

**KARUK TRIBE
COUNCIL MEETING AGENDA**
Thursday, October 23, 2014, 3 PM, Yreka, CA

A) CALL MEETING TO ORDER – ROLL CALL

AA) PRAYER / KARUK TRIBE MISSION STATEMENT

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

CH) APPROVAL OF THE AGENDA

EE) APPROVAL OF THE MINUTES (*September 25, 2014*)

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

1.

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

1.

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

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

II.) REQUESTS (*Five Minutes Each*)

1.)

K) PHONE VOTES *(Five Minutes)*

1. Request approval of contract 15-C-001 between the Karuk Tribe and Eric Young for food services. Passed.
2. Request approval to provide \$1,000 for burial assistance. DN. Passed.
3. Request approval of contract 14-C-120 between the Karuk Tribe and Mitch Factor to provide community presentation. Passed.

M) INFORMATIONAL *(Five Minutes Each)*

N) COMMITTEE REPORTS *(Five Minutes Each)*

1. NCIDC Meeting Minutes
2. Pikyav Committee Meeting Minutes
3. Election Committee Meeting Minutes

OO) CLOSED SESSION *(Five Minutes Each)*

1. Enrollment (dinner break)
2. Craig Tucker
3. Aaron Nelson
4. Terry Alford
5. Barbara Snider
6. Tribal Council Members

P) SET DATE FOR NEXT MEETING *(November 20, 2014 at 3 PM in Happy Camp, CA.)*

R) ADJOURN

**Karuk Tribe – Council Meeting
September 25, 2014 – Meeting Minutes
Orleans, CA.**

Meeting called to order at 3:02pm, Michael Thom, Vice-Chairman

Present:

Michael Thom, Vice-Chairman
Elsa Goodwin, Member at Large
Alvis “Bud” Johnson, Member at Large
Josh Saxon, Member at Large
Arch Super, Member at Large

Absent:

Russell “Buster” Attebery, Chairman (travel/excused)
Joseph “Jody” Waddell, Secretary/Treasurer (travel/excused)
Charron “Sonny” Davis, Member at Large (excused)

Prayer was done by Arch Super and the Mission Statement was read aloud by Michael Thom.

Agenda:

Elsa Goodwin moved and Bud Johnson seconded to approve the agenda with changes, 4 haa, 0 puuhara, 0 pupitihara.

Minutes of August 28, 2014:

Arch Super moved and Bud Johnson seconded to approve the minutes of August 28, 2014, 3 haa, 0 puuhara, 1 pupitihara (Arch Super).

Guests:

1.) Eileen Tiraterra, Billing Department:

Eileen is present to seek approve of agreement 14-A-095 between the Karuk Tribe and CMS/Noridian. This will allow for Christine Rotin, PA to bill to Medicare.

Josh Saxon moved and Arch Super seconded to approve agreement 14-A-095, 4 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

She then sought approval of 14-A-096 between the Karuk Tribe and CHIPA/Beacon which will allow for billing under behavioral health.

Arch asked about the renewal of contracts or new agreements. This program is for new billing.

Arch Super moved and Josh Saxon seconded to approve agreement 14-A-096, 4 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

2.) Eric Cutright, IT Director:

Eric is present to seek approval of agreement 14-A-091 between the Karuk Tribe and Karuk Tribe Housing Authority. It is an agreement for IT services that are provided to KTHA. The agreement has been in place for two or three years and it has been renewed annually. However, it was forgotten last year but will include last year and the coming year.

Josh Saxon moved and Arch Super second to approve agreement 14-A-091 between the Karuk Tribe and KTHA, 4 haa, 0 puuhara, 0 pupitihara.

Eric invited the Council to a North coast Broadband meeting on Columbus Day. It is an all-day event and the Karuk Tribe will be featured due to the Tribes broadband project. There is a meeting with permitting agencies the following day to discuss and smooth the process in permitting.

Arch offered to go and Eric will forward information to him.

3.) David Arwood, II:

David is present to seek insurance for HCHS for Monday's and Wednesday's from September 29-December 17th for high school age and adults to hold open gym basketball.

Bud Johnson moved and Arch Super seconded to approve insurance policy for open gym basketball, 4 haa, 0 puuhara, 0 pupitihara.

Michael asked that there be waivers in place.

4.) Debbie Bickford, O/E Coordinator:

Debbie is present to seek approval of contract 14-C-120. Debbie noted that the contract is to provide employee training in a positive manner and also provides family wellness presentations. She worked with TANF and they have agreed to fund the event. The contractor has agreed to do two sessions for employees and TANF clients. The family event will be done on family values and Native values. She has worked with the Resource Center on daycare services for the evening services as well.

Arch asked if he is comedian then how can he be serious. She noted that she and Michael seen him and it was a good presentation. Michael noted that he is a Head Start teacher and is an educator, that both he and Debbie seen him at a conference and that is why he wanted him to come onsite.

Josh inquired about the sole source justification and how that was done. Debbie clarified that the sole source was done this way because he was the only person they knew. She was unsure how to complete the sole source. Josh would like to have clarification on this. It was noted that it was signed off; however it doesn't exactly qualify for sole source.

Michael noted that he viewed the comedian and he was contracted to enter into the contract, and he noted that he wanted to conduct the training. He felt this was a good avenue for the employees and to increase morale.

The training is going to be offered but the language in the contract noted that they would be invoiced no later than 30 days after the training is complete. Debbie noted that she would like to pay him in advance. Due to conflicting contract language and the sole source justification being incomplete this will not be approved until finished.

5.) Margi Colas, HCHS Principal:

Margi arrived and she noted that she wanted to come address the Tribal Council. She wants to provide an open door to the Tribe. Her understanding is that at least 60% of the student population at HCHS is Native American. She noted that she needs assistance. She needs Native men of integrity to be on the campus as much as possible. She has young Native men that are

crying out for help with their behavior. She calls Rivkah for assistance and she needs men of integrity and men that understand the culture to be present in the students' lives. The HCHS does have a boys group but its lead by a woman. There was a gathering of different agencies last week, and they are working on alcohol and drug awareness, due to the student lives that are being impacted by this use. As a California public High School the concept is to provide an academic education but before students can get to that place, they are experiencing "just trying to survive", and the students are suffering and along with that their education is suffering.

She is approaching the Tribe for assistance and to determine who is of integrity that could provide this assistance. She is present to plead with the Council to seek assistance. She noted that the all the youth need assistance but this evening she is on behalf of the Native American students. She noted that they need men, tribal men of integrity in their lives.

Josh asked what is needed to be at the school. Margi commented that the finger printing needs done and once those are done then they would be allowed on campus. Josh asked if this need was discussed with the Education Coordinator. She noted that she has. Margi agreed that the compliance needs to be in place, but for the students to see young men or strong men that are just open to discussion with them, would be most beneficial. To have men that can understand the youth and to have them be examples to the youth is what they need.

Elsa thanked Margi for bringing this to the Council's attention and most schools don't provide this. Elsa noted that the Council will discuss this and send her some names.

She thanked the Council and thanked for the assistance. Her door is always open, and she wants to have a dialog that serves her students.

The Tribal Council thanked her for coming.

Director Reports:

1.) Daniel Goodwin, Maintenance Supervisor:

Daniel is present to review his report. He has no action items. He noted that they are attempting to hire a temporary replacement for the Orleans area but that hasn't been filled to date.

There are issues with the Yreka Clinic door and there are only a handful of people that can work on it. Elsa inquired about getting a different door and he will talk to Fred about this as well. Josh asked what the Tribes liability is with a door that needs repairs. Daniel will look into this and to determine what can be done. He explained the ongoing issues with getting the door repaired. Josh noted to keep trying to get repairs. Arch asked to verify if there was a contract or service agreement with the company.

Arch inquired about the project at DNR. The Clinic area that TANF took over, TANF gave the fire crew two office spaces in there and they are repairing them.

Elsa Goodwin moved and Josh Saxon seconded to approve Daniel's report, 4 haa, 0 puuhara, 0 pupitihara.

2.) James Phelps, HR Director:

James provided a final Newsletter for review. He noted that the HR department has been very busy and they have been conducting interviews and hiring. He is beginning to digitize

documents in the HR office. He will complete a notary training and will purchase the equipment so other people can get trained.

Open enrollment for insurance has taken place. He will be on travel next week for a HR conference.

He asked for clarification on working on the WPA. Michael and the other Council Members commented that there should be review on the WPA and collaborate with TERO. He had a Council Member request information. James noted that he will go through the employees and salary ranges. Josh noted that it was to go through the salaries to find disparities for employees who are doing very similar positions, and to also develop a classification series for employees. This will also provide information on a consistency and what the salary and compensation's are for the employees.

Phil asked if it will include positions that have high cultural content. He asked if this will include cultural knowledge and other factors.

James noted that those positions are unique and will not fit the exact same way. Josh noted that in terms of cultural competence then, that needs identified as well.

The last ANA grant had funding that was to provide salary comparisons, and then Phil noted that it was modified over time.

He is still working on dental providers and Elsa reminded him to schedule interviews just as soon as someone is interested.

He sought approval of a laptop to ensure he can work from the road.

Elsa Goodwin moved and Josh Saxon seconded to approve a laptop for the HR Department, 4 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Bud Johnson seconded to approve James' report, 4 haa, 0 puuhara, 0 pupitihara.

3.) April Attebury, Tribal Court:

April is present to review her report. Tanya then provided a flyer for a free training regarding Domestic Violence and it will be open to the community, Council and employees. The training will be done in Happy Camp. Arch noted that the Booster Club is trying to raise money, so if they can provide assistance in any way then that would be great.

April then went on to update the Council on the grant programs that are operating under her program. She noted that with one grant closing, they have great news. They received funding under CTAS. They will be allowed to continue services for another three years. She will be working with Humboldt County and Siskiyou County on victim services.

The transitional house update may be moving forward sometime in the spring. In the meantime, they have identified a plan B that will allow for a temporary housing location for services to be provided.

The mentorship program will be extended to the end of March. They will be working on a sub-contract through Seventh generation and she will be working with Laura Olivas on this.

Arch Super moved and Bud Johnson seconded to approve April's report, 4 haa, 0 puuhara, 0 pupitihara.

4.) Emma Lee Perez, Grant Writer / Resource Developer:

Emma Lee is present to review her report. She has one action item. One is to submit an Administrative Plan. FEMA wanted their own plan and for planning.

Arch asked if the plan had been reviewed. Emma Lee noted that it wasn't required; however it was another portion of the required documentation for the grant funding. Erin noted that the plan being in place provides information on administering grants.

Arch Super moved and Bud Johnson seconded to approve the Tribal Administrative Plan, 4 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Arch Super seconded to approve Emma Lee's report, 4 haa, 0 puuhara, 0 pupitihara.

5.) Tom Waddell, Grant Writer/Resource Developer:

Not present, written report provided.

Bud Johnson moved and Arch Super seconded to approve Tom's report, 2 haa, 0 puuhara, 2 pupitihara (Elsa Goodwin, Josh Saxon).

6.) Jaclyn Goodwin, Self-Governance Coordinator:

Jaclyn is not present, but her report was provided.

Scott had copies of her action item to present to the Council. The Tribe has already gotten a grant from the National Park Services. It is annual funding that is received for operating the THPO. The anticipated activities are general and allow for implementation and sustaining of THPO duties.

Josh Saxon moved and Arch Super seconded to approve resolution 14-R-099, 4 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve Jaclyn's report, 4 haa, 0 puuhara, 0 pupitihara.

7.) Sammi Offield, Contract Compliance:

Sammi is present to seek approval of one action item. It is a service maintenance agreement between the Karuk Tribe and Ray Mac.

Josh Saxon moved and Arch Super seconded to approve agreement 14-A-090, 4 haa, 0 puuhara, 0 pupitihara.

She then sought approval of contract 14-C-122 regarding to a RFP that was posted. They were the only bidder and this contract will upgrade the Yreka Clinic HVAC system.

This will be funded from Indian Health Services per Laura. Sammi will check on this, because Fred noted that this would come from Maintenance. Josh noted that the language in the contract has language in it regarding being in compliance with OMB circulars. Erin noted

that this is standard language and “if applicable” covers the Tribe and complies with grant funders.

Elsa noted that it doesn’t outline TERO and Sammi commented that it is built into the \$23,000. Josh confirmed that this isn’t for the repair but to determine the fix that is needed.

Josh Saxon moved and Bud Johnson seconded to approve contract 14-C-122 with Frontier Consulting Engineering, 4 haa, 0 puuhara, 0 pupitihara.

She updated the Council on the water tanks based on the CSD funding received. There will be a modification that will be sought to include Humboldt County because there have only been four successful applications in Siskiyou County. The water tanks were supposed to be installed by the end of November however there haven’t been enough eligible applications received. There are 28 that need to be installed and monitored.

She is anticipating word on the ICDBG in the first week of October and they will contact her. She is having work done on the language grant and it is due October 6th. The draft needs to be provided to the Tribal Council. The Council would like to view it during draft form due to the short deadline. Sammi would like to edit it first and continues to receive updated information so the proposal is not final. Josh asked if Sammi doesn’t want the Council’s input. Sammi noted that she does and she will provide the Council a draft. Elsa asked that a hard copy be put in her box this weekend so she may review it during travel.

Josh Saxon moved and Bud Johnson seconded to approve Sammi’s report, 4 haa, 0 puuhara, 0 pupitihara.

8.) Laura Mayton, CFO:

Laura is present to review her report. She has one action item which is a draft letter from Dennis Whittelsey. She noted that the Tribe was sent a letter from the Department of Interior about the Tribes compact. Dennis drafted a response and the staff is working with the Governor’s Office to draft a similar letter providing the clarification. The questions have been answered regarding the Department of Interior’s inquiries. The staff has not had time to review the letter and will assume that Dennis drafted the letter providing clarification.

The Council discussed the compact language and the State’s fee for oversight. Also, there was discussion on exclusively however that is restricted to Federally Recognized Tribes in California.

Josh Saxon moved and Arch Super seconded to approve the letter to Paula L. Hart, Department of Interior, 4 haa, 0 puuhara, 0 pupitihara.

Laura then clarified that the interest rate for TERO fee will not be applied to the casino project. She explained that the casino project will not have the TERO fee due to the Tribe having to take a loan and then pay the TERO fee. She asked that the Council needs to determine this. This will be moved to closed session. Dion commented that this is Tribal Law.

Elsa Goodwin moved and Bud Johnson seconded to approve Laura’s report, 4 haa, 0 puuhara, 0 pupitihara.

9.) Dion Wood, TERO/Childcare Director:

Dion is present to review his report. He thanked the Tribal Council for the meeting between the Commission and the Tribal Council.

The Wellness Center is interested in finding seven concrete workers right away, which was nice. The Compliance Plan need to be returned and he had to push to get that in.

Dion sought approval of a TERO Commissioner for out of state travel. Josh would like to view the agenda. He then sought approval for two TERO Commissioners for Las Vegas, NV travel. He invited Contract Compliance as well. Elsa asked for this to be brought back because Buster was interested in identifying why so many people are attending the same travels.

Dion updated the Council on TERO sponsored training for Tribal Members in Yreka and Happy Camp. There still needs to be a commissioner for the Orleans District. TERO will be assisting in the October 15-16, 2014 training with the THPO office.

He is hoping to have a lot of communication with the unions and the developer regarding job fairs.

The House has reauthorized the childcare bill that hasn't been reauthorized since 1996. There is a provision for construction, which would be nice to increase service. The staff and the NICA have been very successful. The Federal office of childcare is going to raise the standards and regulations for providers. He would like to work with TANF on their providers as well to seek live scans.

He is meeting with the State Department of Education in Sacramento and he will be attending as the co-chair of the committee.

Bud Johnson moved and Elsa Goodwin seconded to approve Dion's report, 4 haa, 0 puuhara, 0 pupitihara.

10.)Erin Hillman, KTHA Executive Director:

Erin is present to review her report. There was a conference call with the LIAP Program to ensure there was coordination with contact regarding the Boles Fire. LIAP made contact with Tribal Members and KTHA is ready to take applications for members who may need assistance.

2015 Indian Housing Plan is found to be in compliance and they are awaiting appropriations attached to this. A letter for approval was received to amend the 2011 IHP regarding the wellness center.

The 2014 Annual Performance Report is due by December 29th. The two year agreement for IT services was approved by the KTHA board. Elsa inquired about the two years and Erin confirmed that it was for two years.

There was discussion on the transitional house and temporary housing for use of the home. There will be another agreement presented to the KTHA board regarding this. The tax credit program that has been being reviewed is on-going. The board continues to work on the project and presentations for this. 10/20 will be a joint meeting and she would like to seek a meeting date with another agency which would take some coordination on the presentation date.

Ann, Emma Lee and herself met with Siskiyou County on an inter task force grant. They are looking for assistance in partnering and to determine if the County is successful in presenting this, then this may be a great partnership with the KTHA crime prevention and security project, Education Center in Yreka, and April's program as well as the Tribe. Erin will be providing information to Siskiyou County on some of their projects. She is scheduled for training on the tax credit. It is a two day training Erin noted that her board report is different from the one that the Council receives, so the dates of that training were provided to the KTHA board. Erin will provide that information to the Council.

She has been having discussions with the HUD representative and she is excited to come to the area to provide training. She is hoping to have training on NAHASDA. Michael would like to have training on supportive services because everyone's idea is different. She will be seeking a training date at the meeting on 10/20.

Erin went on to discuss the NRCS funding which is outside of the Hazard Mitigation grant which is going to be used. She attended a meeting regarding the Orleans and Happy Camp Computer Centers and throw out ideas on what they can do in the future. Deanna Miller has provided an update on the finances of the computer centers and once Karen Derry is back in town, then they will review funding ideas.

The contractor was given the go ahead on the Wellness Center. There has been another meeting set up for the eviction ordinance and another meeting has been set up. She is pulling other ordinances for review.

Arch Super moved and Josh Saxon seconded to approve Erin's report, 4 haa, 0 puuhara, 0 pupitihara.

11.) Tom Fielden, Emergency Coordinator:

Tom is present to review his report. He has one action item. It is agreement 14-A-097 between the Karuk Tribe and the California Conservation Corps foundation. It is to accept 480 conservation toolkits from the California Conservation Corps Foundation. It is to be distributed to communities with a median household income with less than 80% of the statewide median household income. These are free to all eligible homes and not required to be restrictive to just Tribal Members. Elsa inquired if there was an application required. Tom noted no, it is community qualified.

Josh Saxon moved and Bud Johnson seconded to approve agreement 14-A-097, 4 haa, 0 puuhara, 0 pupitihara.

Sammi wanted to clarify that the agreement may have a Tribal Member restriction. Tom has verified this and the Tribe is eligible.

Tom then went on to note that there is a "regroup" project that works similar to reverse 911. This works to provide mass information to groups of persons. There can be a presentation provided regarding this if the Council would like more information.

Josh suggested that this be discussed with the IT Department to better see if this could be provided on a smaller scale. Tom noted that they have limitations but he will discuss it with them if the Council would like.

Most of his monthly tasks were taken up by responding to smoke incidents and Ron Quigley thanked the Tribe for its participation in having clean air centers open. Josh asked if the Tribe didn't provide a clean air center, then would the County provide it. Tom is unsure, but he did note that the Tribe was listed in California's management centers as having a clean air center.

Tom then noted that there was staff and Council Members that worked on the Boles fire supplies response. The Tribe donated fuel cards and undergarments.

Josh Saxon moved and Bud Johnson seconded to approve Tom's report, 4 haa, 0 puuhara, 0 pupitihara.

12.) Lester Alford, TANF Director:

Lester is present to review his report.

Lester is entering in an MOA between the AOD program and the TANF program to provide services to his clients. 43% of his clients fail their drug testing so he would like to provide services for them. The AOD program will streamline services to the TANF clients as well as provide additional staffing to the AOD program to assist in serving additional clients. A position description will be brought once an agreement is in place.

Arch Super moved and Josh Saxon approve agreement 14-A-088 between TANF and the Tribal AOD program, 4 haa, 0 puuhara, 0 pupitihara.

He then sought approval of a credit card for the cultural specialist because he serves all areas. It was clarified that Phil is a full time employee.

Arch Super moved and Bud Johnson seconded to approve a VISA in the amount of \$1,500 for Phil Albers, 4 haa, 0 puuhara, 0 pupitihara.

ACF has not provided a clear understanding of SSI and how that works for TANF. There isn't a Federal guideline for this at this time. Congress has passed a continuing resolution to continue funding until December 11th.

He provided the annual NEW report that is due, continuing that there are persons applying for work. He provided an update regarding the use. Elsa inquired about the fringe and retirement package. Laura commented that the NEW persons will have to be taken under 30 hours, the health insurance is what the Tribe cannot afford, and Obama Care Act mandates that the Tribe provide it. Lester is working on this and is attempting to identify how to get around the requirements. Lester is looking at ideas on how to fund the positions, long term.

Elsa doesn't see the long term help to the clients with reduced hours to work, they need the training. Michael noted that any service is better than no service and the two success stories are great. 15 of 25 clients have actually obtained employment.

Josh Saxon moved and Arch Super seconded to approve the NEW report, 4 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve Lester's report, 4 haa, 0 puuhara, 0 pupitihara.

