

**KARUK TRIBE**  
**COUNCIL MEETING AGENDA**  
*Thursday, September 25, 2014, 3 PM, Orleans, 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** (*August 28, 2014*)

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

1.

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

1. Eileen Tiraterra, Billing Office
2. Eric Cutright, IT Director
3. David Arwood Jr., Tribal Member
4. Debbie Bickford, O/E Coordinator

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

1. April Attebury, Tribal Court Administrator (written report)
2. Daniel Goodwin, Maintenance Supervisor (written report)
3. James Phelps, HR Director (written report)
4. Emma Lee Perez, Grant Writer/Resource Developer (written report)
5. Jaelyn Goodwin, Self-Governance Coordinator (written report)
6. Sammi Offield, Contract Compliance Specialist (written report)
7. Laura Mayton, Chief Financial Officer (written report)
8. Dion Wood, TERO/Childcare Director (written report)
9. Erin Hillman, KTHA Director (written report)
10. Tom Fielden, Emergency Preparedness Coordinator (written report)
11. Lester Alford, TANF Director (written report)
12. Leaf Hillman, DNR Director (written report)
13. Sandi Tripp, Director of Transportation (written report)

14. Scott Quinn, Director of Land Management (written report)
15. Karen Derry, KCDC Operations Manager
16. Tom Waddell, Grant Writer/Resource Developer

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

1.)

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

1. Request approval to enter into contract with Group West in the amount of \$322,000 for the gaming project. Passed.
2. Request approval of agreement 14-A-094 between the Karuk Tribe and USDA, Rural utilities. Passed.

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

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

1. NCIDC Meeting Minutes
2. Education Committee Minutes
3. KTHA Meeting Minutes

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

1. Enrollment (dinner break)
2. Sammi Offield
3. Barbara Snider
4. Tribal Council Members

**P) SET DATE FOR NEXT MEETING** *(October 23, 2014 at 3 PM in Yreka, CA.)*

**R) ADJOURN**

**Karuk Tribe – Council Meeting  
August 28, 2014 – meeting minutes  
Happy Camp CA.**

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

**Present:**

Russell “Buster” Attebery, Chairman (late)  
Michael Thom, Vice-Chairman  
Joseph “Jody” Waddell, Secretary/Treasurer  
Elsa Goodwin, Member At Large  
Alvis “Bud” Johnson, Member At Large  
Josh Saxon, Member At Large  
Charron “Sonny” Davis, Member At Large

**Absent:**

Arch super, Member At Large (travel/excused)

**Prayer was done by sonny Davis and Jody Waddell read the mission statement.**

*Elsa excused herself from the meeting.*

**Agenda:**

Jody Waddell moved and Bud Johnson seconded to approve the agenda with changes, 5 haa, 0 puuhara, 0 pupitihara.

**Minutes of July 24, 2014:**

Jody Waddell moved and Sonny Davis seconded to approve the minutes of July 24, 2014, 5 haa, 0 puuhara, 0 pupitihara.

**Guests:**

**Patty Brown, Head Start Director:**

Patty is present to seek approval of two items. She would like to seek approval of policy updates to the head start’s personnel policies. Josh inquired if the KCDC board had reviewed the policies prior to submission to the council, and they were. There were minor grammatical changes made. The tribal court mediation agreement is something that is referenced, and required by head start. The council would like to view the document and patty will send it to James Phelps as well. Barbara will email it to the tribal council.

*Elsa re-entered the meeting.*

Michael Thom moved and Sonny Davis seconded to approve the personnel policy amendment revisions to the head start policies, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Patty then sought approval of agreement 14-A-075 between the Siskiyou county office of education and head start.

Elsa Goodwin moved and Josh Saxon seconded to approve agreement 14-A-075, 6 haa, 0 puuhara, 0 pupitihara.

**April Attebury, Tribal Court:**

Josh inquired about the transitional house. The council attempted to obtain an understanding of the process and status however it was still unanswered.

Jody Waddell moved and Bud Johnson seconded to approve April's report, 5 haa, 0 puuhara, 1 pupitihara (Josh Saxon).

**Daniel Goodwin, Maintenance Supervisor:**

Elsa Goodwin moved and Michael Thom seconded to table Daniel's report.

**Leaf Hillman, DNR Director:**

Leaf is not present but deputy director, Bill Tripp is present. He first sought approval for Lisa Hillman to attend out of state training. Elsa inquired why Lisa would go for a week if the information says it's for one day. Michael clarified that the conference is one week and she is presenting only one day.

Jody Waddell moved and Josh Saxon seconded to approve out of state travel for Lisa Hillman to Washington DC, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of updated water quality standards under resolution 14-R-090. Bill noted that there was a meeting with EPA and part of the resolution is to verify that the water quality program uses standards for care.

Elsa Goodwin moved and Jody Waddell seconded to approve resolution 14-R-090 water quality standards, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of a copy machine for DNR. Carly has been working on the procurement. It is to allow the purchase and to also seek approval for council funding. Laura Mayton recommends that the BIA funding be used and it could be purchased through Ishpook leasing and charge the cost back to DNR.

Bill will take the procurement back and have the director verify where the payment will come from. This will be brought back on Thursday.

He then sought approval of a contract with SRRC. Josh disclosed that he is the Executive Director of the SRRC.

Michael Thom moved and Sonny Davis seconded to approve contract 14-C-102, 4 haa, 0 puuhara, 2 pupitihara (Elsa Goodwin and Josh Saxon).

He then sought approval of MKWC portion of pass thru. Bill responded to the audience questions regarding the collaborative agreement and partnership of building capacity of the fire program.

Michael Thom moved and Bud Johnson seconded to approve 14-C-101, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

He then sought approval to advertise at UC Berkeley for a student to be sought to meet the two chiefs proposal project. It was determined that this be a letter of intent possibility rather than an RFP process. James has reviewed it and it does not bind the council to anything. Laura explained that this could have been a RFQ rather than letters of intent.

Michael Thom moved and Josh Saxon seconded to allow the posting and seek letters of intent for the Karuk-UC Berkeley concept, 4 haa, 0 puuhara, 2 pupitihara (Bud Johnson and Elsa Goodwin).

He then sought approval of resolution 14-R-089 authorizing acceptance of funding. There are changes to the budgetary items and whereas'. Laura has comments on the project including determining tasks and invoicing with MKWC and SRRC. She still recommends accepting the funding as well. Bill commented that there is an agreement in place with the BIA on language so they referenced those agreements into the resolution. Laura commented that there are 25 deliverables and it wasn't clear how the tasks are associated with specific funding assigned to the entities. Laura would like to see a clearer budget. Laura noted that the 25 items need to be accounted for. Laura recommends taking the funding however there needs to be immediate work done on the clear budget, noting that there needs to be minimized risk and this must be a super high priority to get this budget in place right away.

The core team is set up of three or four tribal people and is comprised of 8 or 9 people in total. The MKWC budget needs to be finalized. Buster asked where the budget is and how come it hasn't been included. Laura noted that it isn't clear on what tasks are being paid and how much is marked for each entity. Bill has already drafted the contracts with each entity however the funding needs to be accepted by a deadline so the details will be worked on and fine-tuned. A community member noted that the Tribe would want to accept this funding, and for three years MKWC and SRRC have grown but locals aren't a part of that. The tribal community in the area isn't a part of that development. However he would like to note that positions aren't being created for the tribe that benefits the tribe. This will be the first time that a tribally lead group is drafting a NEPA document on federal land. Sandi asked if there are going to be jobs that are created for this funding. Sandi noted that if there is funding sent to other agencies then they submit to following the tribes TERO process. It will be \$625,000 each year for three years. Laura noted that this be accepted but a final budget should be in place. buster asked if this could have been done earlier and bill noted no, that it was last minute and there has to be a plan and a breakdown of who is going to do what for costs and each task.

Josh inquired about an administrative burden that Laura noted. Laura commented that this is because the funding has work that needs to be done and it will require administrative work to existing positions. Bill noted that it will be outlined in the contracts. The indirect rates are built into the grant.

Laura then commented as well that there will be contracts included but there will be administrative oversight.

Jody Waddell moved and Josh Saxon seconded to approve resolution 14-R-089, 6 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and josh seconded to approve DNR's report, 6 haa, 0 puuhara, 0 pupitihara.

**Sandi Tripp, Director of Transportation:**

Sandi is present to provide her report. The Orleans project is up and running. There is an article in the newsletter. The contractor is onsite and the monitor is in place. Sandi is on KRAB and they identified that the dirt being moved onto an old land site that is a safety hazard.

The tribe seems to be in a good standing to receive additional funding which will be the highest grant award in the nation for this funding if it's funded.

She will be including Grayback into the plan to keep the road open year round.

Caltrans was hoping to have a meeting to allow for an overview of the projects that she has listed.

Sandi then sought approval of travel for a meeting three days prior to her training. There is a meeting that she would like to attend, and it will require her to stay in Alaska. It requires out of state approval.

Josh Saxon moved and Elsa Goodwin seconded to table request for travel to closed session 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of resolution 14-R-084.

Josh Saxon moved and Jody Waddell seconded to approve resolution 14-R-084, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of procurement for the purchase of a sprayer. It is \$5,650 from Wyllie sprayers of Oklahoma.

Michael Thom moved and Elsa Goodwin seconded to approve procurement and allow the purchase, 6 haa, 0 puuhara, 0 pupitihara.

Community member asked if the tribe has the opportunity to bid government equipment and if not, then why they do not take advantage of that opportunity. Jody noted that the tribe used to do this and there is GSA availability.

Elsa Goodwin moved and Bud Johnson seconded to approve Sandi's report, 6 haa, 0 puuhara, 0 pupitihara.

**Emma lee Perez, Grant Writer/Resource Developer:**

Emma Lee is present to review her report. She noted that she received the CSD funding and a conversation needs to be had regarding how to access the applications. Elsa noted that the word needs to go out. Sammi commented that this program is under compliance and she will be working on an application process. There is a timeline to get the applications done and advertise. Emma noted that it is only being serving Siskiyou County. Sammi commented that Humboldt County did declare a drought. Emma Lee noted that Humboldt County received funding fewer than three different agencies.

Elsa inquired about basket weavers funding and FEMA as well. Emma Lee noted that the FEMA grant application requires additional information.

Elsa inquired about the Indian Health Services tribal management grant. Emma Lee noted that the tribe receives funding for different areas.

The council inquired who administers CSD. Sammi clarified that it is under contract compliance with portions of funding.

**Scott Quinn, Director of Land Management:**

Scott is present to seek approval of covering his missing gas receipts.

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

He then sought approval of resolution 14-r-063 with the BIA trust consortium. Jaclyn explained that there is some funding left in the California trust consortium and then additional years under the agreement.

Elsa Goodwin moved and Jody Waddell seconded to approve resolution 14-R-063, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval of the agreement related to the resolution. That agreement number is 14-A-006.

Elsa Goodwin moved and Jody Waddell seconded to approve 14-M-007, 6 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Bud Johnson seconded to approve Scott's report, 6 haa, 0 puuhara, 0 pupitihara.

**Lester Alford, TANF Director:**

Lester is present to review his report. There has been some staff out of the office due to the passing of a tribal elder.

He would like to seek approval of an MOU with Yreka Union Elementary School District. Josh asked when clients sign release of information then would him leasing it under this MOU provide for a breach in confidentiality. Lester confirmed no.

Jody Waddell moved and Bud Johnson seconded to approve MOU 14-M-009, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

He then would like to seek a higher credit limit to the Yreka TANF staff to \$4,500 limit. This is because there are a lot of pledges and last minute items that need to be put on them.

Michael Thom moved and Jody Waddell seconded to approve the TANF Yreka site managers limit to \$4,500, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

He noted that he attended the TANF summit.

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

**James Phelps, HR Director:**

James is present to complete his report. The tribal council welcomed him. James would like to do more aggressive hiring and recruitment. Karen Derry has been selected for the KCDC executive director.

Elsa Goodwin moved and Josh Saxon seconded to approve a credit card for James Phelps with a \$2,500 limit, 6 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Jody Waddell seconded to approve the Sandi's report, 6 haa, 0 puuhara, 0 pupitihara.

**Ann Escobar, KTHA Operations Manager:**

Ann is present for Erin to provide KTHA's report. She has two action items. Her first item is to seek approval of agreement 14-A-077 authorizing use of the o-link agreement.

Michael Thom moved and Josh Saxon seconded to approve agreement 14-A-077, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the MOU between the Karuk tribe and tribal court for use of the home. Sammi noted that there is an issue with the agreement that went through review. There are issues with review not being done. Sammi noted that it can be reviewed by tomorrow and the council may approve it, however the agreement was altered after review.

Elsa Goodwin moved and Josh Saxon seconded to approve Ann's report, 6 haa, 0 puuhara, 0 pupitihara.

Josh asked how it was going with KTHA residents and air purifiers. Ann noted that it is up and running with elders being home.

Elsa asked how it works for relocation. Ann noted that KTHA members, descendants and residents they are being relocated under emergency housing assistance.

**Tom Waddell, Grant Writer/Resource Developer:**

Tom is present to review his report. He has no action items. He updated the council on cameras that were applied for that wasn't funded.

He continues to work on other grant opportunities. Elsa inquired why the HRSA grant wasn't funded and that information should be available in the next couple of weeks.

**Sammi Offield, contract compliance:**

Sammi is present and introduced the field representative, Sandra from CSD. Sandra noted that there are two CSD contracts for the Karuk tribe. The field representatives conduct desk reviews to ensure the tribe is meeting their goals and objectives. She gets a feel for what is done by the tribe.

Sammi then commented that the ICDBG Yreka wellness center is going to be up and finished by February. Josh noted that that is not possible. Sammi explained that the HUD timeline hasn't been accepted but the revised deadline is anticipated to be met. Josh inquired if there would be contract stipulations if the timeline wouldn't be met and it was undetermined because Sammi had not seen the contract. She will monitor this.

Sammi then updated the council on a contract for the language grant. It will be under contract with Susan Gehr.

Josh inquired about the CSD funding availability for water tanks. Josh asked if the tribe can operate under a reimbursable basis, but Laura commented that no, the CSD funding needs to be received first. Josh commented that there are a lot of tribal members that need the assistance, so he hopes that this is taken care of relatively quickly.

Michael Thom moved and Josh Saxon seconded to approve Sammi's report, 6 haa, 0 puuhara, 0 pupitihara.

**Jaclyn Goodwin, self-governance coordinator:**

Jaclyn is present to seek approval of a grant proposal under resolution 14-r-091. It will be dove-tailed with Bill Tripp's program and provide funding for equipment and a person to work on the fire project. Bill commented that this proposal was previous funding for his road decommissioning projects so this source would be available to work with the new fire program.

Michael Thom moved and Jody Waddell seconded to approve resolution 14-R-091 with changes, 6 haa, 0 puuhara, 0 pupitihara.

Jaclyn then sought approval to the NCAI annual convention.

Michael Thom moved and Jody Waddell seconded to approve out of state travel for Jaclyn and Buster to Atlanta GA October 2014, 6 haa, 0 puuhara, 0 pupitihara.



Jaclyn is working with staff on a few projects. She didn't resolve the marijuana grow issue.

Jaclyn noted that she was working with Erin and Scott regarding the tribe's property and some properties isn't listed on their master lease. Josh asked why the tribe has to develop an agreement regarding land. Josh asked that the group be expanded and he is included in this discussion moving forward.

Jaclyn is working on the liaison for the fire system which she is new at.

The compact passed through the state legislature.

Jaclyn is going to take some prescribed burning training; she would like to take this training. This will be discussed later.

Michael Thom moved and sonny Davis seconded to approve Jaclyn's report, 6 haa, 0 puuhara, 0 pupitihara.

**Laura Mayton, CFO:**

Laura is present to seek approval of changing the health insurance for employees. She reviewed options of health coverage and is recommending changing insurance carriers to blue cross and selecting option (2).

Josh asked specifics of insurance carriers and the cost to the employees. Josh noted that there are a lot of programs for low income tribal members, but the working tribal members get penalized. Josh noted that there is a disconnect for tribal services or tribal employees that work. There were concerns on changing insurance companies as well.

Josh Saxon moved and Jody Waddell seconded to change to blue cross as the new insurance carrier under option (2), 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

She then sought approval to send Laura Olivas to Tempe AZ, October 14-16, 2014 for tribal financial manager certification program.

Michael Thom moved and Josh Saxon seconded to approve out of state travel, 6 haa, 0 puuhara, 0 pupitihara.

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

**Dion wood, TERO Director:**

Dion is present to review his report. Dion thanked Tamara for her work covering her during the transition. He thanked the council for the opportunity in helping out during that lapse. He is looking forward to meeting with the tribal council on September 3, 2014.

There are two construction projects underway. Elsa asked about his report.

Dion noted that the council members will have to sign up for the union in order to work at the casino. he is steering tribal members toward that process. There is an apprentice program that needs to be entered into. Tribal members will have to be part of a four year apprentice program. Dion will be in contact with the union representatives. Josh clarified that the tribe put up a fight regarding the unions but the tribe was strong armed.

Dion then updated the council on his out of state travel to Tulsa ok, October 20-22, 2014.

Michael Thom moved and Bud Johnson seconded to rescind Dion's former travel to Denver and approve travel to Tulsa ok, 6 haa, 0 puuhara, 0 pupitihara.

He attached the minutes of the tribal executive conference. Dion started the association in 2006, and he is setting up the structure to pass it on to someone else.

Dion provided an overview of the work that has been done on the childcare front.

There were over 40 kids that participated in the math & science camps. There were approximately 20 adult volunteers which made the program successful. Kristen king came up to see how the camp is done to see if there can be another site in happy camp.

Jody Waddell moved and Bud Johnson seconded to approve Dion's report, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

**Tom Fielden, emergency preparedness:**

Tom is present to review his report. he first sought approval to purchase radio equipment from six rivers communications. it will be in the amount of \$20,011.26.

Michael Thom moved and Jody Waddell seconded to approve the purchase of equipment form six rivers communications, 6 haa, 0 puuhara, 0 pupitihara.

His second item is to purchase a large storage container. it is an allowable purchase under the ANA grant. Tom worked with Scott on a location to put the storage units. Michael asked why Stidham wasn't selected and they are local. There was a lot of discussions on having local venders and to use local vendors whenever possible.

Josh Saxon moved and Jody Waddell seconded to approve procurement and allow the purchase from Aztec containers, 6 haa, 0 puuhara, 0 pupitihara.

He then sought approval for a three day course, November 11-13, 2014, in Emmetsburg, MD for himself, Tom Waddell and Laura Olivas. Buster asked that this be done in closed session.

Another item is allowing him to perform as IC and be a burn boss on the Trex training, October 1-11, 2014. The council provided consensus to not require him to take leave but allow the activity as a part of his regular work duties.

Tom then commented that retardant that is used can be washed into major drainages and this algae bloom in the rivers is worse, and he would like to look into a different method. he realizes that they are doing the best with what they can, however the parks service has other options, such as renegade retardant, which has less fertilizers. Tom also would like to test the fish to determine what the cause of some deaths.

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

**Julie Arwood, People's Center Coordinator:**

Michael Thom moved and Jody Waddell seconded to approve Julie's report, 5 haa, 0 puuhara, 1 pupitihara (josh Saxon).

**Committee Reports:**

NCIDC Meeting Minutes were provided.

**Phone Votes:**

1. Request approval of burial assistance for Tribal elder. Passed
2. Request approval to provide assistance to Tribal elder (loan). Passed
3. Request approval of resolution 14-R-085 authorizing FY amendment (2) to the RFA with Depart of Transportation. Passed.
4. Request approval to allow the change fee for flying Tom Fielden home to provide assistance. Passed.
5. Request approval to allow for the re-structuring of HC Head Start positions. Passed.
6. Request approval to waive the hiring policy for the step of "interviewing" based on only one qualified applicant. Passed.
7. Request approval of Obama letter to be sent. Passed.
8. Request approval to pay \$554.38 for burial assistance for Tribal Member #LC. Passed.
9. Request approval of resolution 14-R-077 authorizing submission of a grant proposal to ICDBG in the amount of \$605,000. Passed.
10. Request approval of MOU 14-M-007 between the Karuk Tribe AOD and CalWORKS. Passed.

**Closed session:**

Josh Saxon moved and Michael Thom seconded to approve the Administrative Manager position description, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin)

Consensus: to table the position description revision change for the Klamath Campaign Coordinator to Thursday.

Consensus: to allow Tom Fielden to participate in the fire project, and to review additional insurance coverage for the overall project.

Michael Thom moved and Sonny Davis seconded to approve resolution 14-R-094, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Michael Thom moved and Jody Waddell seconded to approve \$1,000 in burial assistance for #D640, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Bud Johnson seconded to approve resolution 14-R-092, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: to move forward on the wells Fargo banking for financing.

Jody Waddell moved and sonny Davis seconded to approve out of state travel for Tom Fielden and Tom Waddell to MD, November 11-13, 2014, 6 haa, 0 puuhara, 0 pupitihara.

Bud moved and Jody seconded to approve a \$3,000 donation to the CRIHB conference, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Sonny Davis seconded to allow the use of a larger tent and two crew members to provide installation for funeral services, 5 haa, 0 puuhara, 1 pupitihara (josh Saxon).

Michael Thom moved and Bud Johnson seconded to approve insurance policy for funeral services, 5 haa, 0 puuhara, 1 pupitihara (josh Saxon).

Michael Thom moved and Jody Waddell seconded to approve insurance coverage for open gym volleyball, 6 haa, 0 puuhara, 0 pupitihara.

Informational: September 4-6, 2014, Leaf Hillman will travel for the 50th anniversary wilderness act in Vallejo ca.

Josh Saxon moved and Elsa Goodwin seconded to change the hiring policy to clarify that the Tribal Council being notified of all interviews, majority must attend director interviews or key staff position interviews, optional attendance for all other interviews, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Josh Saxon seconded to approve HR Director to use personal phone for work, 5 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

**Next Meeting Date: September 25, 2014 in Orleans CA.**

Michael Thom moved and Jody Waddell seconded to adjourn meeting at 9:31pm, 6 haa, 0 puuhara, 0 pupitihara.

**Respectfully Submitted,**

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**Russell “Buster” Attebery, Chairman**

**Recording Secretary, Barbara Snider**

**Judicial System and Programs**  
**April Attebury, Administrator**  
**Report**  
**For Council Meeting September 28, 2014**

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**Grant:** CTAS 2011 –TW-AX-0013-DOJ/OVAW Grants to Indian Tribal Governments Program

Project Title: Pikyav DV Services Program “Promoting Healthy Relationships & Peaceful Homes”

This Grant ends September 30, 2014 and the Final Report/closeout is in progress.

Goal: To decrease the number of violent crimes, (domestic violence, dating violence, stalking or sexual assault) committed against Indian Women and girls.

Objectives: (1) To increase access to and availability of culturally-appropriate services for Indian Women and adolescent girls who are victims of crimes (2) To increase the culturally-relevant outreach and awareness activities provided to the Tribal Community

Deliverables: Tasks One-Five- Completed Months 1-24 of the Grant Period

Establish Office with dedicated computers, printers internet services, satellite phone in area without cell phone coverage; Develop uniform forms, policies and procedures, updated resource binders for each access center; Train Staff/Women’s Advisory and Volunteer Advocates-provide access to culturally appropriate victim advocate training; Conduct Surveys to assess culturally sensitive interventions for victims; Implement a D.V Services Program

Task Six-Nine –Completed

1. Improve access to courts, coordinate with tribal and local judges,
  - a. Tribal /State Court Forum
  - b. Northern California Tribal Court Coalition
    - i. Met with Tribal and State Court judges to conduct training, develop protocols and cross-jurisdictional recognition/enforcement
2. Coordinate with local/tribal law enforcement
  - a. DA Round Table in Humboldt County -Met with Tribal and state law enforcement and victim witness/D.V. Services programs and tribes regularly
3. Meet regularly with stakeholders’ to assess system delivery gabs, coordinate activities
  - a. Pikyav Advisory; ITWAN; Yav Pa Anav; DA Round Table ; Northern California Tribal Court Coalition(NCTCC); Siskiyou County Domestic Violence and Crisis Center
4. Conduct community outreach and education- Events held monthly throughout the three communities. Worked with stakeholders and advisory committee.

SERVICES:

**Tanya Busby**  
**Administrative Assistant / Pikyav Program Coordinator**  
**Leslie Moore**  
**DV Services Specialist**

*Karuk Tribe Pikyav DV Services*  
*Promoting Healthy Relationships and Peaceful Homes*

**Services –Pikyav DV Services**

In the month of August we served 11 victims of Domestic or Family Violence victims. We provided 17 emergency crisis intervention vouchers, 8 transports, 1 court accompaniment, and 4 Temporary Restraining Order requests.

**Legal Access Center –**

I assisted four clients in filing in either Tribal Court or State Court

**The Transitional House update -**

Pikyav Staff had a meeting with KTHA Staff in attendance were April Attebury, Tanya Busby, Erin Hillman, Ann Escobar and Richard Black. We discussed the importance of having a Plan B in place while waiting for the construction of the transitional house to be completed. Erin said she had a 4 bedroom home on Apsuun Road that we can use. I will attend the KTHA meeting scheduled on September 24, 2014 at 10:00 am to have this plan approved by the KTHA Board.

