

KARUK TRIBE
COUNCIL MEETING AGENDA
Thursday, May 28, 2015, 3 PM, Happy Camp, CA

A) CALL MEETING TO ORDER – ROLL CALL

AA) PRAYER / KARUK TRIBE MISSION STATEMENT

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

CH) APPROVAL OF THE AGENDA

EE) APPROVAL OF THE MINUTES (*April 23, 2015*)

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

1.

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

1. David Tripp, Tribal Member
- 2.

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

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

17. Tina Hockaday-Weldin, HR Director

II.) REQUESTS *(Five Minutes Each)*

1.)

K) PHONE VOTES *(Five Minutes)*

1. Request approval of modification (2) to contract 14-C-083 between the Karuk Tribe and M. Peters. Passed.
2. Request approval of modification (1) to agreement 15-A-041 between the Karuk Tribe and R&R Backhoe. Passed.
3. Request approval for out of state travel for Buster Attebery to Washington DC. May 20-21, 2015. Passed.
4. Request approval of the Karuk Tribe's official comments to the USDA, Forest Service WSRP. Passed.
5. Request approval for out of state travel for Sandi Tripp to Laveen, AZ May 4-7, 2015. Passed.

M) INFORMATIONAL *(Five Minutes Each)*

N) COMMITTEE REPORTS *(Five Minutes Each)*

1. KTHA Meeting Minutes
2. NCIDC Meeting Minutes

OO) CLOSED SESSION *(Five Minutes Each)*

1. Enrollment (dinner break)
2. Justina Harrison
3. Barbara Snider
4. Tribal Council Members

P) SET DATE FOR NEXT MEETING *(June 25, 2015 at 3 PM in Orleans, CA.)*

R) ADJOURN

**Karuk Tribe – Council Meeting
April 23, 2015 – Meeting Minutes
Yreka, CA.**

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

Present:

Russell “Buster” Attebery, Chairman
Joseph “Jody” Waddell, Secretary/Treasurer
Robert Super, Vice-Chairman
Elsa Goodwin, Member at Large
Arch Super, Member at Large
Josh Saxon, Member at Large
Renee Stauffer, Member at Large
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large

Absent:

None.

Sonny Davis completed a prayer and Jody Waddell read the mission statement for the audience.

Agenda:

Elsa Goodwin moved and Sonny Davis seconded to approve the agenda with changes, 8 haa, 0 puuhara, 0 pupitihara.

Minutes from March 26, 2015:

Renee Stauffer moved and Josh Saxon seconded to approve the minutes, 7 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Old Business:

None at this time.

Guests:

1.) Eric Cutright, IT Director:

Eric is present to present one action item. It is a request to have information under the FOIA released. He and Jaclyn have reviewed the request and drafted a response. There was the option to object providing information, and they evaluated the option to request withholding the names and contact numbers from the document. Eric doesn't need it approved this evening but he does by the deadline of May 1, 2015. This will be tabled to the Planning Meeting.

Director Reports:

1.) Scott Quinn, Director of Land Management:

Scott is present to review his written report with the Tribal Council, he has no action items. He reviewed fee to trust application on the Tebbe property. Scott noted that with the addition of Mike Scrimsher, Scott was allowed to work on fee to trust issues which is his primary position and it was nice to get those projects moving.

Jody inquired about the time frame for the Tebbe property; it was undetermined but all documents have been submitted and the timeframes will be developed along with the guidelines of reviews, comment periods, responses, etc. He noted that it wouldn't take that long.

Scott went on to brief the Council on other fee to trust applications, including KCDC's storage buildings, Yreka Clinic property, Sharps Road clean up. Josh asked about why the County doesn't owe taxes for the Yreka Clinic when it was put into trust and then still assessing tax fees. The County auditor noted that the appeals board is who handled it, are saying that they will not pay that back. Josh would like to take that

issue to the next level, because the County Board cannot override the BIA approving trust status. Jaclyn will be asked to look into this and find out if other Tribes have run into this and how it was handled.

Arch Super moved and Renee Stauffer seconded to approve Scott's report, 7 haa, 0 puuhara, 0 pupitihara (Elsa absent for vote).