13.) Leaf Hillman, DNR Director:

Leaf is present to review his report. He is seeking approval for fisheries to purchase a new vehicle. He attached procurement that was done for a copier as well.

Elsa Goodwin moved and Josh Saxon seconded to approve procurement and allow the purchase, 4 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Arch Super approved procurement and to allow the purchase of a copier, from Ishpook leasing, 4 haa, 0 puuhara, 0 pupitihara.

Leaf then sought approval for out of state travel for the western regional meeting in Idaho. Bill noted that this is a board that he is on.

Arch Super moved and Bud Johnson seconded to approve out of state travel for Bill Tripp to Idaho, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Leaf then went on to discuss position description changes for a current staff member. This will be moved to closed session.

Bill has a draft position description for a Tribal Heritage Preservation Officer and Archaeologist. There is funding from the Klamath Restoration funding that will allow for this to be funded. Bill noted that this would be allowable to be funded and Leaf could be delegated to oversee that position. The position could be funded with THPO and fire funding for a year.

Michael asked if the position description is comparable to the education requirement. Bill was unsure but it was budgeted at what it could afford.

Leaf noted that this can be discussed at a later time. KRAB can review this and it can be discussed at the upcoming planning meeting.

Craig Tucker then presented a proposal to BIA's water rights fund to support the KBRA. Sammi noted that the policy states that Self-Governance and Contract Compliance review proposals and there is no requirement for the CFO. Laura did note that she signed it.

Arch Super moved and Elsa Goodwin seconded to approve resolution 14-R-097, 4 haa, 0 puuhara, 0 pupitihara.

He then sought approval of additional item. He would like to bring in a consultant to provide a feasibility study. The group he selected was the only company that put in a proposal. There may be some regulatory act information, because it deals with private land owners. Craig will provide some legal contacts to provide some legal advice on the consultant analysis. The project will be completed in February in 2015 the typo said 2014.

Elsa Goodwin moved and Bud Johnson seconded to approve contract 14-C-121 with changes, 4 haa, 0 puuhara, 0 pupitihara.

Lisa is present to seek a modification to contract 14-C-100 (1). It is for the Food security project program and to have the independent contractor to send lunch's home.

There was discussion on the modification and the amount of meals provided. The Council was unsure how much was spent on the youth to determine this much funding. Lisa noted that the logistics weren't ideal so it became necessary to deliver meals.

Josh Saxon moved and Arch Super seconded to approve 14-C-100 (1), 3 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Elsa Goodwin moved and Bud Johnson seconded to approve DNR's report, 4 haa, 0 puuhara, 0 pupitihara.

14.) Sandi Tripp, Director of Transportation:

Elsa Goodwin moved and Josh Saxon seconded to approve Sandi's report, 4 haa, 0 puuhara, 0 pupitihara.

15.) Scott Quinn, Director of Land Management:

Scott is present to seek approval of an action item. He is working on contract 14-C-116 between the Karuk Tribe and Cascade Design Professionals. Scott noted that this contract doesn't have the TERO fee built in. Dion noted that the TERO fee has been discussed to be removed from the loan documents, not discretionary contracts funding.

He went on to discuss the property purchase for the Sanders property. That they will discuss at a later time.

He went to the Estate meeting and the will that is being discussed.

Arch asked if Scott has discussed any information regarding people that want to give property to the Tribe. There is a person who wants to will the property to the Tribal Member.

At the City Council Meeting, he and Arch were approached by John Ritcher. He offered to put up a sign on his property in support of the Tribe's casino. Scott drafted up some support signs and he would like the Tribes permission to put them up. This will be free and Josh asked that he be asked to write a letter to the editor in support of gaming. The Council didn't get to see the signs that were forwarded to Buster so they will make a determination later.

Elsa Goodwin moved and Bud Johnson seconded to approve Scott's report, 4 haa, 0 puuhara, 0 pupitihara.

Committee Reports:

Education Committee meeting minutes.

Phone Votes:

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.

Closed Session:

Bud Johnson moved and Arch Super seconded to approve resolution 14-R-101, 4 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve resolution 14-R-102, 4 haa, 0 puuhara, 0 pupitihara.

Consensus: to review the language in the Enrollment Ordinance to determine if the person is eligible or the department can so choose their recommendation. They will make a formal decision once this is determined. Ordinance shall be included in an updated binder for the Council Members

Arch Super moved and Bud Johnson seconded to approve resolution 14-R-104, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Arch Super and Bud Johnson seconded to approve resolution 14-R-105, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Arch Super moved and Josh Saxon seconded to approve resolution 14-R-106, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Consensus: to provide April with a copy of an interagency agreement neither that she nor her staff signed. This shall be clarified.

Arch Super moved and Josh Saxon seconded to approve Natural Resources Policy Advocate revised position description, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Josh Saxon moved and Bud Johnson seconded to allow #BT up to 30 hours paid at regular rate, to complete the IMLS deliverables, 4 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Arch Super seconded to exempt TERO Fees from any discretionary contracts, 4 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Arch Super seconded to approve contract 14-C-116, 4 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve paying \$532.97 out of discretionary to end this fiscal year and the next payroll shall recoup entire amount. Supervisor shall discuss this with employee, 4 haa, 0 puuhara, 0 pupitihara.

Monthly Employee Drawing: Tammy Rompon won the monthly raffle.

Consensus: to set DNR meetings. It will be the first Wednesday of the month.

Arch Super moved and Josh Saxon seconded to adjourn at 9:41pm, 4 haa, 0 puuhara, 0pupitihara.

Respectfully Submitted,

Michael Thom, Vice-Chairman

Recording Secretary, Barbara Snider

Department of Natural Resources

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

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

Action Item

Council Report Sept-Oct 2014, Bill Tripp, Deputy Director of Eco-Cultural Revitalization

Fire Adapted Communities Pilot/Fire Learning Network Projects

The Karuk Tribe has been selected as one of 8 Hub Organizations Nationally for this 5 year pilot project. We were asked to use the funds to supply financial assistance to one community partner from the Orleans/Somes Bar Community to begin to build this “Hub and Spoke Network” concept. This has now expanded to 18 communities nationwide.

The funds in the FAC grant for the TREX lunches were included in a contract to the Mid Klamath Watershed Council to offset the overall catering costs and local participants ended up getting three meals a day. The non-refundable registration fees were paid for 20 locals. Some did not show up for the training opportunity but others were called in off the waiting list so it balanced out. Next time a solid commitment should be needed prior to covering a registration fee for any individual.

Upon discussion with the FAC project officer our Co-lead partner representative, and the Northern California Prescribed Fire Council Staff, some of the things identified as deliverables may not be able occur due to unforeseen circumstances. However we have gone above and beyond in regard to our participation in the TREX. The FAC project officer stated that as long as we are within the scope of the deliverables, we can cover changes in our report, we just need to report heavier toward the TREX implementation, outreach, and education components, and lesser toward the Guide to Managed Wildfire and presentation at the NC Prescribed Fire Council Meeting. All it will equate too is in-kind contributions and funded activities being reported in different places, which they are entirely ok with.

Prescribed Fire Training Exchange (TREX)

The Klamath River Prescribed Fire Training Exchange was a great success, Tribal employees served in many roles. I was the Tribal Representative, and participated in day to day planning and logistics functions. Our Emergency Preparedness Coordinator served as the Incident Commander, and in doing so maintained his Burn Boss qualification currencies. Our Self Governance Coordinator participated in the field activities along with another Karuk Tribal female. It was great to see these two taking the lead in burning willow at Tishawnik. Our Orleans District Council Representative was onsite regularly and helped us initiate the Tishawnik burn using fire he brought onsite in an elkhorn purse he made just days before. We got national attention on this TREX. It was featured on the Cohesive Wildland Fire Management Strategy Facebook Page, the Western Regional Strategy Committee Newsletter, and the Fire Learning Network Newsletter. An article should be published in the Two Rivers Tribune soon.

Food Securities Project

I have participated on one conference call for this project in this reporting period. My remaining interactions in this project have been limited to supervisory and oversight roles, a few Monday morning coordination meetings and giving a short talk at the canning workshop on Sunday October 19th. For the most part, our Food Security Project Coordinator has assumed the primary administrative and reporting roles for this project.

Western Klamath Restoration Project (WGRP)

The Western Klamath Restoration Project (WKRK) is growing fast. The Forest Service Obligated an additional \$386,683 to their agreement with the BIA for us to implement some additional activities through our cooperative agreement with the BIA. They identified the funds as available for partnership activities with little over a week to obligate the funds before they had to be sent back at the end of the fiscal year. We were notified of the funds being available on Thursday September 18th, by Monday September 22nd we identified our target work item descriptions and cost estimates. The agreement was executed by September 25, 2014. If we did not have agreements like this in place this would be impossible. Getting year end and fire borrowing funds obligated like this will really help us along a path of eventual compacting of some of these program dollars if we build our story right and develop strategic testimony at appropriations, and other hearings in DC.

Our new Administrative Operations Manager has been hired and is getting familiar with our programs, filing, and accounting systems, as well as our review and approval processes.

The funds secured for an Archaeologist have been combined with the Tribal Historic Preservation Officer functions and that position description has been approved and is currently being advertised.

Most of the TREX stipend contracts have been fully executed with the exception of three people on the waiting list that are in process, some of the folks on the stipend list did not show up so those contracts were voided and funds made available for local participants on the waiting list.

The Position Description for the GIS Specialist has been drafted and is going through internal reviews and should be forwarded to human resources for review soon. The target hire date for this position is shortly after the new year.

The Two Chiefs contracts with Mid Klamath Watershed Council (MKWC) and Salmon River Restoration Council (SRRC) have been fully executed and implementation has begun.

One WKRK contract is fully executed for the TREX and we should be receiving an invoice soon. Another for the Klamath Forest Alliance has been drafted and is included in the Council Packet as an action item for this meeting.

Wildland Fire Management Program

The K1 fire crew is pretty much wrapped up with fire season at this point, but still available on call for projects and other emergencies. Our Unit Fire Management Officer is getting up to speed on developing the organizational structure, budgets, policies, procedures for the program, and assisting in development of burn plans for TREX. Our Fire and Fuels Operations Specialist has been outlining project unit schedules and getting the crew organized to get the project work we have on the books done.

The FEMA trailer is in place but does not yet have power, septic, or water. The crew is camping out in there anyway with the my personal generator and a space heater, but these conditions are inappropriate for rainy weather.

Facilities Planning

We at DNR are currently busting at the seams. We are having a difficult time finding space for all the new staff, and we project more staff to be coming online over the next couple years. More office space is needed. We need additional storage and workforce housing as well. These are severe limiting factors for the growth of our programs, without resolving the issue soon; we may be forced to establish home offices for some of the staff that live locally. This still does not resolve the workforce housing concerns. We have been developing options, but we may end up completely reliant on our ability to use next year's ICDGB grant to fill this void.

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REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: **Contract** **MOU** **Agreement** **Amendment**

Karuk Tribe Number Assigned: _____

Funder/Agency Assigned: **USFS/BIA Agreement**

Prior Amendment: _____

REQUIRED → ***Procurement Attached** ***Budget Attached**
 ***System for Award Management (SAM) (CONTRACTS ONLY)**
 KCDC/NTDA Notification/Review required

Requestor: **Bill Tripp** **Date:** **October 16, 2014**

Department/Program: **DNR/WKRP**

Name of Contractor or Parties: **Klamath Forest Alliance**

Effective Dates (From/To): **November 1, 2014** **December 31, 2015**

Amount of Original: _____
Amount of Modification: _____
Total Amount: **\$10,000**

Funding Source: **2130-78-7601.06**

Special Conditions/Terms:

Brief Description of Purpose:
For participation of KFA staff, contractors, and/or volunteers in assisting the progression of the deliverables identified in BIA WKRP Agreement # 14-IA-11051000-029.

**** REQUIRED SIGNATURES ****

Requestor: *William A. Tripp* **Date:** *10/16/14*

****Chief Financial Officer:** _____ **Date:** _____

****Director, Administrative Programs & Compliance:** _____ **Date:** _____

****Director of Self-Governance(MOU/MOA) or TERO (Contracts):** _____ **Date:** _____

Other: _____ **Date:** _____

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AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES

Contract Number: 14-C-

This Agreement, dated as of November 1, 2014, is between the Karuk Tribe (hereinafter “the TRIBE”) and Klamath Forest Alliance (hereinafter “INDEPENDENT CONTRACTOR”), who agree as follows:

1. **Description of Services:** The Tribe hereby retains Independent Contractor to provide the services described in the attached *Description of Independent Contractor Services and Activities*.
2. **Duration:** The term of this Agreement shall be from November 1, 2014 to December 31, 2015.
3. **Compensation:** Independent Contractor will be compensated as provided in the attached *Description of Independent Contractor Services and Activities*, Ten Thousand dollars (\$10,000). All invoices must be submitted no later than thirty (30) days past the end date of this Agreement as stated in Clause 2 above. The Director of Natural Resources and Environmental Policy and/or Authorized Designee shall be responsible for overseeing this Agreement and approving invoices for payment.
4. **Claims for Compensation:** Independent Contractor agrees that he/she shall not be entitled to and shall not claim compensation for services performed under this Agreement from another federally funded source of compensation for the same work performed, same working hour(s) or same working day(s). It is further agreed by the Independent Contractor that any claim for compensation submitted in violation of this clause shall, if paid, be recoverable by the Tribe.
5. **Warranty, Indemnity and Hold Harmless:** Independent Contractor warrants and represents that it has every legal right to enter into the Agreement and to perform in accordance with its terms and that it is not and will not become a party to any Agreement with anyone else which would be in violation of the rights granted to the Tribe hereunder. Independent Contractor will indemnify and hold the Tribe harmless from and against any losses, damages and liabilities, including reasonable attorney’s fees for Independent Contractor’s negligent performance or unexcused failure to perform services under this agreement. The Tribe makes no warranty, indemnity or hold harmless agreement.
6. **Independent Contractor Status:** It is understood and agreed between the parties that the Tribe shall not be obligated to withhold any federal, state or local taxes from fees paid to the Independent Contractor, nor shall the Tribe have any liability for such withholding. Further, any required public liability, public damage and/or Worker’s Compensation Insurances shall be the sole responsibility of the Independent Contractor.

7. **Confidential Information:** Independent Contractor will not disclose directly or indirectly to or use for the benefit of any third party any secret or confidential information, knowledge or data acquired by virtue of its relationship with the Tribe without the prior written approval of the Tribe. It is understood and agreed by the parties that the obligations of this paragraph shall survive the expiration or termination of the Agreement.
8. **Non-Assignability:** This Agreement may not be assigned or transferred by either party without the prior written approval of the other party.
9. **Authority:** Independent Contractor's authority to act under this Agreement can be suspended upon written or verbal notice by the Tribal Chairman of the Tribe or his/her designee. If verbal notice is given, it shall be confirmed in writing within five (5) working days.
10. **Termination:** This Agreement may be terminated at any time, with or without cause, by either party, upon notice in writing. Any such termination shall be effective immediately. Independent Contractor shall invoice the Tribe within thirty (30) days of agreement termination for satisfactory work performed up to termination date.
11. **Complete Agreement:** This Agreement constitutes the entire agreement between the parties, and no amendment or modification hereof shall be effective unless reduced to writing and signed by both parties.
12. **Severability:** Should any provision of this Agreement be held invalid or unenforceable, such a holding shall not affect the validity or enforceability of any other provision thereof.
13. **Copyrights:** All original materials, written, photographed, recorded or otherwise collected or produced by the Independent Contractor pursuant to this Agreement are instruments of Professional Services, and shall be the sole property of Tribe.
14. **Expertise Certification:** The Independent Contractor assures the Tribe that they and all their approved sub-contractors possess the expertise, and resources necessary for satisfactory completion of the activities described in the *Description of Independent Contractor Services and Activities*.
15. **Certification Regarding Debarment, Suspension and Related Matters:** The Independent Contractor hereby certifies to the best of their knowledge that it or any of its officers or contractors or sub-contractors:
 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any Federal department or agency;
 2. Have not within a three (3) year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or agreement under a public transaction; violation of federal or state

antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification; and
 4. Have not within a three (3) year period preceding this Agreement had one or more public (Federal, State or local) transactions terminated for cause or default.
16. **Applicable Law:** This Agreement shall be governed by the laws of the United States of America and by Karuk Tribal law. In the absence of Federal or Tribal law, relevant laws of the State of California shall be applicable. Independent Contractor is required to comply with Office of Management and Budget Circular A-102 and is responsible for understanding and compliance with applicable grant administration requirements as set forth in the Federal agency codifications of the grants management common rule. This provision is not intended to waive the Tribe's sovereign immunity status or submit the Tribe to any jurisdiction inconsistent with such status.
17. **Indian Preference:** This Contract shall be executed in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), based on funding source requirements.
18. **Tribal Employment Rights Ordinance (TERO):** Independent Contractor acknowledges that a two percent (2%) TERO fee will be imposed on the gross value of any contract initiated within the interior/exterior boundaries of the Karuk Ancestral Territory, provided that the total contract or annual gross revenues meet or exceed \$2,500.00.
19. **Sovereign Immunity:** Nothing in this Agreement shall be construed or interpreted to relinquish the sovereign immunity of the Tribe.

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

INDEPENDENT CONTRACTOR

Klamath Forest Alliance
PO Box 21
Orleans 95556
TIN: 68-0204089

KARUK TRIBE

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

Signature and Date

Signature and Date

Description of Independent Contractor Services and Activities (Scope of Work)

1. Assist in collaborative delineation of Area of Potential Effect (APE) for integrated projects.
2. Attend a minimum of 4 WKRP collaborative and 4 core team meetings.
3. Assist with prescription/description development for targeted manual, mechanical, and prescribed burn fuels treatments
4. Participate in various unit layout/ data collection/ planning/ monitoring field visits (vegetation plots, unit flagging, GPS activities, invasive species surveys, etc.).
5. Participate in Salmon River workshops.
6. Invoice as needed identifying contribution(s) to WKRP Project Deliverables in Exhibit A (3 pages), with a breakdown of wages, fringe, indirect, and/or transportation/lodging costs (if mileage use federal mileage rate, if actual fuel costs, supply copies of receipts). Include 2% TERO breakdown in invoice with the total not to exceed \$10,000.

Exhibit A

WKRP Project Deliverables and Timeframes			
<i>Out Year Project Planning</i>			
<u>Task #</u>	<u>Work item Description</u>	<u>Unit of Measure</u>	<u>Completion Timeframe</u>
1	Through the collaborative WKRP process, delineate Area of Potential Effect (APE) for integrated projects.	Task Completion	Fall 2014
2	Collect field information (fuels, botanical, riparian reserves, stand exams, archeological and cultural resources) to develop resource specific project design features for project footprint(s).	Task Completion	Summer 2015
3	Provide secure storage and protected access to archaeological and culturally relevant data.	Task Completion	Summer 2015
4	Provide opportunities for three research fellowships through the Karuk-UC Berkeley Collaborative.	Task Completion	Winter 2014
5	Conduct layout, coordination, and pre-and post-treatment monitoring for manual fuels reduction treatments implemented in fall of 2014.	Task Completion	August 2014 - April 2015
6	Plan and coordinate four WKRP workshops to facilitate collaborative development of prescriptions/descriptions for targeted manual, mechanical, and prescribed burn fuels treatments.	Task Completion	August 2014-August 2015
7	Convene three workshops with Salmon River stakeholders to identify potential collaborative projects in the Salmon River and watershed jumpstart landscape level collaborative project planning. Engage incoming District Ranger to commit District leadership and key staff to the Open Standards collaborative process.	Task Completion	August 2014-August 2015
8	Engage WKRP partners in the planning, research and implementation of this project.	Task Completion	August 2014-August 2015
9	Record and disseminate minutes from WKRP workshops to all interested parties.	Task Completion	August 2014-August 2015
10	Provide GIS database management services for Integrated Projects.	Task Completion	August - October 2014
11	Determination of targeted treatment boundaries within the Area of Potential Effect (APE).	Task Completion	Summer 2015

WKRK Project Deliverables and Timeframes

Out Year Project Planning

12	Identify on the ground (GPS points) the extent of riparian areas within target manual, prescribed burn and mechanical fuels treatment units.	Task Completion	Summer 2015
13	Primary and secondary road survey for noxious weeds in the APE. New sites will be GPS'd and data will be finalized in a shapefile and attribute table.	Task Completion	Summer 2015
14	Provide GIS maps and analysis support for WKRK planning effort over the next year.	Task Completion	August 2014-August 2015
15	Produce and disseminate project descriptions/prescriptions for targeted manual, mechanical, and prescribed burn fuels treatments within the APE to all WKRK parties for review and comment.	Task Completion	Summer 2015
16	Coordinate four Core Group homework sessions to integrate meeting synthesis and work products into collaborative project deliverables.	Task Completion	August 2014-August 2015
17	Provide one three-person field crew for 40 days to implement plots based on collaboratively developed protocols in targeted treatment units within the APE. Plots will describe vegetation types and fuel loading in targeted units and inform development of prescriptions.	Task Completion	Summer 2015
18	Complete archaeological site record searches and compile archaeological and socio-cultural resource information for the APE. Advise and assist other project planning activities within and adjacent to the APE.	Task Completion	Summer 2015
19	Establish survey protocol commensurate with SHPO/THPO requirements and direct crew field surveys.	Task Completion	Summer 2015
20	Determine potential boundaries for targeted manual and mechanical treatment units in the APE and verify on the ground. Flag treatments on the ground and GPS. Finalize data in a shapefile.	Task Completion	Summer 2015

WKRK Project Deliverables and Timeframes

NEPA ready Project Implementation

21	Provide one tribal 10 person fuels crew to implement a targeted 40 acres of hand treatment or equivalent fireline construction.	Task Completion	Summer 2015
22	Provide material support (drip fuel, supplies) for prescribed burning to be implemented by the Fall 2014 Klamath River TREX.	Task Completion	Fall 2014
23	Prepare 200 acres of prescribed burn units for burn implementation. Includes fireline construction, burn plans, pull back and coordination with partners and Fall 2014 Klamath River TREX leadership.	Task Completion	Fall 2014
24	Train multi-organizational personnel to a common set of Federally accepted training standards.	Task Completion	August 2014 - August 2015
25	Provide one local seven person fuels reduction crew with necessary supplies and equipment to implement 80 acres of manual fuels reduction on private lands with previous NEPA coverage in preparation for large scale prescribed burns in Fall 2015.	Task Completion	Fall 2015

Food Security Program Coordinator's Council Report
Lisa Hillman
Tribal Council Meeting 10/23/14

Please note information/activities are for the period of: 09/19/2014 through 10/16/2014.