**Meetings –**

August 11- ITWAN- Eureka

August 12- Yav Pa Anav- Happy Camp

**Upcoming Events or Activities-**

*October is Domestic Violence Awareness Month*

Oct. 13, 2014 – Domestic Violence Training for the employees of the Karuk Tribe presented by Karuk Pikyav Program and Siskiyou Domestic Violence & Crisis Center food provided by KTHA Security Officer.  
10 am to 2 pm Happy Camp Community Center

Oct. 27, 2014 – 2<sup>nd</sup> Annual Candlelight Vigil – Happy Camp

**Expenditure/ Progress Chart – separate chart required for each grant**

<i>Program: 2011 Grant</i>	<i>Code</i>	<i>Total Budget</i>	<i>Expensed to date</i>	<i>Balance</i>	<i>% Expended</i>
<i>Term Dates: 10/1/2011 to 9/30/2014</i>	<i>Total Months:36</i>	<i>Month # for report period:32</i>	<i># Months Remaining:4</i>	<i>% Completed.</i>	<i>Extension Option Y/N:yes</i>
<i>Progress Report Due Date: 7/30/14</i>	<i>Completed?</i>	<i>Date Completed.</i>	<i>Fiscal Report:4/30/14</i>	<i>Completed?</i>	

**Grant: CTAS 2012 –TW-AX-0023-DOJ/OVAW Grants to Indian Tribal Governments Program**

Project Title: Pikyav Transitional Housing Program

Goal: To decrease the number of violent crimes, (domestic violence, dating violence, stalking or sexual assault) committed against Indian Women and girls.

Objectives: To provide Transitional Housing assistance for victims’ of domestic violence, dating violence, sexual assault or stalking

Deliverables\Tasks:

1. Develop operational plan(budget-utilities, supplies, house guidelines, application process policies and procedures for transitional house
  - a. Draft operational plan has been developed with assistance from KCDC
  - b. Draft application process, policies and procedures have been developed in consultation with stakeholders
2. Purchase two vehicles for the Pikyav Program to utilize in assisting the victims and their families to get to needed services, court, meetings, support groups etc.,
  - a. Two vehicles purchased. One for Happy Camp and One for Yreka
3. Continued recruitment and training of community members interested in becoming a member of the Pikyav Advisory Committee or serving as a volunteer for the program
4. Hire a house manager/advocate(job description, recruitment, training of new staff)
5. Plan and implement/attend 40hr Native American focused Domestic Violence Advocacy training per year in partnership with stakeholders.
6. Meet regularly with stakeholders’ to assess system delivery gabs, coordinate activities : Pikyav Advisory; ITWAN; Yav Pa Anav; DA Round Table ; Northern California Tribal Court Coalition(NCTCC); Siskiyou County Domestic Violence and Crisis Center
7. Conduct community outreach and education

Transitional House update:

Achieved during report period: Contacts were made such as; emails, phone calls with KTHA regarding the MOU for the Transitional House. We have finally finalized the agreement between KTHA and Pikyav DV Services Program and we are waiting for approval.

August 14, 2014 Notice to Bidders went out mandatory site visit August 21, 2014 and Bid opening will be September 23, 2014. A meeting was held with KTHA and it is anticipated that the house if all goes as plans will be completed February or March 2015. Discusses of a Plan B are in progress. There is a KTHA Directors Meeting planned for next week and we will be discussing our proposed interim plan.

Expenditure/ Progress Chart – separate chart required for each grant

<i>Program: 2012 Grant</i>	<i>Code</i>	<i>Total Budget</i>	<i>Expensed to date</i>	<i>Balance</i>	<i>% Expended</i>
<i>Term Dates</i>	<i>Total Months</i>	<i>Month # for report period</i>	<i># Months Remaining</i>	<i>% Completed.</i>	<i>Extension Option Y/N</i>
<i>Progress Report Due Date:7/30/14</i>	<i>Completed?</i>	<i>Date Completed.</i>	<i>Fiscal Report Due Date</i>	<i>Completed?</i>	<i>Date Completed.</i>

**Grant:** Family Violence Prevention & Services 10/01/2012-09/30/2014

I have requested information from Laura Olivas and assistance in closing out this cycle for the grant. We met last Friday and have another meeting set for 9/19/2014.

Project Title: Family Violence Prevention and Services Program

Goal: To establish and sustain a Family Violence Prevention and Services Program

Objectives: (1) Ensure that not less than 70% of the funds distributed are used for primary purpose of providing immediate shelter and support services to community adult and youth victims of family violence, domestic violence, or dating violence and their dependents. (2) The Pikyav Family Violence Prevention and Services Program Administration will ensure that not less than 25% of the funds awarded will be used for the purpose of providing supportive services and prevention services.

Deliverables:

1. Develop guidelines, policies, procedures and application process for delivery of culturally and linguistically appropriate Family Violence Prevention and Services Program.
2. Coordination of Outreach/ Awareness
3. Attend Training and Meetings relevant to providing trauma informed, culturally competent holistic services to, families, and community.

Tasks One-Three

- 1 a. Update current Pikyav forms to include request for services for the FVP Program



2. a. Provide Services such as women’s talking circles, peer support groups, outreach and education for Karuk Head Start Program, Elementary and High Schools and community outreach events such as: March/March against Bullying-April/Child Abuse and Sexual Assault Awareness-May/Mental Health Awareness Month
- b. The Administrator will devote increased time to cultivate relationships with relevant local, state and federal agencies to help ensure continuity of coordinated collaborative services, attend existing quarterly, monthly meetings.
- c. Develop and Distribute public service announcements, posters, brochures, and fact sheets.
3. a. Attend Training and Meetings relevant to providing trauma informed, culturally competent holistic services to, families, and community; b. Attend relevant state, regional and local training or meetings; c. Attend the required FVPSA Tribal Grantee Annual Meetings for two Participants.

Achieved Activities during this report period:

Outreach/ Awareness- Tribal Reunion disseminated outreach materials pertaining to mental health awareness and suicide prevention. Brochures were also available with contact information for Karuk Behavioral Health Services. Attend Training and Meetings relevant to providing trauma informed, culturally competent holistic services to, families, and community- Attended the CRIHB Indian Health State Conference in Sacramento July 15-18, 2014.

Expenditure/ Progress Chart – separate chart required for each grant

Program: FVP Grant	Code	Total Budget : \$14,071	Expensed to date	Balance	% Expended
Term Dates: 10/01/2013- 9/30/2014	Total Months:12	Month # for report period:	# Months Remaining:	% Completed.	Extension Option Y/N
Progress Report Due Date: 7/30/2014	Completed? In progress	Date Completed.	Fiscal Report Due:	Completed?	Date Completed.

### **7<sup>th</sup> Generation Karuk Mentorship Program**

**Chris Bickford**

**Karuk Tribal Youth Resource Specialist**

**Happy Camp/Orleans**

For the month of August, a lot of time was spent recruiting for the program. I worked directly with the schools in hopes we could garner interest from youth, and in fact we were able to get over a dozen new students interested in the program. Most of our new youth are from Happy Camp elementary, so my efforts will now be geared toward the surrounding schools. As for the mentors, we were able to sign up 5 new adults for the program. All of our new mentors seem to be really excited to get the opportunity to work with the youth in our communities. We will be holding training, through the 7th Generation program, on the 4th of October in the conference room of the Karuk Tribe House Authority building, in Happy Camp. We are continuing to spread the word, but can use all the help we can get promoting our Mentorship Program.

**7<sup>th</sup> Generation Karuk Mentorship Program**

**Corina Alexander**

**Karuk Tribal Youth Resource Specialist**

**Yreka**

We had 5 events scheduled to attend.

August 1, 2014 attended closing ceremony of Math/Science camp. Three mentees and their families attended.

August 2, 2014, Three mentees went to the Oregon Caves with Math/Science group.

August 2 thru 10<sup>th</sup> 2014, Jump Dance was held, one mentor attended, no mentees as it was too much smoke from the fires.

August 8, 2014 attend the Siskiyou Golden Fair where I spoke to 4 mentees.

August 12, 2014, Dressmaking class was to begin. This day was canceled

August 13, 2014, Daughters of Tradition was to start. Canceled

August 14 thru August 30, 2014, I was out on Family Leave.

## CONSTRUCTION MANAGER

### DAILY LOG

From 8-21-14 to 9-17-14

- 8-21-14 Orleans , take Daniel down to #52 back from Jump Dance. Write Council report.
- 8-22-14 Adjust thermostats in admin. Research 2" poly pipe for Somes Bar water system
- 8-25-14 Crew schedules. Order supplies, time cards and mileage forms. Estimate work. Make oak panel for Dale at I.T. See James about community service worker. Talk with Norman about more water for Pickiawish
- 8-26-14 Crew schedules. Review and sign I.H.S. assistance application. Talk with Ron and Mike about sawmill repair. Haul water to Inaam. Last day breaking camp. Talk with Barry and Maureen at I.H.S. Arcata regarding project in Hoopa.
- 8-27-14 Haul Sam to ranch. Deliver #35 and bring #140 back to shop. Phone calls to Bell Hardware in Klamath Falls about re-keying Gym. Talk with Clarence White about resignation.
- 8-28-14 Orleans check out parking lot project. Take key copies to Babbie and talk to staff member about difference between resignation and extended LWOP. Get crew ready to haul water to family on Sawyers Bar Road that lost water system during forest fire.
- 8-29-14 Annual Leave
- 9-1-14 Holiday
- 9-2-14 Invoice paperwork Locate "lost" purchase request for Fiscal. Get crew started with tent for Orleans funeral. Take supplies to auto shop. Research personnel policy for staff issue. Fill out "PAN" form for staff member going on extended LWOP family health issues. Also fill out final time card.
- 9-3-14 Crew schedule Send whole crew to Orleans to get tent. Check on water tanks left to haul water to Ti Bar Dance and Tishuniik Pickiawish.
- 9-4-14 Review request from Rhondi regarding I.H.S. project in Quartz Valley. Called I.H.S. regional office in Sacramento, left message, no answer. Attend Council Planning Meeting. Called area I.H.S. engineers for information on Quatrz Valley project.
- 9-5-14 Haul water to Ti Bar for dance Saturday, office work.

9-8-14 Haul water to Tishuniik for Pickiawish. Bring back truck and tank from Ti Bar. Time cards and mileage forms

9-9-14 Meet Mike T at ranch, go over current projects. Get info on Maintenance vehicles and schedule getting #121 serviced. Call Redding and client to cancel meeting in Quartz Valley due to fires and road closures. Make sure crew is ready for tent in Yreka for ground breaking ceremony tomorrow. Meet with I.H.S. engineer and local water board, discuss CSD projects.

9-10-14 Be available again for I.H.S. engineer. Help Jaclynn with monitor for PP&L project. Estimate work on ADA ramp.

9-11-14 Finish estimate. Ferry two vehicles with Sam to ranch. Work on procurement/contract paperwork. E-mails to engineer on Yreka HVAC project. Meet with Sammi for I.H.S. applications and drought – water storage grant. Make schedule for Wilgus Fire Control for semi annual extinguisher maintenance. Ccall in order to Woodmizer for sawmill.

9-12-14 Order supplies, crew schedules, office work.

9-15-14 Estimate work for Drought relief storage tanks. Phone calls to vendors and e-mails to internet vendors.

9-16-14 Invoice paperwork, crew schedules. Help fiscal locate Forest River Trailer for file info. Research pressure washer for DNR. Call Woodmizer for invoice.

9-17-14 Orleans, check out parking lot project and fire office re-hab at DNR. Both progressing OK. Showed Daniel where Lester want to open up two rooms and where glu-Lam beam will need to go for TANF meeting room.

# HUMAN RESOURCES

## TRIBAL COUNCIL STAFF REPORT

### September 25, 2014

To: Karuk Tribal Council  
 From: James Phelps, Human Resources Director

<b>Interviews Held/Results:</b>			
Yreka	Sales Clerk (Amkuuf Smoke Shop)	Debra Vanwinkle Hired	Tribal Member
Yreka	Head Start Cook/Aide/Bus Monitor	Chena Ariza Hired	Tribal Member
Happy Camp	Sales Shop Clerk (People's Center)	Brittany Frank Hired	Tribal Member
Orleans	Front Office Manager (Clinic)	Travis King Hired	Tribal Member

<b>Interviews Pending:</b>			
Yreka	Tutor (KTHA)	Scheduled For 09/24/14	
Orleans	Administrative Operations Manager	Scheduled For 09/25/14	
Orleans	Fisheries Technician	Scheduled For 09/25/14	

<b>Vacancies:</b>			
Yreka	Dental Director	Ongoing Recruitment	
Yreka	Clinic Dentist	Ongoing Recruitment	
Happy Camp	Fisheries Technician	New Posting	
Happy Camp	Sales Shop Clerk (People's Center)	New Posting	

\*\* We currently have 3 applicants for the Yreka Dental Positions and are in the process of trying to schedule interviews.

#### **HR Projects & Activities:**

1. Website Redesign – This month HR revamped the employment page at <http://www.karuk.us/index.php/jobs/employment> with a new look & also removed outdated/redundant information.
2. HR has assisted TERO in reviewing and modifying the Workforce Protection Act (WPA), to clarify and re-emphasize Karuk Tribal Sovereignty and Tribal Council's role in the process.
3. HR has begun the process of archiving personnel documents into a digital format for easier access – starting with current Personnel Action Notices (PANs).
4. HR has purchased through use of its Tribal Credit Card, a California Public Notary Training DVD. A DVD is preferred since this will allow other Tribal Employees that Council desires to study and sit for the Public Notary Test.
5. HR is scheduled to attend the National Native American Human Resources Association (NNAHRA) Conference from September 29 – Oct. 1, 2014.
6. Open Enrollment is scheduled for Oct. 23 (HC & Orleans) and Oct. 24 (Yreka). HR has worked with AVI Tribal to provide for a seamless transfer of employees to the new Anthem PPO Plan.

Proposals Initiated/Under Consideration:

**Action Item: Requesting approval of the Hazard Mitigation Administrative Plan**

This is for Resolution #14-R-081- FEMA HMPG funding that will be used to complete defensible space/thinning projects around Happy Camp KTHA property. The purpose of this Plan is to establish the organization, policies, and procedures used by the Karuk Tribe to administer the Hazard Mitigation Grant Program (HMGP). An approved Plan is a requirement of the funding.

Upcoming funding opportunities which require planning and direction from the Council for project development:

1. Department of Labor- Indian and Native American Employment and Training programs  
Deadline: April 2015 (this could vary with the new WIOA taking effect July 2015)
2. Administration for Native Americans- Social and Economic Development program  
Deadline: April 2015. Focus on community-driven projects designed to grow local economies, strengthen Native American families, including the preservation of Native American cultures, and decrease the high rate of current challenges caused by the lack of community-based businesses, and social and economic infrastructure in Native American communities.

**Examples of projects funded by ANA SEDS:** *Developing a construction workforce and an 8a business; minimizing unnecessary regulations in order to develop a skilled target population which will open economic opportunity to the Tribe*

*Developing a Native American Youth Academy - Having Our Plans Established (HOPE) program to help youth utilize their cultural strength to choose self-determined, peer supported career paths through mentors, college advising, and opportunities to earn college course credit.*

*Creating a living history village to educate and promote culture amongst tribal members, area school children, and tourists.*

*Providing age appropriate instruction and incentives to youth to facilitate high school completion, including academic counseling and tutoring, case management for non-academic issues, and the creation of a social media community.*

3. Ford Family Foundation- Will fund up to 30% of a project. I have spoken with their Senior Program officer about the possibility of funding or contributing funds to a Clinic in Happy Camp. This is just something to keep in mind for future Clinic funding.
4. EDA Public Works and Economic Adjustment Assistance Programs- These funds could possibly be used to rehab the RV Park. A preliminary feasibility study is required for the application and was completed August 1, 2014. Funding is available on a quarterly basis- no annual deadline.

**Department of Community Services and Development (CSD)** – The overall intended benefits of the project funded through this NOFA will be to provide opportunities to implement direct client service programs that benefit low-income individuals, families and communities. The proposed project will provide (20) 500 and (8) 750 gallon water tanks to qualifying Tribal members residing outside of a community water district.

**FEMA- Management-FEMA Hazard Mitigation Program Grant (HMPG)**– Management grant in the amount of \$3,261, which will be used to install radios in the Tribal fire vehicles and purchase GPS units.

***Application was approved at the August 21<sup>st</sup>, 2014 planning meeting and submitted.***

**FEMA – Defensible Space-FEMA Hazard Mitigation Program Grant (HMPG)** – Defensible Space project in the amount of \$66,693, which will be used to complete defensible space/thinning projects around Happy Camp KTHA property. The funds were made available because a disaster was declared during the Orleans Complex.

***Application was approved at the August 21<sup>st</sup>, 2014 planning meeting and submitted.***

**HRSA-Non-competing Re-application-** Submitted in the amount of \$833,496 for the Karuk Health Department. Approved at the August 14, 2014 Health Board meeting.

**MSCAA- Modoc Siskiyou Community Action Agency-** Application in the amount of \$15,000, funds Senior Nutrition program activities at the Happy Camp center. Approved and submitted at August 14, Health Board Meeting.

### ***Seventh Generation Fund for Indigenous Peoples***

Seventh Generation Fund supports Indigenous-initiated and Indigenous-led community-based organizations and projects aligned with our mission. Upon reviewing the guidelines the Karuk Tribe is ineligible because our operating budget exceeds \$150,000 per year.

**Living Cultures Grants- Alliance for California Traditional Arts-**

The Living Cultures Grant seeks to sustain and strengthen the folk and traditional arts in the state of California. Funds would be used for weekly basket weaving classes and possibly a Fall basket weavers gathering. Due to changes in guidelines the Karuk Tribe is ineligible because our operating budget exceeds \$250,000 per year.



Karuk Tribe

ADMINISTRATIVE PLAN FOR THE  
HAZARD MITIGATION GRANT PROGRAM

FEMA-4142-DR-CA-KARUK

September 25, 2014



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## INTRODUCTION

### *Background*

The Hazard Mitigation Grant Program (HMGP) was established under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988. The HMGP is funded by the United States Department of Homeland Security's Federal Emergency Management Agency (FEMA) and is intended to reduce the risk of future damage as a result of major disasters by providing financial support to implement cost-effective hazard mitigation measures.

This Administrative Plan is intended to meet the requirements of the *Code of Federal Regulations, 44 CFR § 206.437* by establishing procedures and guidelines that will allow the HMGP to be administered in a fair and consistent manner. It also enables the Tribe to meet the mitigation goals, priorities, and strategies established in the **Karuk Tribes Multi-Hazard Mitigation Plan**.

The Administrative Plan is intended to be a brief but substantive Plan documenting the **Karuk Tribes'** process for the administration of the HMGP and management of the Robert T. Stafford Disaster Relief and Emergency Assistance Act Section 404 funds. Upon written approval of the updated Plan by the Karuk Tribal Chairman, Russell Attebery, will ensure the HMGP Administrative Plan becomes a separate annex of the Karuk Tribe's overall emergency response or operations Plan.

*(Code of Federal Regulations, 44 CFR § 206.437 (4) (c))*

The **Karuk Emergency Preparedness Department** is the Tribal agency responsible for managing and administering the HMGP. The **Emergency Preparedness Coordinator** is the position responsible for the implementation, monitoring and update of the HMGP Administrative Plan.

### *Requirements*

The **Karuk Tribe** will prepare any updates, amendments, or plan revisions required to meet current policy guidance or changes in the administration of the HMGP on an annual basis and submit the revised Plan to the Regional Administrator for approval. The Administrative Plan will also be reviewed following each declared disaster to determine if any changes need to be made at that time. If changes are necessary, the Plan will be submitted to the FEMA Regional Administrator for approval. If no changes are necessary a letter will be sent to the Regional Administrator saying the Plan has been reviewed and no changes were necessary. Funds will not be awarded until the FEMA Regional Administrator approves the Tribe's HMGP Administrative Plan. *(44 CFR 206.437(4) (d))*

### ADHERENCE TO 44 CFR Parts 13 & OMB Circular No. A-133

The **Karuk Tribal Chairman, Emergency Preparedness Coordinator and Contract Compliance Specialist** will ensure the HMGP is administered in such a way as to meet all administrative and management requirements *Agreements to State and Local Governments and OMB Circular No. A-133 - Audits of States, Local Governments, and Non-Profit Organizations*.

*Purpose*

The purpose of this Plan is to establish the organization, policies, and procedures used by the Karuk Tribe to administer the Hazard Mitigation Grant Program (HMGP) in accordance with 44 CFR, Part 206. The Plan will determine staffing necessary to carry out the goals of the program, establish procedures to identify and notify potential HMGP applicants, establish priorities for selecting mitigation projects, and monitor the progress and completion of those selected projects.

**SECTION I: IDENTIFICATION OF RESPONSIBLE TRIBAL AGENCY AND STAFF  
REQUIRED FOR PROGRAM ADMINISTRATION**

*Responsible Tribal Agency*

The Karuk Tribe was designated by the United States as a Federally Recognized Indian Tribe in 1979, therefore as the self-governing agency has the overall responsibility for administering Tribal disaster assistance program for the Karuk Tribe. Karuk Tribe will administer the HMGP program. (44 CFR § 206.437(b) (1))

*Staffing*

The Karuk Tribal Chairman, the Tribal Authorized Representative (TAR), serves as the grant administrator and retains final authority and responsibility of funds administered by the HMGP. (44 CFR 206.436). **Russell Attebery** currently serves as Tribal Authorized Representative for the Karuk Tribe.

The Tribal Hazard Mitigation Officer (THMO) is the individual responsible for all matters related to the Hazard Mitigation Grant Program. **Thomas Fielden** currently serves as Tribal Hazard Mitigation Officer for the Karuk Tribe. (44 CFR § 206.437(b) (2))

The normal staffing plan for **Karuk Tribe** is the Tribal Hazard Mitigation Officer. Additional assistance from environmental specialists, mitigation and floodplain managers, architects and engineers, financial specialists and benefit/cost analysts experts is on an as-needed basis.

**Source of Staff**

Staff members from Karuk Tribe and other Tribal agencies meet these needs. Personnel may also be hired through a professional employment office.

**SECTION II: PROCEDURES – PROGRAM AVAILABILITY  
FOR SUB-APPLICANTS (SUBGRANTEES)**

### *Potential Applicants*

**Thomas Fielden, Emergency Preparedness Coordinator** will coordinate with FEMA to make a presentation on the availability of the HMGP at a Mitigation Applicant's Briefing. The briefing will be typically held at the Tribal Administrative Office Conference Room in the declared disaster areas.

The HMGP program requirements and the application procedures will be presented at the Briefing. This Briefing will create an awareness of the program and give Tribal Leaders, and sub-applicants information on how the Karuk Tribe and FEMA expect the program to be managed. HMGP fact sheets, Notice of Intent (NOI), Time Lines and HMGP Applications may be given out to interested entities and/or jurisdictions at the briefings.

If the Karuk Tribe chose to invite sub-applicants to participate in the HMGP, applicants would be selected according to a competitive request for proposals process, according to the Tribe's standard procurement procedures and the Tribal Employment Rights Ordinance (TERO).

The THMO will attempt to ensure that all potential applicants are provided information on the availability of the program, the application process, program eligibility and key deadlines. (*44 CFR § 206.437(b) (4)(ii)*).

### *The Notice of Intent (NOI)*

The Karuk Tribe may issue a NOI in order to determine if any of the Tribe's agencies and/or departments, intend to submit an HMGP Application. The purpose of the NOI is to:

- Establish communication between the THMO and the Tribes agencies and/or departments, jurisdictions that may apply for a project should the Tribe open the application period up to sub-applicants.
- Provide the Tribe to review a summary of the intended project in order to determine how well the project can compete with similar projects from other sub-applicants, and
- Discourage any proposals that have little or no chance for Federal funding before sub-applicants incur significant costs in preparing detailed applications.

### *Determining Eligibility*

The Karuk Tribe has determined:

The Tribe will not open the HMGP up to eligible Tribal Sub-applicants, and submit the HMGP application(s) as the Grantee.

### ***Conduct Environmental Review***

The ***Tribal Historic Preservation Officer (THPO)*** will ensure that selected HMGP projects comply with all environmental requirements both Tribal and Federal. Applicants and sub-applicants will coordinate with all environmental agencies and provide as much information as possible in their HMGP application to assist the required Federal Environmental/ Historic Preservation (EHP) review.

The Tribe's THPO may do a limited environmental review of the applications to determine if additional environmental information is needed and where the subgrantee can obtain this information. FEMA's Regional Environmental Officer will do the final environmental approval in coordination with Tribal environmental officers.

### ***Conduct Floodplain Management Review***

The Tribal Coordinator for flooding issues, Tribal Chairman or Delegated Representative will review all applications to determine if:

- The projects are in compliance with the Tribe's Floodplain Management policies, procedures, and requirements.
- National Flood Insurance Program (NFIP) floodplain management policies are followed if the Tribe participates in this national program.

### ***Project Selection Priorities***

Projects will be reviewed and prioritized according to the priorities developed in the Tribe's Multi- Hazard Mitigation plan.

Tom Fielden, THMO may also call a special committee together to review and prioritize sub-applications. The committee commonly referred to as the "Multi-hazard Mitigation Planning Committee", will be made up of representatives from Tribal agencies that have mitigation responsibilities. Depending upon the Disaster and those types of projects being submitted, there might also be a need to call upon people with special technical expertise. In all cases the minimum criteria for projects must be those that best fit:

- The objectives and criteria in Karuk Tribe in All-Hazard Mitigation Plan
- The minimum requirements established in 44 CFR Section § 206.435(b).
- Available Funding

***FEMA Approval:*** In all cases FEMA has final approval authority for funding of all projects. (44CFR § 206.436(10)(f))

### ***Application Submittal***

The Karuk Tribal Chairman will submit its Hazard Mitigation Grant Program applications to the FEMA Regional Administrator. The application will include a Standard Form (SF) 424, an

Application for Federal Assistance, SF 424D, Assurances for Construction Programs, (if appropriate), and a narrative statement.

- The Tribe will submit all HMGP applications and sub-applications and funding requests for the purpose of identifying new projects to the Regional Administrator within 12 months of the date of the disaster declaration.
- The submittal will include a Narrative Statement that will contain any pertinent project management information not included in the Tribe's HMGP Administrative Plan.
- If the Tribe wishes to withdraw a previously submitted application or sub-application, the Tribe will send a letter to FEMA, signed by the TAR, requesting such action.

### *Application Submittal Time Extensions*

The Tribe may request the Regional Administrator to extend the application time limit by 30 to 90 day increments for a total of 180 days. The Tribe will include a justification with the request.