2.) Sandi Tripp, Director of Transportation:

Sandi is present to review her report. She went on to discuss the clean-up of Oak Knoll and the ongoing discussions to become organized at that location. She has an action item regarding gravel crushing at the ranch. She, her staff and Fred met with Mike Peters. She would like him to be allowed to crush rock with his mobile crusher, which will create some funding to purchase scales for the project. Sandi noted that she will discuss "royalties" with the Council land Laura in closed session if they would like. With a royalty there would be a permanent scale purchased which will serve the Tribe. There is rock on the property and she believes that the Tribe will make money off of this project. This project would not be run through KCDC, because Sandi noted that it isn't a profit making endeavor at this point. Sandi noted that she is a bit apprehensive about that because of her last project.

She went back to updating the Council on the Oak Knoll project. She and other staff have met at the location and found that there are repairs needed to the building. The staff wants to move everything out of that facility and store it in containers while clean up takes place. There would be the renting of three containers on site and clean it. She will bring this back at another time.

She is working with HCAOG that will have a joint powers agreement, which will allow a Tribal seat on their board. This will be a first in the nation if it passes.

Josh asked how many tribes are on the HCAOG and Sandi reported there are nine. She is currently the vice-chair and the tribes are all from Humboldt County.

She then updated the Council on lumber. Bucky will coordinate with KTHA on lumber and Tommy Horn. Erin noted that the KTHA Board made a decision on the lumber so she will need to speak with Sandi on this to update her.

Elsa Goodwin moved and Arch Super seconded to approve Sandi's report, 8 haa, 0 puuhara, 0 pupitihara.

3.) Leaf Hillman, DNR Director:

Leaf is present to review his report. He first had Bill provide action items for approval. It is out of state travel for the FLN for Bill Tripp, May 30-June 1, 2015 to NM. It is also a request to seek approval for Will Harling to travel as a partner agency in the fire network.

Josh Saxon moved and Renee Stauffer seconded to approve out of state travel for Bill Tripp and Will Harling to Santé Fe, NM, 8 haa, 0 puuhara, 0 pupitihara.

Bill then asked the Council for approval of the video for the project that the Food Security Program developed. Also, he would like to seek approval of the K-1 curriculum. The HCES is trying to purchase the documents according to their grant guidelines and then the 2-3 grades will be finalized soon as well. Elsa announced that she will be abstaining on both because she wasn't provided the documents as requested. Bill provided five manuals for the Tribal Council commenting that they were left at the last meeting. Josh noted that the manual was very well done and he was impressed. Buster agreed that it is impressive work.

Josh Saxon moved and Renee Stauffer seconded to approve the sweathouse video for distribution, 6 haa, 0 puuhara, 2 pupitihara (Arch/Elsa).

Robert asked who was completing the upper grades curriculum. Josh noted that it is the same team that developed this first K-1.

Renee Stauffer moved and Bud Johnson seconded to approve the K-1 Karuk Tribe Curriculum, 7 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Leaf then went on to discuss the WSRP. Leaf noted that several staff has worked on the WSRP and Earl was appointed the Tribes lead on the project. He has worked with several other staff members to provide WSRP draft Environmental Impact Statement comments. This is a short compressed timeframe but that is due to the USFS fast tracking the project.

The comments are based on what the Tribe has found to be in line with the Tribes management plan. The USFS provided the Tribe 10 days to come up with an alternative to the WSRP and they did that. Earl noted that the comments as presented this evening will be the Tribes official comments. Leaf asked for the Council to make comments if they have any and he would request a phone vote on this as early as Monday morning.

The forest had agreed early on to provide financial assistance for consultation on this project. The USFS is responding slowly but it is moving forward. The best way to move forward would be to transfer funding through the BIA which won't require a share of cost.

Arch noted that there is a request to table Leaf's report because the format is still not done correctly.

Arch Super moved and Robert Super seconded to table Leaf's report, 5 haa, 0 puuhara, 3 pupitihara (Bud, Josh, Renee).

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

Emma Lee provided her report and is not present because she is working on a grant deadline.

Arch Super moved and Jody Waddell seconded to approve Emma Lee's report, 8 haa, 0 puuhara, 0 pupitihara.