There is one action item to report this month.

+++++

This weekend the Food Security Project will be hosting two events: the 2014 Fall Seasonal Youth Camp and the 2014 Fall Native Foods Workshop. The focal points of both those events are centered on our most staple of staple foods: the tan oak acorn and fall salmon. A Cultural Practitioner will demonstrate the many layered process of bringing the fruits of the forests to the table. Participants will be able to try their hand at gathering, cracking, peeling, grinding, leaching, and cooking acorns, and learn the differences between traditional and modern techniques of preparing xuun.

Our young men and boys will be shown a dip net fishing demonstration, weather permitting, at the falls. A Cultural Practitioner will bring his materials to the Youth camp, explain and demonstrate how to tie fish nets. Rounding out the hands-on experience with presentations on fisheries and fire ecology, followed by discussions, the Youth Camp will be a certain success – despite forecasted storms this weekend. Please note the change of venue from Ka'timīin to the Community Room of the Orleans DNR/TANF building complex.

Our Native Foods workshop will revolve around canning. With our USDA partners, Mid-Klamath Watershed Council and the UC Cooperative Extension Program, we will demonstrate and invite hands-on participation in both the pressure and water bath canning techniques. Smoked salmon will be kippered and apple/tomato harvest products preserved.

Our contract Sípnuuk Digital Librarian, Adrienne Harling, successfully staged three workshops last month for youth and interested community members on digital archiving in Orleans. This training was attended by over 20 participants and was enthusiastically received. Notices for further training opportunities will be posted throughout the 2015 fiscal year, thank the funding support of the Karuk TANF Department.

The K-12 Native Food System Curriculum lessons were piloted successfully in both the for Happy Camp and Junction Elementary Schools second grade classes. An additional field trip with our Bio Technician Norine McLaughlin was enjoyed by the little tykes of Junction Elementary on October 3 at the Camp Creek Campground. A supplemental “mini” Karuk language lesson was given to accompany the content revolving around the Native Foods of our beautiful ancestral homeland. I would like to post RFPs for additional language units for these lesson plans in the near future.

My travel to Washington D.C. to present to the Principal Investigators Conference at the USDA offices went well. I was a little disconcerted by the fact the all the grantees were presenting to each other more or less. I'm not sure that was entirely useful to spend that much money to have grantees travel to D.C. to brag to each other. My meetings with the national USDA were less successful: each said that I really needed to take my concerns to the state offices.

I am currently working on facilitating the Ikmaháchraam Project in our former People's Center Coordinator's stead. With Phil Alber's assistance for the language aspect, and help from our Cultural Practitioners, I hope we will be able to finalize the project activities in the very near future, as the grant funded deliverable are due by the end of February, 2015.

An additional project I have been working on diligently is the STEM proposal with UC Berkeley and the California Indian Museum and Cultural Center (CIMCC) in Santa Rosa. This 5-year proposal is to the National Science Foundation and due by mid-November. As this will help to keep the Computer Center in Orleans and provide excellent computer learning skills to our Tribal youth, I hope to have the sub-awardee proposal to you by the next planning meeting.

I would like to thank you for supporting the idea of having a digitization and language recording site at the Panamnik Center in Orleans and will be working with the IT Department to get this concept realized – at least as a make-shift solution until further funding for the “Virtual Karuk Museum” project is in place.

Yóotva for your continuing support of the Food Security Project.

Project Description

PI: Tapan Parikh, UC Berkeley

A. Project Rationale

As an Innovations in Development project, Collaborative Research: Ikpákyav – Succeed! (Ikpákyav) will advance informal Science, Technology, Engineering, and Mathematics (STEM) learning by teaching data science skills using educational technology to Native American youth in two sites in California. By connecting these STEM skills to Native culture, history, and contemporary issues that matter to the youth and enriching instruction with an array of supports, youth participants will see the relevance of STEM to their lives and communities, perceive themselves as STEM learners and be motivated to pursue further STEM learning and/or careers. The project will: 1) teach the youth to use mapping software and online platforms including Local Ground, an online mapping and data visualization platform that provides youth opportunities to learn and use data science skills in support of local civic engagement and citizen science projects, and 2) guide the youth as they a) collect locally relevant data, including hand-drawn map annotations, unstructured images and audio, and handwritten tables; b) enter, tag and georeference this raw data into usable digital formats; c) explore and visualize this data, including as charts, graphs and heatmaps; and d) create narratives from data and multimedia, to be presented and shared with others.

The project's objectives are: 1) to train at least 40 youth each year, including elementary school, middle school, high school, and post-high school age youth over a five year period. Some youth will stay in the program for up to 5 years, developing more expertise and serving as peer instructors; 2) to train at least two STEM educators and three peer mentors each year, including staff of tribal museums, after school programs and community computer centers; 3) to determine how and under what circumstances an informal data science skills program can strengthen STEM interest, engagement and competencies among Native American youth; 4) to develop an innovative curriculum that will be free and available online with suggestions for adapting it to other Native American communities as well as other communities. The methods to be employed are a mix of didactic instruction and experiential learning in after-school programs, weekend workshops, and summer camps.

The foci of the project are 1) promoting STEM learning in informal learning environments and 2) broadening participation of Native Americans in STEM programs by promoting 21st century skills and college and career readiness standards. While in-depth scientific knowledge is part of the Traditional Knowledge (TK) of Native American tribes, the contemporary STEM disciplines have failed to attract and educate adequate numbers of Native Americans. Lack of academic achievement is a serious problem for Native American youth in California (and throughout the United States); and achievement in STEM subjects is especially low. Native American students score lower on standardized tests in science and math compared to all students in California. For example, only 10% of Native Americans score in the “advanced” range on statewide Algebra 1 tests, compared to 17% of all California students.

In 2009, Native Americans were 0.5% of all those receiving bachelor's degrees in engineering nationwide, while they were 1% of the population (National Action Council on Minorities in Engineering, Inc. [NACME] 2012). The number of Native Americans receiving bachelor's degrees in engineering would have to double in order to make Native Americans proportionately represented among engineering graduates. Increasing the number of Native Americans in engineering and other STEM fields depends on improving college graduation rates and improving the K-12 pipeline (NACME 2012).

There has been significant prior research using computing technology for teaching graphing, scientific inquiry, statistics education and collaborative information visualization (Biehler, 1997; Chance, Ben-Zvi, Garfield, & Medina, 2007; Key Curriculum Press, 2006 <http://www.keycurriculum.com/products/fathom>; Konold & Miller, 2005, <http://www.keycurriculum.com/products/tinkerplots>; Maldonado & Pea, 2010; Linn, Clark, & Slotta, 2003; Mokros & Tinker, 1987; Pea, 1993; Willett, Aoki, Kumar, Subramanian & Woodruff, 2010). For technology to be an agent of change for education, it first needs to bridge social, cultural and institutional divides, including between the school and home, between teachers and students, and between individuals and the community (Blikstein, 2008; Collins & Ferguson, 1993; Delpit, 2006; Delpit & Dowdy, 2008; Ferguson, 1993; Freire, 1970; Lee, 2007; Nasir, 2002; Noguera, 2003). **Ikpákyav** supports these needs by allowing youth and adults to generate and share diverse conceptualizations of space and local priorities, leading them to develop projects advancing specific local social, environmental or cultural agendas, and finally to collect, process and share relevant data from their communities and neighborhoods in support of those agendas.

Ikpákyav does this by supporting an end-to-end, iterative process of data acquisition, processing and use. This process often starts with collecting and annotating qualitative data – unstructured, rich media observations that describe the social, environmental and cultural context from where data is obtained. After they have decided on the most important indicators, students use the Local Ground tool to design structured data representations, like tables and charts, which can be shared with community members and stakeholders. Local Ground's main visualization is an annotated map – anchoring data and observations to a specific place and time. Local Ground also supports animated clustering, filtering and ordering of spatially distributed data points. At the simplest level, Local Ground is a contextually-grounded version of TinkerPlots (Konold & Miller, 2005; <http://www.keycurriculum.com/products/tinkerplots>), overlaid on a map, with support for qualitative data sources, and traversing the end-to-end data pipeline.

We hypothesize that this contextualized approach to representing and handling empirical data, which is based on tribal community specific needs and protocols, can be a bridge between abstract statistical and computational concepts and practical and beneficial use by tribal members. We also choose to situate this learning in the context of projects with practical significance for youth and their communities (Blikstein, 2008; Freire, 1970). Relevant data carries an intrinsic motivation for processing, making it possible to understand and visualize the underlying phenomena. People who would otherwise have

marginal or no interest in statistics, become profoundly interested when their favorite basketball team or player's performance is concerned (Nasir, 2002). Kolodner et al. (2003) describe problem-based learning as "students learn[ing] by solving real world problems and reflecting on their experiences" (p. 505). **Ikpákyav** will support this kind of generative learning experience by allowing Native American youth to apply data science to relevant and critical issues in their communities.

Ikpákyav is innovative because of the project's emphasis on informal STEM learning for Native American youth via Native culture, history, and contemporary issues that matter to the youth, using a free, open source platform that is easily adapted to low-resource learning settings. The project builds on existing projects and takes them in new directions. One collaborating organization, the California Indian Museum and Cultural Center, has had great success with its Native Youth Ambassadors through Technology (NYAT) program. Beginning in September 2012, NYAT has provided a culturally enriched forum for Native youth and CIMCC staff members to learn GIS software skills from Native GIS professionals during monthly workshops on ESRI ArcGIS Desktop 10 software. NYAT has been developing a model in which a Native GIS consultant trains Native youth to a level of GIS competency in simple to complex mapping software to serve as peer mentors to help sustain the program. NYAT advances GIS interns to mentor other Native youth in learning GIS. The Local Ground tool, which will be used in **Ikpákyav**, is free and open source and can provide another component of sustainability to informal data science programs. Another innovative aspect of **Ikpákyav** is that the data science skills will be taught as skills that are useful for youth to serve their communities. The youth will apply these skills to projects that they choose themselves with guidance from educators and other community members. A final innovation is deepening the youth's skills over time by training them to be peer mentors after the first year. One outcome from **Ikpákyav** will be to see what kinds of instructional support facilitate Native youth's STEM learning in informal environments. One deliverable from **Ikpákyav** will be a free online curriculum, which can be adapted by and used in other communities. **Ikpákyav** also builds on the current implementation of Local Ground in culturally diverse schools in the Bay Area, by implementing it in an after-school, informal learning environment in a culturally-specific setting.

The increasing availability and use of data for decision-making within business, government, civil society and even personal lives means that data literacy – the ability to understand the nature, manipulation and use of data in various contexts – is an essential skill for all 21st century citizens. The term data science has been coined to describe the mindset and skills one must possess to acquire, manipulate and use data to understand and predict real-world phenomena, and to communicate that understanding for individual and institutional decision-making. Data scientists play increasingly important roles in a variety of fields – including public health, climate science, governance, the social sciences and of course for study of the Internet and telecommunications networks. Researchers have observed that professional data scientists require a unique combination of skills – including statistical reasoning, information organization, and algorithmic thinking (Kandel, Paepcke, Hellerstein & Heer, 2012).

Local Ground is an online mapping and data visualization platform that provides youth with an opportunity to learn and use these fundamental data skills in support of local civic engagement and citizen science projects. Local Ground allows learners to 1) collect locally relevant data, including as hand-drawn map annotations, unstructured audio and images and handwritten tables, 2) enter, tag and georeference this raw data into a usable digital format, 3) explore and visualize this data, including as heatmaps, tag clouds, graphs and charts, and 4) create compelling narratives from data and multimedia, to be presented and shared with others. This process of data-driven inquiry can be applied across subjects and age groups, ranging from Social Studies to Science, from elementary to high school and beyond, while working on projects of local civic, social and/or cultural significance – enabling students to identify what Freire calls “generative themes” (Blikstein, 2008; Freire, 1970; Nasir, 2002). **Ikpákyav** will incorporate both art and the humanities into STEM learning. While youth participants will have the opportunity to choose their own projects, arts and humanities topics have already been identified as areas of focus. For example, youth will document their heritage by interviewing elders about their life histories and culturally significant items such as baskets, recording the interviews, taking photos of the items, and choosing how to represent them in ways that ensure that private family or tribal information stays private. In another project, already underway but to be expanded upon, youth use data science to preserve and teach indigenous languages.

Involving youth in the end-to-end data handling process provides youth with experience converting data between a number of representational formats – from drawings, multimedia, and handwriting, to tables, charts, graphs and maps. The ability to create, select, translate between and use mathematical representations to model and interpret real-world phenomena is a core standard for K-12 mathematics education (National Council of Teachers of Mathematics, 2000). Duval observes that “the ability to change from one representation to another is very often the critical threshold for progress in learning and problem solving” (Duval, 2006, p. 107). The affordances of paper and freehand drawing naturally support a diverse range of representations and representers. Drawing has been referred to as “probably the biggest and most obvious pool of competence” in children (diSessa, Hammer, Sherin, & Kolpakowski, 2004, p. 309). Researchers have also observed that by using drawing skills(?), students are able to reinvent a number of canonical mathematical representations, including graphs and maps (diSessa et al., 1991; Enyedy, 2005). DiSessa et al. call this an ability not only to understand representations, but also to be able to choose between representations based on their salience and utility for a given task, meta-representational competence.

Data scientists must also create and translate between representational formats as they manage data across the pipeline – from collection, to entry, to modeling, to programming, and finally to communicating results (Kandel et al., 2012). To do the latter, they must integrate data and visualizations into compelling narratives, in the form of presentations, videos and graphics that can influence decision-makers, the public and sometimes even themselves (Segel & Heer, 2010). This is a process of socialization of data, wherein data takes up an instrumental role in negotiating identities and relations between groups of

people. Enyedy observed how students in a 2nd and 3rd grade class reinvented topographical lines as a solution to representing height in a 2D map of space (Enyedy, 2005). He also describes “how the invention of representational forms by individuals occur as part of a larger social process of creating cultural conventions” (Enyedy, 2005, p. 427). We are interested in helping students learn how the same process occurs with empirical data – how raw, unstructured observations of space and spatial phenomena can be transformed into effective visualizations that can influence real-world actions.

B. Project Design

The deliverables from **Ikpákyav** include a youth data science program offered after school, on weekends, and in the summer; an annual #day training program for informal STEM educators; and a free online curriculum that can be adapted to other communities.

The youth data science program will be offered in two sites, each with a different context and a somewhat different structure. The two sites, California Indian Museum and Cultural Center (CIMCC) and Karuk Panamnik Center (KPC), will each provide 60 hours of instructional time during the school year and 30 hours of instructional time during the summer to 20 youth, ages 10-22, for a total of 90 hours at each site. In both sites, the youth will learn the same data science skills, but they will apply them to topics and projects of their choosing, with guidance from educators and other community members.

Founded in 1991 and incorporated as a non-profit organization in 1996, CIMCC is based in Santa Rosa, California, a city of approximately 170,000 located on the outskirts of the greater Bay Area. Native Americans make up 1.7% of the population, and the Native Americans in Santa Rosa come from many different tribes, including those indigenous to the region (Pomo, Wappo, and Miwok), those from other parts of California, and those from other states. Native American children and youth often feel isolated in their schools. Because of the small population of Native people in CIMCC’s local region, Native youth are often marginalized at school being the sole Native person in a class and sometimes only one of a handful of Native youth in a school. They are subjected to criticism, stereotyping and misinformation by both their instructors and peers. CIMCC has offered informal education programs for youth for over 10 years. In 2012, CIMCC started Native Youth Ambassadors through Technology (NYAT). In NYAT Native youth learn and apply mapping skills toward building a Native-informed, GIS-based museum exhibit and educational program called “California Indigenous”. Between 2012 and 2014, NYAT participants built GIS datasets for the exhibit and presented their work at local, national and international GIS forums. Because of transportation challenges, **Ikpákyav** will be a weekend and summer camp program at CIMCC, drawing together youth from many schools in Santa Rosa and the region. The program will be offered during 10 sessions of six hours each held on weekends during the school year and a weeklong summer camp that will provide 30 hours of instructional time, for a total of 90 hours each calendar year. **Ikpákyav** projects at CIMCC could include researching and designing museum exhibits, using the museum’s extensive Pomo language archives, or other projects of importance to the youth and their communities. The CIMCC site provides an opportunity to develop an informal data science program curriculum model for Native youth in a mature organization with extensive experience providing informal youth education and staff and

peer mentors who have completed a rigorous and successful informal data science training program. It is centrally located and serves both urban and reservation populations. The Center represents intertribal cultures and collective issues. It provides opportunities for local tribal youth to interact and build bonds in an educational setting.

KPC is a community library and computer center run by the Karuk Tribe and located in Orleans, California. The Karuk Tribe is one of the largest in California, with 3,689 enrolled members and 3,842 identified Karuk descendants. The Karuk Ancestral Territory targeted for **Ikpákyav** is located in Humboldt and Siskiyou Counties. This extremely rural and isolated area has an average of 1.87 persons per square mile and is primarily steep forestland, prairies, and riverine floodplain. There are approximately 1,850 community members in the vicinity of KPC (about 50% claim Native ancestry). Prior to non-indigenous contact, Karuk people effectively managed land, river, and forest using a combination of sustainable harvesting, prescribed burning, and native horticultural practices. The resulting abundance allowed the development of a beautiful language and highly developed artistic and ceremonial practices. Today, the unemployment rate for adults in the area is over 50%. The Karuk Tribe has three population centers; KPC is located in Orleans, which is the most remote of the three.

High school students are dropped off by bus each day at KPC. Elementary and middle school children can walk there from school. KPC is located in an area of tribal housing so most participants can walk home afterwards. At KPC, the youth will participate in **Ikpákyav** two days/week after school, for 30 weeks each year. Each after school session will be one hour long, so over the course of the school year, the youth will receive 60 hours of instruction in data science, with an additional 30 hours of instruction in a week-long summer camp, for a total of 90 hours each calendar year. Thus the number of instructional hours at each site will be the same. **Ikpákyav** projects at KPC could involve collecting oral histories from elders, creating a digital archive of cultural objects, conducting participatory mapping of food sources in collaboration with another research project (“Enhancing Tribal Health and Food Security in the Klamath Basin of Oregon and California by Building a Sustainable Regional Food System, 2012-2017,” PI Jennifer Sowerwine, funded by USDA), or other projects of importance to the youth and their communities. KPC provides an opportunity to develop an informal data science program curriculum model for Native youth in a setting with strong community support but little experience of technology programs for youth. While the demography is much more culturally homogenous than Santa Rosa, students are challenged by the lack of educational support and high rate of substance abuse that plagues the community.

The training program for informal STEM educators will consist of a week-long, in-person training in the summer prior to beginning the year’s activities. The training will be held at the University of California at Berkeley and hosted by the Joseph A. Myers Center for Research on Native American Issues. This will be an opportunity for the PI, co-PI, post-doctoral researcher, and graduate students to work with the educators to co-design curriculum, project ideas, class materials and lesson plans for the coming year. During the year, there will be ongoing consultation in person, by phone, and by email.

The **Ikpákyav** curriculum will be available online by the end of the project period for free download. The curriculum will be available in a format that is ready to use in another community, with recommendations for how to customize it for different contexts, along with descriptions of how the curriculum was implemented in the two **Ikpákyav** sites. All related materials will also be available, with the exception of any culturally sensitive materials that community members have chosen to keep private.