## **SECTION III: PROGRAM MANAGEMENT**

### *Accountability of Funds*

The Karuk Tribe, serving as grantee, has primary responsibility for project management and accountability of funds as indicated in 44 CFR Part 13. The Karuk Tribe is responsible for ensuring that subgrantees meet all program and administrative requirements. The THMO, under the direction of the Karuk Tribal Chairman will be responsible for monitoring mitigation projects in accordance with 44 CFR Part 13.

Section 404 funds will be obligated by FEMA for all approved projects and supplements. Disbursing of these funds will be in accordance with Karuk Tribe accounting procedures.

If the Tribe has accepted a project application from a Tribal Agency or Department, this entity becomes the "subgrantee" if the grant is awarded. To encourage Tribal subgrantees to establish proper accounting practices, the Tribe will include an "award packet", when the Sub-applicant's project is approved, that instructs them on grant funds tracking and reporting.

### *Advance or Partial Reimbursements*

Normally payments are made to the subgrantee after closeout and audit. Advances or partial reimbursement may be made under the following conditions:

- All requests for an advance must be made by written request to Russell Attebery, Tribal Chairman or Laura Mayton, Chief Finance Officer.
- Russell Attebery, Tribal Chairman or Laura Mayton, Chief Finance Officer or Delegate Representative (TAR) approves all advances of funds to the subgrantee.
- The Tribe showing that no more than 3 days has elapsed between the date the subgrantee received the advance and the funds were expended on eligible project costs. This

procedure will be used to minimize the time between the Tribe issuing the advance and the disbursement by the subgrantee. (*44 CFR § 13.21(c)*)

- In the case of partial reimbursement, the subgrantee’s request must include backup documentation supporting the amount of the request. The THMO may also request a partial audit of the project before approving a partial reimbursement.

***Reimbursements***

The THMO and other staff reviews documentation submitted by the Tribal subgrantee including inspection reports and audits (if available) to determine eligible costs under Federal guidelines. Payment procedures shall be in accordance with *44 CFR Part §13, Sections 13.20 – 13.24*.

***Monitoring Projects***

The **Karuk Tribe** is responsible for monitoring and evaluating the progress and completion of each project, (*44 CFR Part § 13.40, Monitoring and Reporting Program Performance.*) The Tribe will do this by:

The Karuk Tribe will use the required Quarterly Progress Report to monitor projects. (See Quarterly Progress Reports.) (*44 CFR Part § 13.41, Financial Reporting.*)

***Review and Approve Cost Overruns***

The **Karuk Tribe** will adhere to all guidance and regulations regarding cost overruns and cost underruns as stipulated in the *44CFR, § 206.438*.

The following regulations can be found in *44 CFR, Subpart N – Hazard Mitigation Grant Program, § 206.438*:

- Cost overruns which can be met without additional Federal funds, or which can be met by offsetting cost underruns on other projects need not be submitted to the Regional Director for approval, so long as the full scope of work on all affected projects can still be met.
- For cost overruns which exceed Federal obligated funds and which require additional Federal funds, the Tribal Chairman, Tribal Authorize Representative (TAR) will evaluate each cost overrun and submit a request with a recommendation to the Regional Director for a determination. The Applicant’s justification for additional costs and other pertinent material shall accompany the request.
- The Regional Administrator will notify the Tribal Authorized Representative (TAR) in writing of the determination and process a supplement, if necessary.
- All requests that are not justified shall be denied by the Tribal Authorized Representative (TAR). In no case will the total amount obligated to the Tribe.

***Review and Approve Cost Underruns***



“Grantees (Tribe) may request funds available as a result of cost **underruns** be used to provide additional funds required due to cost overruns on other approved subgrants as part of the same award. FEMA must approve requested cost overruns prior to implementation and the subgrant must continue to meet programmatic eligibility requirements, including cost effectiveness and cost share. Cost overrun notifications must be accompanied by a new Benefit Cost Analysis (BCA); if the results of this analysis do not result in a BCR equal or greater than 1.0, Federal funds cannot be used to meet the cost overrun.” **44 CFR, § 206.438**

***Property Acquisition and Structure Demolition or Relocation for Open Space***

The Karuk Tribe will adhere to all guidance and regulations under 44 CFR § Part 209 as well the *2010 HMA Guidance, 2010 HMA Guidance, Part IX Additional Project Guidance for Property Acquisition and Structure Demolition or relocation for Open Space, Pages 74-97*

***Process Appeals***

An eligible applicant, subgrantee, or grantee may appeal any determination previously made relating to an application for or the provision of Federal assistance according to the following procedures. All appeals will follow the procedures as listed in **44 CFR § 206.440** as summarized:

- All appeals will be made in writing and go through the Tribe (Grantee) to the Regional Administrator. The Grantee shall review and evaluate all Subgrantee appeals before submission to the Regional Administrator.
- The Tribe (Grantee) may also make grantee-related appeals to the Regional Administrator.
- Each appeal shall contain documented justification supporting the appellant’s position, specifying the monetary figure in dispute and the provisions in Federal law, regulation, or policy with which the appellant believes the initial action was inconsistent.

Levels of Appeals

- The Regional Administrator will consider first appeals for HMGP decisions relating to subparts M & N of 44CFR § 206.440.
- A second level of appeal may be made to the Associate Administrator/ Executive Associate Administrator for Mitigation. The Associate Administrator/Executive Associate Administrator for Mitigation will consider appeals of the Regional Administrator’s decision on any second appeal.

Time Limits

- Appeals from applicant’s or subgrantees must be made to the Tribe (Grantee) within 60 days after receipt of the notice of the action that is being appealed.

- The Tribe (Grantee) will review and forward these appeals from an applicant or subgrantee with written recommendations to the Regional Administrator within 60 days of receipt.
- Within 90 days of the receipt of an appeal, the Regional Administrator (for first appeals) or the Associate Administrator (for second appeals) shall review the material submitted and notify the Tribe (Grantee), in writing, as to the disposition of the appeal. If the decision is to grant the appeal, the RD will take appropriate implementing action.
- In some cases additional information may be required before a decision can be made. The decision must be made within 90 days of the receipt of the additional information.

In the case of highly technical appeals the RD or the Associate Administrator may choose to submit the appeal information to an independent scientific or technical person or group. The 90-day time limit begins when the RD or Associate Administrator receives the report.

### *Technical Assistance*

The Tribe will meet with each subgrantee as soon as can be arranged following the award of the grant. The Tribe will provide the subgrantee information and guidance on the established accounting procedures, point of contacts, quarterly reporting and quarterly report forms, the request and receipt of funds, how and what records are to be maintained, forms to be used and timelines. Additional technical assistance will be provided as soon as possible following a request.

### *Requirements of 44 CFR Parts § 13 and § 206*

The **Karuk Tribe** will comply with the administrative requirements of 44 CFR Parts 13 and 206. All procedures under 44 CFR Part 13, Uniform Administrative Requirements for Grant and Cooperative Agreements to State and Local Governments, will be adhered to when administering the HMGP.

### *Audit Requirements*

The **Karuk Tribe** will comply with all Tribal and Federal audits and all audit requirements of 44 CFR Part 14.

### *Progress Reports*

As the Grantee, the **Karuk Tribe** will submit Quarterly reports to FEMA. The Grantee (Tribe) will use Standard Form 425 (SF 425), Financial Status Report, to report the status of funds for all non-construction grants and construction grants in accordance with the ***44 CFR Part § 13.41, Financial Reporting***. Grantees will submit the report to FEMA no later than 15 working days

following the end of each quarter according to *44 CFR Part § 13.41,(c) (4), Frequency and Due Date*.

### ***Subgrantee Record Keeping Requirements***

After a HMGP grant is awarded a member(s) of the tribal mitigation staff will meet with the subgrantee to discuss and supply documentation on the following:

- Federal Regulations (**44CFR § 13.20 and § 206.205**) require each subgrantee to maintain a system that accounts for FEMA funds on a project-by-project basis. The system must disclose the financial results for all FEMA-funded activities accurately, currently and completely. It must identify funds received and disbursed and reference source documentation.
- Federal regulations (44 CFR § 13.20) require that costs claimed under Federal programs must be adequately supported by source documentation such as cancelled checks, invoices, payroll, time and attendance records, contracts, etc.)
- Applicants must maintain full documentation in order to receive payment. The THMO will require submission of all documentation before reimbursement is made.

The subgrantee will be required to document all **expenditures** and implement **monitoring procedures** for review by the THMO. Quarterly reports will be submitted to Tribal Historic Preservation Officer (TAR) on the status of completion dates, any changes in the scope of work, and project costs to date.

### ***Management Costs 44 CRF § 207.***

The **Karuk Tribe** is an eligible Grantee under the disaster declaration covered by this HMGP Administrative Plan covering a major disaster declared by the President on or after November 13, 2007 at the flat rate of 4.89 percent, and therefore are eligible to apply to FEMA for management cost funding under this part.

The **Karuk Tribe** understands FEMA will determine the lock-in for HMGP based on a flat percentage rate of the Federal share of projected eligible program costs for financial assistance but not including direct Federal assistance. FEMA is responsible for determining the lock-in amount for management costs, obligating funds for management costs, de-obligating funds for management costs, and reviewing management cost rates. The following lock-in timeframes are applicable:

- Not earlier than 30 days and not later than 35 days from the date of declaration and FEMA can obligate, if requested by the Tribe, 25percent of the estimated lock-in amounts to the Tribe.
- For planning purposes FEMA will revise the lock-in account(s) at 6 months after the date of the declaration and will obligate interim amounts if requested by the Tribe.
- FEMA will determine the final lock-in amount(s) 12 months after the date of the declaration and will obligate, if requested by the Tribe, the remainder of the lock in

amount(s) to the Tribe.  
*44 CFR § 207.5*

The **Karuk Tribe** is eligible for administering management costs funds in accordance with program timeframes and guidance, determining the reasonable amount or percentage of management cost funding to be passed through to subgrantees for contributions to their costs for administering the HMGP and ensuring to provide such costs to subgrantees.

The **Karuk Tribe** does not choose to pass through any management cost funding from the 4.89 percent to subgrantees.

#### **SECTION IV: CLOSEOUT PROCEDURES**

Before final closeout the THMO staff member will inspect all projects for completion and compliance. If documentation, inspections, and other reviews done by the THMO reveal problems in performance of work or the documentation, the THMO will work with the subgrantee's Applicant's Agent to correct the deficiencies before closeout. (*See 44 CFR § 13.50*)

The Tribal Authorized Official (TAR) will submit a final project closure package to terminate the FEMA-State Agreement when all subgrants have been closed. The package will include the following:

- Certification that all funds have been expended in accordance with the FEMA-State Agreement.
- A listing of all projects with the eligible expenditures.

When all payment of these funds has been made the **Tribal Authorized Representative** determines the final eligible administrative allowance and requests reimbursement from FEMA. Upon receipt of this allowance, the [**Tribal Authorized Representative**] notifies the RD in writing that no further claims for the disaster will be made and that all program activity has been closed.

#### **SECTION V: DEFINITIONS**

**Activity:** Any mitigation measure, project or action proposed to reduce risk of further damage, hardship, loss or suffering from disasters. Activities include both plans and projects.

**Activity Completion Date:** The date by which a grantee must complete an activity funded under a HMGP grant. Individual grant activity completion dates fall under the overall HMGP grant to the Indian Tribal Government. The last project activity completion date sets the period of performance for the HMGP grant.

**Activity Completion Timeframe:** This is the grant equivalent of the period of performance. It is the period of time during which the grantee is expected to complete activities, including plans, and liquidate HMGP funds. HMGP guidance limits individual activity completion timeframes to three years.

**Applicant:** The Indian Tribal government applying to FEMA for a grant that will be accountable for the use of funds. Once funds are awarded, the applicant becomes the “**Grantee**”.

**Alternate Tribal Authorized Representative:** The individual selected by the Tribal President or Chairman to represent him/her in activities related to the implementation of Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and in ongoing Indian Tribal disaster/emergency preparedness, response and hazard mitigation activities should the TAR be unable to represent him/her.

**Application Period:** For disasters declared on or after February 26, 2002, the 12 month period from the date of declaration that the Indian Tribal government has to identify activities and submit its applications to FEMA (44 CFR § 206.436(d)). The application period is important because scope of work changes cannot be made after the application period expires. No new activities or activities that have not been pre-identified and submitted during the application period can be considered after the application period expires. The Regional Administrator may extend the application period in increments of 30 to 90 days, not to exceed 180 days. The application period does not affect FEMA’s 24 month obligation deadline. (44 CFR § 206.436(g)). Indian Tribal governments may submit a SF 424 directly to the Regional Director.

**Benefit Cost Analysis (BCA):** To be eligible for Federal funding assistance, a mitigation project must be considered cost effective. The FEMA Benefit Cost Analysis is the method used to determine the cost effectiveness of a proposed mitigation project.

**Cost Overrun:** A cost overrun is an unanticipated increase in the cost of performing the specified objectives of an activity. Guidance on cost overruns can be found at 44 CFR § 206.438(B).

**Cost Share:** The portion of the costs of a federally assisted activity or programs not borne by the federal government.

**Cost Under run:** A cost under run is an unanticipated decrease in the cost of performing the specified objectives of an activity. Cost under runs can be used to offset cost overruns for other HMGP activities within the same disaster. Cost under runs cannot be applied to new activities if the application period has expired.

**FEMA-Tribe Agreement (FTA):** A formal legal document stating the understandings, commitments and binding conditions for assistance applicable as the result of the major disaster or emergency declared by the President.

**Grant:** An award of financial assistance. For HMGP, the grant refers to the overall HMGP for a disaster. The total grant for mitigation shall not exceed 15% of all disaster related costs, exclusive of administrative costs as outlined in Section 404 of the Stafford Act.

**Grantee:** The government to which a grant is awarded. An Indian Tribal government can be a Grantee.

**Grant Period of Performance:** The period of availability of grant funds, during which the Tribe is expected to administer the HMGP. This includes subgrant review, monitoring and closeout.

**Hazard Mitigation:** Any cost-effective measure which will reduce the potential for damage from a natural-disaster event, or any action taken to reduce or permanently eliminate the long-term risk to human life and property from natural hazards.

**HMGP Mitigation Committee:** Committee made up of representatives of Indian Tribal agencies or other technical experts that have mitigation responsibilities.

**Hazard Mitigation Grant Program:** The program authorized under Section 404 of the Robert T. Stafford Act.

**Indian Tribal Hazard Mitigation Program:** An ongoing program involving a coordinated effort of Tribal agencies to reduce the threat to people and property from natural or human caused hazards. During the following periods of Presidential Declared Disasters, this program will coincide with activities required under Sections 404 and 322 of Public Law 93-288 and the associated FEMA Federal Regulations.

**Indirect Cost:** Costs that are incurred by a grantee for a common or joint purpose benefiting more than one cost objective that are not readily assignable to the cost objectives specifically benefited.

**Measure:** Any mitigation activity, project, or action proposed to reduce risk of future damage, hardship, loss or suffering from disasters. The term “measure” is used interchangeably with the term “project” in the regulations.

**Management Cost:** Management cost includes any indirect cost, any administrative expense, and any other expense not directly chargeable to a specific project under a major disaster, emergency, or disaster preparedness or mitigation activity or measure. This is available without an Tribal cost share.

**Period of Performance:** For the overall grant this is the period of time during which the Grantee is expected to complete activities and obligate HMGP program funds. A Grantee may not expend funds after the expiration of the specified period of performance unless that period is extended by FEMA. The Grantee has up to 90 days following the expiration of the period of performance to liquidate valid expenditures made in the performance period. For HMGP, the last activity completion date sets the end date for the overall HMGP program grant.

**Pre-Award Cost:** Costs incurred after the HMA application period has opened, but prior to the date of the grant award or final approval, are identified as pre-award costs. Pre-award costs directly related to developing the application or subapplication may be funded through HMA as funds are available. Such costs may have been incurred, for example, to develop a BCA, to gather EHP data, for preparing design specifications, or for workshops or meetings related to development and submission of HMA applications and sub-applications.

**Project:** Any mitigation measure, project, or action proposed to reduce risk of future damage, hardship, loss or suffering from disasters. The term “project” is used interchangeably with the term “measure” in the regulations.

**Scope of work:** The specific goal, purpose and result of an approved mitigation activity, including the activity objectives, budget, activity completion date, and period of availability of funds.

**Scope of Work Modifications:** Any modification to the objective, purpose and outcome of approved mitigation activity, regardless of budget implications. See *HMA Unified Guidance, pg. 40* for detailed explanation.

**Standard Form 424 (SF424):** Request for Financial Assistance, Federal Financial form submitted with the HMGP applications.

**Standard Form 425 (SF425):** Federal Financial Report used for documenting quarterly and closeout grant reporting.

**Sub-applicant:** Entity under the Tribe (Departments, Agencies, etc.) that is eligible to submit HMGP applications to the Tribe for prioritization for funding selection.

**Subgrant:** An award of financial assistance under a grant by a Grantee to an eligible Tribal Subgrantee.

**Subgrantee:** The Indian Tribal Government, Department or Agency, or other legal entity to which a subgrant is awarded and which is accountable to the grantee for the use of funds provided. Subgrantees can be a local government, private non-profit organization, as outlined in 44 CFR, Section 206.434.

**Tribal Authorized Representative (TAR):** The individual selected by the Governor to represent him/her in activities related to the implementation of Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and in ongoing Indian Tribal disaster/emergency preparedness, response and hazard mitigation activities.

**Tribal HMGP Administrative Plan:** The administrative plan for hazard mitigation, developed by the Indian Tribal government, to describe the procedures for the administration and management of the HMGP and mitigation plan development.

**Tribal Multi-Hazard Mitigation Plan:** The plan which is required as a condition of receiving Federal Disaster Assistance (except emergency assistance) under the Disaster Mitigation Act of 2000 (DMA 2000) of Public Law 106-390, as amended. The Multi-Hazard Mitigation Plan is the basis for the identification of measures to be funded under Section 404. The plan is updated at least every three years (see DMAA 2000 Section 201.4(vii)(d)).

**Tribal Hazard Mitigation Officer (THMO):** The official representative of Indian Tribal

government who is the primary point of contact with FEMA and other Federal agencies, in mitigation planning and implementation of mitigation programs and activities required under the Stafford Act.

**Void Activity:** An activity application that has been submitted by the Indian Tribal government to FEMA and is withdrawn before funds are awarded.

**Withdrawn Activity:** A subgrant that has been submitted by the Indian Tribal government and awarded funds by FEMA, but is withdrawn by the Indian Tribal government and will not be implemented.

### SECTION VI: AUTHORITIES

The **Karuk Tribes** role in the management and administration of the Hazard Mitigation Grant Program (HMGP) will be defined in accordance with the following documents:

#### FEDERAL

- Clean Water Act (CWA), as amended 33 U.S.C. § 1251, Section 404, US Army Corps of Engineers.
- Code of Federal Regulations, Title 44, (44 CFR):
  - Part 9, Floodplain Management and Protection of Wetlands and Part 10, Environmental Considerations;
  - Part 10, Environmental Considerations;
  - Part 11, Claims
  - Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
  - Part 17, Government Debarment and Suspension (Nonprocurement) and Government wide Requirements for Drug-Free Workplace (Grants);
  - Part 18, New Restrictions of Lobbying;
  - Part 80, Property Acquisition and Relocation for Open Space;
  - Part 201, Mitigation Planning [201.7, Tribal Mitigation Plans];
  - Part 206, Federal Disaster Assistance
    - Subpart N, Hazard Mitigation Grant Program;
  - Part 207, Management Costs
  - Part 209, Supplemental Property Acquisitions and Elevation Assistance
- Endangered Species Act of 1973, Sections: 7, 9 & 10, as amended.
- Executive Orders:
  - 11988, Floodplain Management
  - 11990, Protection of Wetlands
  - 12898, Environmental Justice for Low-Income and Minority Populations
  - 13007, Indian Sacred Sites



- 13084 and 13175, Consultation and Coordination with Indian Tribal Governments
- FEMA Policy for Government-to-Government: American Indian and Alaska Native Tribal Governments, September 25, 1998.
- FEMA Tribe Agreement
- Hazard Mitigation Assistance (HMA) Unified Guidance – June 2009 and updated HMA Guidance – June 1, 2010.
- National Environmental Policy Act, Public Law 91-190, as amended.
- National Historic Preservation Act (NHPA), 36 CFR, Part 800.
- Office of Management & Budget (OMB) Circulars:
  - A-87, Cost Principals for State, Local or Tribal Governments [Now Circular 225]
  - A-102, Revised, Grants and Cooperative Agreements with State and Local Governments [including Tribal governments].
  - A-133, Audits of States, Local Governments, and Non-Profit Organizations
- Public Law 93-288, titled Robert T. Stafford Disaster Relief and Emergency Assistance Act, and its amendments.
- Public Law 103-181, Hazard Mitigation and Relocation Assistance
- Public Law 106-390, Disaster Mitigation Act of 2000.
- Single Audit Act Amendments of 1996.
- Wildfire Mitigation Policy for the Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation (PDM) Program.

## ***TRIBAL AUTHORITIES***

The attached plan constitutes the Hazard Mitigation Plan of the Karuk Tribe which is submitted for approval in accordance with 44 CFR 206.207. The Plan will be incorporated into the emergency plan of the Karuk Tribe in the form approved.

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Russell Attebery, Tribal Chairman  
Karuk Tribe

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Date

**NOTES**

(To be used to note changes in FEMA's policy and guidance and changes in authorities)

**Action Item:**

THPO Program Resolution 14-R-099 for FY 2015 Funds.

**Monthly Updates:**

Our Gaming Compact with the State of California has been sent to the Department of Interior. The Compact will be approved by October 18<sup>th</sup> at the latest—this is the 45 day time period. They can approve it earlier if they want to.

I followed up with the construction trades union director, Andrew Meredith, regarding the hiring process for Tribal Members. They are ready to come do an orientation and informational meeting when we give them the go ahead. They said we can take the lead on it if we want, but I think we will let them run the meeting and we will provide a space for them and help support the effort.

I submitted our final comments to the FEMA Request for Tribal Consultation on the Tribal Declarations Pilot Guidance. Our comments were received and I look forward to them being incorporated into the process.

On Monday September 8<sup>th</sup> I attended the Tribal Unlawful Detainer and Eviction Ordinance Workgroup. We made some progress on going over where we are at with Housing Evictions and went over the draft Ordinance. We have set up a follow up meeting on September 23<sup>rd</sup> to continue discussions.

I helped draft a letter to Indian Health Service to request some assistance for the Tribe to help offset impacts from the Smoke Incident. Fortunately the Smoke Emergency has winded down and we have been seeing less and less impacts for Smoke everyday.

After seeking feedback from the Department of Natural Resources, we will be submitting the nomination to the EPA Region 9 Tribal Operations Committee for Micah Gibson.

Just information for all staff, here is a link to a spreadsheet with mostly current Tribal Leaders and contact information for California Tribes.

[https://docs.google.com/spreadsheet/pub?key=0AmA4Eb9Gb\\_gxdG5lXzhqSzlxYXIPNXVXdWVpWW5VUVE&output=html](https://docs.google.com/spreadsheet/pub?key=0AmA4Eb9Gb_gxdG5lXzhqSzlxYXIPNXVXdWVpWW5VUVE&output=html)

On September 15<sup>th</sup> I participated in a Casino Due Diligence Call. We went over a variety of documents that the Tribe needs to prepare for the Finance Team. I will be working with Laura and Scott to complete this request.

I am still working on Casino Ordinances. Once they are drafted I will work with Scott and Laura and see what level of review we will have, we will probably need legal counsel to review these and possibly an consultant who has experience managing a Tribal Casino in California as there are specific standards we must meet to be in compliance with the Gaming Compact.

**THPO**

Cultural Monitor Training will be held in Happy Camp on October 15<sup>th</sup> and 16<sup>th</sup>. Processed an agreement with Mid Klamath Watershed Council for Cultural Monitoring Services in Orleans at the Amphitheater project behind the MKWC building.

I assigned a monitor to a Pacific Power Pole Replacement Project in Happy Camp as they were excavating over 15 feet into the ground with a backhoe. Unfortunately the project was allowed to proceed by the Forest Service with no agreement in place for a Karuk Tribe Cultural Monitor. The sub-contractor as well as Pacific Power staff said I can send an invoice for the services to the Yreka Office so I have done that.

I attempted to assign a Cultural Monitor to the Katishraam Wellness Center Construction Project in Yreka, however the monitor received another assignment last minute.

I have been communicating with the Humboldt State Cultural Resource team regarding the Inaam National Register Nomination. When the ceremony season ramps down they will schedule a time to come meet with appropriate ceremonial leaders and experts.

I received 4 requests for comments on Emergency Timber Harvest Plans in the Beaver Fire Area. Although this is not an area of concern for Karuk Cultural Sites, methods and prescriptions for treatment will impact other Cultural Resources such as fisheries and other plants and resources Tribal Members use for traditional and ceremonial purposes. I have forwarded this information to the KRAB and the Fisheries program for review.

I am working on setting up a meeting with the Forest Service regarding the Siskiyou Telephone Fiber Optic Project. This is a very large concern for the Tribe as it will go directly through the Inaam Cultural Management Area and several known village sites. I will keep you aware of the situation and let you know if I need more assistance.

I am working on a job description for an archaeologist that can fulfill the duties of the Western Klamath Regional Partnership as well as the Tribal Historic Preservation Officer.

I ordered some supplies for the THPO Program including Cultural Monitoring Kits.

We will have our monthly KRAB Meeting on October 1<sup>st</sup> in Orleans.

