also deals with our endangered species issues to the best of their ability under the law," she said. "Frankly some of us are pretty interested in that part of it for protection. We'll see how it goes. I think right now it's just an important time for folks to understand what it means for them."

Nicholson believes this is the landowners' last chance to achieve a settlement over water.

"I've been involved in several other attempts to settle it, and this probably is the last one," he said. "If this isn't settled now, it will go into litigation for a long, long time."

Online

Proposed Upper Klamath Basin Agreement: <http://www.oregon.gov/gov/GNRO/Pages/Upper-Klamath-Basin-Agreement-and-Exhibits.aspx>





EDMUND G. BROWN JR.  
GOVERNOR



MATTHEW RODRIGUEZ  
SECRETARY FOR  
ENVIRONMENTAL PROTECTION

---

## State Water Resources Control Board

DEC 3 2013

Ms. Patricia A. Grantham  
Forest Supervisor  
U. S. Department of Agriculture  
Klamath National Forest  
1711 S. Main Street  
Yreka, CA 96097-9518

Dear Ms. Grantham:

### FOREST SERVICE SCOTT RIVER DECREE RIGHT FOR INSTREAM FLOWS

As you indicate in your letter of September 10, 2013, the Adjudication Decree in the Scott River Adjudication recognizes United States Forest Service (Forest Service) rights for instream flow. Your letter also concludes, however, that because most of the other rights in the Scott River are not limited by the Forest Service's instream flow rights, only a relatively small amount of water is being diverted in a manner inconsistent with the Forest Service's rights. I am responding to your request that the State Water Resources Control Board (State Water Board) confirm or correct that assessment.

Your assessment is basically correct, in that the vast majority of the water rights recognized in the Adjudication Decree are not subject to curtailment during periods when flows are insufficient to satisfy the Forest Service instream flow rights. But the categories of water rights subject to the Forest Service instream flow right are broader than recognized in your letter, and the amount diverted in a manner inconsistent with the Forest Service instream flow right therefore may be somewhat greater than you indicate.

Paragraph 45 of the Adjudication Decree recognizes Forest Service rights to stream flow in the Scott River measured at the USGS Gage below Fort Jones. These include a first priority right, equal and correlative with first priority rights in Schedule D4, to specified flows that are set forth by month of the year, or in some cases half-month, and the minimum flow during that month or half-month. These minimum flows apply in all years, including critically dry years. Paragraph 45 includes an additional allotment to the Forest Service for instream flow, with a priority inferior to first priority rights but superior to all other rights in Schedule D4.

---

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, Ca 95812-0100 | [www.waterboards.ca.gov](http://www.waterboards.ca.gov)



Like other rights in Schedule D4, however, the United States Forest Service rights generally do not provide a basis for curtailment of rights in other schedules.<sup>1</sup> There are two significant exceptions to this general treatment of rights in different schedules. First, rights set forth in the surplus priority class in Schedules B and D are subject to curtailment to protect senior rights, including the Forest Service's rights under Paragraph 45. (See Paragraphs 19, 21 & 25) Second, post-1914 appropriative rights in Schedule E are junior to all other rights (in all classes), including the Forest Service's rights, except that Schedule E rights are senior to surplus class rights.

Your letter indicates that only a small amount of water is diverted by those who hold rights in Schedule D4 that have a lower priority than the Forest Service's rights. To determine whether significant quantities are being diverted that should be curtailed to avoid infringement of the Forest Service's rights it would also be necessary to look at diversions of surplus water in Schedule B and in Schedules D1 through D3, and diversions under Schedule E.

State Water Board staff reviewed reports of permittees and licensees for 2012. The reports indicate that water right holders in Schedule E reported diversions totaling over 35 cfs in July, and over 3 cfs in August and September. Many permit and license holders in the Scott River watershed failed to file reports, so the actual amount diverted may be higher.

There is no watermaster for the Scott River Adjudication. Those holding surplus class right or permits or licenses for diversions upstream of the USGS Gage below Fort Jones may not be aware of the need to curtail their diversions when the Forest Service right is not being met. The State Water Resources Control Board (State Water Board) will inform them of this requirement before the 2014 irrigation season, so they can plan accordingly.

It should be noted that the Scott River Adjudication was completed before the California Supreme Court issued its landmark public trust opinion in *National Audubon Society v. Superior Court* (1983) 33 Cal.3d 419 (*Audubon*). The State Water Board could consider whether the Adjudication Decree should be updated to take into account any new information available concerning the effect of diversions and groundwater extractions on instream flows and to apply the public trust doctrine if a petition is filed by a claimant or claimants to water in the Scott River stream system. *Audubon* makes clear that a party with standing to raise public trust issues may be a claimant.

I appreciate your concern about this matter, and for your support of local efforts to provide adequate instream flows.