Ikpákyav explores how deeper aspects of cultural and community contextualization in STEM, different technology supports and TK and Western STEM bridging in a Native youth data science program foster Native youth engagement, interest and self-identification as STEM learners and leaders. Thus, it will measure:

- How effective is combining TK and data science and data science technologies for helping the youth and educators bridge TK and Western STEM and fostering Native youth engagement and interest in informal STEM learning.
- How various instructional supports including the use of peer mentors, elders and material incentives bridge TK and Western STEM and help to engage and maintain Native youth interest in STEM learning.
- How peer relationships and cultural exchange within an informal data science program for Native youth foster youth interest and engagement in STEM and identification and persistence as STEM learners and leaders.
- How the Native youth engagement in STEM and their activities within the project impact the broader community.
- What STEM skills do the youth have when they enter the program and how much specific understanding, knowledge and use of TK and STEM content, practices and other 21st century skills will the youth gain from their participation in the project, especially in data science skills and literacy.
- What is the level of youth interest in pursuing further STEM learning and/or STEM career paths.
- What other 21st century skills such as communication, collaboration, public presentation and critical thinking support the youths' acquisition of STEM skills.
- How the informal data science program connects science and technology to the youths' lived experiences and cultural preservation needs and motivates youth to address issues that are of concern to them and their communities.
- How STEM can be used to foster the impact of indigenous knowledge on the greater community.
- What are the types of activities and time needed for youth who participate in the program to acquire awareness, knowledge and skills to begin mentoring other youth.

In both sites, **Ikpákyav** encourages the broader participation in STEM experiences by Native Americans, who are underrepresented in STEM, and in one site, the project encourages participation by people from an underserved community, a remote rural low-income region of California. While Native American traditional knowledge is rich in the understanding of science, Native Americans are underrepresented in STEM fields. Moreover, Native American communities face many problems for which STEM can provide solutions, if implemented in culturally appropriate ways. **Ikpákyav** will advance

STEM learning among Native American youth directly and provide a model that can be adapted for use in other communities. The ability to understand the nature, manipulation and use of data in various contexts is an essential skill for 21st century citizens and a critical need in tribal communities throughout Indian Country. This project will investigate technology tools and an approach that can help Native American youth to obtain relevant data skills, while working on projects that they care about and that serve the interests and needs of Native communities while empowering youth to take leadership roles in engaging STEM, culture and tradition to address critical issues of the 21st century.

The intended impacts of **Ikpákyav** on the informal STEM education field are to investigate how and under what circumstances a data science skills program can strengthen STEM competencies among Native American youth. Furthermore, the project will articulate what instructional supports students require to facilitate this learning process. This knowledge will contribute to developing heuristic design principles for future educational technology projects of a similar nature, in other Native American communities as well as non-Native communities who want to connect cultural heritage and contemporary issues to informal STEM education.

C. Dissemination Plan

The results of this project will be disseminated to academic, practitioner, and policymaker audiences. To reach academic audiences, results will be shared through publication of research papers highlighting our key empirical findings and data, including publications on the impacts of **Ikpákyav**, our pedagogical approach, and specific design features on the learning outcomes described in this proposal. These papers will be published in conferences and journals serving both the Learning Science and Human-Computer Interaction (HCI) communities, continuing the long-standing tradition of cross-fertilization between these fields. We will also participate in and present at local, regional and international conferences, workshops and meetings focusing on Learning Science, Technology, Native American Education, and their intersections.

To reach practitioner and policy-maker audiences, results will be shared on partner organizations' existing websites and newsletters and at conferences aimed at these audiences such as the Association of Tribal Archives, Libraries and Museums annual conference, California Indian Education Conference, National American Indian Education Association conference, and United National Indian Tribal Youth (UNITY) annual conference. As research findings emerge and notable events are scheduled, the University's communications and outreach staff will be available to assist in dissemination activities. Brief fact sheets and policy briefs will be created to convey the key findings in accessible formats. Educators and youth will also use Local Ground to share the results of their projects, while retaining fine-grained control over who has rights to access their data.

By the end of the project, we expect that Local Ground will be a mature prototype, with an associated library of instructional materials and project examples that can be distributed online for experimentation and use by students, teachers and other interested parties of all ages. The software tools and instructional resources developed by the

project will be provided free-of-charge online, and also as freely downloadable open source software packages. This will reduce barriers to access and experimentation for software developers, youth, and educators.

E. Project Management

Leadership Team

Principal Investigator: Tapan S. Parikh, UC Berkeley – Tapan Parikh is Assistant Professor at the UC Berkeley School of Information. Parikh and his research group have significant experience designing, implementing and deploying information systems supporting education and community development across the Bay Area, and internationally. He also actively advises several startup companies that have resulted from his research and teaching. Parikh will oversee all project management, research, development and implementation activities.

Co-PI, Site Director: Nicole Lim, California Indian Museum and Cultural Center – Nicole Lim, J.D., has worked for CIMCC since its inception and was promoted to Executive Director in 2007. Lim is an educator and skilled curriculum and course developer with experience in classroom-based and distance education for Native youth and adults. She develops all of CIMCC’s exhibit and educational programs and has successfully implemented dozens of regional and statewide projects for CIMCC. Lim’s education experience extends to higher education and includes teaching undergraduate courses on U.S. Law and American Indians at San Francisco State University, serving as an assistant professor of Ethnic Studies, Native American program at Sacramento State University, and lecturing on Native American studies at Sonoma State University and the University of California at Berkeley. She is a member of the Pinoleville Band of Pomo Indians. Lim will supervise project management, development and implementation activities at the CIMCC site.

Co-PI, Site Director: Jennifer Sowerwine, UC Berkeley – Jennifer Sowerwine is a cooperative extension specialist in the Department of Environmental Science, Policy and Management at UC Berkeley. She is a founding member of the Karuk-UCB Collaborative and Principal Investigator on the 5-year USDA-NIFA-AFRI grant titled, “Enhancing Tribal Health and Food Security in the Klamath Basin of Oregon and California by Building a Sustainable Regional Food System” (2012-2017). Her work aims to engage diverse stakeholders across the spectrum of the food system through participatory and collaborative research methodologies to examine and co-create solutions to achieve equitable and sustainable food systems. She has extensive experience in collaborative design, implementation and management of multi-disciplinary projects with diverse stakeholders in cross-cultural settings. Sowerwine will supervise project management, research, development and implementation activities at the Karuk site.

Project Team

KPC Project Activities Coordinator: The current Library/Computer Center Coordinator has focused her career on education, art and technology in the Native American community. As a respected mother and leader, she served on the Site Council for the

Orleans Elementary School for ten years, organized and facilitated school events and a wide variety of economic development trainings and workshops for the community. Jobs have included grant writing, Karuk Youth Advisor, tribal student services, substitute teacher at schools located in Tribal Territories, desktop publishing, videography, program administration, event coordination, and organizational development. As a Karuk Tribal Member, she has a combined over 20 years' work experience with Tribal Youth. As this position is currently unfunded, the Project Activities Coordinator position for this grant will be posted for employee opportunity as per the Tribe's competitive hiring practices.

KPC Project Administrative Coordinator: Lisa Hillman, Karuk Tribe Food Security Coordinator, has centered her 24 year's career around in grant management, writing and reporting, education and curriculum development, public speaking, and foreign languages. Currently the Coordinator for the Karuk Tribe's portion of the UC Berkeley's USDA Food Security Grant, she is a regular contributing writer for local newspapers and tribal publications and has demonstrated her ability to successfully complete a variety of projects, working under deadlines, with culturally diverse groups. A regular volunteer for the Panamnik Computer Center and Library, member of the People's Center Advisory Committee, she holds a master's degree in Education and is an active Karuk Tribal Member and mother of six children.

KPC Program Advisory Committee:

Lillian Rentz, Karuk Tribal Elder and retired school librarian
Grant Gilkison, Tribal Youth Advisor for Mid-Klamath Watershed Council (Yurok and Karuk)

Travis King, young Karuk Tribal Member versed in modern technology

Angela McLaughlin, Karuk Tribal Member, college undergraduate versed in modern technology

Project Management Plan

The project will be directed by the Principal Investigator, Tapan Parikh, with the assistance of a post-doctoral researcher. Each of the two sites will have one Site Director and one STEM educator who will lead the data science program. The STEM educator will report at least once/week to the Site Director, who will report at least once/month to the PI and post-doctoral researcher. Two graduate student researchers will collect data at the two sites, supervised by the post-doctoral researcher and the PI. Effective coordination will be facilitated by project team conference calls (at least once/month) and an annual weeklong training that brings together the entire project team. Each site will have a Community Advisory Board that will meet every six months and provide regular input and feedback to the project team. In preparation for these meetings, the Site Director will provide Community Advisory Board members with a written report by email. In addition to these formal reporting mechanisms, frequent communication will be maintained among the members of the project team, including laterally across the project sites.

References Cited

American Indians in Engineering, 2012. *NACME Research and Policy*. National Action Council on Minorities in Engineering, Inc. 2 (2).

IKPÁKYAV - SUCCEED! KARUK NSF AISL SUBAWARD - DRAFT October 16, 2014										
Category	Name	FTE	Rate	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Total	Notes/Questions
A. PERSONNEL										
Project Activities Coordinator	TBD	.40 FTE (832 hrs)	\$26/hr	21632	21632	22281	22281	22949	\$ 110,775	Karen Derry will oversee implementation.
Project Coordinator	Lisa Hillman	.05FTE (104 hrs)	\$23/hr	2392	2392	2464	2464	2538	\$ 12,250	Lisa Hillman will carry out reporting functions.
Project Activity Assistant	TBD	.25FTE (520 hrs)	\$13/hr			6760	6760	6760	\$ 20,280	Add 1 youth participant as a peer instructor Yrs 3-5
Total Salaries and Wages				24024	24024	31505	31505	32247	\$ 143,305	Assumes 3% increase every 2 yrs
B. FRINGE										
Total Fringe			20%	4,804.8	4,804.8	6,301.0	6,301.0	6,449.4	28,661.0	
C. PARTICIPANT SUPPORT COSTS										
Chrome books	\$200 x 10			2000	400	600	400	400		Assumes slight increase in participants
Tablets/mobile devices	\$200 x 10			2000	400	600	400	400		Assumes some damage to devices
Water quality testing kits	\$10 x 20			200						Assumes 1 chrome book or 1 tablet/youth
Mobile scanner	\$300 x 1			300						For developing a water quality map
Mobile printer	\$300 x 1			300						
Projector	\$300 x 1			300						
Server	\$2400 x 1			2400						
Activity materials	\$25x 20			500	500	625	650	675		
Field trip to UCB for youth symposium										
Mileage	714 mi/RT x .56 x 3 vehicles				1,200			1,200		Assumes 27 youth in year 5
Lodging	2 nights hotel x 20 youth and 3 adults (13 rooms at \$180/ea)			4,680				5,760		4 vehicles in year 5
Per Diem	\$50/day x 3days x 20 youth and 3 adults			3,450				4,050		16 rooms in year 5
Local travel for food assessment, cultural heritage & other mapping projects										
Mileage	1500 mi x .56 x 3 vehicles			2,520	2,520	2,520	2,520	2,520		
Travel to state conference in Southern California										
Airfare	\$600 x 2 youth + 1 adult					1,800	1,800			
Lodging	\$150 x 2 rooms x 3 nights					900	900			
Per Diem	\$75/day x 3 days x 3					675	675			
Total Participant Support				10,520	13,150	7,720	7,345	15,005	\$ 53,740	
D. DOMESTIC TRAVEL										
Staff travel to Annual Curriculum Development Meeting										
Mileage to summer training at UCB	714 mi/RT x .56			400		400		400		Assumes 3 trainers + 2 advisors yrs 3-5
Lodging for summer training at UCB	\$180 x 5 nights x 2 trainers + 2 advisors			3600		4500		4500		
Per Diem for summer training at UCB	\$50 x 6 days x 2 trainers + 2 advisors			1200		1500		1500		
Mileage to summer training at CIMCC	592 mi/RT x .56				332		332			
Lodging for summer training at CIMCC	\$180 x 5 nights x 2 trainers + 2 advisors				3600		4500			
Per Diem for summer training at CIMCC	\$50 x 6 days x 2 trainers + 2 advisors				1200		1500			
Total Domestic Travel				5,200	5,132	6,400	6,332	6,400	\$ 29,464	
E. OTHER COSTS										
Youth incentives	\$200 x 20/yr			4000	4000	5000	5200	5400		Assumes slight increase in participation
Community Advisory Committee Stipends	\$100/meeting x 4 meetings			2000	2000	2000	2000	2000		As reimbursement for time and travel
Outreach materials				500	500	500	500	500		
Total Other Costs				6,500	6,500	7,500	7,700	7,900	\$ 36,100	
E. TOTAL DIRECT COSTS										
				51,049	53,611	59,426	59,183	68,001	\$ 291,270	
F. TOTAL INDIRECT COSTS										
				12012	12012	15752.5	15752.5	16123.5	\$ 71,653	50% IDC rate applied to personnel only
G. TOTAL DIRECT AND INDIRECT COSTS										
				\$ 63,061	\$ 65,623	\$ 75,179	\$ 74,936	\$ 84,125	\$ 362,923	

Karuk Tribal Council Report

Susan Corum

Mainstem Water Quality Coordinator

October 15, 2014

Participated in the following meetings/processes:

- Attended Regional Water Board (NCRWQCB) meeting in Yreka and gave testimony for marijuana policy water quality monitoring and Scott/Shasta TMDL implementation direction.
- Field trip with fisheries and consultants to Scott River to discuss EDT fish production model and restoration activities.
- Field trip with USFS and NCRWQCB staff to Happy Camp fire to look at fire suppression clean-up efforts and potential water quality concerns.
- Field trip with BOR to show new Klamath Falls Area Director Tribal projects and natural resource concerns.
- Meeting with NCRWQCB member to discuss upcoming restructuring and direction.
- Review salvage logging EIS from USFS.
- DNR Coordinator meeting
- KBMP (Klamath Water Quality) steering committee conference calls
- FASTA (Klamath flows) conference calls
- KHFAT (fish health updates) conference calls
- USGS Water Quality webinar on real-time nutrient probes

Reports

- Council Report
- Toxic algae update memos

Action Items

- Procurement for new water quality database
- RFP for Scott/Shasta Coordinator
- RFP for Aquatic Ecosystems (nutrient/algae consultant)
- RFP for Kier and Associates (nutrient dynamic/IMIC consultant)

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.
- Deployed long-term samplers (1 month at a time) in tributaries to look at pot grow-related rodenticides.
- Downsizing crew at the end of October for the winter as field season winds down.

WATERSHED RESTORATION PROGRAM: OCTOBER, 2014

Watershed Program Activities

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

- 1) Participated in two separate Suction Dredge Mining Settlement Meetings in San Bernardino
- 2) Participated in NCRP Tribal Conference Call
- 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 12N44 in the Camp Creek watershed.
- 5) Work w/ NRCS and BIA regarding EQUIP Proposal
- 6) Attended DNR Staff Coordination meeting
- 7) Attended meeting between DNR and Bureau of Reclamation Klamath Office
- 8) Attended North Coast Resource Partnership Meeting in Fortuna
- 9) Preliminary stages of formulating a Marijuana Plantation Remediation Response Team.
- 10) Coordinating with Emergency Response Coordinator for Hazardous Waste Training for Watershed Restoration Crew in relation to Item #9
- 11) Requesting assistance for 2-3 Watershed Restoration Crew members to obtain Class A License.
- 12) Research ability and requirements for 1 Watershed Restoration Crew Member to obtain Contractor License.
- 13) Completed necessary Fire Training online course work (Basic 32).
- 14) Coordinating with Karuk FMO and Emergency Response Coordinator to attend Resource Advisor Training

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

Earl Crosby
Watershed Restoration Coordinator

ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane 2014

- NO ACTION ITEMS

EPA PPG

- Meeting the PPG Grant Program Objectives
- Meeting the GAP Grant Program Objectives
- Process invoices from consultants
- Prepare contracts/documents for Council review/approval
- Review monthly fiscal documentation, prepare and distribute budget summary reports for Natural Resources staff
- Create requests for proposals (RFP)
- Develop, modify and process contracts
- Continuous updating and modification of project status spreadsheet
- Develop, modify and process agreements
- PAN (Personnel Action Notice) wage and billing code adjustments
- Prepare resolutions and process proposals for Council approval
- Assist all coordinators with budget management activities
- Meet with coordinators for project/budget review

Yootva,

If any questions or comments, please contact Carlotta Whitecrane cwhitecrane@karuk.us,
or 530-627-3446 x 3014

Karuk Tribal Council Report

S. Craig Tucker, Ph.D.
Natural Resources Policy Advocate

October 15, 2014

Updates

- **Hiring additional Consultants**
- **Organizing Groundwater Meeting**
- **Presentation at Regional Water Board Meeting**
- **Presentations at Tribal EPA Conference**

Action Items

- **Approve sole source contract for Fiori Geological Sciences**
- **Approve sole source contract for Environmental Law Foundation**
- **Approve sole source contract for Ross Taylor and Associates**

Hiring additional Consultants

For the past several weeks I have been working to develop contracts and procure the necessary approvals from fiscal to hire three new consultants. The details of the work and the justification for using the sole source procurement policies are included in your packets.

These consultants are tasked with helping us achieve the following:

Scott River Restoration Plan Development - Fiori Geological Sciences would provide expertise on the geomorphological processes and characteristics of the Scott River which will help Biostream Sciences (Larry Lestelle) develop a more powerful and accurate fish habitat model. This will be a small contract (\$5,000) and will allow Larry Lestelle to work with Fiori to better understand some key physical features of the Scott.

A Better Understanding of the Scott River Adjudication – Environmental Law Foundation (ELF) will be tasked with providing a detailed legal review of the Scott Adjudication and explore options for re-opening the adjudication.

Documenting Impacts of Marble Mountain Ranch Diversions to coho habitat on Stanshaw Creek – For over a decade, the Tribe and local watershed groups have pressured owners of Marble Mountain Ranch to limit diversions from Stanshaw Creek. Currently, they divert almost the whole creek year round and then return flows feed to Irving Creek. If they would only return the water to the same creek they got it from, this problem would likely be eliminated altogether.

There is currently a debate before the state water board as to the nature and volume of water Marble Mountain Ranch is legally entitled to. We now are in the process of determining if the diversion could be argued to result in the illegal killing of ESA protected coho. This expert report by Ross Taylor and Associates will evaluate this issue and make flow recommendations.

Organizing Groundwater Meeting

We will host agencies and other interested parties for a report out on the latest findings by our Scott Groundwater Modeler. We hope that by sharing information we can develop a better understanding of how

groundwater pumping affects stream flow and convince irrigators to develop a sustainable groundwater management plan.

Presentation at Regional Water Board Meeting

I attended the Regional Water Board hearing in Yreka last week to present on our efforts, along with other Tribes and agencies, to convince the Bureau and PacifiCorp to increase flows in response to disease outbreaks.

Presentations at Tribal EPA Conference

I will present on two panels at the Tribal EPA conference October 16 and 17 in Sacramento. One panel is about restoring instream flows, the other on dam removal.

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: S. Craig Tucker

Date: October 13, 2014

Dept/Program: DNR

Funding Source: 2130-79

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 Sole Source Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)

Company Name	Date	Price	Contact/Phone	Indian Y/N


Name of Selected Vendor: Ross Taylor and Associates

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

Comments: See attached memo for justification

** REQUIRED SIGNATURES **

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


Requestor

10/13/14
Date

**Chief Financial Officer

Date

**Director, Administrative Programs & Compliance

Date

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

Date

Other

Date

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REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: Contract Karuk Tribe Number Assigned: 15-C-003
 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: S. Craig Tucker Date: October 14, 2014

Department/Program: DNR

Name of Contractor or Parties: Ross Taylor and Assoc

Effective Dates (From/To): October 23, 2014 December 1, 2015

Amount of Original: \$10,000

Amount of Modification: _____

Total Amount: \$10,000

Funding Source: 2130-79

Special Conditions/Terms:

Sole Source

Brief Description of Purpose:

Coho habitat report for Stanshaw Creek.

** REQUIRED SIGNATURES **

S. Craig Tucker
Requestor

10/13/14
Date

**Chief Financial Officer Date

**Director, Administrative Programs & Compliance Date

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

Other _____ Date



Administrative Office

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

AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES

Contract Number: 15-C-003

This Agreement, dated as of October 23, 2014 is between the Karuk Tribe (hereinafter “the TRIBE”) and Ross Taylor and Associates (hereinafter “INDEPENDENT CONTRACTOR”), who agree as follows:

1. **Description of Services:** The Tribe hereby retains Independent Contractor to provide the services described in the attached *Description of Independent Contractor Services and Activities*.
2. **Duration:** The term of this Agreement shall be from October 23, 2014 to December 1, 2015.
3. **Compensation:** Independent Contractor will be compensated as provided in the attached *Description of Independent Contractor Services and Activities*, not to exceed \$10,000. All invoices must be submitted no later than thirty (30) days past the end date of this Agreement as stated in Clause 2 above. The Klamath Coordinator and/or Authorized Designee shall be responsible for overseeing this Agreement and approving invoices for payment.
4. **Claims for Compensation:** Independent Contractor agrees that he/she shall not be entitled to and shall not claim compensation for services performed under this Agreement from another federally funded source of compensation for the same work performed, same working hour(s) or same working day(s). It is further agreed by the Independent Contractor that any claim for compensation submitted in violation of this clause shall, if paid, be recoverable by the Tribe.
5. **Warranty, Indemnity and Hold Harmless:** Independent Contractor warrants and represents that it has every legal right to enter into the Agreement and to perform in accordance with its terms and that it is not and will not become a party to any Agreement with anyone else which would be in violation of the rights granted to the Tribe hereunder. Independent Contractor will indemnify and hold the Tribe harmless from and against any losses, damages and liabilities, including reasonable attorney’s fees for Independent Contractor’s negligent performance or unexcused failure to perform services under this agreement. The Tribe makes no warranty, indemnity or hold harmless agreement.
6. **Independent Contractor Status:** It is understood and agreed between the parties that the Tribe shall not be obligated to withhold any federal, state or local taxes from fees paid to the Independent Contractor, nor shall the Tribe have any liability for such withholding. Further, any required public liability, public damage and/or Worker’s Compensation Insurances shall be the sole responsibility of the Independent Contractor.