5.) Daniel Goodwin, Maintenance Supervisor:

Daniel is present to review his report. He updated the Council on the Yreka Clinic project and getting is ready for staff and/or program moves. Daniel noted that obtaining supplies has become an issue to get the project moving forward a little faster.

Jaclyn noted that having the maintenance crew take the monitoring training would be very valuable so they can be trained and provide the service.

Renee noted that she is glad that Hawk is back to work because the work is truly noticed in the Orleans area.

Elsa Goodwin moved and Jody Waddell seconded to approve Daniel's report, 8 haa, 0 puuhara, 0 pupitihara.

6.) Carolyn Smith, People's Center Coordinator:

Carolyn is present to review her report. She announced that the Basketweavers Gathering was a success and she thanked the Council, Sammi, Maintenance Crew, Kathy and all the volunteers that made contributed to the event. Funding raised from the event will go back to the Tribes Basketweavers Gathering next year.

She has three action items. Her first item is a revised position description for the part time position as a Sales Shop Clerk. It was edited to include tobacco products which will ensure they are comfortable and able to check ID's.

Arch Super moved and Bud Johnson seconded to approve the revised Sales Shop Clerk position description, 8 haa, 0 puuhara, 0 pupitihara.

She then presented her second action item. It is a request to approve resolution 15-R-045 to submit a grant proposal to the national endowment for approximately \$6,000.

Arch Super moved and Jody Waddell seconded to approve resolution 15-R-045, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval to move forward with a Native Plant Interpretive Garden at the People's Center grounds. It is funded by the USDA, Food Securities grant and the People's Center staff will not be responsible for the maintenance, just providing space outside the People's Center.

Renee Stauffer moved and Robert Super seconded to approve the concept of the native plant garden at the People's Center, 8 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve Carolyn's report, 8 haa, 0 puuhara, 0 pupitihara.

7.) Lester Alford, TANF Director:

Lester is present to review his report with the Council. He provided some weatherization information to the Council.

He would like to request approval of a VISA for a LIAP Administrator in the amount of \$2,500.

Arch Super moved and Josh Saxon seconded to approve a tribal VISA with a limit of \$2,500 for the LIAP Administrator, 8 haa, 0 puuhara, 0 pupitihara.

Robert asked for an update on the camera's that were installed into the building. Lester noted that the employees must agree but that is just audio with videoing. The audio is not recommended due to the legal issues. The cameras are not live to date. Arch asked when the next committee meeting. It was noted that it is May 26, 2015 in Happy Camp.

Arch Super moved and Jody Waddell seconded to approve Lester's report, 8 haa, 0 puuhara, 0 pupitihara.

8.) Jaclyn Goodwin, Self-Governance Coordinator:

Jaclyn is present to seek approval of a couple action items. She would like to seek approval of the amendments to the Intellectual Property Rights document. A copyright discussion took place, and this document was updated to include that the Tribal Council should have final approval. She reviewed the change with the KRAB.

Bud Johnson moved and Jody Waddell seconded to approve the amended agreement to the IPR, 8 haa, 0 puuhara, 0 pupitihara.

She noted that the USFS letter has drafted some letters regarding law enforcement issues. Josh has some suggested changes and the Tribes letter will go to federal agencies as well.

She mentioned that KRAB is discussing how to develop by-laws and to become more clear on their objectives. It was originally established to assist THPO. Since that time, there are several different departments and programs pulling things to the KRAB for review. She noted that it isn't a bad thing that those documents go to the KRAB; however, a structure should be developed. This will be coming at a later time.

The USFS quarterly meeting is next Wednesday in HC at 10am. The County IGA was approved and submitted to the State.

Arch Super moved and Josh Saxon seconded to approve Jaclyn's report, 8 haa, 0 puuhara, 0 pupitihara.

9.) Tina Hockaday-Weldin, HR Director:

Tina is present to review her report. She has one action item, which is a position description change, to require a PMI certification within the first year of employment for the Health Program PM position. The position description was tabled to the Planning Meeting.

Renee Stauffer moved and Josh Saxon seconded to approve Tina's report, 8 haa, 0 puuhara, 0 pupitihara.

10.) Dion Wood, TERO/Childcare:

Not present, report provided, on travel.