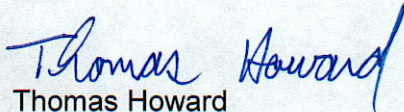
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<sup>1</sup> For example, paragraph 19 provides that: "Exercise of rights in Schedule B will not have an effect on rights in Schedules C and D great enough to warrant reduction of diversions when rights in Schedules C and D are not being fully fulfilled." Further, paragraph 21 states that: "Exercise of rights in each D Schedule will not have an effect on rights in the higher numbered D Schedules great enough to warrant reduction of diversions when rights in the higher numbered D Schedules are not being fulfilled."



If you have any questions, feel free to contact me at (916) 341-5615 or by e-mail at [Tom.Howard@waterboards.ca.gov](mailto:Tom.Howard@waterboards.ca.gov).

Sincerely,



Thomas Howard  
Executive Director

cc: The Honorable Jared Huffman  
U.S. House of Representatives  
1630 Longworth House Office Building  
Washington, D.C. 20515

Mr. Buster Attebery  
Council Chairman  
Karuk Tribe  
P.O. Box 1016  
Happy Camp, CA 96039

Mr. Harold Bennett  
Tribal Chairperson  
Quartz Valley Indian Reservation  
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Ms. Marcia Armstrong  
District 5 Supervisor  
Siskiyou County Board of Supervisors  
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Mr. Ric Costales  
Natural Resources Specialist  
Siskiyou County  
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Mr. Tom Menne, Chair  
Scott Valley Groundwater Advisory Committee  
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Mr. Preston Harris  
Executive Director  
Scott River Water Trust  
P.O. Box 591  
Etna, CA 96027



DEC 3 2013

Ms. Marilyn Seward, Chair  
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Ms. Carolyn Pimental  
District Manager  
Siskiyou County Resource Conservation District  
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Ms. Irma V. Lagormarsino  
Assistant Regional Administrator  
National Marine Fisheries Service  
NOAA Fisheries West Coast Region  
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Arcata, CA 95521

Ms. Erin Williams  
Field Supervisor  
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1829 S. Oregon Street  
Yreka, CA 96097

Mr. Chuck Bonham, Director  
California Department of Fish and Wildlife Service  
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Sacramento, CA 95814

Mr. Jim Patterson  
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United States Department of Agriculture

Office of the Secretary  
Washington, D.C. 20250

NOV 14 2013

RECEIVED NOV 20 2013

Mr. Michael Thom  
Vice Chairman  
Karuk Tribe  
Post Office Box 316  
Happy Camp, California 96039

Dear Vice Chairman Thom:

Thank you for your letter of August 23, 2013, on behalf of the Karuk Tribe, regarding concerns with the U.S. Department of Agriculture's Forest Service water rights in the Klamath Basin, specifically an in-stream flow water right on the Scott River. I apologize for the delayed response.

I agree in-stream flows are important for fish and aquatic life as well as terrestrial wildlife. I appreciate your interest in protecting these valuable resources, and I understand your desire to preserve your cultural identity that is dependent on the lands managed by the Forest Service.

Ms. Patricia A. Grantham, Forest Supervisor, Klamath National Forest, has had a number of conversations with the California State Water Resources Control Board regarding this issue, including options to ensure adequate flows are available for fish and other wildlife. Since late July, the Klamath National Forest has focused its resources on the life and safety issues regarding the large fires occurring on the Forest this summer. On September 10, 2013, Supervisor Grantham mailed the enclosed letter to the Board and sent a copy to the Karuk Tribe.

Last summer, as requested by your Chairman, and directed by Regional Forester Mr. Randy Moore, the Klamath National Forest completed its research on water rights. On August 21, 2012, the results of this research were shared with your representative, Mr. Craig Tucker. Specifically, the Forest Service found that within the Scott River Adjudication (Adjudication) Schedule D4, which contains the Forest Service water rights, there were only three small surface-water diversions reported, all for legal water rights, totaling less than 0.60 cubic feet per second (cfs).

As we understand the Adjudication, the majority of those rights (0.58 cfs) are first-priority water rights, equal and correlative to the Forest Service water rights. The remainder, second-priority rights totaling 6.7 gallons per day, would neither materially contribute to meeting the Agency's water rights nor provide measurable benefit for fish. The Adjudication

Mr. Michael Thom

Page 2

clearly describes water rights by schedule and does not allow for requesting additional water outside a particular schedule unless there are diversions in excess of valid water rights.

The Forest Service has been actively engaged with multiple stakeholders in the Scott Valley to identify and implement actions beneficial to ecological restoration in the Scott River basin, including protection of the fishery resource. I understand that Mr. Sonny Davis, council member of the Karuk Tribe, regularly participates in many of these meetings in the Scott Valley. I commend you for your leadership in the effort to find and implement collaborative solutions. I believe the greatest potential to achieve our shared ecological restoration goals rests with the cumulative ideas, resources, and energy contributed by all interested parties.