7. **Confidential Information**: Independent Contractor will not disclose directly or indirectly to or use for the benefit of any third party any secret or confidential information, knowledge or data acquired by virtue of its relationship with the Tribe without the prior written approval of the Tribe. It is understood and agreed by the parties that the obligations of this paragraph shall survive the expiration or termination of the Agreement.
8. **Non-Assignability**: This Agreement may not be assigned or transferred by either party without the prior written approval of the other party.
9. **Authority**: Independent Contractor's authority to act under this Agreement can be suspended upon written or verbal notice by the Tribal Chairman of the Tribe or his/her designee. If verbal notice is given, it shall be confirmed in writing within five (5) working days.
10. **Termination**: This Agreement may be terminated at any time, with or without cause, by either party, upon notice in writing. Any such termination shall be effective immediately. Independent Contractor shall invoice the Tribe within thirty (30) days of agreement termination for satisfactory work performed up to termination date.
11. **Complete Agreement**: This Agreement constitutes the entire agreement between the parties, and no amendment or modification hereof shall be effective unless reduced to writing and signed by both parties.
12. **Severability**: Should any provision of this Agreement be held invalid or unenforceable, such a holding shall not affect the validity or enforceability of any other provision thereof.
13. **Copyrights**: All original materials, written, photographed, recorded or otherwise collected or produced by the Independent Contractor pursuant to this Agreement are instruments of Professional Services, and shall be the sole property of Tribe.
14. **Expertise Certification**: The Independent Contractor assures the Tribe that they and all their approved sub-contractors possess the expertise, and resources necessary for satisfactory completion of the activities described in the *Description of Independent Contractor Services and Activities*.
15. **Certification Regarding Debarment, Suspension and Related Matters**: The Independent Contractor hereby certifies to the best of their knowledge that it or any of its officers or contractors or sub-contractors:
 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any Federal department or agency;
 2. Have not within a three (3) year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or agreement under a public transaction; violation of federal or state

antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification; and
4. Have not within a three (3) year period preceding this Agreement had one or more public (Federal, State or local) transactions terminated for cause or default.

16. **Applicable Law:** This Agreement shall be governed by the laws of the United States of America and by Karuk Tribal law. In the absence of Federal or Tribal law, relevant laws of the State of California shall be applicable. Independent Contractor is required to comply with Office of Management and Budget Circular A-102 and is responsible for understanding and compliance with applicable grant administration requirements as set forth in the Federal agency codifications of the grants management common rule. This provision is not intended to waive the Tribe's sovereign immunity status or submit the Tribe to any jurisdiction inconsistent with such status.

17. **Indian Preference:** This Contract shall be executed in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), based on funding source requirements.

18. **Tribal Employment Rights Ordinance (TERO):** Independent Contractor acknowledges that a two percent (2%) TERO fee will be imposed on the gross value of any contract initiated within the interior/exterior boundaries of the Karuk Ancestral Territory, provided that the total contract or annual gross revenues meet or exceed \$2,500.00.

19. **Sovereign Immunity:** Nothing in this Agreement shall be construed or interpreted to relinquish the sovereign immunity of the Tribe.

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

INDEPENDENT CONTRACTOR

Ross Taylor and Associates
1254 Quail Run Court
McKinleyville, CA 95519
(707)-839-5022
TIN: 142-66-8718

KARUK TRIBE

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

Signature and Date

Signature and Date

Description of Independent Contractor Services and Activities (Scope of Work)

See attached

**2014 HOURLY RATE SCHEDULE AND SCOPE-OF-WORK FOR ROSS TAYLOR AND ASSOCIATES
(RTA) PROVIDING FISHERIES CONSULTING SERVICES TO THE KARUK TRIBE – STANSHAW
CREEK HABITAT AND FLOW ASSESSMENT**

RTA has been providing a wide range of fisheries services in California since 1998 to private, city, county, state and federal entities. Ross N. Taylor, owner of RTA, is an American Fisheries Society Certified Fisheries Professional (#3438). RTA has been a leader in fish passage assessment projects at road crossings throughout the state. As high-priority migration barriers at road crossings have been treated, RTA has conducted other activities associated with these projects; including assistance with permit writing, pre-and-post project monitoring and fish relocation services. Please check the RTA website at www.rosstaylorandassociates.com for more information regarding services such as technical writing, biological and habitat assessments, and workshops and training seminars.

PERSONNEL RATES:

Consultant and principal investigator: \$100.00/hour.
Employee - field work, data entry and analysis: \$60.00/hour.

Note:

1. Employee rates cover all employee payroll taxes, insurance, and benefits.
2. Employee overtime = 1.5 times hourly rate and is applied during field days to all hours exceeding eight hours/day. Employee office time will be limited to no more than eight hours per day.

OPERATING EXPENSES:

Equipment Rental: \$225.00/day for electrofishing or survey (total station) equipment.

Lodging and Per Diem: GSA rates apply for specific project location.

Mileage: Current Federal rates apply (0.56/mile as of April 2014).

Administrative Overhead: 10% of billing sub-total to cover expenses such as: phone, liability insurance, office rent, office expenses, utilities, book-keeping, etc.

Ross Taylor and Associates
1254 Quail Run Court
McKinleyville, CA 95519
(707)-839-5022
rossntaylor@sbcglobal.net

TASK DESCRIPTIONS

The Karuk Tribe has requested that RTA conduct a field-based habitat assessment of Stanshaw Creek, specifically to determine the suitability of habitat for coho salmon, as well as instream requirements for salmonids. RTA would also produce a brief technical report describing the field methodology and results. This report would also incorporate previously collected habitat or fisheries data available from USFS, CDFW, MKWC and/or the Karuk Tribe.

TASK #1 – FIELD ASSESSMENT

RTA proposes to conduct a one-day survey of Stanshaw Creek, focused on approximately the lower 4,500 – 5,000 feet of channel. Although a full-blown habitat typing assessment is beyond the scope of this initial assessment, RTA would measure and record the following habitat metrics: wetted channel widths, active channel widths, pool frequency, pool type, maximum pool depths, and pool cover. RTA would also observe and take notes regarding: presence of potential migration barriers to adult and juvenile salmonids, quality of potential instream rearing and spawning habitat, and riparian cover.

Time and Cost Estimate for Task #1

1. Drive from RTA Office in McKinleyville to Stanshaw Creek and return: 4.0 hours (consultant).
2. Conduct field survey: 8.0 hours (consultant).

Expenses for Task #1:

1. Mileage: 180 miles (round-trip) x 0.56/mile = \$100.80

Task #1 Total Cost:

1. Consultant: 12.0 hours x \$100/hour = \$1,200.00
2. Expenses: \$100.80
3. Sub-total: \$1,300.80
4. Administrative Overhead: \$130.08
5. Total Cost for field assessment = **\$1,430.88**

TASK #2 –REPORT PREPARATION

RTA will prepare a report that will describe the field methods employed and the results of the Stanshaw Creek habitat assessment. As previously mentioned, this report will incorporate previously collected habitat or fisheries data available from USFS, CDFW, MKWC and/or the Karuk Tribe. This report will also include a concise literature review of the instream habitat and streamflow requirements of coho salmon.

Time and Cost Estimate for Task #2

1. Preparation of report: 25.0 hours (consultant).

Task #2 Total Cost:

1. Consultant: 25.0 hours x \$100/hour = \$2,500.00
2. Administrative Overhead: \$250.00
3. Task #2 Total Cost = **\$2,750.00**

TOTAL RTA COST = **\$4,180.88**

ADDITIONAL TASKS

Ross Taylor is available for additional consultation regarding Stanshaw Creek (as directed by the Karuk Tribe) at the hourly rate of \$100/hour plus 10% administrative overhead.

Karuk Department of Tribal Lands Management

October 23, 2014 Council Report

Scott Quinn – Director

LAND

1. Reviewed and had Chairman sign two KTHA Environmental Review Records.
2. Assisted a couple tribal members in obtaining their IIM Account #'s for the Cobell Settlement.
3. Reviewed Sanders Property Request and received Council approval.
4. Process Yreka White Mountain Estates Rentals and requested park manager fix vacant units for rental and initiate an eviction.
5. On 9/30/14 I met with Chairman Attebery and a tribal member and advised her on the status of her property in Hoopa and county subdivision process.
6. Drafted maps of Tishaniik for Gary Risling at DNR for property locations in preparation for a controlled burn.
7. Processed multiple tribal property tax bills and forwarded them to Jamie Orge in Finance for payment. I submitted a Tax Assessment Appeal for the Yreka Clinic. I have also been working with the Title Company to get docs necessary to finalize the Fee to Trust for this parcel.
8. I've been working with KTHA and Jaclyn Goodwin to review a Conveyance & relinquishment/Assignment Agreement. I also reviewed the Yreka Housing Residential Master Lease and Sublease Agreements.
9. On October 1, 2014 I attended a KRAB Meeting in Orleans and converted some data Jaclyn provided to be used with Google Earth.
10. On 10/15/2014 I met with the BIA in Orleans to Update the Phase 1 report for the Community Center to finalize the Fee to trust for that parcel.
11. Looking into recording a Quit Claim for the Log House Property.

GAMING

1. I have been participating on weekly conference calls with the casino development team.
2. I have been working with our traffic engineer to run an additional model in our Traffic Impact Report. The Council approved an amendment to their contract.
3. I have been working with our environmental consultant to draft language to address the City's concerns regarding stormwater runoff.
4. On 10/14/2014 I met with our engineering consultant and the City of Yreka to discuss design for off-site improvements.

APPROVALS

CONSTRUCTION MANAGER

DAILY LOG

From 9-18-14 to 10-15-14

9-18-14 Invoice paperwork. Crew schedule Write scope of work for Contract. Haul Wood Mizer parts to auto shop. Write Council report. Work with service tech from Suburban Propane to re-connect gas line to tank behind Modular office.

9-19-14 Invoice paperwork. Staff meeting, updates on past weeks work and scheduling for current projects. Plan logistics to haul water with two trucks to Weed for Boles Fire relief at Council request. Request canceled later.

9-22-14 Order supplies. Work with Quadel Ind. On water tank shipment. Trouble with delivery truck. Call Transportation, respond to request to use lift truck. Talk to Tom F. about hauling wo full pallets back from Hoopa with water saver kits.

9-23-14 Crew schedule. Explain insurance meeting. Work with Quadel again for first shipment of water tanks. Order ballasts for lights in admin. Work with Bob and Nate on 1st tank setting.

9-24-14 Crew schedule. Send two crew to Hoopa to haul back water saver kits for Tom. Two crew continue to work on drought relief water tanks. Work with Quadel again for second load of tanks. Talk to mechanic about winterizing vehicles. Help Sam with lock to Medical entrance.

9-25-14 Work with crew to get scissor lift from ranch to High School. Invoice papperwork, drought tank paperwork for second load. Sand on TANF table.

9-26-14 Holiday

9-29-14 Crew schedules. Get Sam to help Rachel haul water saver kits back to Hoopa and bring back the right ones. Measure poly tanks for base displacement. Talk with Tam for starting procedure for temporary worker in Orleans. Sand more on TANF table.

9-30-14 Orleans, ferry #04 down for temporary worker to use. See Michael about staff issue. Phone conference with I.H.S. in Redding about two different projects.

10-1-14 Sick Leave

10-2-14 Yreka to check on Katishraam project. Digging test holes for rock quality for compaction testing. Nick Super is monitoring. Cut for grade with D-6

- 10-3-14 Office paperwork crew schedules updates and planning for water tank projects.
- 10-6-14 Yreka, Katishraam project, cut to subgrade, back fill and roll compact. Monitor sick find temporary replacement.
- 10-7-14 Invoice paperwork. Dr.'s appointment. Haul supplies to auto shop. Put first coat of finish on underside of TANF table.
- 10-8-14 Yreka, Katishramm project. Dozer cutting north bank, spreading backfill and prepping for roller compaction. ISSUES-some question of survey placement, came up with a couple of options and wait for Housing to decide. Also question of where to place temporary power pole, questions of cost and time used order parts by PP&L.
- 10-9-14 Orleans to check on parking lot project paving. Put second coat of finish on underside of TANF table. See Mike about utility trailer repairs and upgrades.
- 10-10-14 Office paperwork. Payroll. Work with Sam on door handle lock. Start sanding table top.
- 10-13-14 Yreka, Katishraam project. Excavator cut north bank. Discuss schedule with site work sub. Spread material with D-6 and roll compact.
- 10-14-14 Staff meeting, crew schedules. Locate and order supplies. Invoice paperwork. Sawmill back together and running test run some pine 1". Check on mechanics progress. Work more on table
- 10-15-14 Yreka, Katishraam project. Raining today, ground soft, park machines until drier. Do hand work, erosion barriers and drains. First laborer through TERO hired today.

**HUMAN RESOURCES
TRIBAL COUNCIL STAFF REPORT**

Council Meeting: October 23, 2014

Submitted By: James Phelps, Human Resources

Report Date: October 16, 2014

Interviews Held/Results:			
Orleans	Administrative Operations Manager	Hired: Donalene Griffith	Yurok
Orleans	Fisheries Technician	Hired: Clayton Tuttle	Hoopa
Happy Camp	Fisheries Technician	Hired: Ducayne Arwood	Karuk
Happy Camp	Clerical Assistant	Hired: Lulu Alexander	Karuk
Yreka	Tutor (KTHA)	Hired: Elaine Randolph	Karuk

Interviews Pending:			
None			

Vacancies:			
Orleans	THPO/Archaeologist	Closing Date	10/21/2014
Orleans	Temporary Custodian	Open Until Filled	
Happy Camp	Chief Financial Officer (KTHA)	Open Until Filled	
Happy Camp	Sales Clerk (People's Center)	Open Until Filled	
Yreka	Certified AOD Counselor	Open Until Filled	
Yreka	Chief Executive Officer (Health)	Open Until Filled	
Yreka	Dental Director	Open Until Filled	
Yreka	Clinic Dentist	Open Until Filled	

We currently post our jobs on Monster.com, Craigslist.com, Nativehire.org, and other Online Websites. Jobs are also posted with Siskiyou Daily News and the Redding Record Searchlight, Medford Mail Tribune, and the Chico Enterprise Record.

HR Projects & Activities:

1. Karuk Tribe Newsletter – The Fall Edition was mailed to the membership on October 15, 2014.

Closed Session Items

1. HR is requesting to be placed on the Closed Session Agenda.

Proposals Initiated/Under Consideration:

Institute of Museum and Library Services- Museum Services Grant- These grants are intended to provide opportunities to sustain heritage, culture, and knowledge through strengthened activities in areas such as exhibitions, educational services and programming, professional development, and collections stewardship.

The proposed project seeks \$50,000 for one year to foster intergenerational relationships through mentorship with youth and Elders through the digitization and documentation of stories, photographs and other cultural items. This will be accomplished by displaying collections of tribal elders and the development of a light room that will be made accessible to the community, teaching personal archiving to community members to help them preserve their Tribal treasures.

Deadline: December 1, 2014

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. National Park Service- U.S. Department of the Interior- NAGPRA-

Consultation /Documentation Grants- \$5,000 - \$90,000

NAGPRA grants fund visits to Museums to consult with museums regarding human remains and cultural items of interest to their tribe or organization and determine items for which they desire to make a claim and consult on repatriation/disposition.

Repatriation Grants- \$15,000

NAGPRA grants fund-Transportation of Native American human remains and/or cultural items to the Indian tribe or Native Hawaiian organization. Hazardous substance testing, documentation and decontamination of Native American human remains or cultural items

Grant writer is working with the Peoples Center Advisory Committee to identify a project. Letters have been sent the Heard Museum and Peabody Museum as a first step to request an inventory list.

Deadline: March 11, 2015

Oct. 16, 2014 Council Report

Oct 16, 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 received the readers' comments from FEMA:

Reviewer Feedback

During the FY 2014 THSGP peer review process, reviewers provided feedback on each application. The feedback is collected and meant to serve as a constructive tool, which may include strengths and areas of improvement that you may use to develop future applications. Feedback represents the opinions of the panel of reviewers. FEMA did not provide input into the scoring or feedback of the application.

ATTACHMENT A - Peer Review Scores and Feedback Karuk Tribe

No.	Investment Name	Individual Investment Score	Approved for Funding by FEMA
1	Emergency Security Equipment	46.67	No
2	Disaster Preparedness IT Equipment	47.78	No
3	Planning (THIRA)	56.67	No

During the review process, peer reviewers were asked to provide feedback for each Investment Justification. The Feedback provided represents the opinions of the peer review panel that reviewed the Investment(s). FEMA did not provide input into the scoring or feedback of the application.

Strengths:

- Ø Inv#1-Information was clear but needed to be in the proper categories, meets NPG.
- Ø Inv#1-Budget narrative clearly stated purchases needed.
- Ø Inv#1-Identified need for surveillance and linked to THIRA & preparedness goals.
- Ø Inv#2-Information scattered throughout the form but did get the gist of the request and seems to cover connection to preparedness goals.
- Ø Inv#2-Clearly demonstrated capability gaps and tied them to outcomes.
- Ø Narratives for all investments were clear and included vital information.

Areas of Improvement:

- Ø Inv#1-LEPTA not met.
- Ø Inv#2- No itemized costs stated, however explanation is there
- Ø Inv#2- LEPTA is not met.
- Ø Do not tie the investments too tightly to be sure one can stand on its own if all are not funded

At least 25% of the funds need to be linked to LEPTA which stands for Law Enforcement Terrorism Prevention Activities. We felt that all three investment met this requirements.

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

We received a notice that our application was not accepted because the “Narrative” was not included in the application. Since I was out on sick leave Sammi reviewed the application and found that the narrative was there, it was just attached in a different location then they expected it to be. Sammi and Buster contacted the ICDBG (HUD) contacts and asked for a review. HUD has agreed to review and score the application and if it scores over 83 pts we would be awarded the 2014 in 2015 and still be eligible to apply for 2015 funds.

National Science Foundation DEL was submitted prior to the Deadline October 6 date,

Leadership Siskiyou County Grant - I have started working on a Leadership Siskiyou County grant for \$1000, for the Karuk Youth Sports and Recreation Program to sponsor a 2-day Sports Clinic. I have completed a draft Narrative and cover letter and when it is complete will start it through our Internal Review Process.

Continue to Looking into Funding specifically for Youth Sports/Recreation, People Center, Computer Center and Emergency Preparedness.

Action Items:

Approval of Research Protocol with Agreement—The Department of Natural Resources as well as the Karuk Resources Advisory Board has identified a major need for a way to protect Tribal Knowledge and Property rights when dealing with Researchers and others who want to work with the Tribe. This document can be used in all departments such as for the Language Program and the partnership with UC Berkeley, or the Health Program and the partnership with the University of Illinois. It is a huge step forward for the Tribe and protecting our rights. As we begin using the document we may need to modify or we may find it doesn't work for a particular program and we can develop those amendments and additional documents as needed. Lisa Hillman did the majority of work on this document and also solicited some help from Dr. Jane Anderson of New York University who has done similar work for Indigenous Peoples around the world. We are very grateful for her assistance and feedback on this document.

We hope to have a Cal Trans Planning Grant (**Resolution 14-R-111**) approved as well. This grant would help plan a visitor and community friendly downtown Orleans which may include improved transportation, public facilities, and a visitor center. It is due October 31st, 2014. There is a small team of staff working on the project. I will send the information as it comes together, this may need a phone vote.

Monthly Updates:

I have developed an unofficial list of Tribal Policies, Ordinances, and Procedures. I would like to reach out to all staff to make sure I have the most current version of their documents and also make sure we have the executed version in my files.

I need to follow up with the Building Trades on scheduling a sign-up session for Tribal Members and other Yreka residents to join the Union of their choice to participate in the Casino Construction Project.

We have sent an official response back to Siskiyou County regarding the Intergovernmental Agreement. There are still some major differences between us and Siskiyou County on what is fair compensation for actual mitigation. Hopefully we will hear back from them in the next few days.

I assisted a Tribal Family in getting approval from the hospital to take home placenta from a child birth.