Arch Super moved and Josh Saxon seconded to approve Dion's report, 8 haa, 0 puuhara, 0 pupitihara.

11.) Erin Hillman, KTHA Director:

Erin is present to review her report. Erin has no action items but updated briefed her report. The Wellness Center is quickly moving along. They have scheduled an unfinished walk-thru of the Yreka Wellness Center on May 4th at 3pm. Arch asked that Erin or Barbara send that to the Council's schedule.

KTHA is doing an auction of some surplus equipment items. KTHA has approved this and it will be coming soon. She would like to get the Tribes permission to complete a bulk mailing or addresses from Enrollment to conduct a bulk mailing.

Arch Super moved and Jody Waddell seconded to approve a bulk mailing through the enrollment office to Tribal Members, 8 haa, 0 puuhara, 0 pupitihara.

She emailed the Council a memo from Haubbs Strauss on SB110. She explained that there were some amendments that were introduced, but it hasn't come out to date. Another issue is a 30% rule to be defined but "tenant protections" was not clear. Erin is suggesting comments, and one is the clarification of that term.

She reviewed hiring of KTHA and other staff reports as information.

Arch Super moved and Jody Waddell seconded to approve KTHA's report, 8 haa, 0 puuhara, 0 pupitihara.

Buster thanked Erin for cooperating with the Karuk Tribe and assisting in the Tribe's projects in Yreka.

12.) Tom Fielden, Emergency Preparedness Coordinator:

Tom has no action items but he is present to review his report. Tom noted that the meetings with the local sewer and water boards. With those meetings they found that the programs cannot front load their grants. Sammi noted that she and Laura will be working with them on the options for the sewer board. Sammi then went on to note that the water board still does not have a grant for their portion of the water project.

There was further information on the water tank installations that are for low income persons, which are really restrictive.

Tom noted that there were three guys that took their fire classes. Herman Albers has been to a couple trainings and he is always so respectful and eager to learn.

He is in compliance with his grants and maintaining compliance with permitting and reporting.

Josh asked if the HC Fire Safe Council is forming an alternative to the WSRP. Tom commented that they are kind-of doing what Earl and the DNR staff are doing. The Happy Camp Fire Safe Council is also submitting comments and preparing a preferred alternative.

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

13.) Patty Brown, Head Start Director:

Patty is present to submit Head Start policy approvals that the Council needs to approve. She reviewed the two policies which is the Safe Home Visit policy and the Transportation Policy.

Jody Waddell moved and Robert Super seconded to approve the Safe Home Visit policy, 8 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve the Transportation policy for Head Start, 8 haa, 0 puuhara, 0 pupitihara.

14.) Laura Mayton, CFO:

Laura Mayton is present to review her report. She updated the Council on the reporting needs for the 2016 reporting requirement of Covered California. Laura noted that there are forms that the IRS requires for health insurance. Laura noted that this is a requirement of KTHA, and KCDC as well. This will be time sensitive but is a required and will be done with the staff.

Laura then updated the Council on the CSC negotiations. She is hoping by the Planning Meeting she will have an idea of what the Indian Health Services will be offering.

Arch Super moved and Elsa Goodwin seconded to approve Laura's report, 7 haa, 0 puuhara, 0 pupitihara (Robert absent for vote).

15.) Sammi Offield, Contract Compliance:

Sammi is present to review her report. She has one action item. It is a contract with HSU. Buster asked how come the Tribe doesn't do monitor training. Sammi was unsure but this contract has been done before and will alternate sites.

Arch Super moved and Renee Stauffer seconded to approve contract 15-C-084, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval of contract 15-C-085 with Douglas Robinson DBA Bigfoot Towing and Small Engine Repair. The TERO fee will be assessed.

Arch Super moved and Bud Johnson seconded to approve contract 15-C-085, 8 haa, 0 puuhara, 0 pupitihara.

She went on to update her report. Hoopa Tribe has sent in their paperwork for 2015 that she needed to complete her reporting requirements for CSD.

Sammi noted that she emailed the Council that HUD has approved the revised timeline on the Yreka Wellness Center. The 2015 NOFA still hasn't been released. Kim Corkin will notify her of its release and she will hold a public meeting regarding the funding project that the Tribe will be submitting.