Again, thank you for writing. I appreciate the concerns you raise on behalf of the Karuk Tribe. USDA will continue our dialogue with the Karuk Tribe and all stakeholders on this mutually important issue.

Sincerely,

A handwritten signature in blue ink that reads "Thomas J. Vilsack". The signature is fluid and cursive, with the first name "Thomas" and last name "Vilsack" clearly legible.

Thomas J. Vilsack  
Secretary

Enclosure



United States  
Department of  
Agriculture

Forest  
Service

Klamath  
National  
Forest

Supervisors  
Office

1711 S. Main Street  
Yreka, CA 96097-9518  
(530) 842-6131  
(530) 841-4573 TDD

**File Code:** 2540

**Date:** September 10, 2013

Felicia Marcus  
Board Chair  
California State Water Resources Control Board  
PO Box 100  
Sacramento, CA 95812

Dear Ms. Marcus:

I am writing to you as the representative of a water rights holder (the U.S. Forest Service) included within the Scott River Adjudication, Decree No. 30662, Siskiyou County, California.

The Scott River Adjudication (Adjudication) states that the "U.S. Forest Service has a right to stream flow . . . for instream use for fish wildlife within the Klamath National Forest." This is a variable water right, with 30 cfs allotted in the months of August and September. The Adjudication notes that "These amounts are necessary to provide minimum subsistence-level fishery conditions including spawning, egg incubation, rearing, downstream migration, and summer survival of anadromous fish, and can only be experienced in critically dry years without resulting in depletion of the fishery resource" (Adjudication, paragraph 45).

Based on observation of flows at the U.S. Geological Survey (USGS) gage below Fort Jones, the compliance measurement point, we determined that this instream flow right held by the Forest Service has not been met since approximately June 22. In all likelihood, this right will not be met again this year until a major autumn precipitation event. This is not an unusual situation. Although the water right was met in its entirety in 2011, and in 2012 until August 12, flows have commonly dropped below 30 cfs in the past 10-15 years. The Forest Service is concerned about the potential effects of low flows on the fishery resource. We also acknowledge that 2013 has been an unusually dry water year in this area.

As you are aware, the Forest Service water right is governed by Schedule D4 of the Adjudication, and its priority is "equal and correlative" with first priority water rights within that schedule (Paragraph 45). For Schedule D4, we found that there is a total reported use of less than 0.60 cfs by first-priority water right holders. There is a total reported use of 6.7 gallons/day by second-priority water right holders and no reported use by surplus water right holders. All other surface-water diversions are governed by other "D" schedules, and the Adjudication notes that the "rights in each D schedule may be exercised independently from the rights in all other D schedules" (Paragraph 27). Based on the reported use in Schedule D4, there is insufficient water used by second-priority and surplus water right holders to materially affect the Forest Service water right. We request that you confirm or correct our assessment of this situation.



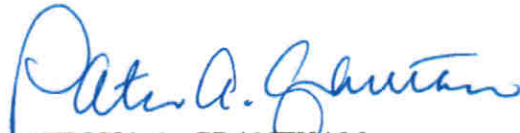


The Forest Service supports local efforts to ensure flows are available to the fisheries resource at the right time and in the right amounts. The Scott River Water Trust, the Scott River Watershed Council, and the Scott Valley Groundwater Advisory Committee are actively working to identify and implement restoration and management actions that will contribute to enhanced flows and fisheries habitat. The Forest Service will continue to work with all governments, landowners, agencies, tribes and stakeholders with an interest in the Scott River to identify and implement actions beneficial to ecological restoration in the basin, including protection of the fishery resource. I strongly believe that the greatest potential to reach these goals is through community-based, collaborative efforts (such as the Scott Valley Groundwater Advisory Committee) that pool ideas, resources, and energy toward achieving common purposes in improving conditions in the Scott River.

I look forward to your response regarding a review of junior/surplus diverters to the Forest Service water right in Schedule D4.

Thank you for your time and attention to this matter. Should you have questions, please do not hesitate to contact me at (530) 841-4502 or [pgrantham@fs.fed.us](mailto:pgrantham@fs.fed.us).

Sincerely,



PATRICIA A. GRANTHAM  
Forest Supervisor

cc: Tom Howard, Executive Officer, California State Water Resources Control Board  
Mike Lauffer, Office of Chief Counsel, California State Water Resources Control Board  
Buster Attebery, Chairman, Karuk Tribe  
Harold Bennett, Chairperson, Quartz Valley Indian Reservation  
Marcia Armstrong, District 5 Supervisor, Siskiyou County Board of Supervisors  
Ric Costales, Natural Resources Specialist, Siskiyou County  
Tom Menne, Chair, Scott Valley Groundwater Advisory Committee  
Preston Harris, Executive Director, Scott River Water Trust  
Marilyn Seward, Chair, Scott River Watershed Council  
Carolyn Pimental, District Manager, Siskiyou County Resource Conservation District  
Irma Lagomarsino, National Marine Fisheries Service, NOAA - Fisheries  
Erin Williams, Field Supervisor, U.S. Fish and Wildlife Service  
Chuck Bonham, Director, California Department of Fish and Wildlife  
Brian McFadden, North Coast Region Water Quality Control Board  
Jim Patterson, District Conservationist, USDA Natural Resources Conservation Service