**RESOLUTION OF THE  
KARUK TRIBE**

**Resolution No: 14-R-099**

**Date Approved: September 25<sup>th</sup>, 2014**

**RESOLUTION AUTHORIZING ACCEPTANCE OF FUNDING FROM THE NATIONAL PARKS SERVICE FOR THE TRIBAL HISTORIC PRESERVATION OFFICE PROGRAM FOR FY 2015 IN THE AMOUNT OF \$52, 596 FUNDED OCTOBER 1<sup>ST</sup>, 2014 THROUGH SEPTEMBER 30<sup>TH</sup> 2015.**

**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 National Historic Preservation Act of 1996 (NHPA), as amended in 1995, section 101(d)(2) provides that an Indian Nation may assume all or any part of the functions of a State Historic Preservation Office (SHPO) in accordance with subsections (b)(2) and (b)(3), with respect to Tribal Land; and

**WHEREAS;** The Karuk Tribe has assumed those responsibilities of the State Historic Preservation Office by creating a Tribal Historic Preservation Office, now

**THEREFORE BE IT RESOLVED;** that the Karuk Tribe agrees to continue assumption of State Historic Preservation Office functions; now

**THEREFORE BE IT RESOLVED;** that the Karuk Tribe authorizes the acceptance of funding from the National Parks Service for the Tribal Historic Preservation Office funding for FY 2015 in the amount of \$52, 596 funded October 1st, 2014 through September 30th, 2015.

**CERTIFICATION**

I, the Chairman, hereby certify the foregoing resolution 14-R-099 which was approved at a Council meeting on September 25<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

**Sammi Ofield – Contract Compliance Report**  
For Council Meeting on September 25th, 2014  
Reporting Period August 22nd, 2014 to September 18<sup>th</sup>, 2014

**Action Items:**

\*Approval of agreement #14-A-090 Ray Mac Mechanical

**Achieved during report period:**

**Contract Compliance:**

\*EARS Activity Reports have been submitted for CSD Block grants and the Discretionary grant (Water Tanks). I have submitted all of the reports to CSD required to set up the Discretionary grant. The Water Tank application is now available starting on 9/15/14, and we have received 5 applications, and 2 of those applications met all the qualifications of the grant. Fred Burcell has ordered the water tanks and necessary supplies/fittings to start installation.

\*I have been working with Jaclyn Goodwin on the closing out the FY2014 THPO grant. Our extension request was denied, so we are working on getting it expended and closed out by 9/30/14.

\*I have been working on closing out the IMLS grant deliverables and the NAGPRA grant deliverables. Bari Talley will help with IMLS to assure that all deliverables have been met by 9/30/14. We do have an extension on the FY2014 NAGPRA grant and I am following up on the FY2013 NAGPRA grant for the approved extension date. The INAAM grant looks to be on schedule and will close out on 7/31/15.

\*I spoke with Kim Corkin about the ICDBG 2014 Awards, and she verified that the awards will be announced the first week of October. If she knows anything sooner, she will give me a call.

\*The Endangered Language grant (DEL grant) is due on October 6<sup>th</sup>, 2014. Susan has submitted the first rough draft for review, and is in the process of making the changes/additions for the second review. Once this is done, it will go through the process of approvals, and I will bring the proposal to Council at the Planning meeting on 10/2/14.

**Contracts that I have reviewed:**

14-C-106	Debbie Bickford	\$12/Hr	A. Mendoza
14-C-107	Tom Everston	\$12/Hr	A. Mendoza
14-C-108	Arlene O’Hara	\$12/Hr	A. Mendoza
14-C-109	Kassandra Polmateer	\$12/Hr	A. Mendoza
14-C-110	Shelly Stepheson	\$12/Hr	A. Mendoza
14-C-111	Elizabeth Johnston	\$12/Hr	A. Mendoza
14-C-112	Bari Talley	\$17,998.51	B. Tripp

14-C-113	Cathy Johnson	\$12/Hr	A. Mendoza
14-C-114	Heiland Snapp	\$10/Hr	A. Mendoza
14-C-115	Emplan	\$7000	S. Quinn
14-C-116	Cascade Design Prof	\$4500	S. Quinn
14-C-117	MKWC	\$27,277.86	B. Tripp
14-C-118	Indigo Mack	\$12/Hr	A. Mendoza
14-C-119	Chris Bickford	\$12/Hr	A. Mendoza
14-C-120	Mitch Factor	\$3060	L. Alford

**Agreements I have reviewed:**

14-A-083	Jade Springs Devlop	\$TBD	L. Alford
14-A-084	Group West Comp	\$322,000	L. Mayton
14-A-085	RTI International-YR	\$0	L. Aubrey
14-A-086	RTI International-HC	\$0	L. Aubrey
14-A-087	RTI International-OR	\$0	L. Aubrey
14-A-088	Karuk TANF/AOD	\$55,000	L. Alford
14-A-089	MKWC	\$31.50/Hr	J. Goodwin
14-A-090	Ray-Mac Mechanical	\$250/Yr	F. Burcell
14-A-091	Karuk Tribe/KTHA	\$70,000/Yr	E. Cutright
14-A-092	Community Servce/TANF	\$4,000	L. Alford
14-A-093	Sat Com Direct Comm	\$1190.70	T. Fielden

**RFP's I have reviewed and posted:**

14-RFP-036	Fish Bypass Analysis	Closes 9/18/14	C. Tucker
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**Proposals I have reviewed:**

WKRP	\$625,000	B. Tripp
LIHEAP	\$TBD	M. Spence
Tribal Wildlife Grant	\$196,500	E. Crosby
Naa Vura Yeeshiip	\$141,520	D. Miller



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



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

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

## REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:  Contract Karuk Tribe Number Assigned: 14-~~C~~<sup>A</sup>090  
 MOU  
 Agreement Funder/Agency Assigned: n/a  
 Amendment Prior Amendment: 0

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

Requestor: Fred Burcell Date: September 11, 2014

Department/Program:

Name of Contractor or Parties: Ray Mac Mechanical

Effective Dates (From/To): Fall 2014 Ongoing

Amount of Original: \$250.00/year

Amount of Modification:

Total Amount:

Funding Source: 1020-40

Special Conditions/Terms:

Brief Description of Purpose:  
Annual Maintenance agreement for Heat Pump installed in Yreka TANF building

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

Requestor: Fred Burcell Date: 9-11-14  
\*\*Chief Financial Officer: Laura Mayton Date: 9-16-2014  
\*\*Director, Administrative Programs & Compliance: Summi Oshid Date: 9-11-14  
\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts): \_\_\_\_\_ Date: \_\_\_\_\_  
Other: Judy Goodwin Date: 9/15/14

**Ray-Mac Mechanical Inc.**

P O Box 995

Mt. Shasta CA 96067

Phone (530) 926-5228 Fax (530) 926-5229

CA. License # 803028

September 9, 2014

Karuk Tribe  
PO Box 1016  
Happy Camp, CA 96039

Dear Karuk Tribe:

We recently completed the installation of the heat pump system at the Karuk TANF building. We recognize that our responsibility for service does not end with the sale and installation of heating equipment and we sincerely appreciate your selection of our company to add to the environmental comfort of your home. We have an obligation to operate a service establishment for maintaining this equipment as efficiently and promptly as possible. To this end we send our service technicians to special factory schools for training and have secured the most up to date tools and instruments. Our service technicians are factory trained in heating, ventilating and air conditioning, maintenance and repair.

Air conditioning, heating and ventilating systems are subject to mechanical wear and require periodic service in order to extend their useful lifetime. To assure a long life for your comfort system we have enclosed a maintenance agreement for consideration to sign and return as indicated. If you have any questions regarding this agreement feel free to contact me.

We have also included the Owner's Manual and final billing for the equipment installation. Again, we thank you for choosing Ray-Mac Mechanical for your equipment replacement.

Sincerely,

Mark Pigoni  
Service Manager

# Ray-Mac Mechanical Inc.

Mechanical Contractors • Sheet Metal • Refrigeration

Post Office Box 995 Mt. Shasta CA 96067

Phone (530) 926-5228 Fax (530) 926-5229

CA. License # 803028

www.raymacmechanical.com

This service agreement between Karuk Tribe, now after referred to as the purchaser and Ray-Mac Mechanical Inc., shall remain in effect from year to year, subject to the following conditions.

- Written cancellation by either party.
  - Yearly agreement price adjustment based on prevailing cost of labor, materials or other related costs.
1. Under this agreement Ray-Mac Mechanical will service the heating, ventilating and air conditioning equipment as per the attached Schedules made a part of this agreement.
  2. The purchaser agrees to pay \$125.00 for (1) heating maintenance beginning Fall 2014, and \$125.00 for (1) cooling maintenance in Spring 2015. Total annual cost \$250.00.
  3. Normal working hours under this agreement are from 8:00 am to 4:00 pm Monday through Friday, except for legal holidays.
  4. Planned service contract holders are given preference over all other service activity normally undertaken by Ray-Mac Mechanical, Inc.
  5. Planned service labor, oil or grease for bearings and air filters, are included in this agreement. Such work as acid cleaning evaporator and condenser coils will be required periodically. The frequency necessary for this work is impossible to predict and therefore will be charged on a time and material basis. Emergency service, parts, refrigerant, repair labor, replacement of controls and equipment, economizer operation/maintenance, are not included in this agreement.
  6. This agreement, when accepted by the purchaser and by Ray-Mac Mechanical, shall constitute the entire agreement. Changes or additions to this agreement shall not be recognized unless submitted in writing.

Location of building to be serviced: Karuk TANF Building  
1517A S. Oregon St.  
Yreka, CA 96097

Approved for Ray-Mac Mechanical, Inc.

By: Heather Hicken

Date: 9/2/14

Purchasers Acceptance:

\_\_\_\_\_

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

By/Title: \_\_\_\_\_

+

**COPY FOR YOUR  
INFORMATION**

**PREVENTATIVE MAINTENANCE SCHEDULE  
DUTIES TO BE PERFORMED  
COOLING SYSTEM MAINTENANCE**

We will perform a spring/summer cooling maintenance service on the Trane heat pump system beginning Spring 2015.

❖ **TRANE AIR HANDLER MODEL #TEM3AOC605515AA Serial # 14082THW2V**

- Change air filter (1) 14x24x1, (1) 20x20x1 (s).
- Check belt (s) wear, tension and alignment.
- Check the condition and alignment of the sheaves.
- Lubricate blower and motor bearings and all moving parts, if needed.
- Check for debris and buildup on fan wheels and other moving parts.
- Check coil for corrosion and leaks.
- Check temperature rises.
- Check electrical wire for loose connections.
- Check amperage draws on heating elements.
- Check contactors and relays.

❖ **CONTROLS**

- Check the operations of thermostat (s).
- Check operation of bypass timer (s).
- Check and adjust time clock (s) if needed.
- Inspect condition of electrical components.

❖ **TRANE HEAT PUMP MODEL #4TWB3060B1000CA Serial # 13465U8L4F**

- Check line set and connections for evidence of leaks.
- Lubricate condenser fan motor if necessary.
- Check refrigerant charge Suction PSI and Head PSI.
- Check supply voltage.
- Check electrical wiring – connections and insulation.
- Check amperage draw on compressor and fan motor.
- Check defrost control.
- Check temperature drops.
- Check temperature splits between supply air and return air.
- Check compressor.

**FREQUENCY OF SERVICE (times per year)  
AMOUNT OF THIS SERVICE SCHEDULE:**

**One cooling  
\$125.00**

**PREVENTATIVE MAINTENANCE SCHEDULE  
DUTIES TO BE PERFORMED  
COOLING SYSTEM MAINTENANCE**

We will perform a fall heating maintenance service on the Trane heat pump system beginning Fall 2014.

❖ **TRANE AIR HANDLER MODEL #TEM3AOC605515AA Serial # 14082THW2V**

- Change air filter (1) 14x24x1, (1) 20x20x1 (s).
- Check belt (s) wear, tension and alignment,
- Check the condition and alignment of the sheaves.
- Lubricate blower and motor bearings and all moving parts, if needed.
- Check for debris and buildup on fan wheels and other moving parts.
- Check coil for corrosion and leaks.
- Check temperature rises.
- Check electrical wire for loose connections.
- Check amperage draws on heating elements.
- Check contactors and relays.

❖ **CONTROLS**

- Check the operations of thermostat (s).
- Check operation of bypass timer (s).
- Check and adjust time clock (s) if needed.
- Inspect condition of electrical components.

❖ **TRANE HEAT PUMP MODEL #4TWB3060B1000CA Serial # 13465U8L4F**

- Check line set and connections for evidence of leaks.
- Lubricate condenser fan motor if necessary.
- Check refrigerant charge Suction PSI and Head PSI.
- Check supply voltage.
- Check electrical wiring – connections and insulation.
- Check amperage draw on compressor and fan motor.
- Check defrost control.
- Check temperature drops.
- Check temperature splits between supply air and return air.
- Check compressor.

**FREQUENCY OF SERVICE (times per year)**  
**AMOUNT OF THIS SERVICE SCHEDULE:**

**One heating**  
**\$125.00**

**Karuk Tribe**  
**Council Report from Laura Mayton**  
**Meeting Date: September 25, 2014**

**ACTION ITEMS**

I do not have any action items at this time.

**FISCAL YEAR 2015 BUDGETS**

All budget meetings are complete. Budgets will be entered into the accounting system for fiscal year 2015 in October.

**INSURANCE**

All insurance policies including the following have been purchased for fiscal year 2015:

- Medical, Dental, Vision, & Life
- Property & Auto
- General Liability & Workers Compensation

**IHS CONTRACT SUPPORT COST CLAIM**

A letter regarding the Tribe's contract support cost claim was sent to IHS on September 18, 2014 in response to their August 29, 2014. IHS has postponed settlement of the Karuk Tribe's claim until March 2, 2015. Our response expressed the Tribe's frustration regarding the lack of progress IHS has made toward settling the claim.

**FINANCE TRAINING DATES**

The finance department has the following training scheduled for employees who wish to attend:

- Orleans Council Chambers – 1:30 pm to 3:30 pm, Tuesday, October 14, 2014

**BROADBAND PROJECT**

A time extension has been granted for our Broadband Project by the USDA Rural Development Agency. However, they must receive the extension paperwork back next week for the extension to become effective. The letter Eric received also stated that they would process our invoice by the end of the month. Hopefully this means that we will finally receive our first payment from them.

**GAMING PROJECT**

The process of obtaining financing for the Tribe's gaming project continues to move forward. We are in to process of providing a wide variety of diligence information to the financial institutions who will be loaning the Tribe the money for this project.



# **TERO Department Report – September 2014**

## **Workforce Protection Act & Hiring Policy**

The TERO Commission is looking forward to our meeting with the Council on September 23 at 2PM at the old Headway building to finalize our work on the WPA and the Hiring Policy.

## **TERO/Construction Projects**

I attended the ground breaking ceremony at the construction site of the Katishram Wellness Center in Yreka. I was proud to hear the speeches and see the hard work of many staff come to fruition. Congratulations everyone!

I am in communication with the project manager for the TERO aspects of the project, specifically the TERO compliance plan and referrals for employment in the construction.

## **TERO training**

There are two upcoming TERO meetings one for the Pacific Northwest TERO regional meeting hosted by the Tulalip Tribe in Washington State and the Annual TERO Legal update meeting in Las Vegas. I would like to invite any Council Member who has an opening in their schedule to also attend! It would be beneficial if Contract Compliance and HR could attend also.

**Respectfully request to send one TERO Commissioner to the PNW meeting at Tulalip in Washington State, October 20 – 22, 2014**

**Respectfully request out of state travel approval for myself and two TERO Commissioners to attend the Legal update meeting in Las Vegas December 10 – 12, 2014**

## **Tribal Member Training**

I will be working with the TERO Commission to set up “Application, Resume and Interview” training and another “Customer Service” training by the end of the year. I am not sure if I can offer it in all three communities or in one location. More details will be provided as they become available.

## **Cultural Monitor Training**

TERO will be standing by to assist hosting the upcoming Cultural Monitor Training.

## **Casino Project**

I am receiving steady calls from interested tribal members who want to be a part of the construction and/or operations of our casino. I encourage them and any others to fill out a skills bank application which is on the tribe’s website under the TERO tab and can be downloaded to print out for submission. I would still like to send out a survey for interested tribal members when the time is appropriate.



**CHILD CARE**

**Child Care National**

Our national board, NICCA (National Indian Child Care Association where I am the Vice-Chair) has been closely watching the Senate for reauthorization of the Child Care and Development Block Grant and as of this writing (September18) the House has passed the Senate bill (S.1086) and sent it back to the Senate for approval with the amendments. Because this bill is bipartisan and bicameral it was “hot lined” which is similar to a phone vote when it is expected to pass with unanimous consent. Unfortunately two Senators have put a hold on the bill for their own political principles with nothing to do with the bill. If it does not pass by the Hot Line process it will have to go to the senate floor for debate. If it does not get passed today then it will most likely be brought to the Senate floor in November. Both the House and Senate heard NICCA’s recommendations and the tribal provisions were implemented as recommended. It was very exciting for the NICCA board and now potentially upsetting! I will provide an update at the Council meeting.

The Federal Office of Child Care (OCC) has proposed new regulations for the child care program which will translate to more accountability to tribes, include monitoring visits from the feds and other health and safety regulations. I will keep the Council updated on what changes we will have to make as the new regulations are implemented. Since we had our Regional Program Specialist visit here a year ago we will not be at the top of the list to be monitored but our turn will come eventually.

**Child Care State**

The Tribal Child Care Association of California (TCCAC) is still working on implementing the strategic plan that was developed by the Executive Committee. I provided those meeting minutes at last months’ council meeting. We will be having our next meeting in Sacramento in early October and our November meeting is being hosted by Smith River in the early part of the month. As Co-Chair, I will not be expected to attend every meeting mainly the northern ones and the ones with the California Department of Education held quarterly in Sacramento. We are working on a meeting calendar for the next year to ensure Tribes in CA, State and Federal staff have plenty of notice to be able to attend. TCCAC has been struggling to maintain participation so we are excited with our plans to rejuvenate the Association.

**Child Care Local**

This month is the last month of the fiscal year so I will be preparing the end of the year report that is due to the Feds by the end of December. Once completed, I will be able to provide details about the children we serve and the types of care they are in.

<b>FY 14 Child Care Appropriated</b>	<b>Year to date expenditures</b>	<b>Unencumbered</b>	<b>Percent Used</b>
<b>\$74,473</b>	<b>\$31,588</b>	<b>\$42,874</b>	<b>42%</b>

Typically the Child Care budget carries over into the next fiscal year. We have two years to obligate and one year to liquidate. We used FY13 funds the first part of FY14 until they were expended then started on FY14 funds approximately last April.

**Respectfully Submitted, Dion Wood**

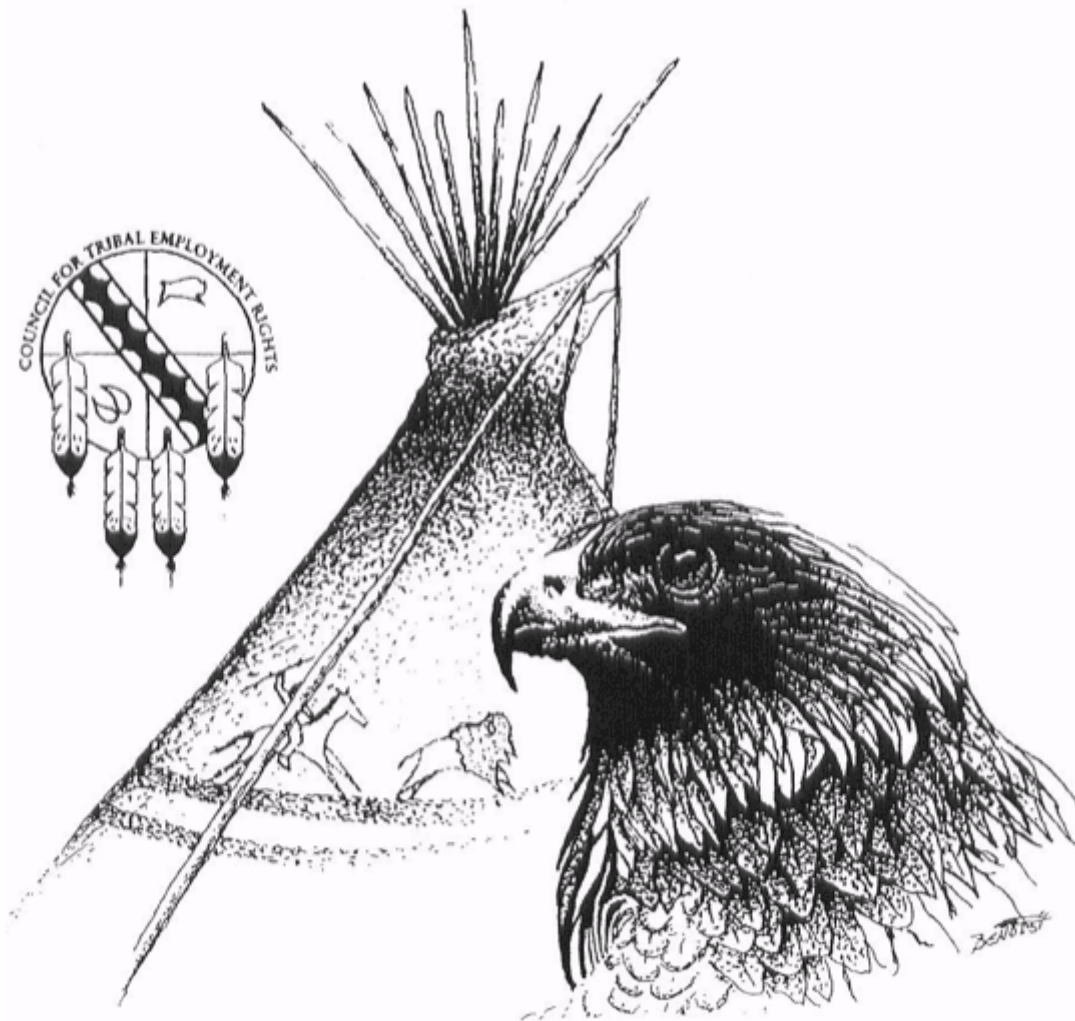
September 9, 2014 in *Events*

## **Monte Carlo Resort and Casino, Las Vegas, Nevada December 10-12, 2014**

Address: 3770 Las Vegas Blvd. South, Las Vegas

Reservations: 1-800-311-8999

Group Code: CTER Legal Updates



### **Program Overview**

**COUNCIL *for* TRIBAL EMPLOYMENT RIGHTS**

**2014 LEGAL UPDATE CONFERENCE  
REGISTRATION FORM**

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

Tribal/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Payment Enclosed \$ \_\_\_\_\_ Number Attending: \_\_\_\_\_

Please make checks payable to:  
Council for Tribal Employment Rights

**Mail or Email, Pay Registration Form to:**  
Council for Tribal Employment Rights  
1025 West Indian  
Suite 999  
Spokane, WA 99205  
Attn: Lee Adolph, President  
t/c: (509) 326-6856  
email: [ladolph@councilfortribalemploymentrights.org](mailto:ladolph@councilfortribalemploymentrights.org)

**Conference Fees**  
\$325.00 CTER Members Advance  
\$550.00 Associate Members  
Advance  
\$275.00 at Door & Non-Members

**Phone Contact:**  
(509) 326-6856 (Office)  
(509) 643-8877 (Cell)

Our program this year will present the very latest concepts and strategies in tribal workforce advancement, protection and Indian business utilization. It will also provide vital legal updates, emerging trends, relevant court cases, breaking news and the latest in tribal and federal employment/contracting law. Featured during the program will be presentations by leading experts in tribal/federal law and specialists in the field of human resource utilization. Also featured will be special showcasing of outstanding creative advances and success models by individual TERO programs. Also showcased this year will be outstanding examples of tribal/non tribal synergistic partnering. Site visit to Carpenters Union training center will be offered.

## **Critical Presentations, Topics & Issues of Concern**

- The Future Direction of CTER & Tribal workforce Protection & Development 2014
- TERO: Advancing Tribal Employment – A Tribal self-Determination Success Story.
- Is the End of Indian Preference Law Near?
- Tribal Workplace Realities/Barriers – Cause, Effects, Solutions
- Public/Private Sector Partnering to increased Tribal Jobs & Business Opportunities
- Ideas for Taking Advantage of Gaming, Oil, Gas & Highway Construction Job Creation
- TERO Jurisdiction on Fee land Employers
- TERO – Jurisdiction Issues on Right Away Performed Reservation Projects
- Ethical Issues for TERO Officers/Commissioners

## **Tribal/Federal Employment Law & Indian Preference**

Presentation will provide an extensive review of Tribal/federal Indian preference requirements, enforcement responsibilities, tribal exemptions, general employment law and each agency's policy toward TERO and Tribal Taxes.

- Tribal Employment Law – TERO/TECRO
- NLRB
- TITLE VII (703i)
- EO 11246
  
- FHWA-MAP 21
- HUD/NAHASDA
- PL93-638
- OSHA/MSHA
  
- FLSA
- ADA,EPA,ADEA
- SBA (8a)

## **Participating Agencies, States & Organizations**

Agencies have been asked to present their latest policies regarding Indian preference, TERO, applicable tribal taxes and State/TERO partnering examples.

- EEOC
- NLRB
- OFCCP
- FHWA
  
- US Wage & Hour
- OSHA
- HUD
- USDA
  
- US CORPS
- NIGA
- NARF
- NIBA

## **Creative TERO Showcases**

Will feature individual creative TERO Program accomplishments, successful partnerships examples between TERO- Public/Private Employers, State Agencies, Unions, & inter-tribal TEROs.

- 3 Affiliated Tribes TERO
- Shoshone/Arapahoe
- Tulalip TERO
  
- Puyallup TERO
- NMDOT
  
- WSDOT
- CALTRAN

## **Special Tribal Leaders Panel**

Featured will be a special panel made up of Tribal Council members who will share their perspectives on the value of TERO, Jobs and Tribal business opportunities.

## **Special Award Recognitions**

CTER & TERO Programs will present 2014 special awards to reservation employers, federal agencies, states, unions and tribes in recognition of their outstanding support of CTER and TERO.

## **What You Will Receive**

- A conference manual containing employment reference materials, latest federal agency Indian preference policies and initiatives, legal up-dates and more
- A 2014 TERO directory and informational handouts and brochures
- ***Conference will provide all participants with excellent opportunities to make beneficial contacts and networking opportunities***

## **This Conference Is A Must For...**

- Tribal Council, Program Managers
- Legal Departments
- TERO Officers/Commissioners
- Housing Authority Staff
- Casino/Industry & Managers
  
- Personnel/Human Resource Depts.