October 1st through October 6th I participated in the Prescribed Fire Training Exchange that was based in Orleans this year. I learned a great deal about the positive impacts of prescribed fire, and also the importance of doing more burning before the heavy rain arrives. You'd be surprised that some areas didn't burn very well at all because of the conditions when we tried to burn. I am looking forward to being able to assist on some Cultural Burns in the future. This is a major step forward to bringing ceremonial as well as traditional fire regimes back to Karuk Aboriginal Territory. Thank you so much to Bill Tripp, Will Harling, and all of the others who have worked so hard in this planning process to make this a reality.

Sheriff Lopey has asked that I participate in the stakeholder team for the Edward Byrne Memorial Justice Assistance Grant. They will be scheduling a meeting soon and I will share that with Tribal Council and staff in case they want to attend as well or provide me with some input that I can share at the meeting.

There is an annual California Association of Tribal Governments Meeting in Sacramento on November 13th-14th. I would like myself and a Council Member to attend this meeting as we were one of the founding agencies of this group and continue to coordinate the budget for this organization.

On November 12th we will have our Bi-Annual Forest Service Summit Meeting in Happy Camp. I have been soliciting agenda items, so please share those with me if you have any areas of topics of concern you think need to be addressed with the Forest Supervisor for the Klamath and Six Rivers National Forest.

THPO

There is currently a Cultural Monitor assigned to the Katishraam Wellness Center Construction Project in Yreka. We do have a shortage of Cultural Monitors in Yreka so hopefully we will get some new people trained at our upcoming monitor training. I would also like to consider holding a class in Yreka.

I continue communicating with the Humboldt State Cultural Resource team regarding the Inaam National Register Nomination. It sounds like they will be able to proceed with the nomination with some work-around.

I set up a meeting with the Forest Service regarding the Siskiyou Telephone Fiber Optic Project. We are currently reviewing the cultural resources report draft and will be working with the Forest Service to be sure appropriate measures are taken to protect Tribal Cultural Resources.

Thank you for approving the Job Description for the new position of Archaeologist/Tribal Historic Preservation Officer. We need a qualified archaeologist to be able to do official surveying of sites when specific knowledge about a site cannot be obtained from cultural specialists and others.

We held our monthly KRAB Meeting on October 1st. we went over more urgent matters and left some things on the table for the next KRAB Meeting including Cultural Monitor Protocols, THPO Protocols for responding to requests for cultural information, and some other items.

I will be attending the Cultural Monitor Training in Orleans October 15th and 16th. A big thank you to Dion Wood for assisting with this event.

I continue to get requests regarding Emergency Timber Salvage and Timber Harvest Plans. I am soliciting feedback from the Karuk Resources Advisory Board to be sure we aren't missing any critical information.

Karuk Tribe
Protocol with Agreement for Intellectual Property Rights of the Karuk Tribe
Research, Publication and Recordings

The purpose of this Protocol with Agreement is to protect the Karuk Tribe's rights to privacy and Karuk Tribal Members' and Descendants' rights to individual and collective intellectual property. As a result of acts of misrepresentation and appropriation of tangible and intangible culture, the Karuk Tribe has developed this Protocol with Agreement [i] specifically for all projects and activities that involve collaboration, consultation and engagement with the Karuk Tribe. The aim is to protect the rights of present and future generations of the Karuk People and to recognize the inherent tribal sovereignty that the Karuk Tribe asserts over all tribal knowledge, heritage and cultural resources. This Protocol with Agreement is to be implemented in all future authorized collaborations.

The Karuk Tribe shall be recognized and consulted as the primary legal and cultural custodians in any projects or activities that will produce any intellectual property (property) products. These projects will be reviewed and approved by the Karuk Resources Advisory Board (KRAB) prior to the permit process, release of information, and other contractual agreements.

The Karuk Tribe does not seek to commoditize or commercialize its intellectual property or cultural heritage. Further, the Karuk Tribe asserts its age-old tradition of reserving certain domains of knowledge for rightful and culturally appropriate owners, as well as restricting access to this knowledge during certain chronological periods as dictated by time honored Karuk Law.

Definitions:

1. **Research** includes work conducted through social science, science and humanities strands, including, not limited to, ethnology, history, linguistic, biogenetic, medical, behavioral, ethnobotany, agronomy, ecology, anthropology, archaeology, and microbiology.
2. **Karuk Tribe** includes Karuk individuals – members and/or descendants, families, villages, communities, Karuk Tribal government and the Karuk People as a whole.
3. **Projects** and/or **Activities** include, but are not limited to, research, publications, data collection, implementation, recording motion, visual sound whether oral, written, via multimedia or other mechanical devices discovered or yet to be discovered.
4. **Multimedia** includes any product derived from Karuk intellectual resources of text, sound, and/or images combined into an integrated product that can be transmitted and accessed interactively via digital machine readable form or computerized network.
5. **Karuk Resources Advisory Board** serves as the primary advisor to the Tribal Historic Preservation Office and all matters relating to the protection, preservation, and

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perpetuation of Karuk cultural, spiritual and natural resources. The KRAB reviews and preapproves plans, policies, and research project proposals on behalf of tribal departments and recommends policy amendments to the Karuk Tribal Council. Upon recommendation from the RC, the KRAB reserves the right to grant co-ownership of Intellectual Property Products.

6. *Karuk Traditional Knowledge and Cultural Heritage* includes beliefs, knowledge (agricultural, technical, medicinal, ecological), movable and immovable cultural properties (human remains; sacred burial and prayer grounds), customary laws, traditions, human and genetic resources, seeds, medicines and knowledge of the properties of fauna and flora, arts and artistic works, and other forms of cultural expression, handed down through the generations.[ii]

7. *Intellectual Property Rights* mean any and all (a) copyrights and other rights associated with works of authorship throughout the world, including neighboring rights, moral rights, and mask works, (b) trade secrets and other confidential information, (c) patents, patent disclosures and all rights in inventions (whether patentable or not), (d) trademarks, trade names, Internet domain names, and registrations and applications for the registration thereof together with all of the goodwill associated therewith.

8. *Intellectual Property Products* includes all original materials produced in the course of a research project including but not limited to written materials, transcriptions, translations, photographs, recordings collected or produced by the researcher and/or funding institution pursuant to this Protocol with Agreement. These are considered to have been produced through consultation and engagement with the Karuk Tribe as the primary legal and cultural owners and custodians. Therefore they shall remain the sole property of Tribe unless otherwise specified in the proposal agreement (see Procedure 1.a.). In many instances, the KRAB will grant co-ownership and/or appropriate licenses to the researcher and/or funding institution for future use including research, education and publication.

Procedure:

1. All projects or activities must be submitted in proposal format and shall address, at minimum, the following:

a. **Intent and benefit to the Karuk Tribe:** The proposal should clearly outline and discuss the intent and benefit of the project or activity to the Karuk Tribe. Specific questions to be addressed include: What are the anticipated consequences or outcomes of the project? What groups will be consulted? Will there be any effects upon the community consulted or the larger Karuk Tribe? What are the plans (pre, during, post project) for publications or commercialization of the product or research findings? How does the proposal integrate the protocol outlined in *Practicing Pikyav: A Guiding*

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Policy for Collaborative Projects and Research Initiatives with the Karuk Tribe? What are the anticipated benefits for the Karuk Tribe as a result of the product or research findings? What mechanisms will be put in place for providing the Karuk Tribe with full access to the product or research data findings for their own use? The proposal must include an agreement to share copyright on the product or research data findings in equal portions with the Karuk Tribe.

b. **Review Committee:** A Review Committee (RC) must be formed, which must include a local mentor/liaison (approved by the KRAB), a Karuk tribal member, and an experienced researcher/project leader.. The RC will receive and approve a six-page (maximum) project proposal and Data Management Plan and recommend approval to the KRAB. The RC will receive copies of any parallel institutional review board (IRB) approvals, or approvals from non-IRB institutions (e.g. agencies) and be ensured adequate time and opportunity to review final written and visual materials prior to publication.

c. **Risks:** The proposal shall disclose all risks associated with or inherent in the project or activity, including risks to the physical and psychological well-being of individual human subjects, participants, and risk of deleterious impact on the cultural, social, economic, or political well-being of the Karuk Tribe.

d. **Tribal Consent:** The proposal should address a mechanism used to obtain permission to use the Karuk people and their traditional knowledge, cultural heritage and cultural property as research subject matter. A mechanism for informed consent should be outlined in detail: an example approved by the Karuk Tribe is found in *Practicing Pikyav: A Guiding Document for Collaborative Projects and Research Initiatives with the Karuk Tribe*. Informed consent may be required from an individual, a family, a village or the Karuk Tribal Government.

e. **Rights to Privacy:** The proposal shall address the issue of privacy and describe a mechanism whereby the privacy of the Karuk Tribe will be recognized and protected. Questions to be answered are: What issues or subject matter will the project or activity potentially or actually impact? What are the limits, parameters, or boundaries necessary to complete the project or activity?

f. **Confidentiality:** Signing the Tribe's *Project Collaborator Confidentiality Agreement* may be required to assure confidentiality. With this, the applicant shall provide assurance of confidentiality for the life of the project, indicating how confidentiality will be protected, indicating where raw data or materials will be deposited and stored at the completion of the project, and indicating the circumstances in which the contractual or legal obligations of the applicants will constitute a breach of confidentiality.

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g. Use of Recording Devices: The proposal shall outline what recording devices will be used in the project. Recording devices include, but are not limited, to motion pictures cameras, audio/video recordings, smart phones, tape recorders, mechanical, computerized or multimedia technology (CDROM), maps, and hand drawings. The proposal should address a mechanism whereby the informants or subjects will understand clearly what the project plans to do – at present and in potential future use – with the recorded information before recordation takes place.

h. Ownership: The Karuk Tribe reserves the right to:

1. Prevent publication or reproduction of intellectual resources which is unauthorized, sensitive, misrepresentative or stereotypical of the Karuk Tribe or harms the health, safety, or welfare of the Karuk Tribe in any way.
2. Pursue tribal and nontribal legal avenues in any breach of policy, protocol, agreement or contract.
3. Require deposit of raw materials or data, working papers or product in a tribally designated repository, with specific safeguards to preserve confidentiality.
4. Assert full ownership or grant co-authorship of products or research findings.
5. Deny a license or permit.

i. Fair and Appropriate Return: The proposal shall demonstrate how Karuk Tribal Members and Descendants as “informants” or “subjects” of the project or activity will be justly compensated. Just compensation or fair return includes, but is not limited to, obtaining a copy of the research findings, acknowledgement as author, coauthor or contributor, royalties, copyright, patent, trademark, or other formats of compensation. The researcher and/or funding institution shall promptly notify the Tribe of any copyrightable material generated under this project or activity. Posting of a bond may be necessary to ensure compliance with terms of a project or activity which requires a formal contract. This bond will be returned upon satisfactory completion, as determined by the KRAB, of the project.

j. Indian Preference in Employment or Training: according to our TERO Ordinance[iii], in all phases of the project or activity, including both on and off Ancestral Territorial phases, the order of priorities in Indian Preference shall be:

1. **Karuk Tribal Member,**
2. **Karuk Tribal Descendant,**
3. **Spouse or Parent of dependent Karuk Tribal Member,**
4. **Other local Indians**
5. **Other nonlocal Indians**
6. **Other Persons**

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k. **Review of Product or Research Results/Study:** the proposal should demonstrate a process whereby the KRAB will have an opportunity to review and have input into the product or results before publication. The purpose of this step is to assure that sensitive information is not divulged to the public or that misrepresentations can be corrected.

The Karuk Tribe may share the right to enjoy or use certain elements of its cultural heritage, under its own laws and procedures, but always reserves a right to determine how traditional knowledge, cultural heritage, cultural property and intellectual property will be used. The Karuk Tribe asserts a collective right to manage the above.

l. **Sovereign Immunity:** This Protocol with Agreement is not intended nor will it be so interpreted to be a waiver of Sovereign Immunity of the Tribe, or their employees, officials and agents. Nothing in this Protocol with Agreement subjects or limits the sovereign rights of the Tribe.

Project Collaborator, Signature: _____

Project Collaborator, Name Printed: _____

Date: _____

Note: This Protocol with Agreement is not intended nor will it be so interpreted to be a waiver of Sovereign Immunity of the Tribe, or their employees, officials and agents. Nothing in this Protocol with Agreement subjects or limits the sovereign rights of the Tribe.

[i] This Protocol with Agreement borrows language from many sources, among others the Hopi Cultural Preservation Office's Protocol for Research, Publication and Recordings: Motion, Visual, Sound, Multimedia and other Mechanical Devices found at <http://www8.nau.edu/hcpop/ResProto.pdf> (retrieved on July 30, 2014).

The Karuk Tribe would like to extend its gratitude to Dr. Jane Anderson at New York University for her guidance and valued contributions.

[ii] Definition adapted from: *Intellectual and Cultural Property Rights of Indigenous and Tribal Peoples in Asia* (page 3); <http://www.refworld.org/pdfid/469cbf970.pdf> (retrieved July 24, 2014).

[iii] Indian Preference will apply in the selection process in accordance with the Tribal Employment Rights Ordinance (TERO) and/or Indian Preference Act of 1934 (Title 25, USC, Section 47), based on funding source requirements.

All contracts that exceed \$2,500.00 shall be subject to a two percent (2%) Tribal Employment Rights Fee in accordance with the TERO Ordinance.

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 14-R-111

Date Approved: October 23rd, 2014

RESOLUTION AUTHORIZING SUBMISSION OF A CALTRANS SUSTAINABLE COMMUNITIES TRANSPORTATION PLANNING GRANT TO FUND THE ORLEANS TOWN CENTER AND CULTURAL CONNECTIVITY PLAN IN THE AMOUNT OF \$285,000.

WHEREAS; the Karuk Tribe is a Sovereign Aboriginal People, that have lived on their own land since long before the European influx of white men came to this continent; and

WHEREAS; the members of the Karuk Tribe have approved Article VI of the Constitution delegating to the Tribal Council the authority and responsibility to exercise by resolution or enactment of Tribal laws all the inherent sovereign powers vested in the Tribe as a Sovereign Aboriginal People, including negotiating and contracting with federal, state, Tribal and local governments, private agencies and consultants; and

WHEREAS; the members of the Karuk Tribe have approved Article VIII of the Constitution assigning duties to the Chair, Vice Chair, and Secretary/Treasurer including signing and executing all contracts and official documents pertaining to the Karuk Tribe; and

WHEREAS; the Karuk Tribe is a federally recognized Tribe and its Tribal Council is eligible to and is designated as an organization authorized to Contract pursuant to P.L. 93-638, as amended, on behalf of the Karuk Tribe; and

WHEREAS; the Karuk Tribal Council supports the improvement and well-being of our Tribal Members, Descendants, and surrounding Communities; and

WHEREAS; the Karuk Tribe Transportation Department has been growing over the years and expanding programs and services for all of our communities; and

WHEREAS; the Karuk Tribe Transportation Department has developed the Middle Klamath River Community Transportation Plan which includes many goals that can be further identified through this opportunity; and

WHEREAS; the downtown area of our Orleans community could use some revitalization to make it more walkable, community-oriented, and culturally-oriented for both visitors and residents; now

THEREFORE BE IT RESOLVED; that the Karuk Tribe authorizes the submission of a Caltrans Sustainable Communities Transportation Planning Grant to Fund the Orleans Town Center and Cultural Connectivity Plan in the amount of \$285,000.

CERTIFICATION

I, the Chairman, hereby certify the foregoing resolution 14-R-111 which was approved at a Council meeting on October 23rd, 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 Offield – Contract Compliance Report
For Council Meeting on October 23rd, 2014
Reporting Period September 19th, 2014 to October 16th, 2014

Action Items:

None

Achieved during report period:

Contract Compliance:

*CSD: Three water tanks have been installed for the Drought grant. We are having difficulty getting applications that meet the CSD criteria. I have submitted a modification to include Humboldt County and also asked to change the income requirements. I am still waiting to hear back from CSD. We are using CSD funds from the block grant to fund the Youth Sports Coordinator contract until December. The block grant is ends December 31st, 2014, and we should be able to expend and close out on time.

*ICDBG: We received a letter from HUD stating that our application did not get reviewed due to the Narrative not being included in the application. I requested a debriefing with our Field Representative, Kim Corkin, for the Narrative was included in the application. The debriefing included Buster, Michael, Jaclyn and myself and Kim informed us that there were several applications that had errors in the upload process with Grants.gov. We were informed that due to the fact that they can see that the Narrative was indeed included, and we received no errors on our end of the transmittal, we could contact HUD in Washington DC to request a review of our FY2014 NOFA application. I spoke with Roberta Youmans in Washington DC, and I was advised to write a letter to the Deputy Assistant Secretary Rodger Boyd to request a review of our application. The letter was drafted and mailed out Certified Mail on 10/16/14. The application should be reviewed within the next two weeks, and if our application scores more than the 83 point threshold, we will be guaranteed funding for our 2014 application with FY2015 funds. We also will be able to submit a new project application for the FY2015 NOFA if we receive funding for the 2014 application.

*THPO: The Cultural Monitor Training is under way this week, and we had 21 participants sign up. I prepared sign in sheets to include the participants information, and they will be required to have a Drug Screening once they pass the training.

*NAGPRA: I had to re-submit both extensions for the NAGPRA grants for they were missing information on the original grant extension request. I received verbal acknowledgement that we will be granted the grant extensions. Julian Lang, Bari Talley and Geena Talley are all under contract for deliverables in the Autrey NAGPRA grant, and they are presenting their final product to the People Center Advisory Committee on Tuesday October 21st, 2014.

*INAAM: I have submitted the mid-year narrative report (courtesy of Humboldt State), and received confirmation from Madeline Konz with the Park Service that the report has been received. We are current with this grant.

*IMLS: The project deliverables have been completed by the grant end date of 9/30/14, and I am asking Bari to have the narrative close out report completed by the end of November. The IMLS Museum grant proposal is due on December 1st, 2014 and I would like to have the current IMLS grant closed out before that date, even though the close out documents are not due until December 31st, 2014. I feel it will help us be more competitive if we close out early.

*Language Program: The DEL grant proposal has been submitted on 10/3/14. Susan Gehr has been great to work with and I feel that we have a strong grant application and look forward to seeing if we get funded for the proposed project. I am moving forward and looking at other projects to bring to Council for the ANA Language grant that is due in April. ANA is having a workshop in December that Emma Lee and I plan on attending, and they will help give pointers on the project and proposal if we have a project already identified.

Contracts that I have reviewed:

14-C-121	McBain Associates	NTE \$26,000	C. Tucker
14-C-122	Frontier Consulting	\$23,000	F. Burcell
14-C-123	Raymond Nichols	\$1000	B. Tripp
14-C-124	Mark Dupont	\$1000	B. Tripp
14-C-125	Sam Berry	\$1000	B. Tripp
14-C-126	Colleen Rossier	\$500	B. Tripp
14-C-127	Orion Marley	\$1000	B. Tripp
14-C-128	Scott Harding	\$1000	B. Tripp
14-C-129	Leslie Brock Luedthe	\$1000	B. Tripp
14-C-130	Skip Lowry	\$1000	B. Tripp
14-C-131	Eric Nelson	\$1000	B. Tripp
14-C-132	Aja Conrad	\$1000	B. Tripp
14-C-133	Priscella Kinney	\$1000	B. Tripp
14-C-134	Jill Beckmann	\$1000	B. Tripp – Voided
14-C-135	Heather Rickard	\$1000	B. Tripp
14-C-136	Jocelyn Pena	\$1000	B. Tripp – Voided
14-C-137	Nikolas Bertulis	\$1000	B. Tripp
14-C-138	James McLaughlin	\$1000	B. Tripp – Voided
14-C-139	Brian Souza	\$1000	B. Tripp
14-C-140	Chad Wilder	\$1000	B. Tripp – Voided
14-C-141	R. Max Creasy	\$1000	B. Tripp – Voided
14-C-142	Michael Enciso	\$1000	B. Tripp
14-C-143	Tanya Chapple	\$500	B. Tripp
14-C-144	CILS	\$18,000	A. Attebury

14-C-145	Nancy Doman	\$6.00/meal	L. Hillman
14-C-146	Jack Norton	\$250	L. Alford
14-C-147	Laverne Glaze	\$250	L. Alford
14-C-148	Alexis Rush	\$150	L. Alford
14-C-149	Nancy Doman	\$2550	L. Alford
15-C-001	Eric Young	\$2430	S. Offield
15-C-002	Chris Bickford	\$2000	S. Offield
15-C-003	Ross Taylor & Assoc	\$10,000	C. Tucker
15-C-004	Dylan Sullivan	\$1000	B. Tripp
15-C-005	Andrew Somers	\$1000	B. Tripp
15-C-006	Environmental Law Found	\$26,000	C. Tucker
15-C-007	Fiori Geological Science	\$5000	C. Tucker
15-C-008	Daniel Goodwin	\$100	L. Hillman
15-C-009	Stormie Jackson	\$150	L. Hillman

Agreements I have reviewed:

14-A-094	US Dept of Agriculture	\$1,141,870	E. Cutright
14-A-095	CMS/Noridian	\$0	S. Hardenburger
14-A-096	CHIPA/Beacon	\$0	S. Hardenburger
14-A-097	CA Conservation Corps	\$0	T. Fielden
14-A-098	Philip & Susan Sanders	\$503,000	S. Quinn
14-A-099	KYHA/KT Pikyav	\$0	T. Busby
15-A-001	Wilson Equipment	\$3200	E. Crosby
15-A-002	CMS/Noridian	\$0	S. Hardenburger

RFP's I have reviewed and posted:

14-RFP-037	Cultural Monitor Cook	Closed 10/9/14	D. Wood
15-RFP-001	Fall Chinook Salmon Spawn	Closes 10/22/14	C. Whitecrane
15-RFP-002	Fall Camp & Workshop Cook	Closed 10/13/14	L. Hillman
15-RFP-003	HC TANF Wiring	Closes 10/20/14	E. Cutright

Proposals I have reviewed:

DEL Language Grant	\$150,000	S. Offield/S. Gehr
Environmental Education Program	\$20,000	E. Perez
Headstart	\$524,993	P. Brown
Charles Wentz Memorial-Food Security	\$5,500	L. Hillman

TERO Directors' Report – October 2014

Workforce Protection Act & Hiring Policy

The TERO Commission is looking forward to our next meeting with the Tribal Council scheduled for October 24, from 11:30 am to 1:30 pm. I have been working with our staff attorney (HR) James revising the WPA to our current practice. I am excited with this latest version and believe it to be a lot more clear and understandable.