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# Karuk Tribe

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August 23, 2013

Secretary Tom Vilsack  
U.S. Department of Agriculture  
1400 Independence Ave., S.W.  
Washington, DC 20250

**RE: USFS water rights not enforced in Klamath Basin**

Ayukii Secretary Vilsack:

The Karuk Tribe is writing to communicate its disappointment in the U.S. Forest Service for failing to follow through on commitments to the Karuk Tribe regarding its adjudicated water rights in the Klamath Basin.

The Karuk is one of California's largest federally recognized Tribe with 3,679 members. Karuk Ancestral Territory is in the Mid-Klamath Region spanning large portions of Humboldt and Siskiyou Counties. We have our tribal administration offices in Happy Camp and tribal housing projects in Orleans, Happy Camp, and Yreka.

We are very proud of our culture and we continue to practice our religious ceremonies, actively preserve our language, traditional arts, and traditional fishing methods. Salmon, deer, and acorns remain vital elements of our cultural identity as well as our modern diets.

When you visited Weaverville, CA late last year, one of our staff members provided you with a summary and written correspondence between the Tribe and local and regional Forest Service officials. I will summarize again here the situation and enclose the previous relevant.

As you are probably aware, there is currently an unprecedented effort by a coalition of diverse Klamath stakeholders, federal agencies, the states of California, Oregon, and a private energy company operating dams on the Klamath River to implement a bold Basin wide restoration agreement. Although the Klamath Agreement addresses some of the most significant and most contentious water and fisheries issues in the Klamath such as main-stem flows and dam removal, other important issues remain unresolved. One important unresolved issue is the restoration of a vital Klamath River tributary, the Scott River.

The Scott meets the Klamath 143 miles inland in Siskiyou County, CA. The Scott is 58 miles long and has a 650 square mile watershed. Historically, the Scott was one of the most productive areas in the Klamath system with a gentle gradient and year round supply of cold sub-surface groundwater feeding stream flows. For these and other reasons, the Scott was a highly productive area for spawning adult salmonids and rearing juvenile salmonids. Today the Scott is one of the few remaining areas hosting

spawning and rearing coho salmon which are listed as threatened under both the federal and California Endangered Species Act.

Over the past 150 years, the Scott has been diked, drained, and diverted. The proliferation of irrigated alfalfa farming has led to severe degradations in fish habitat and chronically low flows. In 1980, the Siskiyou County Superior Court issued a Consent Decree fully adjudicating the Scott River. There are two key features of the Consent Decree we would like to highlight. First, the Consent Decree is predicated on the fact that ground water in the Scott Valley is interconnected with surface flows in a very limited area, nominally within 500 feet of the river. Recent groundwater studies by the Karuk Tribe as well as by Siskiyou County now show this to be false – the interconnected zone is much larger. Second, the US Forest Service was granted a water right for in-stream use for fish and wildlife within Klamath National Forest. The Consent Decree provides a list of flows by month that the US Forest Service is entitled to and goes on to say that, "...these amounts are necessary to provide minimum subsistence level fishery conditions...and can be experienced only in critically dry years without resulting in depletion of fishery resources." (See Page 12 of the Scott River Decree, [http://www.californiaresourcecenter.org/sswatermasterdistrict/ScottRiverDecree\\_30662\\_1980.pdf](http://www.californiaresourcecenter.org/sswatermasterdistrict/ScottRiverDecree_30662_1980.pdf))

However, over the past several decades, flows in the Scott River have steadily decreased as the number of groundwater wells outside the zone of adjudication has increased. In fact, the US Forest Service's water right is now rarely met during the months of August and September except in the wettest of years. This fact summarized by the following table from a 2010 California Department of Fish and Game Report:

**Table 6. The total number of days during August and September that the mean daily flows recorded by the USGS flow gage (#11519500) were less than the U.S. Forest Service instream right of 30 cfs. Water years are categorized by water year type and are represented by historic water years (Pre 1980) and recent water years (Post 1979).**

Critical Dry Years	# Days (< 30cfs)	Dry Years	# Days (< 30cfs)	Normal Years	# Days (< 30cfs)	Wet Years	# Days (< 30cfs)	Extremely Wet Years	# Days (< 30cfs)
<b>Historic Period (&lt; 1980)</b>									
1944	0	1945	0	1942	0	1943	0	1952	0
1947	0	1949	0	1946	0	1951	0	1953	0
1955	23	1959	10	1948	0	1954	0	1956	0
1977	61	1960	0	1950	0	1963	0	1958	0
		1962	0	1957	0	1969	0	1965	0
		1964	0	1961	0	1970	2	1971	0
		1973	47	1966	0	1972	0	1974	0
		1976	0	1967	6	1975	0		
		1979	61	1968	2	1978	0		
<b>Average =</b>	<b>21.0</b>		<b>13.1</b>		<b>0.9</b>		<b>0.2</b>		<b>0.0</b>