- Indian Businessmen & Indian Contractors
- State & Union Representatives
- Tribal Highway Construction Managers.

**Conference is highly recommended for anyone doing business with tribes or on Indian Reservations/Alaska Native Villages**

## **Conference Fees**

\$525.00 CTER Members Advance

\$550.00 Associate Members Advance

\$575.00 at Door & Non Members

## **Hotel Conference Rates**

To get special conference rates cal 1-800-311-8999 and **use Group Code: CTER Legal Update**

Sunday-Thursday \$50.00 + 12% Taxes (Single-Double Occupancy)

Friday \$75.00 + 12% Taxes (Single-Double Occupancy)

Saturday \$75.00 + 12% Taxes (Single-Double Occupancy)

Lodging cut-off date is Sunday, November 16th, 2014. Reservation requests received after the cut-off date will be accepted by Hotel at a space and rate availability basis ONLY.

**IMPORTANT NOTE:** Seating for conference and hotel rooms filled very quickly last year. The city of Las Vegas also is host to the National Finals Rodeo on the same dates as our conference ... so register early.

Erin Hillman  
Director, KTHA  
Report for Council Meeting  
September 25, 2014

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**Fires:**

KTHA Staff continue to monitor elders as needed, monitoring air quality reports to predict the times when they may be most impacted. I continue to attend the weekly conference calls for Command and General Staff.

The Boles fire in Weed resulted in some evacuations. At this time (9/16/2014), we have had only one request for assistance from this fire. We will be able to update you on 9/24. For now though, an email has been sent to both Ellen Johnson and Michelle Spence (LIAP) AND we coordinated a conference call with LIAP and Emergency Preparedness (Tom Fielden) to help centralize requests for assistance.

**2015 Indian Housing Plan ( HUD letter attached)-**

We received our letter of compliance from HUD regarding our 2015 Indian Housing Plan, now all we need is appropriations.

**2014 Indian Housing Plan Amendment Number One (HUD letter attached)-**

We also received our letter of approval from HUD for our request to amend the 2014 IHP to reprogram funding in our budget for the Wellness Center.

**2014 Annual Performance Report:**

The 2014 Annual Performance Report is due on December 29<sup>th</sup>. We have conducted a KTHA Manager's meeting to review our accomplishments this year. I am VERY excited to start work on this report. A LOT of work has happened this year!

**Information Technology Agreement/ IT Projects:**

Eric Cutright will be requesting approval for a two year, Information Technology services agreement. He and I reviewed our priorities and other ongoing IT work. We have added semiannual meetings for priority evaluation and review of services, as well as reorganized priority projects and regular services. The IT department is working with our Construction Manager and the Contractor for the Wellness Center to set up a real time viewer on the website so that people can view the progress of the construction.

**Pikyav Program -**

Ann, Richard and I met with Tanya Busby and April Attebery. Due to the length of the time anticipated for construction, I have submitted to the Board, a request for a temporary reassignment of a four bedroom single family home for the Transitional House that will be vacated when the Comstock unit is completed. Tanya is expected to make this request with me in person at the 9/24 meeting. This will assist their program in meeting timelines for the grant that is funding the project.

**Tax Credit-**

I have been in contact with two different companies regarding tax credit application and development assistance, similar to what was proposed by Travois in August. I would like to set up times to meet with VitalSpirit and Danco, separately regarding their experience, fees, and approach to these projects. I have attached Vital Spirit's Company Credentials and have requested information from Danco.



### Siskiyou County Wide Interagency Narcotic Task Force Meeting-

Ann, Emma Lee and I attended this meeting on September 5<sup>th</sup>. This is a collaborative effort driven by the County Sheriff, Jon Lopey. The meeting included brainstorming ideas for the development of a three year proposal to the Edward Byrne Memorial Justice Grant (JAG) Program. There is a great opportunity for collaboration between the county's agencies (Governmental and NGO), including the Tribe/Tribal Housing. The proposal must focus on one or more of three JAG Purpose Areas: Prevention and Education Programs, Law Enforcement Programs, or Courts, Prosecution, Defense and Indigent Defense. Sheriff Lopey and most other participants in the meeting focused on Prevention and Education Programs. This Purpose Area dovetails beautifully with the KTHA Crime Prevention and Security Program. We will be submitting to Sheriff Lopey ways we could collaborate on this project by October 1. The due date for their proposal is November 21, 2014, and the project, if funded would be implemented on March 1, 2015.

### Training- Low Income Housing Tax Credit-

HUD has scheduled training in Ukiah for the LIHTC program. Since we are considering this program, I have requested to attend this training along with any interested Board member.

### Training and Technical Assistance- HUD Representative-

Kim Corkin, our program officer is very interested in coming out to our community to present a training on NAHASDA. I would like to invite the Council, I think it would be a very productive training, and would like to have your ideas for the training. There are many questions that come up, this would be a great time to hear the answers from HUD. I will be following up with the Council on available dates once I have sought approval from the Board, possibly a discussion item for October 20<sup>th</sup>???

### NRCS Grant:

The NRCS award totaling \$54,896 for 49.6 eligible acres over a three year period beginning in the winter of 2015. There are two degrees of management for the acres, Forest Stand Improvement (thinning) which can occur from September 1 to January 31 each of the subject years, and Forest Slash Treatment, which can occur from end of fire season to January 31 of each of the subject years. NRCS has provided specific work requirements that will be incorporated into the Request for Proposal advertisement. We will be able to move forward when we are provided with contract documents.

### Orleans Computer Center continuation of Operations/ funding:

I attended the meeting between TANF, KT CFO, KCDC CFO, KT Grant writers, and Buster regarding how the KCDC Computer Center programs may be saved by a combination of funding from one or more sources. There was brainstorming about sources of long term funding. Lester and I requested additional, detailed information and will be able to meet with Karen Derry regarding that program when she returns September 29<sup>th</sup>.

### Katishraam Wellness Center:

The contractor has provided all the necessary documents required for the Notice to Proceed, which was issued on September 17<sup>th</sup>.

### Eviction Ordinance Workgroup:

The Workgroup will have met on September 23<sup>rd</sup>. I have submitted a draft of what changes were suggested from the September 8<sup>th</sup> meeting. I have also been researching other Tribe's Eviction Ordinances, and have copies from Siletz, Coquille, Grand Ronde, and the Yurok Tribe, so far.

### E Loccs Registration Process:

The LOCCS system (Line of Credit Control) is changing to an online system. I have completed the coordinator application, which was approved. Ann has completed the application for draw down privileges.

## Staff Reports:

### **Brian Gonzales- Yreka Maintenance:**

Maintenance has been swamped with unit prep over the last month and has been extremely busy. We have completed 3 out of 7 units with 1 being carpeted today thru Saturday with completion of unit next Wednesday. Another unit was moved out of on September 5<sup>th</sup> and needs minor touch ups and will be complete by 9/26/14. We have moved all the brush piles to designated areas and are ready to burn this coming winter. This month we broke ground for the wellness center and our crew kept busy for two days prepping that ground and setting up the tent. During these times we have all hands on unit prep and plan to complete 6 of 7 units within one week. We also have been able to get windows replaced at 1651 Apsuun along with new carpet and Linoleum and a new wood stove will be installed on Monday Sept 22<sup>nd</sup>. We did our annual filter replacement on all KTHA homes/apartments/elders replacing over 90 filters. During filter change we checked gutters to make sure we didn't have any major plug ups that will cause problems during winter. Overall our crew has been working extremely hard and are trying to keep up on unit prep and work orders on a daily basis.

### **Sara Spence- Executive Assistant/Human Resources:**

Construction Project Bidding Status-Wellness Center: Notice to Proceed issued, estimated start date September 29. Singleton Pool Fill: Awarded, estimated completion September 30. Blue House HVAC: No bids; will have be re-advertised. Yreka Eight Homes Site Work: Awarded, work has begun. Yreka Maintenance Solar Installation: Award pending BOC approval. Comstock Rehab: Bids due September 23.

Administrative: Three contracts assigned: 1) Singleton Pool Fill, 2) Yreka Eight Home Site Work/Infrastructure Design, 3) Yreka Maintenance Solar Panel Installation. One agreement was assigned for the annual IT agreement with the Karuk Tribe.

Environmental: Yreka Eight Home Construction: In process, will be an update to previous EA completed for those home sites, and will require public notice and Release of Funds. Fee to Trust parcels: In process, future use for each parcel needs to be nailed down to determine if full EAs are necessary or categorical exclusions. Fort Jones Home Replacement: In process, is in the floodplain requiring additional evaluation and public notices. Fort Jones Home Loan: In process, needs site visit. Happy Camp Acquisitions (Evans and Zink): Complete. Blue House Rehab, Supplemental Funding: Complete.

Human Resources: Yreka Tutor: Revised position was posted, closed August 11, applications were reviewed and interviews are pending.

Voluntary life insurance coverage was approved for the five employees who elected that new coverage, at their own expense, effective 9/1. I will be doing a reconciliation of the premiums to get everything current.

We should receive our health insurance renewal package within the coming weeks. Senate Bill 1446 is allowing small groups to extend existing plans for one more year (they are calling it Grandmothering). How we proceed will depend upon the coverage options, rates, and network of providers under the ACA compliant plans. Regardless the new waiting period limitations will take effect in our next renewal. The new law mandates waiting periods cannot be more than 60 days (ours is currently 180 days). The available options are 1) first of the month following hire, 2) first of the month following 30 days of hire, or 3) effective on the 60<sup>th</sup> day after hire.

Training: I will be attending the National Native American Human Resources Annual Conference later this month along with Elsa Goodwin, September 29-October 1.

### **Scott Nelson- Computer Center Coordinator**

The new school year is underway and currently the main focus of the Education Center is to provide services to KTHA resident children in Yreka which will help them succeed in local schools. We have experienced growth in our tutoring program since last year and we are currently in the process of hiring a part-time tutor to assist us in this endeavor. We continue to work closely with local schools; we already have 30 signed release of information forms from resident KTHA children which allows center staff to contact children's teachers to inquire about how they're doing and if they need help in certain areas. We are also holding Title VII meetings at the Education Center and this enables KTHA parents to come into the center and meet with local school administrators. We began having these meetings at the Education Center (instead of at local schools) last year and attendance by parents increased dramatically.

#### **Richard Black- KTHA Construction Manager**

We have awarded the Kahtishraam Wellness center to DT Builders (Danco), we had the ground breaking ceremony on Sept 10<sup>th</sup> 2014; work for this project will begin on September 30<sup>th</sup> 2014. We bid out the construction for the Comstock home, they are due by the 23<sup>rd</sup> of September 2014, we had a meeting with Tanya, and April Attebery in September 2014, discussing other possible temporary places until the construction has been completed. The force account crew has completed painting all but one of the homes in Yreka, they should have the last home completed by the third week of September, and will be going around and checking all the homes for a once over just making sure they have they did not miss anything. We are currently waiting on the designs to be completed for the Orleans home that had burned last year, they should be completed the third week in September and out to bid for construction. The Yreka Solar roof installation has been awarded to Roger from the coast this should begin by the first week of October 2014. We have looked at 2-3 Home rehab projects and are currently getting them going. The elders/ Fire damaged fence is reaching completion in Orleans. We are working with KAS and Associates for the Civil designs for the eight homes project in Yreka, once we have received these designs we will get them out to bid for construction.

#### **Ann Escobar- Assistant Director**

It continues to be busy. We continue to inspect and recertify all households within the KTHA communities. The Security personnel continue to busy securing the KTHA communities and continue to hold the Neighborhood Watch meetings in all three communities not all communities are actively involved as we would like. There was a fire safety session held in the Yreka community with the Amerind Risk Management. Both the Security and Tenant Relations Officers have been actively checking on the Elders and community members as needed during the fire situations. The KTHA staff continues to work with other Tribal departments to help the KTHA residents. KTHA this month has relocated 4 residents/Tribal members/Descendants for the fires, either because of a fire or due to the smoke. KTHA met with and talked with Tribal staff to see what we all can offer the Tribal members/Descendants affected by the Weed fire also to share what our departments could offer and to have a system in place should there be a need. We were in contact with the LIHEAP department, Emergency Preparedness and Education, we were hoping that there was a list that could be obtained that listed the Tribal members in Weed area so contact could be made, we were happy to see that suggestion was acted on. There continues to be joint work done on the Eviction Ordinance.



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**SOUTHWEST OFFICE OF NATIVE AMERICAN PROGRAMS**

September 10, 2014

Ms. Erin Hillman  
Executive Director  
Karuk Tribe Housing Authority  
P.O. Box 1159, 635 Jacobs Way  
Happy Camp, CA 96039

Dear Ms. Hillman:

SUBJECT: Indian Housing Block Grant (IHBG) Program  
Grant Number: 55IH0617850  
2014 Indian Housing Plan – Amendment #1

The Southwest Office of Native American Programs (SWONAP) is pleased to inform you that the 2014 Indian Housing Plan (IHP) amendment received via e-mail on August 26, 2014, for the subject IHBG program has been found in compliance with the requirements of the Native American Housing Assistance and Self-Determination Act (NAHASDA) of 1996. The Section 16, IHP Amendment increases the Yreka Wellness Center model activity by \$331,711.45 and reduces the Rental Development-Emergency Housing by \$104,375. The changes are reflected in the Uses of Funds Table as follows:

<u>Activity</u>	<u>Uses of Funds</u>
1. Rental Development – Emergency Housing Units	\$ 192,219
2. Yreka Wellness Center	\$2,333,312

The model activity to increase the funds for the Yreka Wellness Center was approved by the SWONAP Administrator on September 10, 2014. We look forward to working with you to achieve the goals and objectives you have established. If you have any questions, please contact Kimberly Corkin, Grants Management Specialist, at (602) 379-7207 or by e-mail at [Kimberly.Corkin@hud.gov](mailto:Kimberly.Corkin@hud.gov)

Sincerely,

Robert J. Holden  
Director  
Grants Management Division



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**SOUTHWEST OFFICE OF NATIVE AMERICAN PROGRAMS**

September 9, 2014

Ms. Erin Hillman  
Executive Director  
Karuk Tribe Housing Authority  
P.O. Box 1159, 635 Jacobs Way  
Happy Camp, CA 96039

Dear Ms. Hillman:

**SUBJECT: Indian Housing Block Grant (IHBG) Program**  
Grant Number: 55IH0617850  
2015 Indian Housing Plan

The Southwest Office of Native American Programs (SWONAP) is pleased to inform you the Indian Housing Plan (IHP) you submitted for Federal Fiscal Year (FFY) 2015 funding under the Indian Housing Block Grant program has been found in compliance with the requirements of section 102 of Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) and the associated requirements at 24 CFR part 1000.

The regulation at 24 CFR 1000.214 explains grant funds will be provided to a recipient when two conditions are met: (1) the IHP must be found in compliance with section 102 of NAHASDA and (2) funds must be available. As stated above, the first condition has been met as your IHP is in compliance. Unfortunately, at the present time, grant funds for FFY 2014 are not available and will not be available until Congress appropriates the funds and allocates them to the Office of Native American Programs. We will notify you as soon as this process is completed.

Enclosed is a copy of the IHP found in compliance. If the grant amount you are eligible to receive is different from the amount estimated in your IHP and you intend to add new activities, you will need to revise your IHP. If you have any questions, please contact Kim Corkin, Grants Management Specialist, at (602) 379-7207.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Robert J. Holden".

Robert J. Holden  
Director  
Grants Management Division

Enclosure

cc: Honorable Russell Attebery, Tribal Chairman  
Karuk Tribe of California

**Emergency Preparedness Program**  
**September 25th, 2014**

Please note information/activities are for the period of: 08/20/2014 through 09/18/2014.

**Action Item(s):**

- None

**Emergency Management TF:**

- Run Incident Management Team to coordinate response to Health Emergency due to smoke from wildfires in the area.
- Continue to attend drought task force meetings with Hoopa Tribe and Humboldt County.

**Projects TF:**

- Submit applications to Forest Service, CHP and Cal Firer to request space at repeater sites to set up the Tribes radio repeater system.
- Work with community fire safe programs to work on prescribed fire burn plans around the communities in Orleans, Salmon River and Butler Flat.

**Projects RL:**

- Served as Planning Section Chief for the Happy Camp 2014 Smoke Incident. Working with the Command and General Staff to generate and distribute weekly Incident Action Plans including maps of the affected areas.
- Created maps of the fires progress as the information was made available.
- Sent copies of the ANA Grant Emergency Escape Routes Maps to the KEEPR Team.
- Researched for new satellite communication service contract and made the request for a new agreement.

**Meetings/Training Attended TF:**

- 8/25 ANA Budget meeting with Laura O.
- 8/26, 9/2, 9/16 attend Command and General staff meeting for incident.
- 9/3-4, 9/11-12 Planning for TRES prescribed fire program.
- 9/10 Attend Humboldt County Drought Task Force meeting in Eureka.
- 9/17 Attend PacifiCorp Annual emergency flood planning meeting in Klamath Falls.

**Meetings/Training Attended RL:**

- 8/26-9/9 Coordinated and facilitated weekly Command and General Staff meetings for the Happy Camp Smoke Incident.
- 8/27 Attended Happy Camp Fire Camp long-range Planning Meeting to better understand how the process works in a large incident.
- 8/27 and 8/30 Attended Community Fire Meetings.
- 8/28 Attended Council Meeting to learn more about the process.
- 8/30 Attended CERT/ Neighborhood Watch meeting.
- 8/31 Helped with traffic control as a CERT Team member.

- 9/4 Participated in the National TAC-G conference call. The Emergency Cooperators were very interested in hearing about Happy Camp and how the Karuk Tribe is assisting members of the community to get relief from the smoke by distributing air purifiers and providing clean air respite centers.
- 9/5 Met with the GIS team at fire camp to get their data layers for creating fire maps.
- 9/8 Attended Cal OES Regional and Coastal Drought Conference call and Neighborhood Watch meeting.
- 9/12 Attended OSB FSC and Fire-wise Meeting to discuss the current fire situation and upcoming project plans.
- 9/16 Attended Humboldt County Drought Task Force Meeting.

*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)



Rachel L. Lent  
GIS Resource Inventory Specialist  
Emergency Preparedness Department  
Karuk Tribe  
530-493-1600 Ext. 2029  
530-643-3628 (cell)

**Thomas Fielden Report**  
 For Council Meeting on 09/25/2014  
 Reporting Period August 21, 2014 to September, 18 2014

**ANA-SEDS Grant**

**Project Title:** Protecting our Communities: Developing Karuk Tribal Capacity in Emergency Preparedness and Response

Deliverables- Increase Karuk Tribal Capacity and Functionality in Emergency Preparedness and Response:

Draft evacuation maps are finished and were presented at the Q4 KEEPR team meeting they will be sent out to the entire KEEPR Team before being presented to Council for the Winter EOP update to be integrated into the plan..

Program is currently on schedule.

**Expenditure/ Progress Chart**

Program	Code	Total Budget	Expensed to date	Balance	% Expended
ANA- SEDS Grant: Karuk Tribe: Protecting our Communities: Developing Karuk Tribal Capacity in Emergency Preparedness and Response <b>Federal Share</b>	4050-03	\$195,231	\$121,683	\$73,548	62%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
9/30/213-9/30/2014	12	12	0	100%	Unknown
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
4/30/2014	yes	7/21/2014	7/31/2014	yes	7/16/2014
<b>Comments:</b>					
Cost savings were reallocated to purchase equipment to help sustain the program the year end budget report will be in next months council report.					
Program	Code	Total Budget	Expensed to date	Balance	% Expended



ANA- SEDS Grant: Karuk Tribe: Protecting our Communities: Developing Karuk Tribal Capacity in Emergency Preparedness and Response <b>In kind match.</b>	4050-03	\$48,948	\$45,948	\$3,000	94%
<b>Term Dates</b>	<b>Total Months</b>	<b>Month # for report period</b>	<b># Months Remaining</b>	<b>% Completed.</b>	<b>Extension Option Y/N</b>
9/30/213-9/30/2014	12	12	0	100%	Unknown
<b>Progress Report Due Date</b>	<b>Completed?</b>	<b>Date Completed.</b>	<b>Fiscal Report Due Date</b>	<b>Completed?</b>	<b>Date Completed.</b>
7/31/2014	yes	7/21/2014	7/31/2014	yes	7/16/2014
<b>Comments:</b>					
Leveraged resources include 148,052 in ESRI ARC/GIS Software licencing agreements under compacted BIA Agreement.					

### THSGP/DHS

**Project Title:** Enhance Capacity and Operations of the Karuk Tribe During Emergencies

Deliverables: Investment 1- Karuk Two Way Radio Emergency Communications System:

Objective 2: By the end of the 12th month, all project permitting, as well as environmental and cultural compliance will be complete:

*Six Rivers communication has completed the FCC licensing application and the applications for the State and Federal communication tower administrative agencies. Applications have been mailed out to the applicable agencies and now we are awaiting their response.*

Deliverables: Investment 2- Karuk Tribe Threat and Hazard Identification Risk Assessment. *This Project was completed at December 2013 and Approved by DHS/FEMA February 2014.*

*An update of the THIRA is in progress needs to be completed by December 1st*

Objectives- The following Outcomes are expected as a result of the proposed project:

- 1. A completed THIRA for the Karuk Tribe that covers the Service Area and potential impacts.*
- 2. Ensure sufficient information and analysis to support LETPA.*
- 3. A shared understanding by the Karuk Tribe and communities of risk and how we can evolve to account for changes in the risk landscape, including successful mitigation efforts, emerging threats, hazards, and associated consequences.*
- 4. Ensuring a comprehensive approach for identifying and assessing risks, threats, and associated impacts.*
- 5. Enhancing planning capacity to identify potential actions and/or mitigation*

measures to eliminate, reduce, prepare for and/or mitigate potential impacts from identified threats.

**Expenditure/ Progress Chart**

Program	Code	Total Budget	Expensed to date	Balance	% Expended
FY 2013 Tribal Homeland Security Grant Program (THSGP) Investment 1: Karuk Two Way Radio Emergency Communications Project and Investment 2: Karuk Tribe Threat and Hazard Identification Risk Assessment	5020-01	\$260,000	\$17,703	\$242,297	7%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
09/01/2013-08/31/2015	24	13	11	54%	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
7/31/2015	yes	7/31/2015	7/31/2015	yes	16-Jul-14
<b>Comments:</b>					
Radio Repeater Applications submitted in August.					

**EMPG/Cal OES**

**Project Title:** Fiscal Year 2013 Tribal Emergency Management Performance Grant (EMPG)

Program Deliverables: Provide ICS 300, 400 and Fire Training by the end of the grant period.

Objectives: Purchase student workbooks and instructors manual for presentation and deliver of instruction and to work with Tribal, local state and federal responders.

One Class delivered on (ICS400) 7/22-7/23.

**Expenditure/ Progress Chart**

Program	Code	Total Budget	Expensed to date	Balance	% Expended
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Fiscal Year 2013 Tribal Emergency Management Performance Grant (EMPG) Program		\$3,000	\$0	\$3,000	0%
<b>Term Dates</b>	<b>Total Months</b>	<b>Month # for report period</b>	<b># Months Remaining</b>	<b>% Completed.</b>	<b>Extension Option Y/N</b>
2/24/14-6/30/15	16	7	9	44%	
<b>Progress Report Due Date</b>	<b>Completed?</b>	<b>Date Completed.</b>	<b>Fiscal Report Due Date</b>	<b>Completed?</b>	<b>Date Completed.</b>
5/31/2014	y	5/27/2014			
<b>Comments:</b>					
Progress report Submitted					

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

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**Program Report Summary**  
August 2014

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

Currently serving **80** clients (See attachment (A)) – KTCP-Active Cases as of 09/17/2014)

Served by Site

Currently serving **05** Clients at the Orleans Office  
Currently serving **21** Clients at the Happy Camp Office  
Currently serving **54** Clients at the Yreka Office

Families Served

Currently serving **24** Child only families  
Currently serving **42** 1-parent families  
Currently serving **14** 2-parent families

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

WPR = **00.00%**

WPR = **45.45%** - (See attachment (B)) – KTCP – WPR – Happy Camp - Monthly Summary for 08/2014)

WPR = **53.85%** - (See attachment (B)) – KTCP – WPR – Yreka - Monthly Summary for 08/2014)

Work Participation Rate for August 2014 was **53.13%**. (See attachment (B))

**Council Approval Request(s)**

1. Approval of MOA with Karuk Tribe – Substance Abuse Program
2. Request a Credit Card for TANF Cultural Coordinator with a limit to \$1,500.00 – Increased travel throughout the service area and the state.
3. Approval to submit the TANF TFAP (Temporary Family Assistance Plan)
4. Approval of MOA with Community Service Council

**Council Information**

(Attachment (C)) LIAP Report August 2014  
(Attachment (D)) Annual NEW Report  
(Attachment (E)) TANF TFAP (Temporary Family Assistance Plan Draft 2)  
(Attachment (F)) MOU with Karuk Tribe – Substance Abuse Program  
(Attachment (G)) MOA Community Service Council

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

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**Program Report**

**Executive Director's Comments:**

**Staffing:**

Yreka – Currently we have one staff out on medical leave. This is possible long-term. All cases have been transferred to the other two case workers.

**Office Space –**

**Orleans**

Maintenance will be renovating the section that was on the drawing from the April Report 2014 sometime in June is complete.

Met with the maintenance department to determine what renovations would be needed to complete the one-stop. After the meeting it was determined that there would be minimal changes needed to complete the renovation of these office spaces into a one-stop.

On the waiting list.

**Happy Camp**

ACF approval of renovation received- working with administration in renting the modular home at the RV Park. Then I will be considering renovating the deck into office space.

**YREKA**

I am currently working on a lease agreement with Dr. Brightman, to lease his office space.