On May 9-10, 2015 will be a youth event in Happy Camp, for a baseball clinic. It is funded through CSD.

Josh Saxon moved and Sonny Davis seconded to approve Sammi's report, 8 haa, 0 puuhara, 0 pupitihara.

16.) Karen Derry, KCDC Operations Manager:

Karen is not present, report provided, on travel.

Arch Super moved and Sonny Davis seconded to approve Karen's report, 8 haa, 0 puuhara, 0 pupitihara.

17.) April Attebury, Judicial Systems Administrator:

April is present to review her report. She has two action items. It is a request to approve agreement 15-A-052. It is an agreement between the Karuk Tribe and the Humboldt County DA.

Renee Stauffer moved and Bud Johnson seconded to approve agreement 15-A-052, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval of addendum (1) to contract 15-C-058. Elsa inquired about printing because there needs to be a power point presentation but it was done at the Tribes offices not by the contractor. It was determined that the contract included use of the Tribes equipment and resources. April would like to extend the contract with Abbigail Yeager for 30 days and to include additional materials identified by the first strategic planning session. Elsa noted that the Council and group have already received their binders. April noted that it is an ongoing project which requires updates. Sammi went on to note that April is still under the amount that the project was awarded for. All costs come out of the grant.

Josh Saxon moved and Renee Stauffer seconded to approve addendum (1) to contract 15-C-058, 7 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

She then provided photos that were taken at the “March Against Bullying” at different locations.

Josh asked again about the grant funding for the home location that will be a domestic violence house. April noted that the official communication needs to be on KTHA letterhead in which Erin stated she would get that to her. April commented that the deadline for that letter is needed by the end of the month.

On April 29th there is a candlelight vigil in Orleans at 4pm. There were discussions on the office moves and how those are progressing.

Elsa Goodwin moved and Arch Super seconded to approve April’s report, 8 haa, 0 puuhara, 0 pupitihara.

Committee Reports:

None at this time.

Phone Votes:

1. Request approval to provide \$1,500 to travel/training line item budget for the People’s Center. Passed.

Closed Session:

Consensus: to have the Chairman and Vice-Chairman meet with maintenance crew to have safety meetings, shall take no longer than 15-30 minutes per week. Also obtain timelines on ongoing projects.

Robert Super moved and Bud Johnson seconded to approve out of state travel for Josh Saxon and Carley Whitecrane to attend travel in NM May 1-3, 2015 in conjunction with River keeper (costs) and provide a presentation, 7 haa, 0 puuhara, 1 pupitihara (Josh Saxon).

Consensus: for the Tribal Council to call a mandatory management team meeting and set the agenda.

Consensus: Education Coordinator will now report to the Council at Council Meetings.

Bud Johnson moved and Jody Waddell seconded to approve resolution 15-R-049, 7 haa, 0 puuhara, 0 pupitihara (Renee absent for vote)

Consensus: to have a discussion with both April Attebury and Stephanie Dolan regarding Enrolled Tribal Member Descendants and bring that clarification back to the Council.

Consensus: to review the Enrollment Ordinance and discuss comparison with Gratin Tribe’s ordinance. Bring that discussion back to the Council after the Enrollment Committee discusses options.

Bud Johnson and Sonny Davis seconded to approve Tribal Member #MF as the Election Committee Member, 8 haa, 0 puuhara, 0 pupitihara.

Consensus: to have the recommended Election Ordinance changes to Stephanie Dolan and have a set meeting with the Tribal Council clarifying the changes.

Josh Saxon moved and Sonny Davis seconded to remove the no-rehire status for Tribal Member #GA, 8 haa, 0 puuhara, 0 pupitihara. (A letter shall be drafted from HR to include close out file).

Consensus: to set a meeting with TANF representatives and staff to review Tribal Member #KG complaints and/or recommendations.

Jody Waddell moved and Elsa Goodwin seconded to approve contract 15-C-089 with Michael Lennon, 8 haa, 0 puuhara, 0 pupitihara.

Consensus: Request for insurance will be verified with Laura Mayton to check budget.

Buster excused himself at 9pm.