<b>Recent Period (&gt;= 1980)</b>									
1981	61	1985	19	1980	9	1984	0	1982	0
1987	61	2002	61	1989	46	1986	11	1983	0
1988	61	2005	53	1993	0	1996	37	1995	0
1990	61	2007	61	2000	51	1999	0	1997	28
1991	61	2008	54	2004	61	2003	0	1998	0
1992	50							2006	0
1994	61								
2001	61								
2009	61								
<b>Average =</b>	<b>59.8</b>		<b>49.6</b>		<b>33.4</b>		<b>9.6</b>		<b>4.7</b>

In the summer of 2010, Karuk Tribal staff offered Regional Forester Randall Moore a presentation highlighting the issues surrounding the USFS water right on the Scott River. The point of our presentation then was to inform the USFS that 1) the Scott River represents a critical habitat for coho and Chinook salmon, 2) this habitat has been degraded by systematic dewatering of the river by surface and groundwater diversions, and 3) the USFS water right, granted to protect flows for fish, is rarely met in critical summer and fall months.

These concerns were reiterated in a letter from the Tribe to USFS dated September 14, 2011. In this letter we requested that the USFS write the California Water Resources Control Board and formally put a call on any water rights holders junior to USFS. In a written response to our request dated December 12, 2011, Mr. Moore stated, *"If the minimum flows for the adjudicated water right are not met in the future, the agency will consider contacting the State Water Resources Control Board."*

In government to government meetings early in 2012, we were told by Klamath National Forest Supervisor Patricia Grantham that she would notify the California Water Board in writing when and if the USFS water right was not met.

In 2012, Scott River flows failed to meet the USFS 30 cfs water right for virtually all of August and September and the 40 cfs water right for virtually all of October. To our knowledge, no notification has ever been sent to the Water Board by the USFS to highlight this situation.

Let me reiterate that these low flows in late summer and early fall are leading to documented juvenile fish kills and preventing adult spawning migrations. Already 1 out of 3 coho salmon cohorts are deemed 'functionally extinct' due to low returns. The situation is dire.

The Karuk Tribe has been patient with the USFS, working hard to educate local and regional foresters on the legal and ecological issues at hand. However, we are becoming increasingly frustrated as the USFS fails to follow through on its commitments and responsibilities.

Our specific request that the USFS notify the California Water Board that its adjudicated water right is not being met represents the most modest of steps towards meeting the agency's public and tribal trust responsibilities on the Scott River. After three years of discussing the matter, all we have received from the USFS is empty promises.

We are writing to request that you initiate an investigation into this matter. We cannot possibly ensure the restoration and preservation of our fishery resources if federal agencies fail to take their regulatory and tribal trust obligations seriously and act within their clearly defined legal authority to defend their adjudicated water rights.

We appreciate your kind and thoughtful consideration of our request and look forward to hearing back from you soon.

Yôotva,

A handwritten signature in black ink that reads "Michael Thom". The signature is written in a cursive style with a large initial 'M'.

Michael Thom  
Vice-Chairman

Enclosures (2)

Cc: Butch Blazer, Deputy Under Secretary for Natural Resources & Environment

---

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# Karuk Tribe

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March

Secretary Tom Vilsack  
U.S. Department of Agriculture  
1400 Independence Ave., S.W.  
Washington, DC 20250

**RE: USFS water rights not enforced in Klamath Basin**

Ayukii Secretary Vilsack:

Thank you for your response to the Karuk Tribe's August 23, 2013 letter regarding our concerns with USFS water right for in-stream flows on the Scott River. As you noted in your letter, local USFS staff concluded that the agency's water right was very limited such that there are effectively no lower priority water rights holders in the Scott Valley that could be called upon to help meet the agency's in-stream flow right. Klamath National Forest Supervisor Patricia Grantham wrote the California Water Resources Control Board September 10, 2013 requesting confirmation of this view.

We would like to highlight to you the Water Board's response to Ms. Grantham's letter and urge USFS to take additional actions to meet its tribal and public trust responsibilities in the Klamath Basin.