**Appeals, Complaints and Grievances**

None

**Case Management –**

I have one TANF client working in the IT department and 1 Client working within the maintenance department. There is one NEW client working at the Gift shop, one NEW client working at the Senior Nutrition Center and One NEW Client working at the KCDC, One NEW Client working at the KCHC.

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.

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

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

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**Youth Activities**

Will update and report on activity outcomes in October's 2014 Manager's report.

**TANF Father/Motherhood is Sacred Training**

F/M is sacred classes has start in Yreka, Happy Camp and Orleans will start in September 2014.

**Food Security Program**

Summer youth lunch program have completed.

**Submitted By:**

Lester Lee Alford, Jr.  
TANF Executive Director

**Karuk Tribal TANF Program**  
**Active Cases as of**  
**09/17/2014**

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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><u>5</u></u>

**Happy Camp TANF Office**

Total number of Child Only/Non-Needy families	9
Total number of One Parent families	9
Total number of Two Parent families	3
<b>Total number of cases is</b>	<u><u>21</u></u>

**Yreka TANF Office**

Total number of Child Only/Non-Needy families	12
Total number of One Parent families	31
Total number of Two Parent families	11
<b>Total number of cases is</b>	<u><u>54</u></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>42</b>
<b>Total number of 2-Parent cases program wide is</b>	<b>14</b>
<b>Total number of cases program wide is</b>	<u><u><b>80</b></u></u>

**Karuk Tribal TANF Program**  
**WPR - Monthly Summary for 8 / 2014**  
**Yreka TANF Office**

**Type of Family for Work Participation**

One parent families	25
Two parent families	8
Child Only Family	12
<b>Total Cases Reported for this Period</b>	<b>45</b>

**Current Case Load by Site**

Humboldt County	4
Siskiyou County	66
<b>*Total Cases: 70</b>	

**Work Participation for All Families**

Cases that did the hours required	17
Cases required to work	32
<b>Work Participation Rate</b>	<b>53.13 %</b>
<b>2014 Work Participation Rate is 30%</b>	

**Current Case Load by Staff**

KKING	4
LAUBREY	21
MCHARLES	31
RBAILEY	13

**Client TANF Payments**

<b>Total Payments</b>	<b>\$29,181.53</b>
-----------------------	--------------------

**Number of Clients Participating by Activity Type**

049 - Unsubsidized employment	15
050 - Subsidized Private Sector Employment	1
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	1
054 - Job Search - Job Readiness	1
055 - Community Service Programs	0
056 - Vocational Education Training	0
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	1
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	11



# Karuk Tribal TANF Program

## WPR - Monthly Summary for 8 / 2014

09/18/2014

### Type of Family for Work Participation

One parent families	36
Two parent families	11
Child Only Family	24
<b>Total Cases Reported for this Period</b>	<b>71</b>

### Current Case Load by County

Humboldt County	4
Siskiyou County	66
<b>*Total Cases: 70</b>	

### Work Participation for All Families

Cases that did the hours required	22
Cases required to work	44
<b>Work Participation Rate</b>	<b>50.00 %</b>
<b>2014 Work Participation Rate is 30%</b>	

### Current Case Load by Staff

KKING	4
LAUBREY	21
MCHARLES	31
RBAILEY	13

### Client TANF Payments

Total Cash Assistance Payments	<b>\$44,972.53</b>
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### Number of Clients Participating by Activity Type

049 - Unsubsidized employment	16
050 - Subsidized Private Sector Employment	1
051 - Subsidized Public Sector Employment	1
052 - Work Experience	0
053 - On-the-Job-Training	1
054 - Job Search - Job Readiness	1
055 - Community Service Programs	0
056 - Vocational Education Training	0
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	1
059 - Satisfactory School Attendance For Individuals - No HSD/GED	0
060 - Providing Child Care to TANF Clients participating in a Community Service program	1
062 - Other Work Activities	13

ATTACHMENT (B)

**Karuk Tribal TANF Program**  
**WPR - Monthly Summary for 8 / 2014**  
**Happy Camp TANF Office**

**Type of Family for Work Participation**

One parent families	9
Two parent families	3
Child Only Family	9
<b>Total Cases Reported for this Period</b>	<b>21</b>

**Current Case Load by Site**

Humboldt County	4
Siskiyou County	66
<b>*Total Cases: 70</b>	

**Work Participation for All Families**

Cases that did the hours required	5
Cases required to work	11
<b>Work Participation Rate</b>	<b>45.45 %</b>
<b>2014 Work Participation Rate is 30%</b>	

**Current Case Load by Staff**

KKING	4
LAUBREY	21
MCHARLES	31
RBAILEY	13

**Client TANF Payments**

<b>Total Payments</b>	<b>\$12,114.00</b>
-----------------------	--------------------

**Number of Clients Participating by Activity Type**

049 - Unsubsidized employment	1
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	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	1
062 - Other Work Activities	2

# Low Income Assistance Programs

For the month of August, 2014.

## GA (General Assistance)

- The GA Program has served a total of 4 applicants for August 2014.
- We have provided 5 essential needs requests. (Shelter Vouchers: 1, Clothing Vouchers: 0, Food Vouchers: 3)
- Burial Requests : 2      Emergency / Disaster Requests: 0
- 2 of these applicants were between the ages of 30-54.
- 2 of these applicants were ages 55 and up.
- 1 applicant had a family size of 1 (single).
- 2 applicants had a family size of 2.
- 1 applicant had a family size of 3 or more.

## LIHEAP (Low Income Home Energy Assistance Program)

- The LIHEAP Program has served a total of 0 applicants for August 2014.
- 0 applicants received Wood Assistance.
- 0 applicants received Propane Assistance.
- 0 applicants received Electricity Assistance.
- 0 applicants had a family size of 1 (single).
- 0 applicants had a family size of 3 or more.
- 0 applicants were between the ages of 18-29.
- 0 applicants were between the ages of 30-54.
- 0 applicants were between the ages of 55 or higher.

## Adult Care Services Program

- We assisted 5 elders with Adult Care Assistance for the month of August 2014.
- All elders receive assistance with household chores, duties they can no longer do for themselves as well as personal, non-medical care.

### General Assistance Work Experience Program (GAWEP)

- For the month of August 2014, we had 2 participants.
- 2 participants have accepted jobs and are off the program since June and on their way to self-sufficiency.
- The objective of GAWEP is for participants to work towards self-sufficiency. This goal can be obtained through a combination of: community volunteer work, skills training, workshops, education or self-help programs. Participants must volunteer 18 hours every two weeks with 4 job searches. Signatures must be obtained to receive compensation.

### LIAP Committee

- We assisted 6 applicants for the month of August 2014
- The LIAP Committee meets once a month with a total of 6 committee members. (2 Council Members, 1 KTHA delegate, 1 Health Program delegate, 1 Tribal TANF delegate, and LIAP Coordinator)

### Community Service and Development Fund (CSD)

- For the month of August 2014, CSD has served 19 applicants.
- 16 applicants were enrolled Karuk Tribal Members.
- 3 applicants were Enrolled Karuk Tribal Descendants.
- Food Assistance: 6
- Shelter Assistance: 1
- Clothing Assistance: 3
- Energy Assistance: 8
- Other Emergency / Special Needs Request: 2

**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**



**Administrative Office**

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

**Karuk Dental Clinic**

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

**LIAP COMMITTEE MEETING MINUTES**

**Karuk Tribe of California**

From August 19, 2014

11:00 AM – Administration Building (Fishbowl)

**Committee Members:**

*Present:* Russell Attebery, Anna Myers, Ashlee King, Lester Alford and Michelle Spence

*Absent:* Elsa Goodwin

*Quorum established:* Yes

*Others Present:* None

**Proceedings:**

*Meeting called to order at 11:03 AM by Russell Attebery*

*Russell Attebery* read the mission statement.

Lester Alford motioned and Anna Myers seconded to approve the agenda

4 Haa      0 Puuhara      0 Puupitihara

Lester Alford motioned and Anna Myers seconded to approve minutes June 25, 2014.

4 Haa      0 Puuhara      0 Puupitihara

**Guest/Staff:**

None

**Old Business:**

1. LIAP is still providing Air Conditioning Units / Swamp Coolers as well as other Weatherization needs while funds exist to do so.

**New Business:**

1. Since minimum wage went up July 1<sup>st</sup>, I've had several questions from our Adult Care Program as to whether or not we will be raising our pay rate as well. I contacted Siskiyou County IHSS and they confirmed they have raised their pay rate from \$8 per hour to \$9 per hour. Should LIAP make this change as well? – Michelle will make contact with Ken Reinfeld from BIA to discuss if this will be a possibility.

2. LIAP is working on several reports that are due September 1<sup>st</sup> to secure funding for FFY 2014/2015 for LIHEAP.

3. HIP has moved to KTHA, LIAP will no longer be accepting applications and securing information for this program.

4. There will be a CSD site visit August 26-29 LIAP will be meeting with the CSD field representative at this time to go over the program.

### Informational Items/Requests

1. ICWA committee members are needed, there are no specific qualifications. KCDC and the Education Dept. will be seeking committee members soon also.

### Closed Session

1. Tribal Member # 64 is requesting assistance with her power bill this month. Total due is \$115 and is having a hard time financially. She does not qualify for CSD. Requesting \$115 in energy assistance – APPROVED

4 Haa 0 Puuhara 0 Puupitihara

2. Mother of Tribal Member # 3608 is requesting assistance with rent. She missed quite a few days of work due to medical reasons and got behind on her rent. She does not qualify for GA, CSD has assisted very little. Requesting \$200 in rental assistance – APPROVED

4 Haa 0 Puuhara 0 Puupitihara

3. Tribal Member # 3213 is requesting rental assistance in the amount of \$250 to help with this month's rent. She is going through a hardship and separation and is unable to pay all bills for this month. She does not qualify for GA or CSD. Requesting \$250 in rental assistance – APPROVED

4 Haa 0 Puuhara 0 Puupitihara

4. Tribal Member # 1676 is requesting rental assistance. She has an outstanding balance due to KTHA and is having a hard time with payment. CSD has contributed, and she does not qualify for GA. Requesting \$150 in rental assistance – APPROVED

4 Haa 0 Puuhara 0 Puupitihara

Set Date for Next Meeting: September 10, 2014 at 1:30 PM

Lester motioned and Ashlee seconded to adjourn the meeting at 11:48 AM

Minutes Submitted by Michelle Spence.



# KARUK TRIBE

Temporary Assistance to Needy Families  
(TANF)

Temporary Family Assistance Plan  
(TFAP)

ATTACHMENT ( *B* )

**TANF - TFAP 2015 - 2017 DRAFT**

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**ATTACHMENT ( E )**

**TANF - TFAP 2015 - 2017 DRAFT**



## 1. AUTHORITY

- 1.1. Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) authorizes Indian Tribes to administer and operate their own Temporary Assistance for Needy Families (TANF) program. **The Karuk Tribe has oversight and the Karuk Tribal TANF Program (KTPP) will administer for the Karuk Tribe.**
- 1.2. **In renewal of the Temporary Family Assistance Plan (TFAP) the Karuk tribe will provide a 45 day public comment period for comment and input to the plan.**

## 2. EMPLOYMENT OPPORTUNITIES

- 2.1. The Karuk Tribe is located in an isolated rural area of Siskiyou and Humboldt counties. There are great distances between the surrounding towns of Happy Camp, Orleans, Somes Bar and the nearest large town, Yreka, is 72 miles from the Karuk headquarters in Happy Camp. The road linking the service area winds through mountainous terrain and often impacted by winter floods and slides. In addition, there is limited, inconsistent public transportation. The geographic isolation, wide disbursement of the population, severe weather conditions, limited public transportation and rural nature of the service area inhibit access to and from employment resources and sites. In these areas, chronic poverty, geographic isolation, high unemployment, lower levels of higher education and lack of basic life skills increase barriers to employment and self-sufficiency.
- 2.2. There are tribal, federal, state and local public sector agencies with employment opportunities related to stewardship of the indigenous home lands near the reservation area communities. KTPP will establish and maintain relationships with nearby industries and businesses to provide trainings, work subsidy, work experience, and employment opportunities to KTPP participants.
- 2.3. KTPP will address the deficit of employable skills through vocational trainings, employment assessments, education, job placement, and will promote self-sufficiency in a way that supports traditional activities, customs and ways of life of indigenous people.

## 3. KTPP GOALS

- 3.1. To provide welfare assistance and support services to eligible Indian families with a child(ren) (or expecting) who are in need of temporary appropriate aid and services.
- 3.2. To provide eligible parent(s) or caretaker participants with job preparation, education, work and supportive services to enable them to leave the program and become self-sufficient.
- 3.3. Assistance shall be provided promptly with due regard for the preservation of Indian family life.
- 3.4. Provide funds and/or services to families at risk of welfare dependency. Will measure progress and achievement of desired outcomes of the KTPP by collecting data that describes the services provided to eligible families and individuals each month.

## 4. DESIGNATED AGENCY

- 4.1. **The Karuk Tribe shall have oversight and the Karuk Tribal TANF Program shall be responsible for the administering of the program. The karuk Tribal TANF Program will provide TANF assistance and services to eligible families as defined as the approved service population who reside in the approved service area. The main TANF office is located in Happy Camp**

with satellite offices, in Orleans, Yreka and the Quartz Valley Reservation.

5. PERIOD COVERED BY THIS PLAN

5.1. This covers the operation of the KTCP for a three (3) year period beginning December 1, 2014 and ending November 30, 2017.

6. PURPOSE OF KTCP TANF

6.1. To provide assistance to needy families so that children may be cared for in their own homes, or in the homes of relatives

6.2. To end the dependency of needy parents on government benefits by promoting job preparation, work, and marriage;

6.3. To prevent and reduce the incidence of out-of-wedlock pregnancies; and

6.4. To encourage the formation and maintenance of two-parent families.

7. SERVICE POPULATION and SERVICE AREA

7.1. The KTCP will provide TANF assistance and services to eligible Indian families listed in service population within Siskiyou County and in the off reservation areas of the northeastern corner of Humboldt County, as defined in the published BIA service area (Indian Country).

7.2. Eligible needy Indian families moving into the approved service area will receive the same amount of cash assistance and support services as all other eligible applicants.

7.3. KTCP will provide TANF assistance and services to:

7.3.1. Eligible Karuk tribal members and their lineal descendants within Siskiyou County.

7.3.2. Eligible Karuk tribal members and lineal descendants who reside in the off reservation areas of northeastern corner of Humboldt County, as defined in the published BIA designated area).

7.3.3. Eligible members of federally recognized tribes and their descendants within Siskiyou County.

7.3.4. Eligible Indians listed on the California judgment roll and their descendants, within Siskiyou County.

7.3.5. Eligible Quartz Valley tribal members and their descendants, who reside on/off the Quartz Valley Indian Reservation within Siskiyou County.

8. ELIGIBILITY FOR KTCP ASSISTANCE AND SERVICES RELATED TO THE PURPOSES OF TANF.

8.1. Eligibility for TANF assistance and services is as established in the Tribe's approved TANF plan. Only needy families, as defined in the TANF plan, may receive: (a) any form of Federally or State MOE funded "assistance" (as defined in 45 CFR 286.10); or (b) any benefits or services pursuant to TANF purposes 1 or 2. "Needy" means financially deprived, according to income and resource (if applicable) criteria established in the TANF plan by the Tribe to receive the particular "assistance", benefit or service.

8.2. The Tribe may use segregated Federal TANF funds to provide services (and related activities) that do not constitute "assistance" (as defined in 45 CFR 286.10) to individuals and family members who are not financially deprived but who need the kind of services that meet TANF purposes 3 or 4. Objective criteria will be established for participation in these programs.

8.2.1. Subject to availability of funds the KTCP may provide prevention services (and related activities) to at-risk individuals and/or family members who are not financially deprived but are deemed "other" eligible. (At-risk is defined as individuals who have been deemed other eligible based on the KTCP at risk prevention services assessment score).

8.4. Unless the state instructs otherwise, the tribe may also use MOE funds to pay for non-assistance pro-family activities for individuals or family members, regardless of financial need.

## 9. NEEDY FAMILIES

9.1 KTCP defines needy families as those families with total family income equal to or less than 150% of the federal poverty guideline for receipt of cash assistance. However, for some individuals or families it is understood that the provision of supportive services and activities may not require income as an eligibility requirement (Other Eligible).

9.2 KTCP defines an eligible needy Indian family as all natural children, step-children, adopted or relative child(ren) (including non-Indians) and siblings under the age of 18, and up to age 19 (if attending high school), living with an eligible adult as defined in the service population of this plan.

9.3 In addition, eligible Indian families must also meet one of the following criteria:

9.3.1. Single Indian/non-Indian parent families with eligible Indian child(ren) or

9.3.2. Single expecting Indian woman with no children (individuals will become eligible for KTCP services in the third trimester of pregnancy); or

9.3.3. Indian/non-Indian two parent families with eligible Indian child(ren); or

9.3.4. **Indian/non-Indian safety-net parent with eligible Indian child(ren) must be related by blood. (For the purposes of this program a safety-net parent is a time-out parent or adult)**

9.3.5. Indian/Non-Indian non-needy caretaker relative with eligible Indian child(ren).

## 10. PROGRAM ADMINISTRATION

10.1 Cash assistance, diversion, transitional and non-recurring assistance will be provided directly by KTCP.

10.2 KTCP will provide cash assistance, support services, and appropriate, allowable activities (as described in OMB Circular A-87) that are reasonably calculated to accomplish the 4 purposes of TANF.

## 11. ASSISTANCE

### 11.1 DIVERSION

- 11.1.1 Are designed to deal with specific crisis situation or episode of need;
- 11.1.2 Are not intended to meet recurring or ongoing needs; and
- 11.1.3 Will not extend beyond four months as per 45 CFR 286.10 (b) (1) and will not exceed \$5,000.
- 11.1.4 Are not currently TANF Client, and
- 11.1.5 Are at risk of becoming TANF Clients, and
- 11.1.6 Are in need of a one-time or limited benefit(s) to help them avoid becoming a TANF Client.
- 11.1.7 Upon receiving diversion assistance, recipient will not be eligible for TANF services for 6 months.
- 11.1.8 Diversion is a once in a life-time assistance.

### 11.2 TRANSITIONAL ASSISTANCE

- 11.2.1 **KTTP may provide transitional assistance, to families who are no longer eligible for cash assistance grants because of earned income. Assistance may be in the form of ancillary training required or necessary as a part of the employment or to retain employment and supportive services for e.g., transportation, childcare, work clothes and tools, that is directly related to unsubsidized employment. Transitional assistance will be used to support the family in achieving self-sufficiency.**
- 11.2.2 The adult family member must have obtained unsubsidized employment while receiving cash assistance.
- 11.2.3 Transitional assistance is available for 18 months after the TANF case closes due to obtaining unsubsidized employment.
- 11.2.4 May provide transitional services to participants until:
  - 11.3.4.1 The family income exceeds 150% of the federal poverty income guidelines.
  - 11.3.4.2 For a period not to exceed 6 months, whichever comes first.
  - 11.3.4.3 Client reaches the \$5,000.00 limit.
  - 11.3.4.4 Families whose assistance will be extended through MOE, because the adult reached their 60 month time-limit will not be eligible to receive transitional assistance.

### 11.3 CASH ASSISTANCE

- 11.3.1 KTTP will provide eligible needy families monthly assistance as defined in 45 CFR 286.10 in the form of cash, checks, vouchers, or other forms of benefits designed to meet a family's ongoing basic needs such as food, clothing, shelter, household

goods, utilities, personal care items, and general incidental expenses. This includes child care and transportation assistance for those TANF recipients who are participating in work activities but are not employed.

- 11.3.2 Yearly cost of living adjustments may be applied to cash assistance payments as funds are available.

## 12. INCOME

### 12.1 INCOME AND EARNINGS

#### 12.1.1 Needy Families Income and Earnings

- 12.1.1.1 Eligibility for KTCP cash assistance will be calculated monthly by taking the total family earned income, less disregard (\$300) then 50% of each additional dollar of earnings.

- 12.1.1.2 KTCP will disregard a child support pass through of up to \$75 per child per month received by TANF families. The pass-through amount is disregarded for eligibility and income purposes. When determining the benefit amount, all earned and unearned income reported will be evaluated when determining cash assistance.

- 12.1.1.3 Supplemental Security Income (SSI) / Disability based income (excluding SSI) will be calculated the same as follows; the total of all disability income will be added together, less disregard (\$300).

- 12.1.1.4 Unearned income calculated at dollar for dollar.

- 12.1.1.5 KTCP will exclude as income all Indian judgment funds or other disbursements that are excluded under federal law.

#### 12.1.2 Non-Needy Families

- 12.1.2.1 Only the child's income will be used to determine eligibility.

- 12.1.2.2 If the child is receiving disability based income then 12.1.1 will apply to this child.

### 12.2 Disregard

- 12.2.1 Disregard is always applies first to disability based income, then the balance (if any) will be applied to earned income.

- 12.2.2 Supplemental Security Income (SSI) is a welfare based income for those permanently disabled. SSI is not used in the budget. Persons receiving SSI would not be added to the assisted unit, but the other eligible family members would be eligible for TANF assistance.

## 13. RESOURCES AND ASSETS

- 13.1 KTCP will exclude from the resource limit one fixed, mobile, or motor vehicle home that the family resides in, and one vehicle for each eligible adult in the household receiving assistance.

Attachment (E)

- 13.2 KTCP will exclude \$2000 in all other available resources; all available assets (such as real property equity, mineral rights, stocks, bank accounts, cash, vehicle equity etc.,) will be evaluated, in determining eligibility based upon income.
- 13.3 KTCP will exclude any equipment needed to maintain (or obtain) employment and land located on an Indian reservation or held in trust by individual Indians are exempt from the resource limit.
- 13.4 Other exceptions granted in special circumstances may include burial accounts, and/or other assets held in trust. Accessible resources beyond this limit shall be considered available income to the needy family, including equity in additional vehicles.
- 13.5 KTCP will exclude as resources all Indian judgment funds or other disbursements that are excluded under federal law.
- 13.6 Allow participants to accumulate assets through an individual or family group development account.

#### 14 TRIBAL OPTIONS

- 14.1 No family cap.
- 14.2 No deprivation requirements.
- 14.3 All applicants, including non-needy caretakers, shall be required to complete drug testing at intake.
  - 14.3.1 A positive test will result in participants being required to participate in a substance abuse assessment and attend counseling sessions or enroll in a rehabilitation program.
  - 14.3.2 Should a client fail to comply, KTCP may continue assistance to the family through a voucher system, as well as, deny, reduce or terminate benefits until the client is in compliance.
- 14.4 All secondary school age children shall be required to attend school full-time with regular attendance and may receive the educational awards/incentives as defined in the KTCP TANF Program Procedures Manual
- 14.5 Adult recipients attending GED or post-secondary education may receive the educational awards/ incentives as defined in the KTCP TANF Program Procedures Manual.
- 14.6 Shall require verification of current immunizations of all children in the household, who are not in school (K-12).
- 14.7 Shall exempt parent/needy caretakers 55 years of age or older from work participation requirements. Karuk tribe considers Indian persons reaching age 55 to be an elder in the Indian community and deserving of differential treatment.
- 14.8 Benefits will be denied for 2 years to individuals convicted of a felony drug/child abuse related crime(s). Individuals must have completed a substance abuse treatment program before benefits may be received after such convictions.

- 14.9 Continue to provide cash assistance while an eligible parent/needy caretaker is in an in-patient substance abuse treatment program with their children for a maximum of 90 days.
- 14.10 Provide an annual clothing allowance for each school age children (K-12). Children must be enrolled in school and must provide the prior year school report card may provide education or training and/or support services”
- 14.11 One-time \$250 bonus for getting married. One-time payment of \$250 to assist couples with premarital counseling and other marriage costs. The bonus will be considered an incentive and the amount shall be exempted as an available resource in the calculation of monthly cash assistance grant, “subject to availability of funds.”
- 14.12 Provide comprehensive youth prevention based services and activities under TANF purposes 3 and 4 for at-risk native youth. At-risk is defined in KTTTP policies and procedures. These activities include pregnancy prevention and education, self-esteem, employment, literacy and team-building. KTTTP may coordinate with outside Tribal, local, county and state organizations as well as local schools, high schools and community colleges to leverage educational resources and employment services for Native Youth.
- 14.13 May provide summer youth work experience to eligible children.
- 14.14 May exempt up to 30% of their caseload based upon hardship. This is due to historically high unemployment rates in the areas in which the KTTTP operates. If the unemployment rate within lands are greater than 50%.
- 14.15 Provide up to 1 hour, per day, of travel to and from an approved activity to be counted as work participate hour. In accordance with 45 CFR 286.80(b)(2)(i) the reason for providing travel time is due to the lack of or limited transportation within the Karuk service area. Clients must travel great distance from home to day care to an approve activity.

15. SUPPORTIVE SERVICES

- 15.1. KTTTP may provide eligible participants, who are in an approved activity, with the following support services for:
  - 15.1.1 Vocational training, skills assessment, job readiness and placement support and training.
  - 15.1.2 Educational activities and services designed to increase self-sufficiency, job training and work experience (excluding tuition for public education).
  - 15.1.3 Community economic and job development, as approved by ACF.
  - 15.1.4 Domestic violence services.
  - 15.1.5 Culturally relevant support services and activities, “that are directly related to a statutory purpose of TANF”.
  - 15.1.6 Child care/transportation costs for participants engaged in work activities.
  - 15.1.7 Teen pregnancy prevention activities and education.
  - 15.1.8 Culturally relevant youth services and activities, youth intervention, counseling and educational activities and services “that are directly related to a statutory

purpose of TANF”.

- 15.1.9 Medical and non-medical substance abuse services and mental health services as related to the removal of barriers to employment, training and job related education. “However, TANF funds will not be used to subsidize, contribute to, or supplant other available medical services or funding”
- 15.1.10 One-time payment towards education loans, maximum payment of \$1,000 dollars (state or other non-federal) that are in default (recipient must be within 12 months of graduation to be eligible) “subject to availability of funds.”
- 15.1.11 One-time assistance towards traffic fines to obtain drivers license for the purpose of removing a barrier to employment and training; “subject to availability of funds.”
- 15.1.12 May may provide education, training and/or support services” to a non-custodial parent of an eligible family, for the purposes of improving the individual’s ability to provide, or enhance child support payments to the custodial parent, maximum payment of \$1,000, “subject to availability of funds.”
- 15.1.13 Provide training and resource referral assistance to clients for small business development.