Josh Saxon moved and Bud Johnson seconded to approve resolution 15-R-052, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Josh Saxon moved and Renee Stauffer seconded to approve contract 15-A-054 with CILS for representation of resolution 15-A-054, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Elsa Goodwin seconded to approve resolution 15-R-053, 7 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Sonny Davis seconded to approve resolution 15-R-054, 6 haa, 0 puuhara, 0 pupitihara (Jody absent for vote).

Renee Stauffer moved and Josh Saxon seconded to approve recommendation #7, 5 haa, 1 puuhara (Elsa Goodwin), 1 pupitihara (Arch Super). Directive will be sent to Directors to ensure follow-through on recommendation.

Recording Secretary excused from meeting. No minutes recorded.

Consensus: to issue a written directive to employee #LH to complete the required reporting.

Consensus: to add discussion items to the Council Planning Session; staff coverage and staff attorney possibility.

Jody Waddell moved and Renee Stauffer seconded to approve out of state travel for Sonny Davis to AZ with Sandi for IRR Roads Conference, 7 haa, 0 puuhara, 0 pupitihara.

Employee Drawing: Diane Filicichia, Finance Office.

Arch Super moved and Josh Saxon seconded to approve procurement and select Win-River Hotel, Redding CA as the Tribal Council's Planning Session location, 7 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve contract 15-C-XXX for Sergeant of Arms, 6 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Consensus: to not release the February 19, 2015 USFS Summit Meeting Minutes, until DNR Monthly Meeting review.

Arch Super moved and Bud Johnson seconded to approve overnight stays for Josh, Renee, Elsa in Yreka, 4 haa, 0 puuhara, 3 pupitihara (Elsa, Josh, and Renee).

Next Meeting Date: May 28, 2015 at 3pm in Happy Camp, CA.

Jody Waddell moved and Bud seconded to adjourn at 9:47pm, 7 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Robert Super, Vice-Chairman

Recording Secretary, Barbara Snider



JUDICIAL SYSTEM AND PROGRAMS

TRIBAL COUNCIL REPORT-MAY 21, 2015-BY APRIL E. ATTEBURY, ADMINISTRATOR

TRIBAL COURT UPDATES- April 2015 Docket: Yreka-Mediation scheduled/cancelled parties reached agreement.

GRANTS AND PROGRAMS ADMINISTERED BY JUDICIAL SYSTEM

Grant #1: CTAS 2012 –TW-AX-0023-DOJ/OVAW Grants to Indian Tribal Governments Program

Program:	Awarded \$725,366.00 Term Dates: 10/1/2012-09/30/2015			
Code	Total Budget	Expensed to date	Balance	
5094-05	\$725,366.00	\$299,956.45	\$425,409.55	59 %

Project Title: Karuk Transitional Housing Program

Goal: To assist in decreasing the number of violent crimes, (domestic violence, dating violence, stalking or sexual assault) committed against Native American Women and Girls.

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

Deliverables\Tasks Updates:

- 1.) Shelter/Transitional Housing Assistance
 - a. Number of bed nights-120
 - b. Number of Victims/Survivors-4
- 2.) Victims/Survivors who received grant funded services-4
 - a. Services provided-13, consisting of transportation/counseling/support services/cultural advocacy services
- 3.)Community Education-23 Girls Circle (6 groups conducted during reporting period) the education topic is healthy relationships/youth awareness of sexual assault/domestic violence/dating violence, stalking, bullying prevention (6-12th)
- 4.)Coordinated Community Response
 - Tribal Council-monthly meetings, planning and committee meetings
 - Tribal Housing Authority-Partner/emails, phone calls, meetings
 - Siskiyou Domestic Violence & Crisis Center- Non-Profit Organization Partner
 - Pikyav Women’s Advisory- Partner
 - Northern California Tribal Court Coalition-Non-profit, non-governmental Tribal Victim/Court services organization
 - Itwan-Community Advocacy Organization
 - D.A.’s Round Table/Humboldt County- Law Enforcement(local/state)
 - Siskiyou County Sheriffs Roundtable-Law Enforcement(local/state)
 - Siskiyou County Dependency Task Force/Blue Ribbon Commission-Court(local/state)
 - Tribal Court/State Court Forum-(court/local/state/tribal)



JUDICIAL SYSTEM AND PROGRAMS

TRIBAL COUNCIL REPORT-MAY 21, 2015-BY APRIL E. ATTEBURY, ADMINISTRATOR

Karuk YavPaAnav -Social Service Organization

Karuk Indian Child Welfare- Child Protection/Social Service Organization

5.) Outreach Activities-Take Back the Night in Orleans Community and Silent Witness Project in Orleans Community.