Writing on behalf of the California Water Board, Executive Director Tom Howard responded to Ms. Grantham's letter December 3, 2013 and noted that:

*"Your assessment is basically correct, in that the vast majority of the water rights recognized in the Adjudication Decree are not subject to curtailment during periods when flows are insufficient to satisfy the Forest Service instream flow rights. But the categories of water rights subject to the Forest Service water right are broader than recognized in your letter, and the amount diverted in a manner inconsistent with the Forest Service instream flow right therefore may be somewhat greater than you indicate."*

Mr. Howard goes on to explain that according to water use reports filed by diverters in 2012, there was over 35 cfs of diversions that the Forest Service could have made a call on to help meet in-stream water right. He also notes that since many diverters failed to file a report, the actual number could be much higher. In the late summer, when reaches of the Scott River intermittently go dry, 35 cfs is a very significant amount of water.

One outcome of Ms. Grantham's letter has been that the Water Board has now informed these junior water rights holders, in writing, of the potential to have their water diversions curtailed in the future to help meet the Forest Service Water right.

However, this action alone will not provide enough water to have the Forest Service water right fully met. This puts anadromous fish in the Scott River at continued risk. However, Mr. Howard did offer the following point to consider:

*“It should be noted that the Scott River Adjudication was completed before the California Supreme Court issued its landmark public trust opinion in National Audubon Society v. Superior Court (1983) 33 Cal.3d 419 (Audubon). The State Water Board could consider whether the Adjudication Decree should be updated to take into account any new information available concerning the effect of diversions and groundwater extractions on instream flows and to apply the public trust doctrine if a petition is filed by a claimant or claimants to water in the Scott River stream system. Audubon makes clear that a party with standing to raise public trust issues may be a claimant.”*

Given that the Scott River currently hosts the largest remaining populations of ESA listed Southern Oregon Northern California ESU of coho salmon and it remains one of the key habitats for spawning and rearing for Klamath River Chinook salmon, we urge the Forest Service to file a petition with the Water Board requesting that the Scott Decree be updated to consider public trust obligations made clear by the Audubon decision.

We appreciate your continued attention to this issue that is very important to the Karuk Tribe and to many others who have their culture or livelihood at risk due to impaired fisheries and water quality. We look forward to working with you to find a lasting solutions to these issues.

Yootva,

Russell “Buster” Attebery  
Chairman

Enclosures (2)

Cc:  
Butch Blazer, Deputy Under Secretary for Natural Resources & Environment



# Just the Fracking Facts

Oil companies have been using dangerous technologies to extract oil from California with virtually no oversight. These technologies include injecting toxic chemicals, acids, sand and water deep into the ground to dissolve and break up rock. Today, oil companies are positioning themselves to expand these practices across wide areas of California, putting public health, the environment, and our climate goals at risk.

## FRACKING & ACIDIZING: THE BASICS

Hydraulic fracturing, better known as “fracking,” is a well stimulation method used to facilitate the extraction of oil and gas and involves blasting up to millions of gallons of water, mixed with sand and often toxic chemicals, deep into the earth. When fracking breaks up rock formations, it allows otherwise inaccessible oil and gas to flow to the surface. Another unconventional extraction technique called acidizing uses corrosive acids to dissolve rock and release oil and gas. The two techniques can be combined in a process called acid fracturing, or “acid fracking.”

[Californians Against Fracking](#)

[California League of Conservation Voters](#)

[Clean Water Action](#)

[Environment California](#)

[Earthworks](#)

[Environmental Working Group](#)

[NRDC](#)

[Planning and Conservation League](#)

[Sierra Club California](#)

[Surfrider Foundation](#)



Using these techniques, oil companies have set their sights on the Monterey Formation, a geological formation consisting of several shales and other so-called “tight” rock types and holding an estimated 13.7 billion barrels of recoverable oil.<sup>1</sup> The main portion of the Monterey Formation covers over 1,700 square miles, and underlays the San Joaquin Valley, the Los Angeles basin, the Santa Barbara Channel, the Santa Maria basin, and more discontinuous areas over at least 15 California counties.

The agency responsible for regulating oil and gas drilling in California, the Division of Oil, Gas, and Geothermal Resources (DOGGR), claimed as recently as 2011 that no significant fracking was happening in California. Their public denial was quickly rebuked, as we found out that fracking and acidizing had actually been taking place in California for decades and without any regulation or tracking by DOGGR. But fracking and acidizing techniques are rapidly changing and come with new potential hazards. Technological changes have facilitated an explosion of drilling, bringing with it new chemical concoctions being injected in many new locations, posing increased threats to human health, wildlife, air, and water.