## 16. TRIBAL WORK ACTIVITIES

- 16.1 A reasonable amount of travel time of 30 minutes to and from work/training sites and travel time to and from child care providers for a total of 1 hour will be counted as time towards meeting participants’ work activities and requirements.
- 16.2 KTCP work activities include but are not limited to:
  - 16.2.1 Private, public or Tribal subsidized/unsubsidized employments.
  - 16.2.2 Participation in a Native Employment Works (N.E.W.) or Workforce Investment & Opportunity Act (WIOA) Activity (Karuk Tribe/NCIDC).
  - 16.2.3 Work experience.
  - 16.2.4 On the job training/job shadowing.
  - 16.2.5 Apprenticeship.
  - 16.2.6 Job search/job readiness assistance & basic skill development within the limitations specified at 45 CFR 286.105 (b & c).
  - 16.2.7 Community service.
  - 16.2.8 Post-secondary education/vocational educational training.
  - 16.2.9 Job skills training directly related to employment.
  - 16.2.10 Education/training directly related to employment.
  - 16.2.11 Participation in barrier removal activities such as mental health counseling, domestic



violence counseling and/or substance abuse/chemical dependency treatment.

16.2.12 Small business/entrepreneurial training.

16.2.13 Life skills training/education such as financial management, parenting education, health, hygiene. Nutrition that leads to family wellness and individual readiness for the job market.

16.2.14 Traditional cultural work activities.

16.2.15 Satisfactory attendance and completion of secondary school or a course of study leading to a GED in cases where a participant has not completed secondary school or received diploma or GED certificate.

16.2.16 The provision of child care services for children of another KTCP client who is participating in a KTCP approved work activity or community services program, or

16.2.17 Regular participation of family preservation/maintenance activities, as an ancillary part of weekly approved work participation activities. Family preservation/maintenance service activities are further described below:

16.2.17.1 Family Preservation services are, short-term, family-focused and community-based services designed to help families cope with significant stresses or problems that interfere with their ability to nurture their children. The goal of family preservation services is to maintain children with their families, or to reunify them, whenever it can be done safely.

16.2.17.2 Family Maintenance services are provided to families whose children are a risk of neglect or abuse and who are participating in services from KTCP, Karuk Child & Family Services or Siskiyou/Humboldt County Child Welfare Services.

## 17. MANDATORY WORK REQUIREMENTS

17.1 KTCP agrees to satisfy the following minimum participation rates as it is consistent with economic conditions and resources.

### Tribal Work Participation Rates, All Families

Fiscal Year	Minimum Rate
FY 2015	35%
FY 2016	38%
FY 2017	40%

## 18. TRIBAL FAMILY WORK PARTICIPATION REQUIREMENTS

18.1 KTCP minimum work participation requirements will apply to families that receive tribal assistance that include an adult or minor head of household receiving such assistance.

18.2 Weekly Work Hour Requirements

Single Parent/Needy family with Children over 12 months and under 6 years old

Fiscal Year  
FY 2015-2017

Minimum Hrs/Wk  
16

Single Parent/Needy family with children over 6 years old

Fiscal Year  
FY 2015-2017

Minimum Hrs/Wk  
20

Two Parent Families

Fiscal Year  
FY 2015-2017

Minimum Hrs/Wk  
20

- 18.3 At least one spouse in a two-parent family household will be required to participate in a work activity for the minimum number of hours as listed above; however, for two-parent families, the work hours of both parents can be combined to meet the minimum work activity requirements listed above.

#### 19. LIMITATIONS AND SPECIAL RULES

- 19.1 An individual shall be considered to be engaged in work by virtue of participating in any work activity specified in this plan or approved by KTCP staff in advance (within the limitations specified at 45 CFR 286.105).
- 19.2 KTCP shall consider participation of an individual in a job search and/or job readiness activity for a minimum of 3 days per week to be considered a full week of participation by that individual. However, a participant's job search and/or job readiness activity may only count towards 6 weeks in any fiscal year, unless the Tribal unemployment rate in the approved TANF service areas is at least 50 percent greater than the United State's total unemployment rate for that fiscal year, then an individual's participation in job search or a job readiness activity counts for up to 12 weeks in that fiscal year. If job search or job readiness activities are an ancillary part of another activity then there is no limitation on counting the time spent in job search and/or job readiness.
- 19.3 A single parent with a child under one year of age shall be exempted from work participation requirements until the child reaches one year of age.
- 19.4 A teen head of household who maintains satisfactory school (High School, GED, or College) attendance will be considered to be meeting the require work participation requirements.
- 19.5 Upon certification by the Family Service Assistant, cash assistance will not be terminated or reduced if a single parent who cares for a child under the age of 6 years old refuses or stops work activities for the following reasons (statement must include time limitation for exemption):

19.5.1 No child care available

19.5.2 No transportation available

#### 20. TIME LIMITS

- 20.1 KTCP shall limit the time a family may receive cash assistance to a maximum of 60 months. When an eligible family member reaches the 60 month time limit, cash assistance to the family will end. **The family may still be eligible for cash assistance services.**

Attachment (E)

- 20.2 KTTTP will count all prior months of assistance received from another Tribal/state TANF program toward the 60 month limit. The KTTTP will count all prior months of TANF assistance funded with TANF block grant funds, except for any month(s) that was exempt or disregarded by statute, regulations, or under any experimental, pilot, or demonstration project approved under Section 115 of the Act.
- 20.3 KTTTP will not count months of assistance received while residing in a location which had been designated to have at least a 50% unemployment rate toward the 60 month.

## 21. HARDSHIP CASES

- 21.1. Hardship exemptions are conditions that hamper or inhibit an individuals' ability to maintain work or enter into work activities. For the number of case exempted see section 14.14. KTTTP will consider the following categories of cases for exemption from the 60 month time limit, on a case by case basis:
  - 21.1.1 Individuals with learning disabilities as determined by a professional that can appropriately diagnose.
  - 21.1.2 Single parents with 4 or more children under 12 years of age.
  - 21.1.3 Eligible applicant adults responsible for the full-time care of an elderly or disabled relative.
  - 21.1.4 Victims of domestic violence.
  - 21.1.5 Individuals with a medical release from a physician or as approved on a case by case basis, depending upon severity.
- 21.2. Hardship exemptions must be evaluated and approved, in writing, by the TANF Executive Director.

## 22. COORDINATION WITH OTHER PROGRAMS

- 22.1 KTTTP will coordinate with other Tribal service providers and welfare related agencies such City or State Human Services, Department of Transportation (DOT, non-tribal child care, health care services (medical), support groups, Karuk LIAP (Low Income Assistance Program), and Karuk TERO/Childcare Program and Quartz Valley Social Services Program.
- 22.2 KTTTP will coordinate with state and county agencies, local business, local high school and community colleges for employment and educational needs to enhance job training and employment opportunities.

## 23. PENALTIES AGAINST INDIVIDUALS

- 23.1 If an individual in a family receiving assistance refuses to engage in a work activity as agreed upon within the individual's service plan in the absence of good cause, KTTTP may sanction by reducing or terminating the amount of assistance or place the family on a voucher system to cover basic needs only until such time that the parent/needly caretaker resumes work requirements. A voucher system will pay for food, utilities, and shelter only, no cash assistance will be provided.
- 23.2 Any individual that refuses to participate in Substance Abuse/Mental Health counseling when referred by the KTTTP shall be placed on the voucher system.

## 24. GOOD CAUSE

- 24.1 KTCP may exempt certain individuals from work participation requirements or penalties for good cause. Good cause includes lack of transportation, lack of child care, illness verified by a doctor's statement, extreme weather affecting safe travel to and from their work site or as defined in the good cause exemption section of the KTCP program policy and procedures.

## 25. ASSURANCES

### 25.1 FRAUD

- 25.1.1 Where welfare fraud is established, there will be a maximum penalty of 3 years of denial of benefits to applicant.

### 25.2. NON-DUPLICATION OF SERVICES

- 25.2.1 All applicants will be required to sign the KTCP application and documentation certifying that they and other family members are not receiving assistance from another Tribal/state TANF program. Information will be shared with other Tribal and state TANF programs to verify non-duplication of TANF assistance and/or services. Social security numbers of all KTCP applicants will be cross referenced with Tribal and county welfare staff to avoid duplication of services. Applicant will continue to verify information on a monthly basis to ensure continued eligibility.

### 25.3. APPEAL RIGHTS AND PROCESS

- 25.3.1 As per 45 CFR 286.75 (a) (7), KTCP will apply the following dispute resolution process for all individuals or families who wish to appeal KTCP's decision to deny, reduce, suspend, sanction or terminate assistance. Non-assistance (Supportive Services) is not appealable. The non-assistance funds are based on funds available.
- 25.3.2 During the application process, all adverse actions or sanctions must be appealed in writing. Any participant at risk of losing assistance or receiving sanctions will be issued a notice of adverse action 10 business days prior to the on-set of the action.
- 25.3.3 Adverse actions and or sanctions maybe appealed; all appeals must be submitted in writing to the Family Service Specialist within 10 business days of occurrence or proposed change. The Family Service Specialist will notify the individual in writing within 10 business days of the decision.
- 25.3.4 The individual may further appeal the decision to the KTCP Executive Director within 10 business days of receiving the Family Service Specialists' decision. The KTCP Executive Director will make a decision and notify the individual in 10 business days.
- 25.3.5 The individual can further appeal the KTCP Executive Director's decision to the Tribal Council within 10 business days of receiving the KTCP Executive Director's decision. The Tribal Council's decision shall be final.

### 25.4. CERTIFICATIONS AND GRANT ASSURANCES

- 25.4.1. The following certifications and assurances have been submitted with this plan; Non-Construction, Lobbying, Debarment, Tobacco Free Workplace and Drug Free Workplace.

Attachment (E)

## 25.5 PROVISION OF SERVICES

25.5.1. The Karuk Tribe will negotiate Memorandum of Understanding with each of the California counties located within KTTTP service delivery area that will detail the process for the transfer of cases to ensure a smooth transition of eligible customers choosing to transfer from the State TANF services to KTTTP services. The MOU's will ensure the following:

25.5.1.1 Qualified Native American Indian families can choose to receive Native TANF or State TANF but cannot receive assistance from both programs simultaneously.

25.5.1.2 KTTTP and State/County TANF Program will exchange information as needed to determine eligibility for Native TANF, State/County TANF Program, Medicaid/ Medical or Food Stamps.

25.5.1.3 State/County TANF Program and KTTTP agree to exchange, at a minimum, the name, date-of-birth, social security numbers, as needed, to prevent duplicate aid.

## 26. SAME OR COMPARABLE SERVICES

26.1 KTTTP will provide welfare related services and assistance to all eligible Indian families in an equitable and fair method.

26.2 KTTTP will provide the same or comparable activities and services in all parts of the KTTTP service area.

26.3 KTTTP shall provide a cash assistance level for California residents based upon the California Maximum Aid Payment (MAP) tables 1 & 2, which vary by county due to cost of living differentials.

## 27. ELIGIBLE FAMILIES MOVING INTO THE SERVICE AREA

27.1 Eligible families moving into the service area will receive the same amount of cash assistance and supportive services as all eligible program participants within the KTTTP service area.

## 28. CONFIDENTIALITY STATEMENT

28.1. KTTTP will require all Tribal TANF staff to sign a confidentiality agreement acknowledging they understand and will follow all policies and procedures to ensure applicants and participants rights' to complete confidentiality and that any violation of confidentiality may result in the staff members' immediate termination.

## 29. FISCAL ACCOUNTABILITY

29.1 For each year in which the Karuk Tribe receives or expends TANF funds, the Tribe will comply with fiscal accountability provision of section 5 (f) (1) of the Indian Self-Determination and Education Assistance Act U.S.C. 450 (c) (f) (1) relating to submission of a single agency report as required by Chapter 5 of Title 31, U.S. Code.

## 30. DATA COLLECTION AND REPORTING

30.1. KTTTP will comply with all statutory and regulatory TANF reporting requirements. KTTTP will

Attachment (E)

measure progress and outcomes by collecting data that describes the assistance and/or services provided to eligible families and/or individuals each month.

30.2 KTCP will submit the ACF electronic report on a quarterly basis. KTCP will submit the annual narrative report, due December 31, of each year.

31. RETROCESSION

31.1 In the event that the Karuk Tribe should choose to retrocede the KTCP, the Karuk Tribe will follow all requirements as defined by applicable TANF statutes and regulations pertaining to retrocession as presented in 45 CFR 286 and the Social Security Act. KTCP will provide all welfare related service and assistance to all eligible Indian families in an equitable and fair method.

Date Approved:

SUBMITTED AS AUTHORIZED:

\_\_\_\_\_  
Russell Attebery, Karuk Tribal Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joseph Waddell, Karuk Tribal Secretary/Treasurer

\_\_\_\_\_  
Date

Happy Camp Tribal TANF  
 Karuk Community Health Clinic  
 6410 1/2 Second Avenue  
 Post Office Box 1016  
 Happy Camp, CA 96039  
 Phone: (530) 493-2237  
 Phone: (530) 493-2040  
 Fax: (530) 493-2230



Happy Camp Behavioral Health  
 Karuk Dental Clinic  
 64236 Second Avenue  
 Post Office Box 1016  
 Happy Camp, CA 96039  
 Phone: (530) 493-2204  
 Phone: (530) 493-5364  
 Fax: (530) 493-2542

Administrative Office  
 Phone: (530) 493-1600 • Fax: (530) 493-2322  
 64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

**REQUEST FOR CONTRACT/ MOU/ AGREEMENT**

Check One:  Contract Karuk Tribe Number Assigned: 14A-088  
 MOU  
 Agreement Funder/Agency Assigned: \_\_\_\_\_  
 Amendment Prior Amendment: \_\_\_\_\_

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

Requestor: Lester Alford Date: September 3, 2014

Department/Program: TANF

Name of Contractor or Parties: Tribal AOD

Effective Dates (From/To): September 25, 2014

Amount of Original: \_\_\_\_\_  
 Amount of Modification: \_\_\_\_\_  
 Total Amount: Not to exceed \$55,000

Funding Source: (Use Fund Account Code)

Special Conditions/Terms:  
Re-evaluate on a yearly basis, to ensure the need is there.

Brief Description of Purpose:  
To provide an additional AOD counsleor to assist with the work load between TANF and AOD.

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

Lester Alford Requestor Date: 9/4/14  
Laura Mayton \*\*Chief Financial Officer Date: 9-8-2014  
Summe Othul \*\*Director, Administrative Programs & Compliance Date: 9-8-14  
Julie Cook \*\*Director of Self Governance(MOU/MOA) or TERO (Contracts) Date: 9/9/14  
 Other \_\_\_\_\_ Date: \_\_\_\_\_

**ATTACHMENT ( F )**

## MEMORANDUM OF AGREEMENT

## BETWEEN

---

THE KARUK TRIBE  
(Substance Abuse Program)

THE KARUK TRIBE  
(Karuk Tribal TANF Program)

---

1. The purpose of this Memorandum of Agreement (MOA) is to establish a mutual program services exchange between The Karuk Tribal Temporary Assistance to Needy Families (TANF) Program and The Karuk Tribe Substance Abuse Program, for Alcohol and Other Drug (AOD) Services for eligible Karuk Tribal TANF clients within the Karuk Tribe's services delivery area.
2. The Karuk Tribe Substance Abuse Program agrees to Provide Alcohol and Other Drug (AOD) services to Karuk Tribal TANF clients by:
  - a. Assessing clients for level of care needed through the Acute Severity Index (ASI)
  - b. Providing individual counseling to TANF clients as needed.
  - c. Providing access to group therapy sessions to TANF clients, including a schedule or notification at least a week in advance.
  - d. Evaluate urine analysis and develop action plan for TANF clients by utilizing test results provided by the TANF Program.
  - e. Providing the TANF program with client's noncompliance and compliance status via a written status report as needed.
3. The Karuk Tribal TANF program will provide collaborative services to include but not limited to:
  - a. Referral and release of information (which includes clients name; family composition; number of parents and contact information)
  - b. Provide urine analysis results of TANF clients being seen by Karuk Substance Abuse Program as needed.
  - c. Pay the salary for one additional AOD counselor (position evaluated yearly for continued support) for the Substance Abuse Program to meet the increased demand of TANF clients.
4. The Karuk Tribal TANF program and the Karuk Tribal Substance Abuse Program understand that all information exchanges between the two programs is confidential and shall not be disclosed for any other purpose, unless required by law.
5. Either Program may terminate this Agreement by giving a written notice 30 days prior to the termination date. Said notice shall be mailed by registered mail and a return receipt requested.




**Karuk Substance Abuse Program**

\_\_\_\_\_  
Angela Baxter,  
Program Coordinator  
P.O. Box 1016  
Happy Camp Ca 96039

\_\_\_\_\_  
Date

**Karuk Tribe TANF Program**

  
\_\_\_\_\_  
Lester L. Alford,  
Executive Director  
P.O. Box 1016  
Happy Camp Ca 96039

9/25/14  
Date

**Karuk Tribe**

\_\_\_\_\_  
Russell Attebery,  
Chairman  
P.O. Box 1016  
Happy Camp Ca 96039

9/25/14  
Date

---

**Department of Natural Resources**

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

# Karuk Tribe

**Administrative Office**

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

**Orleans Medical Clinic**

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

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**DEPARTMENT OF NATURAL RESOURCES  
TRIBAL COUNCIL REPORT  
September 2014**

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

## WATER QUALITY COORDINATOR/ Susan Corum

Participated in the following meetings/processes:

- Meeting in Sacramento with USGS about Salmon River Gage funding, future collaborative research projects, and future collaborative modeling efforts.
- Meeting in Sacramento with SWRCB about history of toxic algae in the Klamath, revising the CA blue-green algae guidelines for public health, and Pacificorp's algaecide permit.
- Submit letter to SWRCB to get them to withdraw Pacificorp's permit for algaecide application. Follow-up calls with SWRCB and Yurok Tribe about this issue.
- Work on cultural beneficial use language for SWRCB adoption
- SWRCB meeting webex with item on amounts of fish that Tribal members consume.
- Meeting with Scott Valley landowner for restoration project
- FASTA (Klamath flows) conference calls
- KHFA (fish health updates) conference calls
- Groundwater legislation language conference call

### Reports

- Karuk Tribal Water Quality Standards were updated and adopted by Council on 8/28.
- Council Report
- Toxic algae update memos

### Water Quality Crew Update

- Collected fish disease water samples weekly.
- Collected nutrient data every 2 weeks.
- Calibrated datasondes from Iron Gate to Orleans.
- Collected periphyton samples monthly.
- Collected public health samples (toxic algae and toxin) data weekly.

- Conducted special study on how toxic algae levels and toxin changes at a location over a 24-hour period.
- Started developing study plan to look at fire retardant impacts on drinking water supplies.
- Started developing study plan to see if rodenticides from pot grows are present in local watersheds.

### ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

- Region 9 Tribal Caucus Meeting in Indio, CA.
- August 19<sup>th</sup> - Site visit EPA Project Officers
- Processing Invoices/Contracts/PANS
- Processing EEA's, Coordinator Reports
- Tishawnik Ceremonies

### FISHERIES PROGRAM/Toz Soto

#### **\*\*Action ITEM- Vehicle Approval**

The Fisheries Program is working on wrapping up summer projects and preparing for fall projects.

Crews are beginning Spring Chinook spawning surveys on the Salmon River. This project is in cooperation with the Salmon River Restoration Council and Cal. Department of Fish and Wildlife. Fall Chinook spawning surveys begin early next month.

Crews are monitoring fish health at the dip net fishery. Early in the run, some fish showed signs of fish disease such as Gill Rot that was affecting fish when water temperatures were warm, but temperatures have since cooled and gill rot has disappeared. The protozoan "Ich" parasite was discovered in fish moving up from the Lower Klamath recently. This parasite was responsible for the 2002 Fish Kill, therefore a major concern for fish health. Fish tested from Ishi Pishi were found to have severe infections of Ich this week. In response to these findings the Bureau of Reclamation has begun releasing large amounts of water down the Trinity River in an effort to reduce the infection levels. Our crew will continue intensive monitoring to see if infection levels are reduced by the Trinity River releases.

At this point, Fall Chinook have made it to Iron Gate Hatchery and the Shasta River. The run is shaping up to be larger than predicted with new fish still entering the river from the Ocean.

For more information regarding the Fisheries Program contact Toz Soto at [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 Tribe



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

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

Requestor: Emilio Tripp

Date: September 5, 2014

Dept/Program: DNR-Fisheries

Funding Source: BOR FY2014 MOD 4

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 #/Type: \_\_\_\_\_  Three quotes  Sealed Bid  Competitive Proposal

**COMPARATIVE SUMMARY** (Minimum of Three Required)

Company Name	Date	Price	Contact/Phone	Indian Y/N
Lithia Toyota of Medford	9/5/2014	\$ 31,623.00	Douglas Walker (541) 778-0620	N
Mid-City Motor World of Eureka	9/5/2014	\$ 31,713.00	Stephany Gudamuz (760) 912-7664	N
Lithia Toyota of Redding	9/5/2014	\$ 32,500.00	Jon Greer (866) 376-9567	N

Name of Selected Vendor: Lithia Toyota of Medford

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.

[Signature]  
 \_\_\_\_\_  
 \*Chief Financial Officer  
[Signature]  
 \_\_\_\_\_  
 \*Director, Administrative Programs & Compliance  
[Signature]  
 \_\_\_\_\_  
 \*Director of Self Governance (MOU/MOA) or TERO (Contracts)  
 \_\_\_\_\_

9/9/14  
 Date  
9/11/14  
 Date  
9-11-14  
 Date  
 \_\_\_\_\_  
 Date

Quotes for:

**Toyota Tacoma, Double Cab, Long Bed, Automatic, 4x4, Tow Package**

---

Mid-City Medford - \$31,623

Douglas Walker Phone (541) 618-4836 Cell (541) 778-0620

---

Mid-City Eureka - 31,713.00

Stephany Gudamuz (760)912-7664

---

Mid-City Redding - \$32,500

Jon Greer (866) 376-9567

---







# TOYOTA

**Lithia Toyota Scion**  
1420 N. Riverside Avenue,  
Medford, OR 97501  
(541) 618-4800

## 2015 TACOMA DEL CAB 4X4 V6 L/B

V6 Tow Package: Class-IV Towing	\$650.00
Receiver Hitch, Transmission Oil	
Cooler (Automatic Transmission	
Only), Engine Oil Cooler, 130A	
Alternator, Heavy Duty Battery, 7-Pin	
Connector w/Converter, and Trailer	
Sway Control	
All Weather Mats & Door Sill	\$165.00
Total Optional Equipment	
Vehicle Base Model	\$28,535.00
Delivery Processing and	\$885.00
Handling	
<b>Total MSRP*</b>	<b>\$32,845.00</b>

**Final Quote: \$31,623**



SAN FRANCISCO REGION  
 2451 BISHOP DRIVE  
 SAN RAMON, CA 94583



MEMORANDUM INVOICE  
 INVOICE NO : 0694131  
 INVOICE DATE : 08/13/14  
 PORT/PLANT : TMMBC BAJA CAL,MX  
 DEALER CODE : 04583

PAID FOR BY:  
 US BANK  
 P.O. BOX 4689  
 PORTLAND, OR 97208

SOLD TO:  
 FRONTIER MOTORS  
 DBA MID CITY TOYOTA  
 4800 N. HIGHWAY 101  
 EUREKA, CA 95501

MODEL	DESCRIPTION	YEAR	SERIAL NO.	C/C	ENGINE NO.	KEY CODE	MSRP	DEALER INVOICE	
7596C	TACOMA DBL CAB 4X4 L/B	2014	3TMMU4FN6EM072874	7	1GR9D41687	64150			
COLOR EXT/INT 040 SUPER WHITE / FQ13 FQ13									
FACTORY INSTALLED EQUIPMENT							BASE VEHICLE PRICE >	28,385.00	26,297.00
FE- 50 State Emissions							N/C	N/C	
EE- Entune Premium Audio with Navigation							1,265.00	1,126.00	
AL- 16" Alloy Wheels w/ P245/75R16 Tires							400.00	356.00	
SL- SR5 Extra Value Package:							1,935.00	1,502.00	
TO- V6 Tow Package:							650.00	579.00	
3Z- First Aid Kit							29.00	21.00	
C8- Four Season Floor Mat Package							295.00	180.00	
							-355.00		
<p>* DUE TO THE EXTENSIVE LIST OF STANDARD EQUIPMENT FOR THIS SERIES,PLEASE REFER TO THE TOYOTA MONROEY LABEL OF THIS VEHICLE.</p> <p>* THIS INVOICE MAY NOT REFLECT DEALER'S ULTIMATE VEHICLE COST. DEALER RECEIVES A RESERVE OF \$648.00 AND WHOLESALE FINANCE RESERVE OF \$ 324.00. DEALER VEHICLE BASE AND FACTORY ACCESSORY PRICES ARE THE SAME FOR ALL DEALERS IN ALL TOYOTA REGIONS. IN ADDITION, DEALER MAY RECEIVE OTHER ALLOWANCES, REBATES AND INCENTIVES EARNED BY OR OFFERED TO DEALER WHICH ARE SEPARATE FROM THE DEALER INVOICE PRICE.</p>									
THE FUEL/ADMIN CHARGE INCLUDES ALL APPLICABLE MOTOR FUEL AND SALES TAXES.							TOTAL F.I.E. >	1,219.00	3,764.00
							TOTAL MODEL AND F.I.E. >	32,604.00	30,061.00
							OTHER CHARGES >		
							FUEL/ADMIN CHARGE >		13.84
							DELIVERY, PROCESSING AND HANDLING FEE >	860.00	860.00
							SUB TOTAL >	33,464.00	30,934.84
							TDA >		509.00
TITLE AND OWNERSHIP PASSES TO DEALER UPON PAYMENT OF SAID GOODS AND ALL RISK OF LOSS OR DAMAGE PASSES TO DEALER UPON DELIVERY OF GOODS TO DEALER.							TOTAL INVOICE >	33,464.00	31,443.84