TERO/Construction Projects

I have referred a laborer for one position so far. I am told I will need a plumbing laborer in a couple of weeks and some concrete workers after that. I sometimes feel I have to pry for information with the project manager but they have been true to the TERO requirements.

I attended the mandatory walk through for the wiring of the new TANF offices.

TERO Training – Out of state travel

I have not received approval for the two TERO Commissioners to attend the TERO Legal Update meeting in Las Vegas December 10 – 12; I would like to request this approval to begin travel arrangements.

Tribal Member Training

TERO will be scheduling “Application, Resume and Interview” training in November and “Customer Service” training in December for tribal members. We will be holding both trainings in Yreka

Cultural Monitor Training

The Cultural Monitor Training was held October 15 & 16. TERO provided the breakfast and lunches on both days. The cost was \$2430.00. This includes the cost of the food, labor and mileage.

Casino Project

TERO is looking forward to when the developer says the time is right, to be able to work with the union reps to hold a job fair in Yreka for potential construction workers for the construction phase of the Casino project. In addition, we are looking forward to working with the developers who will be doing all the training for potential casino employees. We are anticipating that would be happening after the beginning of the New Year.

CHILD CARE

Child Care National

I will be attending board meeting of the National Indian Child Care Association (NICCA) October 19 – 22. We will be voting in a new Chair and Vice Chair. I do not anticipate being

reelected as the Vice Chair. I have served in this capacity for many years.

We are anticipating that the Senate will be putting the Child Care reauthorization bill up for a vote in November. The bill has new regulations that will impact the proposed rules that have been ready to implement. After the bill is passed we will know the impacts of the regulations. Tribes will benefit from the reauthorization but will also be held more accountable for the child care program. NICCA is watching this closely and we will be informing tribal grantees what to expect.

Child Care State

I recently attended the Tribal Child Care Association of California (TCCAC) meeting and the Tribal/Federal/State roundtable meeting in Sacramento. It was the first meeting that our state association (TCCAC) held since we reorganized. It was a good meeting with the state staff, a lot of whom was the first time meeting with Tribes. I was able to have some good quality consultation time with our federal program specialist who is supporting our efforts.

Our next meeting is November 5 & 6 at Smith River.

Child Care Local

I would like to implement a Karuk Tribe Quality Grant through our child care program. This idea has been approved by the Feds and is in our child care plan. (See excerpt from our approved child care plan below)

b) Assisting Providers in meeting Licensing and Health and Safety Standards Δ

- Provide health and safety materials/equipment
- Grants/mini-grants for health and safety equipment/materials
- Classroom materials and resources
- Financial assistance in meeting licensing requirements
- Other: Describe: Making training opportunities available, mentoring for providers.

By providing these grants it is hoped that we can raise the quality of care that our children are in. I have attached the application and policies and procedures for your review and approval.

Respectfully Submitted,

Dion Wood

Karuk Tribe Child Care Quality Grant Program Policies and Procedures

To apply for a “Quality” grant from the Karuk Tribe Child Care Program you must:

- Be a registered child care provider for at least one year with the Karuk Tribe Child Care Program
- Have current TB test and First Aid / CPR documentation on file
- Demonstrate what you require to raise the quality of care in your home or center in the areas of Health and Safety or environmental; (inside or outside the home)
- Fill out a Quality Health and Safety Grant Request and submit to the Child Care Program Director with proper documentation
- The Child Care program will budget \$5000.00 each federal fiscal year for these grants; grants will be limited to \$500.00 each
- Grants will be awarded on a first come first serve basis until depleted
- Providers can only apply every other year after first year grant is awarded
- Grants will be reviewed by the Child Care Program Director and recommendations for award will be made to the Tribal Chairman or Vice Chairman who will give final approval no later than 30 days from receipt
- Providers awarded a quality grant must agree to a Home Visit after being awarded to document increased quality
- If a grant request is denied it will be returned with an explanation for the reason for denial. Denial decisions by the Chairman or Vice Chairman are final. Providers denied may apply again the following fiscal year

**Karuk Tribe Child Care Program
Quality Health and Safety Grant Request**

Name: _____ SSN: _____

Contact Info: _____

Number of tribal children in your care _____

How long have you been a Karuk child care program provider? _____

What items do you require to increase the quality of service you provide?
(Health & Safety, Environmental, Cultural)

Amount Requesting: _____

Signature _____ Date _____



	<u>Office Use Only</u>
Date Received:	
Amount Awarded:	
Date Awarded:	

Erin Hillman
Director, KTHA
Report for Council Meeting
October 23, 2014



Pikyav Program -

The Board of Commissioners has approved the use of the former Transitional House in Yreka for the temporary use of the Domestic Violence Program. The Agreement has been drafted and sent to April and Tanya so that they can take it through the Tribe's review process. Once it has been signed off on, it will go through the appropriate approval process.

Tax Credit-

Two separate companies who work with tax credit applications and funded tax credit projects will be making presentations to the Board of Commissioners and Tribal Council on October 20th, at the Quarterly meeting and October 22nd.

The next round of applications is January (too soon for us), after that the next round is July (we may be able to make that happen).

Training- Low Income Housing Tax Credit-

I will be attending (with one other staff and Board member) tax credit training in Ukiah in November. I will be looking into bringing them here so that other Staff, Board and Council members who cannot attend this event can attend it at home. We need this information as soon as possible, since we are considering an application.

Finance Department-

I have accessed the Accufund software security function and designated myself as the Administrator (that was Carter's previous role). I have located the user manuals. I have been in contact with Pete McGee (Accufund Vendor) to go over some errors that showed themselves in the general ledger and are appearing to be software based issues. The job is being advertised as Open until Filled. I continue to manage this office so that we can stay above water. Our finance staff is working hard to assist in this effort.

Siskiyou County Wide Interagency Narcotic Task Force Meeting-

I have been in contact with, and provided to Sheriff Lopey a letter from KTHA that describes the activities and goals of our Crime Prevention and Security Department. Many of our activities will coordinate nicely with their efforts if their grant proposal project is related to Education and Prevention.

Training and Technical Assistance- HUD Representative-

I have confirmed January 26-27, 2015 as training dates for our HUD representative Kim Corkin to provide training to Staff, Board Members and Council on Housing related issues. On January 28 we will plan to take her on a tour of our communities and ongoing projects.

NRCS Grant:

We have received our contract documents and I will be drafting the scope of work to advertise for the first year's activities of this project. Separately, KTHA will be working on defensible space (not eligible under NRCS) with funds from NAHASDA and jointly with Tribal Hazard Mitigation funded project.

Orleans Computer Center continuation of Operations/ funding:

I continue to work with Karen Derry on this issue. We have not been able to have a meeting with all three concerned (KCDC, KTHA and TANF). She has provided to me information on activities and housing resident usage, which will help with KTHA decision. Karen is gathering Happy Camp Center data which we still need.

Orleans Housing Resident Meeting:

Board Secretary Charlene Naef joined me for a community meeting on October 15th. These meetings were requested by the Board as a time we could have one on one communication between the Director, representative Board members and the Residents. We had three community members attend, and one other I spoke with in the parking lot. The agenda included topics: Work Orders, Law Enforcement concerns, Security, Grievance Process, Computer Center funding efforts, Board meeting dates and scheduling of regular meetings.

Katishraam Wellness Center:

Site work has begun on the project. One of our own Force Account Crew members was picked up to work on the project! The IT department is working with the Contractor to install a camera that will capture the progress of the construction and be accessible for viewing through the Tribe's website.

Eviction Ordinance Workgroup:

REMINDER: We have an Eviction Ordinance Workgroup meeting in Yreka on the same day as the Council meeting from 10:00 am to 1:00 pm!

HIP Home Construction:

The footings stem wall and underfloor framing has been completed. This project is underway at last!

Happy Camp Elder Home Construction:

The house is weather tight. The exterior has been painted, there are railings to install. The rough electrical and plumbing is in, an insulation installed. The sheetrock is being installed. KTHA replaced the planned shower with a walk in ADA compliant shower with no lip at the bottom for the owner's safety. This required a change order. The home is 75% complete.

Duplex Project

The site work has resumed, after being stalled for several weeks to develop an agreement with the neighboring landowner for the water line placement. This agreement saved the housing authority over \$30,000.

Staff Reports (if submitted):

Steve Mitchell- Happy Camp and Orleans Maintenance/ Construction Inspector-

Projects currently out to bid: Comstock renovation. Woodstove cleaning and repair. HVAC install at 532 Jacobs Way.

Projects currently in the planning phase: Resident center in Happy Camp, Happy Camp maintenance shop, new homes in Yreka, two home rebuilds in Orleans, Second Avenue development. Evans infrastructure.

Projects currently in the construction phase: Lower Camp Creek home. Tribal HIP home in Happy Camp. Applegate home replacement. Yreka Wellness Center.

Maintenance staff are completing work orders and annual repairs. There was one unit prep started and completed in October in Happy Camp with no unit prep in Orleans.

Landscaping staff are busy with mowing and related work at the offices, elders and disabled homes and other common areas. Landscape staff assist with maintenance duties as needed. Seasonal chores are being done such as cleaning rain gutters, turning off sprinkler systems, cleaning storm drains on streets, and putting equipment away for the winter.

Sara Spence- Executive Assistant/Human Resources:

Construction Project Bidding Status- Wellness Center: Work in progress, webcam will be installed soon for real time project monitoring. Yreka Maintenance Solar Installation: Awarded. Comstock Rehab: Bids due September 23 (no bids), Rebid for October 7 (1 bid well over budget), Closes October 17. McKinleyville Home Rehab: Bids due October 20. Woodstove Cleaning (Yreka, Happy Camp, Orleans): Bids due October 22. Happy Camp Duplex Construction: Bids due November 6.

Administrative-No contracts assigned. Two agreements assigned for 1) water/sewer line extension on the duplex project, and 2) title and escrow services for Happy Camp property acquisition (Zink).

Environmental- Yreka Eight Home Construction: In process, will require FONSI/RROF, public notices, and comment periods. Fee to Trust parcels: Planned development for each parcel information need to be compiled and compared to avoid contradicting any previous public notices/environmental review documents. Fort Jones Home Replacement: In process, is in the floodplain requiring public notices and HUD RROF with comment periods. 10746 Quartz Valley Road, Fort Jones Home Loan: Cancelled, homeowner decided not to purchase home. FY 2015 IHP Expenditures: Complete. 1528 Curly Jack Road, Happy Camp Home Loan: In process.

Human Resources-

Yreka Tutor: Position was filled by Elaine Randolph; her first day was Monday, October 13.

CFO: Position has been advertised as Open Until Filled, applications will be reviewed as they become available until an adequate pool exists to fill the vacancy. We will all do what we can to keep the finance office functioning and help where necessary.

Reconciliations for dependent premiums are in process to ensure proper deductions were made. Health insurance renewal options are under review, Open Enrollment is December. KTHA has less than 50 employees, and is a stand-alone group so there are not as many requirements as the large group plans under the Affordable Care Act. We will have to change our waiting period to comply with the 60 day requirement (my recommendation is first of the month following 30 days of employment). Property insurance quotes are being obtained for 2015 coverage.

Training-I attended the National Native American Human Resources Annual Conference September 29-October 1; I will submit my training report with my Board Report for November 3. I coordinated and attended on site Criminal History Check Adjudication Training with Personnel Security Consultants in Happy Camp October 8-9; I will also submit that training report November 3. I have a conference call to discuss Supervisor Training for KTHA Staff later this week.

Emergency Preparedness Program

October 23rd 2014

Please note information/activities are for the period of: 09/19/2014 through 10/16/2014.

Action Item(s):

- Request Council Approval to work with the IT department set up and manage an Emergency Preparedness web page linked from the Tribal Home web page. This page will be a page the Tribal members and residents can access to get updates on the long term drought condition and outlook, fire danger ratings, severe weather conditions, emergency assistance when available, Neighborhood watch and CERT team meetings, and any other pertinent information. *This is also an ANA Grant requirement.*

Emergency Management TF:

- Drought conference calls and Task Force meetings are ongoing, they seem to be informational in scope.

Projects TF:

- US Forest Service KNF, replied to the Tribes radio repeater system application requesting information about antenna types etc.. for their analysis and a list of two alternate sites that we can use as Lake mountain is already maxed out with equipment and cannot support another repeater unit.
- US Forest Service SRF replied directly to Six Rivers Communication, who wrote the applications, and he supplied them with the needed information to process the application.
- Cal Fire replied to the Tribes radio repeater system application and stated that Paradise Craggy is unavailable to use for any repeater equipment and they have no other alternate sites available. At the time of this report they have not returned my calls to inquire about an alternate site in the same area.
- California Highway Patrol has not replied to our application at the time of this report, it can take up to 90 days from submission to respond, the applications were submitted in mid-August, I will follow up in November if I have not heard from them by then.
- Work with Tribal DNR and The Nature Conservancy as the IC and Burn Boss on prescribed fire throughout our aboriginal territory including the communities of Orleans, Forks of Salmon and Happy Camp. 240 acres were treated including Ta-Shun-Nic adding to fire protection around 250 residents. This project is small in scope compared to the amount of burning that should be performed to restore cultural use of fire for basket makers, acorn production, hunting and numerous other uses, however it is a good start and it was also very successful.

Projects RL:

- Collaborated with Hoopa Tribe, CERT and CCC's to receive, inventory, assemble and advertise for the distribution of 480 Drought Toolkits to communities from Orleans to Seiad.
- Purchased and installed new SIM cards for Sat Phone and two base stations for Emergency Ready Boxes.

- Inventoried new communications equipment and Updated Resource and Assets Database.
- Developed set of maps with evacuation routes and rally points locations for each Tribal building according to the Tribal Safety and Housing Security.

Meetings/Training Attended TF:

- 9/24 met with Dale to update the THIRA's (Threat Hazard Identification Risk Assessment) Cyber Threat portion of the document.
- 9/29 thru 10/10 Attended the TREX (Training Exchange) as IC and also served as a trainer for prescribed fire personnel teaching students the proper application of fire to attain the desired results, fire line placement, unit preparation, use of assigned resources, notification protocols, permitting and burn plan preparation.

Meetings/Training Attended RL:

- 9/22 Attended Cal OES Regional and Coastal Drought Conference call in order to be better informed on the efforts that are being made to assist communities throughout the region by the participating organizations.
- 9/23 Attended Anthem-Blue Cross' open enrollment presentation.
- 9/24, 10/8 Attended Tribal Drought Taskforce Meetings in Hoopa to get a more detailed report on the local drought conditions and the effects it is having on the Lower Klamath and Trinity River communities.
- 9/29 Completed online Trimble-GIS basic workflow and started basic map projection in order to have a more complete knowledge of GIS.
- 10/3 Accompanied Tribal Secretary / Treasurer to the Governor's Office of Emergency Services, Tribal Consultation Session in Lincoln, Ca. We attended this one day session to participate and offer input to the Tribal Consultation Policy, in order to uphold Governor Brown's Order B-10-11 directing Coordination, Collaboration and Communication with California's Federally Recognized Tribes. The first half of the day was introductions and presentations of all of the departments within Cal OES. The remainder of the session was a facilitated round table to allow Tribal Leaders to voice their input to the policy.

There is a 45 day comment period to receive feedback and input for the development of the first draft Tribal Consultation Policy ends November 19th.

- 10/8 Attended monthly Humboldt County Drought Task Force meeting, via phone call

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Thomas Fielden Report
For Council Meeting on 10/23/2014
Reporting Period September 29, 2014 to October, 16 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
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ANA- SEDS Grant: Karuk Tribe: Protecting our Communities: Developing Karuk Tribal Capacity in Emergency Preparedness and Response Federal Share	4050-03	\$195,231	\$181,188	\$14,043	93%
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%	Uknown
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
10/30/2014	in progress		10/31/2014	in progress	
Comments:					
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 In kind match.	4050-03	\$48,948	\$48,948	\$0	100%
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%	Uknown
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
Comments:					
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:

Applications for the repeaters have been submitted and are being reviewed by the state and federal agencies where repeaters will be placed. So some equipment has been purchased.

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	\$34,011	\$225,989	13%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
09/01/2013-08/31/2015	24	14	11	58%	
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
Comments:					
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
Fiscal Year 2013 Tribal Emergency Management Performance Grant (EMPG) Program		\$3,000	\$0	\$3,000	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
2/24/14-6/30/15	16	7	9	44%	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
12/31/2014			12/31/2014		
Comments:					
Progress report Submitted					

Karuk Head Start
Monthly Self Assessment Monitoring Report
Directors Report for Policy Council, KCDC Board/Tribal Council

ERSEA (Eligibility, Recruitment, Selection, Enrollment, Attendance)	Status	Items Requiring Action/Comment	
MONTH OF September 2014			
Funded for: 60			
Current enrollment: 60	<u>Full enrollment -60 children</u>		
Families withdrawn:	HC- 1 Yreka-1	HC-9/9/2014	Yreka 9/15/14
Families Enrolled: 60			
Families on wait list:	HC - 3 Yreka-3		
ADA -(Average Daily Attendance) Tuesday through Friday	HC- 16 Yreka am – 16 Yreka pm – 16		
Number of Days in Session this month: 4 year old Class on Mondays	HC-18 Yreka –18		
4 year old Class			
Child File Audit	HC- 20 Yreka-40		
Summary of Items Requiring Action in ERSEA	Plan of Action	Date / Staff	Date Complete
Fiscal Management:	Status	Items Requiring Action/Comment	
	HC Yreka		
Total Budget:	524,993		
Amount spent past month:			
Credit Card Expenditures total:	\$7,891.47		
Director:	\$4,902.96		
Deputy Director:	\$1,326.17		
Yreka Center Supervisor	\$1,204.17		
Yreka Bus Driver	\$458.17		
Unexpected expenditures: <i>what and why</i>			
Federal Share In-Kind contributions to date	HC- \$1,897.99 Yreka \$2,593.98	Total- \$4,491.97 YTD- \$15,161.70	
Summary of Items Requiring Action in Fiscal	Plan of Action	Date / Staff	Date Complete
Child Development (ECE)	Status	Items Requiring Action/Comment	
	HC Yreka		
Developmental Screenings: (ESI) 11/6/2012	16/20 AM-17/20 PM-8/20	In process of screening all children	

3 ongoing assessments due: 11/5/2012			
1 st Home visits due: 10/16/2014	HC 20	AM 8/20 PM 9/20	Completion date 10/10/2014 Completion date 10/14/2014
2 nd Home visit due: 5/3/2015			
Parent teacher conferences: 1st due at enrollment 2nd 11/10/2014 transition by 5/4/2015	HC Yreka	AM - PM	
Child portfolios up to date:	Ongoing		
Summary of Items Requiring Action in Child Development	Plan of Action		Date / Staff
<i>Staff will complete all required documentation within the time frame</i>	Yreka Staff will be trained using Teaching Strategies to input assessments		HC- Yreka AM/PM Accounts established
			All classes are using to input data for fall 2014
Disabilities	Status		Items Requiring Action/Comment
Summary of Items Requiring Action in Disabilities	Plan of Action		Date / Staff
			Date Complete
Health	Status		Items Requiring Action/Comment
	HC	Yreka	
Physicals due:	10/20	AM-20/20 PM- 14/20	2 have appointments in October
Speech Referral		AM PM	
Dental Referrals made:	HC	AM 12/20 PM	HC Yreka AM-8 still need to be screened 5-with referral
IEP Referral		AM- PM-	Yreka-2 currently on IEP from last year in AM class and 1 in PM class
Hearing Referrals made :	20/20	AM-11//20 PM-16/20	AM-9 need to be done PM- 4-still need-2 need rescreen
Vision Screenings due:	10/20	AM-11/20 PM-14/20	9 still need to be done 6 still need to be done
Height and Weights:	HC 20/20	AM-18/20 PM-20/20	2 in AM need to be done
Height & Weight Referrals:			Identified on Child's CHDP
Immunization status due: 11/5/2014		AM 20/20 PM 20/20	