Fracking and acidizing have been documented in at least 10 California counties— Colusa, Glenn, Kern, Los Angeles, Monterey, Sacramento, Santa Barbara, Sutter, Kings and Ventura. In Kern County, Halliburton estimates that over 50 percent of new oil wells are fracked. The public recently learned that fracking has been taking place offshore and without the knowledge of state regulators. Oil companies have used fracking at least 203 times at six sites in State waters off Long Beach, Seal Beach and Huntington Beach over the past two decades according to the Associated Press. Another investigation revealed that federal agencies gave permission for an oil company to start fracking in the Santa Barbara Channel without environmental review.<sup>2</sup>

## ENVIRONMENTAL & HEALTH CONSEQUENCES

Fracking’s intensive reliance on water competes directly with the needs of 38 million Californians and the largest agricultural industry in the United States. According to the U.S. Environmental Protection Agency, fracking in shale formations could require from 2 to 13 million gallons of water per well.<sup>3</sup> In California, estimates for water use for a single fracking event ranges from 80,000 to one million gallons. A single well can be fracked several times, leading to a total water use running into the millions of gallons.<sup>4</sup> Often, that’s water that never returns to the water cycle, as it’s transformed into a contaminated waste product that is stored in tanks, underground or otherwise removed forever.

Information about the chemicals used in fracking fluids is limited. Fluid manufacturers and users often claim trade secret protections to avoid reporting on quantities and types of all fluid ingredients. From available information, we know fracking and acidizing typically employ toxic chemical cocktails<sup>5</sup> that can contaminate the water and air, including methanol, benzene, naphthalene and trimethylbenzene. Many of those chemicals are listed as hazardous to human health under the federal Clean Air Act or under California’s Proposition 65. Worksite investigations conducted at fracking sites have documented unsafe levels of silica exposure, which causes a degenerative and irreversible lung disease, due to the use of silica sand in fracking operations.<sup>6</sup>

Fracking can expose people, crops, and wildlife to harm from the fracking chemicals, as well as naturally occurring arsenic, boron, and radioactivity that can be brought back to the surface with fracking flowback fluid. Because DOGGR never regulated fracking, water quality impacts and human health impacts have gone unmeasured in California, but fracking in other states shows that fracking is a human health hazard for both oil and gas field workers and people living near oil and gas fields. Notably, acidizing may involve the injection of large volumes of hydrofluoric and hydrochloric acids. Hydrofluoric acid is extremely toxic and exposure to it can be life threatening, according to the U.S. Centers for Disease Control and Prevention.<sup>7</sup> Oil and gas companies in California are already injecting tens of thousands of gallons of hydrofluoric and other acids into wells around the state.

Wastewater from oil and gas development has already resulted in contaminated groundwater through surface storage leakage. In 2008, a Kern County farmer was awarded \$8.5 million in compensatory damages for groundwater contamination from oil industry wastewater stored in open pits.<sup>8</sup> Fracking wastewater is often stored at ground level or injected into waste wells, and is basically taken out of the available water supply for drinking or watering crops because of its high contamination. Notably, earthquakes have been linked to wastewater injection associated with oil and gas operations in other parts of the country. DOGGR has no information available to the public that discusses or tracks the influence that injection wells may have on faults and seismic activity in California.





Wildlife is also at risk from fracking. Fracking comes with intense industrial development, including multi-well pads and massive truck traffic. Producing oil and gas from shale formations can require thousands of wells, requiring multiple routes for trucks, adding habitat disturbance for wildlife and more pollution. More than 100 endangered and threatened species live in the California counties where the Monterey Formation could be exploited on a large scale.

## AIR POLLUTION & CLIMATE CHANGE

Air pollution from oil and natural gas production is a serious problem of nationwide scope that currently threatens the health of communities across the country.

The processes and, equally importantly, the products of fracking and acidizing, petroleum and natural gas, contribute to conventional air pollution and greenhouse gas emissions (GHG). In other regions, emissions of volatile organic compounds (VOCs) from oil and gas facilities are causing elevated ozone levels and exposures to toxic pollutants like the carcinogen benzene. One report determined that in a single year, fracking in the U.S. produced at least 450,000 tons of air pollution.<sup>9</sup> Most California air districts do not monitor fracking pollutants. Communities living close to fracking operations are also exposed to diesel pollution as a result of truck traffic and diesel engines used to operate pumps and drilling equipment. Diesel pollution has been linked to cancer, respiratory and cardiovascular impacts, premature mortality and adverse birth outcomes.

Finally, the oil and gas industry is responsible for a significant amount of methane pollution—a potent greenhouse gas that is 28 times more powerful than carbon dioxide over the long-term. A recent study led by Harvard scientists suggests this industry may be responsible for significantly more methane pollution than EPA and others previously thought.<sup>10</sup> Fracking and acidizing of wells could



allow billions of barrels of oil and cubic feet of gas that were previously considered inaccessible to be produced. If we want to get serious about tackling climate change, we must move off fossil fuels, and turn to truly clean energy sources like wind and solar.

## TIME FOR A FRACKING MORATORIUM

Californians need assurance that fracking and acidizing of wells is not going to endanger our health, our environment, or our commitment to fight climate change. The burden must be on the oil companies and regulators to prove that fracking practices in California won't harm the environment and human health. Neither the provisions of Senate Bill 4, which took effect in January 2014, nor the draft regulations released in November 2013 by the state Department of Conservation and DOGGR are adequate to ensure that Californians and their environment will be protected. That is why so many groups and individuals are calling for a moratorium on fracking—to give Californians time to fully assess the risks and how to protect against them.