ORIGINAL

BO1000DA E  
JDALT957

Mid-City Motor World  
Retail - Extended Detail

8/26/14  
11:02:56

```
=====
1 Stock*      30309  N 14 TOYOTA TACOMA 3TMMU4FN6EM072874
  List      33464.00  10 Sale Date  8/26/14 KARUK TRIBE
2 Price      31443.00  First Pymt   8/26/14      County HUMBOLDT
3 Down
4 Trade
5 Payoff
6 Term       M      1      11 Slsperson 1*
7 APR
8 Days
9 Rebate*
  Discount   2021.00  12 Slsperson 2*
  Payment    31713.00  13 Odometer   12      14 F&I Manager*
W Function*  15 Permit#/Exp*  9/24/14 Deliver 8/26/14
  34 Tax$ Group  HUMBOLDT
  51 Fee$ Lender 270.00  Cash Sale--Retail
  30 Insurance   Default
  25 PDI
  33 Serv Cont
  32 AMO$/Opt
  23 Trade Desc
=====
```

CG<330>FIOWP565

31713X00A012MSRP33464

F1=Function F2=Save F3=Exit F12=Cancel

Final Quote \$31,713



# TOYOTA

## Lithia Toyota of Redding

250 E. Cypress Avenue,  
Redding, CA 96002  
530-223-2600

### 2015 TACOMA DBL CAB 4X4 V6 L/B

Model: 7596A  
 Year: 2015  
 Interior Color: GRAPHITE  
 Exterior Color: MAGNETIC GRAY METALLIC  
 Number of Cylinders: 6  
 VIN: 3TMMU4FN6FM073346  
 Stock No.:

Total MSRP\*:  
 \$33,265.00  
 16 CITY MPG | 21 HWY MPG

## Standard Equipment

### MECHANICAL & PERFORMANCE

4.0L DOHC 24V V6 VVT-i 236HP Engine  
 5-Speed ECT-i Automatic Transmission  
 4WDemand: Part-Time 4x4 Sys w/ 2-speed  
 Electronically Controlled Transfer Case  
 Automatic Limited-Slip Differential  
 Coil-Spring Double Wishbone Front Susp  
 Rear Leaf Spring Susp with Staggered  
 Outboard-Mounted Gas Shock Absorbers  
 Var-Assist Power Rack-&-Pinion Steering  
 Power-Assisted Fr Disc/Rr Drum Brakes  
 16" Styld Steel Wheels, P245/75R16 Tires

### SAFETY & CONVENIENCE

Star Safety System- includes Vehicle  
 Stability Control, Traction Control,  
 Anti-lock Brake System (ABS), Electronic  
 Brake Force Distribution, Brake Assist,  
 & Smart Stop Technology (SST)  
 Daytime Running Lights (DRL)  
 Dr & Fr Pass Advanced Airbag System  
 Seat-Mounted Side & Side Curtain Airbags

3-Point Seatbelts for All Seating  
 Positions; Driver-Side ELR & ALR/ELR on  
 All Pass Sts, Dr & Fr Pass Active Hdrest  
 Side-impact Door Beams  
 Tire Pressure Monitor System (TPMS)

### EXTERIOR

Black Grille Insert, Blk Door  
 Handles, Mirrors, Front/Rear Bumpers  
 SMC Inner Bed w/Steel Outer Panels,  
 Storage, Rail Caps & Removable Tailgate  
 Deck Rail System w/4 Adj Tie-Down Cleats

### INTERIOR

Air Conditioning  
 Power Windows / Door Locks / Mirrors  
 Cloth Bucket Fr Seats w/ Pass Fold-Flat  
 Driver Seat w/ Adj Lumbar Support  
 60/40 Split Rr Bench Seat w/ Adj Hdrests  
 6.1" Touch-Screen, AM/FM CD, 6 Spkrs, BT  
 USB, Aux Jack, Hands-Free Phone Capable  
 Tilt/Telescoping Steering Wheel  
 2-Speed Windshield Wipers

MSRP. Manufacturer's Suggested Retail Price, excludes the Delivery, Processing and Handling Fee. Taxes, license, title and available or optional equipment. Dealer price may vary. Price and availability is subject to change without notice.

Disclaimer: This document is a non-representative summary of the information shown on an actual vehicle. It is not meant to replace or supplement the actual dealer information for the vehicle. Please visit our website for further information.





# TOYOTA

## Lithia Toyota of Redding

250 E. Cypress Avenue,  
Redding, CA 96002  
530-223-2600

### 2015 TACOMA DBL CAB 4X4 V6 L/B

Extenders, Tailgate-Handle Integrated	
Backup Camera, SR5 Badge	
V6 Tow Package: Class-IV Towing	\$650.00
Receiver Hitch, Transmission Oil	
Cooler (Automatic Transmission	
Only), Engine Oil Cooler, 130A	
Alternator, Heavy Duty Battery, 7-Pin	
Connector w/Converter, and Trailer	
Sway Control	
Preferred Owner's Portfolio	\$0.00
<b>Total Optional Equipment</b>	
Vehicle Base Model	\$28,535.00
Delivery Processing and	\$885.00
Handling	
<b>Total MSRP*</b>	<b>\$33,265.00</b>

Final Quote \$32,500

\*MSRP. Excludes tax, license, title, and destination charge. Dealer price may vary. Dealer price is subject to change without notice. Dealer price is subject to change without notice. Dealer price is subject to change without notice.

## KLAMATH CAMPAIGN COORDINATOR/ Craig Tucker

### Updates

- Klamath Agreements
- Suction Dredge Mining
- Ground Water

### **\*\*Action Items**

- Approve submission of BIA proposal

### Klamath Agreements

Although there has been no movement of S.2379 in committee, Settlement groups and the Obama Administration continue to advocate on Capitol Hill. It is likely that Senators Wyden and Merkley will attempt to include language to authorize the Agreements during the lame duck session of congress. The lame duck session will have to consider a continuing budget resolution or else face another government shut-down. Although this strategy appears to have long odds, I cannot think of a better way to mount an end round around House republicans who will fight against our bill vehemently.

### Suction Dredge Mining Litigation

There are 6 lawsuits filed by various parties over suction dredge mining regulations that have been consolidated into the San Bernardino County Superior Court. Leaf Hillman, Earl Crosby, and I continue to represent the Tribe at settlement meetings called for by the presiding judge. This is a three way negotiation as CA DFW has been sued by both us and mining groups. Unsurprisingly, common ground was difficult to find between the three parties. The outcome was good for us since the judge continues to press for talks while the current moratorium on dredging continues.

So far we have developed a list of nearly 20 issues of concern that the miners want redressed in a negotiated settlement and are demanding concessions that neither we nor the Department will yield.

If we do reach any sort of reasonable deal points memo we will convene a meeting with council to go over and seek direction.

### Groundwater Issues

Over the past three months I spent a lot of time participating in a coalition of conservation and environmental justice groups to provide recommendations to the legislature for a groundwater management reform bill. Essentially, staff from the legislative offices leading the effort led our side and that of large water agencies to negotiate bill language each could support.

Surprisingly, the product was set of reasonable measures that will require groundwater management entities to develop sustainable groundwater management plans. For a great

summary of the bills and what they do, I offer Siskiyou County Council's summary which represents the issue well.

I will note that although Siskiyou County Council correctly states that adjudicated groundwater in Scott Valley is not affected by the measures, they fail to note that the overwhelming majority of groundwater use in the Scott Valley is not adjudicated and indeed will have to be regulated pursuant to the new laws.

Thus, by January 1, 2020 the County must have an approved groundwater sustainability plan for Scott and Shasta in place (they are designated medium priority basins for purposes of this law) or else State Water Board will take over management of this groundwater.

#### BIA Grant Proposal

Included in your packets is a proposal to the BIA Water Management, Planning and Pre-development Program for FY 2015. This program has funded a good portion of my salary over the last several years and this year's proposal is similar in scope to previous years. It focuses on my role as coordinator of Klamath Restoration Agreement related processes.

The proposal request is \$158,370.



**Office of County Counsel  
County of Siskiyou**

## **Overview of the Sustainable Groundwater Management Act of 2014**

On August 29<sup>th</sup>, 2014, the California Legislature approved a three-bill package enacting the Sustainable Groundwater Management Act. The legislation provides a framework for management of groundwater supplies by local entities and provides a mechanism for state intervention if local agencies fail to address the requirements of the new law. SB 1168 (Pavley) and AB 1739 (Dickinson), previously identical, were amended in prior weeks to divide the provisions of this legislation between the two measures. A third bill, AB 1319 (Pavley), was added to extend the time for local agencies to comply with some parts of the other measures.

The basic elements of this legislation provide that:

- By January 31, 2015, the Department of Water Resources must categorize each basin as high-, medium-, low-, or very low priority.
- By July 1, 2017, a groundwater sustainability agency must be designated for a basin or the State Water Resources Control Board can place the basin on “probationary” status and implement an interim groundwater management plan.
- By January 31, 2020, all basins designated as high- or medium-priority basins by DWR that are subject to critical conditions of overdraft shall be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans.
- By January 31, 2022, all basins designated as high- or medium-priority basins by DWR that are not subject to critical conditions of overdraft shall be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans.
- Failure to implement an adequate plan by the applicable deadline will result in the State Board placing a basin on probationary status and imposing an interim management plan.

### ***What is “sustainable”?***

- **“Sustainable groundwater management”** is defined as being the management and use of groundwater in a manner that can be maintained during the planning and implementation horizon (50 years) without causing undesirable results.
- **“Sustainable yield”** is defined as the maximum quantity of water, calculated over a base period representative of long-term conditions in the basin and including any temporary surplus, that can be withdrawn annually from a groundwater supply without causing an undesirable result.
- **“Undesirable result”** is defined as one or more of the following:
  - Chronic lowering of groundwater levels (*this does not include overdraft during periods of drought as long as groundwater levels recover during other periods*)
  - Significant and unreasonable reduction of groundwater storage
  - Significant and unreasonable seawater intrusion



- Significant and unreasonable degraded water quality, including the migration of contaminant plumes that impair water supplies
- Significant and unreasonable land subsidence that substantially interferes with surface land uses
- Depletions of interconnected surface water that have significant and unreasonable adverse impacts on beneficial uses of surface water

The Act does not apply to the adjudicated groundwater of the Scott River stream system.

Other provisions of the new law include:

- Basins designated as low- and very low-priority basins by the department are encouraged to be managed under groundwater sustainability plans.
- Establishment as state policy that groundwater resources will be managed sustainably for long-term reliability and multiple economic, social, and environmental benefits for current and future beneficial uses.
- Statement that sustainable groundwater management is best achieved locally through the development, implementation, and updating of plans and programs based on the best available science.
- Authorization for a local agency to request that DWR revise the boundaries of a basin and requires DWR to adopt regulations by January 1, 2016, on the methodology and criteria to be used to evaluate the proposed revision.
- Requirement that DWR provide a copy of its draft revision of a basin's boundaries to the California Water Commission and that the commission to hear and comment on the draft revision.
- Provision that a county within which an area unmanaged by a groundwater sustainability agency lies is presumed to be the groundwater sustainability agency for that area and requirement that the county provide a prescribed notification to DWR.
- Specific authority is granted to a groundwater sustainability agency, including, but not limited to, the ability to require registration of a groundwater extraction facility, to require that a groundwater extraction facility be measured with a water-measuring device, and to regulate groundwater extraction.
- A groundwater sustainability agency is authorized to conduct inspections and obtain an inspection warrant. Because the willful refusal of an inspection lawfully authorized by an inspection warrant is a misdemeanor, the new law imposes a state-mandated local program by expanding the application of a crime.
- AB 1739 includes provisions related to coordination among local land use and groundwater management agencies, as well as provisions related to technical assistance from DWR, financial and enforcement authorities for groundwater sustainability agencies, and provisions related to the state intervention role.

## WATERSHED RESTORATION PROGRAM/ Earl Crosby

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

- 1) Participated in one conference call regarding Suction Dredge Mining Settlement Meeting
- 2) Participated in NCRP Tribal Conference Calls
- 3) Multiple Field Reviews with USFS on project sites.
- 4) Continued to coordinate Road Decommissioning Crew for Field Season 2014 in Camp Creek Watershed. We are now working on the 12N51 in the China Creek sub-watershed.
- 5) Work w/ NRCS and BIA regarding EQUIP Proposal
- 6) Attended two day Settlement Discussions regarding Instream Mining

### Funding Update

- 1) Continued working with the CA Dept. of Water Resources (DWR) Tribal Relation 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 state prevailing wages based on our own wage rate. In addition we are accomplishing this restoration activity with tribal employees and not sub-contracting hence state prevailing wage is not applicable. This is still an issue and we are being assisted by Gerald Jones of the BIA. The initial discussions with the DWR Tribal Relation Representative have been positive yet; to date Mr. Jones has not been able to set up a meeting with the fiscal/grants department of DWR.
- 2) Continued formulating ideas and funding strategies for future projects where we can continue to utilize the personnel and equipment we have on hand for restorative actions within the Aboriginal Territory.

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

**Food Security Program Coordinator's Council Report**  
**Lisa Hillman**  
**Tribal Council Meeting 09/25/14**

Please note information/activities are for the period of: 08/22/2014 through 09/18/2014.

There are no action items to report this month.

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Work on the Food Security Project has been slowed somewhat by the observance of Tribal ceremonies at Tishawnik this month. I was able to demonstrate canning and drying during this period on an informal basis at the camp kitchen. Food Crew Jesse Goodwin and Cultural Biologist have been very busy fishing at the Falls, and have been able to distribute their harvest widely to a growing number of Elders. Food Crew Norine helped enormously to provide food at the Pikyavish ceremonies and at the funeral services for our departed Tribal Elder, and was able to collect a large amount of teas and basket materials during this month as well.

This weekend I will be hosting two workshops that focus on digitization of documents in preparation for launching our Sípnuuk Digital Library and Archives: Tribal Youth and Adults on learning how to evaluate how best to digitize photos and documents on September 7, at 1 pm at the Panamnik Tribal Library in Orleans; "Train the Trainer" for internal Library staff on September 20 with the CoDa Digital Archivists (Berkeley); and hands-on digital training for interested Tribal Youth, College students, TANF clients and interested community members on September 21, from 9 am to 4 pm. Unfortunately, with the loss of funding for our Panamnik Tribal Library and the adjoining Computer Center, sharing resources – both human and material – poses a weakness in launching the Digital Library, and I hope that clarity on the future of the Tribal Library network will be provided soon.

In the next weeks, we have scheduled pilot K-12 Native Food System Curriculum lessons for Happy Camp and Junction Elementary Schools. The Forks of Salmon School is considering joining the Junction Elementary lesson and the ensuing field trip to a huckleberry stand, where we hope to show second grade students how to prune and harvest púriith. Tentative date for this activity is October 3. I have added a short age-appropriate language lesson as a supplemental exercise.

Working with teachers and administration at these schools is proving to be uncomplicated and efficacious. I look forward to introducing the new contract Curriculum Developer to the school staff as soon as the contract is signed: we have planned a pilot lesson and field trip on the 24<sup>th</sup> of this month, and will introduce the curriculum to the new Happy Camp High School Principal that very afternoon.

Yôotva for your continuing support of the Food Security Project.

## FIRE MANAGEMENT OFFICER/Gary Risling

The Fire Programs focus during Fire Season has been directed toward operations within the MOU for “Resource Protection during Wildfires” (Heritage Consultants) and the BIA / Tribe “Cooperative Agreement for Wildland Fire Management” (Karuk #1 Hand crew). Operation of these two activities and fulfillment of our contractual obligations, are the core for development of a Professional Fire Management Program and Organization. Fire Weather conditions and activity have not changed enough to give the Karuk #1 Hand crew much of a break from fighting fire. They finished a 14 day assignment earlier this month and just came off another 12 day assignment, with only the minimum 2 day rest periods between being redeployed. The crew deployed again on Tuesday the 16th for another assignment to the Happy Camp Complex and are currently staying and working out of the Happy Camp spike camp.

The Happy Camp Complex continued to utilize the “Tribal Resource Protection MOU” and has requested a Tribal Representative and Heritage Consultants. Harold Tripp has been redeployed to the complex along with two Heritage Consultants, Herman Albers and Richard Baily. Harold previously completed a full 14 day assignment and was relieved for a two day rest period by Bill Tripp. Harold is currently assigned again as the Tribal representative for the Happy Camp complex for his third assignment along with two Heritage Consultants.

As Fire Management Officer (FMO) I have continued to engage in getting settled into the Natural Resources Department and securing the Fire’s program office space. Demolition of the interior of the old clinic office space is completed and remodeling is under way. The remodel project is estimated to be completed by the first week in October.

I contacted Barbara Snider for access to the Oak Knoll facility to screen for surplus furniture which could be utilized to furnish the Fire offices and offset needed new purchases. A few items were found that may work, so I noted the Items and took their measurements. I plan on contacting Barbara again to see which items are available for use when the Fire offices are ready for occupancy. Requisition have been drafted for ordering furniture, field and communications equipment, but will not be submitted for purchase until after the new Fiscal Year. The computer and printer equipment needed for the program has all been ordered and most of the equipment has arrived and programed. Setup of the computer equipment will occur when the fire office remodel is completed. Program organizational priorities are still being driven by operational needs of ongoing activities. The issues and concerns of day to day operational activities, define what needs to be changed and added to the MOUs, agreements and Contracts. The gathering and continual review of relative documents is the key to completing the assessment of the current management situation of the existing Fire program, and continues to be where the majority of my time is being spent.

Gary Risling, FMO

**Tribal Council Report**  
**Karuk Tribe Department of Transportation**  
**Council Meeting: September 25, 2014**

Submitted by: Sandi Tripp, Director of Transportation  
Report Date: September 15, 2014

**Tribal Transportation Program**

As I reported last month, Congress passed a MAP-21 extension bill just before departing for the five week August recess. The legislation, H.R. 5021, the Highways and Transportation Funding Act of 2014, shores up the failing Highway Trust Fund through May 31, 2015.

House and Senate committees with jurisdiction over transportation policies, will hold hearings and roundtable discussions to sketch out the framework for a long-term highway bill. The framework of any such legislation will be decided, in part, by the outcome of November's elections and whether Senate Republicans take control of the Senate in the new year. If Republicans gain control of the Senate, they will likely revise and overhaul Senator Boxer's S. 2322, the MAP-21 reauthorization bill the Senate Environment and Public Works Committee approved in May. I will be working with our Transportation Coalition team to develop correspondence directed toward our Congressional delegations in the next few months to remind them of the need to bring more equity to the tribes in the transportation arena.

In regards to the Karuk Tribe Transportation Program, we will not feel the effects of any funding shortfalls due to the prior year funds that we have accumulated. I am confident those funds will sustain our program through the Congressional approval process.

**Transit**

I would like to begin discussions with Council regarding the agreement that we have with STAGE to deliver transit services from Happy Camp and Orleans. In short, I feel like this has been a productive pilot program and this is a needed service; but, I do think that *if* we were able to purchase a transit bus and develop a program, we could operate our own Transit Program. I think this would be more cost effective than continuing the STAGE Agreement for another year. Our current Agreement is up for review and re-approval in February 2015. If we do want to move forward and start our own Transit Program we would need move swiftly to coordinate the Program plan so as to ensure ridership is not affected by loss of service.

**Tribal Transportation Improvement Program**

As noted in last month's Tribal Council Report, I went to the BIA Pacific Region Offices in Sacramento and met with Dale Risling, Deputy Regional Director to inform him of our issues of concern and discontent with the BIA Pacific Region Transportation Program staff regarding their lackadaisical efforts to input our 2013 TTP Inventory.

A few days after my meeting with Mr. Risling I received an email from BIA Regional staff informing me that our inventory was reviewed and Karuk TTP Inventory additions were completed. BIA also made necessary revisions to our inventory that has gone unchecked for several years. There were a few issues that they couldn't revise without assistance, so I will be working with them to complete that work. In conclusion, it seems as though my visit to their boss moved things along and we are now receiving more timely communication and data entry from BIA staff.

### **Safety Plan Development and Long Range Transportation Plan Development**

We have completed the Karuk Tribe Transportation Safety Plan and hope that Tribal Council had an opportunity to review the document that I forwarded to you on June 26, 2014.

**Safety Plan Development:** As noted last month, the Karuk Tribe Safety Plan has been developed through a process of analyzing issues of safety related to the transportation infrastructure on and adjacent to Tribal properties. The last revision will incorporate Gray Back Road as an emergency ingress/egress route and identify how we plan to work with the current owner to discuss winter maintenance. I expect the revisions to be completed soon and I will submit it to Tribal Council review and subsequent approval.

**Long Range Transportation Plan Development (LRTP):** The development of the LRTP is going very well and we are meeting milestones as expected for this project. We will be incorporating all aspects of transportation so I will soon be working with the KRAB to review plan particulars, such as trails and river travel systems.

I recently traveled to Salem, Oregon and met with WHPacific, the consultant firm that we are working with on the LRTP. The meeting went well and we reviewed all our TTP inventory and I will follow up with additions and revisions that we noted in our meeting. I will also be coordinating with our GIS and Land Management departments to access maps for the Region, Territory and also land use maps, if available.

During the Community input process for this planning document we will conduct meetings in Yreka, Happy Camp, and Orleans. WHPacific will participate in these meetings to gather relevant community concerns and Tribal visions for the future. We will involve Caltrans, the Counties, City and stakeholders in the planning process. I really look forward to developing this strategic planning document and I will advise Tribal Council of upcoming meetings and milestone accomplishments in this process.

### **Red Cap Bikeway (RCBWP)**

As noted last month I submitted Tribal Transportation Safety Fund Application in the amount of \$872,000. I have received unofficial notice that we will be receiving funding on this application, I am confident that we will be able to fund the project in full, this is exciting news and if awarded we will begin construction of the RCBWP in the 2015 field season.

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

The Karuk Tribe Department of Transportation broke ground on this project on August 11, 2014. I am planning to incorporate some tribally relevant elements in this project, for example, in the center median of the parking lot we will be installing an overhead cedar structure that resembles the structure over a brush dance pit. Additionally, we plan to install a kiosk and Salmon sculpture, the kiosk will include information acquired from the KRAB regarding the Panamnik village site, as well as, facts about traditional foods and food security; and, I have been working with an artist that is currently working on our Sculpture. It will be designed of multiple medals and found objects medal to depict five large Chinook Salmon on slightly moveable curved steel pedestals.

So far the project as a whole is on track to be completed as planned, in approx. 35 working days with final acceptance of the project on October 3, 2014.

### **Hwy 96 - Orleans Safety Projects**

As noted last month, I met with Caltrans D1 Transportation Planners, Tasha Alstrand and Rex Jackman to discuss safety issues and our proposed projects in the community of Orleans. This month we met in Orleans for field meeting on September 16, 2014 in Orleans. We walked through

town on the highway and noted issues of safety associated with Hwy 96. The good news from this meeting was that we are going to work with Caltrans Planning to develop a Active Transportation Program (ATP) application for planning, environmental and design to implement our projects that we have been planning for several years and I feel confident that our priority projects will be implanted in the next few years.

### **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:

- Crack Sealing – Yreka Area Roads
- OWC Parking Facility Project – Construction Management
- Ongoing sidewalk, gutter and DI maintenance on all Tribal routes including Yreka, Happy Camp and Orleans
- Annual curb painting - Yreka
- Ongoing equipment maintenance and repair
- Ongoing Roadway removal of roadside vegetation to assist in providing a defensible space within the KTHA housing complexes.
- Ongoing route review to identify maintenance and project needs

### **Action Items**

**No Action items at this time, I will be in on travel during the September 2014 Tribal Council meeting.**

# **Karuk Department of Tribal Lands Management**

## **September 25, 2014 Council Report**

Scott Quinn – Director

1. I am out on travel and will update the Council at the Council Meeting.

### **2. APPROVALS**

- A. Contract 14-C-115 (\$7,000) with ENPLAN for a Stormwater Pollution Prevention Plan.
- B. Contract 14-C-116 (4,500) with Cascade Design Professionals for a Storm Water Design Narrative.



## **July 2014 Council Report**

September 18, 2014

From: Tom Waddell

Position: Grant Writer

**Action Items** –No action items

### **Proposals Initiated/Under Consideration:**

**The HRSA Grant for Expanded Services:** We have received a Notice of Award with a condition that has to be met by October 4, 2014. We are required to revise the Budget Justification to cover an additional \$9,000 they have allowed us and an adjustment to Fringe Rates for personnel. I just completed draft documents to cover the Terms and Conditions. Once Lessie and Laura M. have approved them they will be submitted and award of \$199,038 approved.

**Home Land Security** – We have not heard any additional Information yet. I attended a conference call last week and they said it would be at least 2 weeks before anything new.

**SDPICD\_FY15** - I assisted Annie Smith with the Special Diabetes Program for Indians Community-Directed Grant Programs, a continuation grant. I have not heard anything back from this grant yet.

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

The ICDBG program was submitted and we are waiting for Results. The project NOFA was posted on June 12th. Application deadline date was July 29<sup>th</sup>. The identified project for this funding opportunity is a Karuk Family Services Center located in Happy Camp. HUD has now indicated that they will not have any new information until November.

**Nation Science Foundation** has teamed with National Art and Humanities to offer an Endangered Indigenous Language grant opportunity. Sammi O. and I have already started working this project. Sammi has had several conversations with Susan G. and we hope that she can be contracted to work on this application. Draft has been completed by Susan and reviewed by Sammi and we are still working on it. Deadline October 6,

**Looking into Funding specifically for Youth Sports/Recreation, People Center, Computer Center and Emergency Preparedness.**