Mental Health Screens due: 11/5/2014	20/20	Y-20/20 AM	
		20/20 PM	
Mental Health Referrals made:			
Lead Screens			
Hemoglobin:			
Summary of Items Requiring Action in Health	Plan of Action	Date / Staff	Date Complete
Mental Health is currently being assessed	Assessments complete Need Mental Health Specialist to sign assessments Yreka PM. Sent first and second notices out to families for CHDP and copy sent to Donna	October 17 Center Supervisor Deputy Director Tamara will followup by October 3	
*HC Disabilities Coordinator contacted Deputy Director to provide inclusion for Special Day School through Siskiyou County Office of Education.	<i>Child will be included in Head Start Tuesday through Thursday with an individual aide and transportation. The child will attend the substantial portion of the day and receive meal services at the Head Start Center</i>		

Curriculum
<p>HC-The children are learning to be on a regular routine schedule. They are learning to recognize their names, their friend's names, both verbally and in print. They are matching friend's names with tier pictures, and getting to know the people around them.. The children are learning about rules, establishing classroom rules and that every item in the classroom has a home. The class is very gross-motor confident, and enjoys taking walks on Fridays. The children are becoming aware of the area and surroundings of the school neighborhood, along with road signs and what they mean. Activities and lessons center on making friends and learning rules. Making home/school connections by talking about fall and hunting. The children will try deer meat at lunch soon.</p> <p>Yreka AM-The children are learning routines, school rules, and the daily schedule. We explored the classroom environment and what types of materials are in each area. We practiced drills, bus evacuation and emergency procedures. We have been talking about our feelings and using our words to meet our needs.</p> <p>Yreka PM-This month we focused on getting to know our classroom environment, rules, peers and daily schedule. We introduced the different areas of the classroom to children before we opened them to the children. We went over cleaning up and putting away things were they belong. We went over brushing our teeth, and our daily schedule. As a class, we came up with Our School Rules. We Take care of Ourselves, we don't pick our nose, wash our hands, walking feet, our hands on our own bodies,we brush our teeth. We take Care of Others, we take turns, not hitting, we give hugs and high fives. We Take Care of our things, we clean up, we take care of outside, we water our plants and we are safe with our toys.</p>

Field Trips	
HC- Yreka AM Yreka PM 4 year old class-	No field trips in September

ECE – Documented Cultural Activities	
<p>HC-The children learned how to count in both English and Karuk to 3. Frankie Thom visited the classroom, and began teaching the children numbers and colors in Karuk along with a few directional words. The children were very intent on learning with Frankie and he also played his drum.</p> <p>Yreka AM-We sing “Friends” in English, Karuk, and Spanish and use the Karuk language daily. We are learning naming body parts.</p> <p>PM- 9/11-Tamara went over body parts in Karuk and did the Head Shoulders Knees and Toes song. 9/18- Tamara brought in mink hair ties, necklaces and we talked about Brush Dance and the things you wear. We discussed the materials of the necklaces, pine nuts, and dentalium where they come from and how they were used. Every day we count to 10 in Karuk as we brush our teeth. Every day we use the Karuk words for sit down, walk, stand up and we sing the Friends song in Karuk and Spanish.</p>	

ECE Class Nutritional Activities (x 2 documented)			
ECE Health & Safety Activities: Tooth brushing, Hand washing, Germs			
Emergency Preparedness	Status		Items Requiring Action/Comment
	HC	Yreka	
Fire Drills Completed	X	AM-X PM-X	HC-9/9 Yreka AM 9/16 PM 9/17
Bus Safety/Evacuation		AM-X PM-X	9/11 Yreka AM and PM
Stranger/lockdown Drills Completed			
Earthquake Drills Completed			
Summary of Items Requiring Action in Emergency Preparedness	Plan of Action		Date / Staff

Nutrition	Status	Items Requiring Action/Comment
Total number of meals served	Breakfast-567 Lunch-784 Supplements-214	Program ADA-50
Total cost of food for month(program)	HC-1,399.65	*Each program had \$1,000 to start up kitchens
Total cost of food (fiscal)	Yreka -2,279.96	
Total amount of prior months USDA food reimbursement	\$3,624.38	
Physical Activities	HC-daily and ongoing Yreka AM-daily and	HC Follow the leader, movement to music and following directions

	ongoing PM-daily and ongoing	<p>Yreka AM-many types of physical fitness, stretching, jogging in place in place, brain gym, moving to music. The children shared their own trick on the mat.</p> <p>Yreka PM-9/23 made an obstacle course where we balanced a ping pong ball on a spoon, walked across the balance beam.9/24 when it rained outside we came inside and the children did a trick on the mat and walked across the balance beam. 9/25 we went for a walk around the block and talked about pedestrian safety. Every day we have music and movement and rest/relaxation were we stretch our bodies.</p>	
Cooks Nutritional Activities	HC-2 Yreka 3	Different apples	
Nutrition Activities	HC-3 Yreka-3	<p>HC-9/16/9/19/9/25-“ants on a log, Red, yellow, green apples, which is their favorite? Bee’s and Bears and tried honey from a local source.</p> <p>Yreka 9/9-9/22-9/25-Coconut-guessed where they grow, touching the outside, discovering the inside and tasting, making donuts with Rana, adding and mixing ingredients. CRC tasting cherry tomatoes, and talking about the texture of food.</p> <p>PM 9/16-made yeast bread and butter as a class. CRC introduced cherry tomatoes.</p>	
Nutrition Care Plans	Tooth brushing, hand washing		
Summary of Items Requiring Action in Nutrition	Plan of Action	Date / Staff	Date Complete
Family Partnerships	Status HC Yreka	Items Requiring Action/Comment	
Family Strengths & Needs Complete	20/20	8/12 9/11	

Family Partnership Agreements due:			
Family Partnership Referrals:			
Family Partnership Closures:			
FPA file audit			
Summary of Items Requiring Action in FPA	Plan of Action	Date / Staff	Date Complete
Parent Involvement	Status HC Yreka	Items Requiring Action/Comment	
Number of Parent Activities:	HC-11 AM/PM	Parent Orientation 9/3 Parent Meeting-9/24 - HC	
Types of Activities:	Parent Meeting Policy Council	Policy Council Meeting-9/12/in Happy Camp	
Male Involvement-	HC –Dates planned for 11/25 and 4/24	Yreka dates not scheduled yet.	
Summary of Items Requiring Action in Parent Involvement	Plan of Action	Date / Staff	Date Complete
Community Partnerships/ Involvement	Status	Items Requiring Action/Comment	
Volunteers in classroom	11 AM-12 PM-5		
Volunteers in activity	11 AM-5 PM-3		
Agency/Organization HC /Yreka Community Resource Center/COS	<i>See Director's Notes at the end of report for details</i>		
Summary of Items Requiring Action in Community Involvement	Plan of Action	Date / Staff	Date Complete

Program Governance	Status	Items Requiring Action/Comment
Budget Due: Refunding Application 2015	PC Approved:	Grant Submission Extension
	KCDC Approved:	
	TC Approved:	
Community Assessment Due (updates yearly, complete every 3 years) 9/2014	PC Approved	
	KCDC Approved _____	
	TC Approved:	
Self-Assessment Due 9/2014	PC Approved:	

	KCDC Approved:		
	TC Approved:		
School Readiness Plans 9/2014	PC Approved: KCDC Approved: TC Approved:		
Service Delivery Plans: January-2015	PC Approved:		
Quality Improvement Plans Due 9/2014	PC Approved: KCDC Approved: TC Approved:		
Shared Governance Training: November 2014 (Policy Council and Tribal Council)			
Summary of Items Requiring Action in Program Governance	Plan of Action	Date / Staff	Date Complete
Record-Keeping & Reporting	Status	Items Requiring Action/Comment	
Enrollment to OHS Due: by 7 th each month	Current	None	
Summary of Items Requiring Action in Record- Keeping & Recording	Plan of Action	Date / Staff	Date Completed
Human Resources:	Status	Items Requiring Action/Comment	
	HC	Yreka	
Vacancies:	0	0	
Positions:			
Vacant how long?			
Staff Qualification issues	Continued progress towards AA	Yreka- AM teacher, PM Teacher Asst. Teacher- HC Assist.	

Mandatory Annual training hours (15) CPR/First Aid-Mandated Reporters-Blood Borne Pathogens, Bus Monitor Training, MSDS, Playground Safety Team Building, Time to Sign, Immunizations		Mandatory Training completed -21 Hours of Pre-service Training for all staff members	
Professional Growth Training for Staff		Training for Developmentally appropriate activities, teaching strategies, communication training.	
Professional Development Plans	Scheduled for October		
Annual Performance Evaluations	<i>Hire date anniversary or end of school year.</i>		
Summary of Items Requiring Action in Human Resources	Plan of Action	Date / Staff	Date Complete
Training Topics Offered	Training Topics HC Yreka	Medium	
<u>Parents Training Topics:</u>			
Safe Environments Monthly Monitoring	Yreka-need to develop a system for sanitation of classroom materials.		
Daily Playground Inspection	Ongoing		
Summary of Items Requiring Action in Facilities	Plan of Action	Date / Staff	Date Complete
Floor is lifting in Yreka (linoleum seam) HC-Windows need efficiency update and weather stripping. Generator for HC, floor in adult bathroom Black out curtain Pocket Door Received One Time Funding Grant for 64,591 based on 2013 submission amount.	Will get estimates for Flooring for Yreka Donna/Nathan will get estimates on windows		

Goal & Objectives	Complete
Goal 1. Provide timely and consistent communications between Policy Council, Parents, and Program staff. Schedule trainings for Policy Council , KCDC, Tribal Council for shared governance responsibilities.	
Goal 2. Improve consistent communication and timely follow up with County Specialists, IEP's Yav Pa Aanav, Local agencies.	
Goal 3. Improve systems for Record Keeping, Reporting and Child Development Assessments.	
Goal 4. Improve communications with staff, centers, and families.	
Goal 5. Improve, create, and update Policies and procedures.	
Goal 6: Improve Health and Safety for children, families and staff	
Goal 7: Cross Training for Staff in program design and management	

<i>Training /Technical Assistance</i> Goals & Objectives	Complete
Goal 1. Family Engagement-increase effectiveness and follow up on family goals and needs.	
Goal 2. School Readiness-Improve communications with local elementary Schools to establish more effective transitions for children and families.	
Goal 3. Training on Teaching Strategies Gold for implementation, assessment and data tracking on individual and classroom objectives.	
Goal 4. ERSEA-Improve understanding of enrollment policies and procedures.	
Goal 5. Training in CLASS assessment- To have a teaching staff member become reliable in the CLASS instrument to provide feedback for all areas of CLASS and to promote increased proficiency in Instruction Support.	
Goal 6. Training in Team Building, Supervision and Management for Administrative Staff	

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

Staff Needs:

HC- Playground structure is outdated, and splintering, becoming a safety hazard.

Yreka-Mesh from grass planting coming up from the ground around the tree. It is sticking out and a potential hazard; tree branches are getting long to where the children pull and swing on them and it is also hard to see the children under the branches. There are spots where the grass and cement meet that need to be filled in with dirt.

Director's comments/highlights: Our pre-service at the end of August prepared the staff to communicate better as we discovered our personality styles.

Both centers are up and running with full enrollment and a waiting list. The staffs at both centers have done a tremendous job getting the classrooms ready and all required paperwork in order for the new school year.

Happy Camp was able to complete the Western Family Garden Grant for \$1,000 by purchasing a open, covered structure and wooden planter boxes for the children to grow vegetables and flowers in.

We had a beautiful mural painted on one of the walls in Yreka by Vikki Preston. She designed the mural to depict a traditional Karuk plank house, the mountains, river, salmon, eagle, acorn, and woodpecker. We are so lucky to have such talent shared with our children, families, and staff.

We received the One Time Funding Grant of \$64,491.00 to make needed changes, purchases for health and safety. This grant needs to be spent out by December 31, and will be moving quickly to get the required procurement and procedures processed.

The director is working with Deanna, our CFO at KCDC on the Grant Application for FY2015. We are looking forward to a positive and excellent school year!

The Director attended and participated in:

Policy Council-Meeting was held on September 12, 2014 in Happy Camp. We approved the Safe Home Visit Policy, Priority Points Policy, New Hires, and Directors Reports.

LPC--September 24, 2014 in Yreka at SCOE, discussion and planning on legislative updates and next year events and activities.

Ya Pa Anaav- September 9, 2014

OHS Monitoring Webinar-September 17

CLASS Survey Results Webinar-September 23

NHSA-attended a National Board Face to Face meeting in Washington, DC. Was able to visit the "Hill" and meet with people from both Senate and House for Indian Affairs, and White House with a staff member.

NIHSDA Board conference call meetings-September 8, 9, 11, 25.

TRC/CLASS/FACES- conference call meetings-September 3, 5, 10, 18, 24

Respectfully submitted,

Patty Brown

Karuk Head Start Executive Director

POSITION DESCRIPTION

Title: Part-Time Licensed Therapist/LCSW, ASW, MFT, IMFT

Reports to: Naa Vúra Yéeshiip Program Director

Location: Yreka

Salary: DOE

Classification: Part Time (~~20 hrs.~~ 25 hrs.), Regular, Non-Exempt

Summary: The Licensed Therapist/LCSW will independently provide assessment, diagnosis, prognosis, counseling and psychotherapy. Must possess a license as a clinical Psychologist, Licensed Clinical Social Worker and have clinical experience. Will work closely with the Naa Vúra Yéeshiip Program Director ensuring the quality of clinical services is maintained to Yreka Clients.

Responsibilities:

1. Shall provide clinical intake assessments and provide consultation services.
2. Shall assist in the development, mutually agreed upon, individual child treatment and discharge services plans, and provide other Therapeutic Services as appropriate.
3. Shall provide services with a strong background or working knowledge in the area of culturally sensitive therapeutic interventions, and domestic violence dynamics/interventions with theoretical awareness of developmental issues.
4. Shall prepare clear, concise and comprehensive case work records, and make sound recommendations on the basis of such information; organize and manage a small caseload (10 – 12 clients); retain personal objectivity ~~emphatically~~ **empathetically** while dealing with problems of others; deliver crisis interventions services.
5. Shall preform effective psychiatric social work and psychotherapy of a complex nature with child victims in group and individual settings. Develop and maintain cooperative, constructive relationships with tribal clients, their families and members of other professional disciplines; **and** social agencies.

6. Shall work closely with the Naa Vúra Yéeshiip Director and in compliance with Tribal, Federal, State, County, city law and grant conditions.
7. Shall allow for and provide access for alternative Mental Health and Drug/Alcohol treatment, i.e., traditional practices.
8. Shall maintain client records insuring they are accurate, current, and meet relevant standards and licensing HIPPA regulations.
9. All charts, notes, etc. are confidential and must be maintained in locked cabinets unless in use. In the event charts travel with the clinician they must be maintained in a locked case.
10. Routine duties shall include providing behavioral health services, and other health care-related services in homes, schools, clinics, job sites, and other community locations within the Karuk Tribe's Service Area.
11. Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings and functions as requested required.
12. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

Qualifications:

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

Requirements:

1. Must possess a Master's or Doctorate Degree from an accredited College or University from one of the following disciplines: Licensed Clinical Psychologist, Licensed Clinical Social Worker, or Marriage and Family Therapist.
2. Possess a valid California license as a Clinical Psychologist and/or Licensed Clinical Social Worker (LCSW).
3. Must have, at minimum, two years' experience providing clinical services.
4. Must adhere to professional standards and code of ethics.

5. Must have a positive mental attitude and be able to deal with stressful and unpleasant situations without losing composure.
6. Must use good judgment and maintain effective boundaries when sharing information about Tribal operations with county, state and federal staff, other providers and members of the community.
7. Must adhere to an investigation of character as required by the Indian Child Protection and Family Violence Prevention Act.
8. Must possess a valid driver's license, good driving record and be insurable by KCDC's insurance carrier

Tribal Preference Policy: In accordance with TERO Ordinance 93-0-01, tribal preference will be observed in hiring.

Veteran's Preference: It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

KCDC Board Approved: _____

Tribal Council Approved: _____

Chairman's Signature: _____

Employee's Signature: _____

Tribal Council Report

Submitted by KCDC - Karen Derry

- Reviewed Policies and Procedures
- In the process of reviewing job descriptions
- In the process of reviewing all grants (past and present)
- Have requested access to Americorps email account to find comments on grant that was not funded so we know what we have to do for the next round
- Met with Lester Alford re: Computer Center
- Met with Erin Hillman re: Computer Center
- Met with Bill Tripp re: grants and fire crew
- Met with clinician to revise part-time job description
- Attended joint meeting with Council and KCDC Board
- Met with Head Start Director and CFO re: Head Start findings report
- Met with Tribal Chairman re: Head Start findings report
- Met with Contract Compliance and Head Start Director re: requested changes to Head Start proposal
- Attended NP Solutions training in Reno for MIP fiscal software

Computer Center – Received requested information from Bari Talley re: center usage, unable to retrieve data from HC Computer Center as per Kelly, adjusted request for numbers only – Additional joint meeting scheduled with Erin Hillman and Lester Alford on Wednesday October 15 at 10:00 a.m. Will reschedule additional meeting for next week

Amkuuf – Attended interviews for part-time position at Amkuuf in Yreka – Traveled to assist with inventory and to meet staff and see the “shop” – There appears to be no safety protocol/Policies and procedures in place for Amkuuf and this needs to be rectified immediately, added to Policies and Procedures Manual and have staff training regarding the protocol

Naa Vura Yeeshiip – Assembly Bill No. 1896 Tribal health programs: health care practitioners – chapter 119 (attached) clarifies how a practitioner with an out-of-state license is able to work for a tribal entity without being licensed in the state the tribe is located in – Job description for Part-Time Licensed Therapist/LCSW, ASW, MFT, IMFT was revised by Rivkah and myself, sent to HR and was approved by KCDC Board on 10/13/2014 and now needs Council approval

Head Start – Please see attached monthly report – emails were sent clarifying previous report findings for Head Start – all requested changes to FY 2015 grant have been made – KCDC Board approved Head Start Continuation grant submission on 10/13/2014

Financial – Final report has been submitted for the LSTA (Library Services and Technology Act) – Final fiscal report has been submitted for the Americorps Planning Grant – we were asked to submit for a \$5000 amendment for the EDA grant for additional funding for continuing Planning Partnerships for CEDS activities and training, request was awarded and will be used to attend EDA training to be held in the spring of 2015 – staff worked with Laura Mayton to complete the 2014 Indirect Cost Rate Proposal and will be working with her on the 2015 IDC Proposal – staff has been working with Kathy Arata on audit preparation and will be audit ready by the end of October – Audit is scheduled for the week of November 17, 2014

Action Items: Approval of revised position description for Licensed Therapist/LCSW, ASW, MFT, IMFT

Judicial System and Programs
April Attebury, Administrator
Report
For Council Meeting October 23, 2014

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 ended 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.

Pikyav D.V. Services Provided: Tanya Busby, Administrative Assistant / Pikyav Program Coordinator and Leslie Moore, DV Services Specialist

In the month of September we served 5 victims of Domestic or Family Violence victims. We provided 2 emergency crisis intervention vouchers, 2 transports, 2 court accompaniments.

Meetings:

September 8- ITWAN- Eureka

September 9 - Yav Pa Anav- Happy Camp

September 10 – Meeting with Siskiyou Domestic Violence & Crisis Center – Yreka

September 25 – Council Meeting - Orleans

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>100% Expended</i>
<i>Term Dates: 10/1/2011 to 9/30/2014</i>					
<i>Progress Report Due Date: 10/30/14</i>	<i>In progress</i>		<i>Fiscal Report:</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

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 – 2nd Annual Candlelight Vigil – Happy Camp

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 stated that KTHA may have other options, a 4 bedroom home on Apsuun Road that we can use. Tanya attended the KTHA meeting scheduled on September 24, 2014 at 10:00 to discuss the plan. KTHA proposed yet another sight and Pikyav and KTHA drafted a MOU for Temporary transitional house (apartment) and it is pending Board approval.

A third round listing has been posted October 10, 2014 for construction of the Comstock property.

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: 10/1/2012-09/30/2015</i>	<i>5094-05</i>	<i>\$725,366.00</i>	<i>\$194,717.41</i>		<i>11.27 %</i>
<i>Progress Report Due Date:12/30/14</i>					

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

Services Provided :

One victim was served with a transport to court and court accompaniment.

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.

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					
Progress Report Due Date: 10/30/2014					

Chris Bickford, Karuk Tribal Youth Resource Specialist

Happy Camp/Orleans

September Activity Report

The month of September was a busy month for the Mentoring Program. I was in the schools quite often promoting the program and speaking with youth that had been both recommended as well as voluntarily expressed interest in being a part of this network. There are lots of kids interested, especially at the Elementary levels, wanting to be mentored. A struggle I am facing right now is the lack of willing and able adults to take part in helping the youth in this community. We only ask 4-8 hours a month with a child. We can use all the help we can get to recruit Mentors, so please spread the word and make a difference in these children’s lives, be a good influence for them, be a role model. If you have any questions or concerns feel free to contact me at any time. My email is chrisbickford@karuk.us. My work cell is 530-598-7346 and my extension in 5301.