## Endnotes

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- 2 Mike Ludwig, Truthout, *More Details on Ocean Fracking Revealed as Environmentalists Challenge Federal Regulators* (October 10, 2013) <http://truth-out.org/news/item/19340-more-details-on-ocean-fracking-revealed-as-environmentalists-challenge-federal-regulators>.
- 3 Western Organization of Resource Councils, "Gone for Good: Fracking and Water Loss in the West." [http://www.worc.org/userfiles/file/Oil%20Gas%20Coalbed%20Methane/Hydraulic%20Fracturing/Gone\\_for\\_Good.pdf](http://www.worc.org/userfiles/file/Oil%20Gas%20Coalbed%20Methane/Hydraulic%20Fracturing/Gone_for_Good.pdf).
- 4 Kiparsky, Michael and Jayni Foley Hein. Regulation of Hydraulic Fracturing in California. Wheeler Institute for Water Law & Policy, U.C Berkeley. April 2013. [http://www.law.berkeley.edu/files/ccelp/Wheeler\\_HydraulicFracturing\\_April2013.pdf](http://www.law.berkeley.edu/files/ccelp/Wheeler_HydraulicFracturing_April2013.pdf).
- 5 "Dirty Dozen: The 12 Most Commonly Used Air Toxics in Unconventional Oil Development in the Los Angeles Basin." Center for Biological Diversity. 5 September 2013. Web. 5 December 2013. [http://www.biologicaldiversity.org/campaigns/california\\_fracking/pdfs/LA\\_Air\\_Toxics\\_Report.pdf](http://www.biologicaldiversity.org/campaigns/california_fracking/pdfs/LA_Air_Toxics_Report.pdf).
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- 8 *Ibid* endnote 3.
- 9 Environment America. "Fracking by the Numbers. Available at: <http://www.environmentamerica.org/reports/ame/fracking-numbers>.
- 10 Miller, S. M., Wofsy, S. C., Michalak, A. M., Kort, E. A., Andrews, A. E., Biraud, S. C., ... & Sweeney, C. (2013). Anthropogenic emissions of methane in the United States. *Proceedings of the National Academy of Sciences*, 201314392.

## CONSTRUCTION MANAGER

### DAILY LOG

From 2-20-14 to 3-20-14

- 2-20-14          Layout project at ranch for Nate and Bobby. Write Council report. Work with guys
- 2-21-14          Staff meeting - Discuss projects. Work on shelf assembly. Computer research for design/drafting/drawing software
- 2-24-14          Medford to pick up special order window for CHS office in Modular.
- 2-25-14          Orleans to check on concrete forms before pouring pad for generator. Research Personnel Policy for staff issues. Start assembly of shelves
- 2-26-14          Finish assembly of shelves. Cut and fit ¼" ply to back for support. Take Nate to ranch to bring back #04. Start sanding on shelves
- 2-27-14          Start review of Katishraam Wellness Center bid plans. Yreka for front end alignment on #121. Found out need to have rear brakes rebuilt.
- 2-28-14          Fiscal paperwork. Payroll, two men out today, start rest of crew. Estimate work.
- 3-3-14 Hard rain, order supplies. Deal with staff issues. Work on combination lock to Tom's office. Talk to Jody about truck driving school and options.
- 3-4-14          Fiscal paperwork, see Mike T about vehicle status. Work with Bob, location and changing of HVAC filters. Research lumber prices on internet.
- 3-5-14          Attend managers meeting. Office work. Check on guys at ranch.
- 3-6-14          Staff meeting. Discuss schedules. Make priority board to hang for crew use. Check progress at ranch, mechanics and crew on sawmill. Check gutters and drop inlets on Housing road system.
- 3-7-14          Check set up on mill. Set works not working right. Will need to take apart to see. Help fix chain saw. Talk to I.T. about programs and equipment.
- 3-10-14          Birthday
- 3-11-14          Office paperwork. Staff meeting. Schedule updates and weekly schedule. Orleans to check on generator project. Work with Daniel on project budget.

3-12-14 Fiscal paperwork. Discuss supply list with Daniel. Put first coat of finish on shelves. Check on progress at ranch. Put second coat of finish on shelves

3-13-14 Fiscal paperwork. Trim boards at ranch for side racks for #121. Put final finish on shelf. Call carport place to verify installation date. Talk to Richard Black about pre-bid meeting for Katishraam Wellness Center.

3-14-14 Work with carport Company installing carport at ranch for boats.

3-17-14 Fiscal paperwork. Research for replacement refrigerator for Admin. Run boards through planer.

3-18-14 Dr.'s appointment in Medford

3-19-14 Fiscal paperwork Go over schedule with guys Measure flatbed for side rack construction. Continue to work up boards, plane and edge.