Grant #2: CTAS 2014–TW-AX-0040-DOJ/OVAW Grants to Indian Tribal Governments Program (36 months)

Program:	Awarded \$543,525.00			Term Dates: 10/1/2014-09/30/2017
Code	Total Budget	Expensed to date	Balance	
5094-11	\$543,525.00	\$19,685.46	\$521,035.57	4.14 %

Project Title: Karuk Tribal Judicial System Pikyav D.V. Services Program

Goal: Assist in decreasing the number of violent crimes, (domestic violence, dating violence, stalking or sexual assault) committed against Native American Women and Girls.

Strategy: To enhance the “Pikyav” (to fix) D.V. Services Program

Objectives: 1.) Increase access to culturally appropriate counseling/support and advocacy services who are victims of violent crimes; 2.) Increase availability of culturally appropriate counseling/support and advocacy services for victims of violent crimes; 3.) Increase the culturally relevant outreach, awareness and educational activities provided to the teen population; 4.) Increase culturally relevant outreach and awareness activities to the Tribal community; 5.) Provide legal services via our “legal access centers” to victims of domestic violence, dating violence, sexual assault or stalking who need assistance with legal issues that are a result of the abuse that they have suffered.

Deliverables\Tasks Updates:

1.)Victims/Survivors who received grant funded services-4

a. Number of Victim/survivor services provided-13 [consisting of transportation, counseling/support, advocacy, civil legal/court accompaniment, support services, hospital/clinic/medical accompaniment.]

b. Number of times services provided-24

2.)Outreach Activities-Three (3). Take Back the Night in Orleans Community, Walk of Honor in Hoopa Community and Silent Witness Project in Orleans Community.

3.)Coordinated Community Response

Women’s Advisory-Pikyav

Community Advocacy Organization- Itwan

Law Enforcement(local/state)-D.A.’s Round Table/Humboldt County

Social Service Organization-YavPaAnav



JUDICIAL SYSTEM AND PROGRAMS

TRIBAL COUNCIL REPORT-MAY 21, 2015-BY APRIL E. ATTEBURY, ADMINISTRATOR

Grant#3: CTAS 2014-IC-BX-001/BJA-Tribal Assistance (18months)

Program:	Awarded \$74,975 Term Dates: 10/1/2014-03/31/16			
Code	Total Budget	Expensed to date	Balance	
5094-12	\$74,975	\$15,976.24	\$58,998.76	21.31 %

Project Title: Karuk Tribal Justice System Strategic Plan

Goal: Develop a Comprehensive Karuk Tribal Justice System Strategic Plan to guide a multi-pronged approach promoting the safety and wellness of the communities within the Karuk Service Area.

Objectives: 1.) Develop and advisory board/subcommittee for comprehensive Tribal Justice Systems Strategic Planning and master planning of a justice center; 2.) Complete visioning, PESTEL and SWOT analysis for strategic planning –identify priority needs for Karuk Tribal Justice System; 3.) Develop written strategic plan that identifies a strength-based strategy for comprehensive Karuk Tribal Justice System based upon results of Objective 2.

1. Deliverables\Tasks Updates:

- a. Delivered 2 day Planning Session April 9th and 10th in Yreka.
- b. This Project Manager met with Consultant throughout the month of April in preparations for the follow up 1 day Strategic Planning Workshop set for May 20, 2015 in Happy Camp. During this phase we are looking at Goals and Objectives and the current operational budget as well as the projected budget and unmet needs for the next five years.
- c. We are utilizing the consultants for the National Criminal Justice Training Center of Fox Valley Technical College (FVTC). BJA has made funding available for TTA for Purpose Area 2 grantees and the National Criminal Justice Center is the TTA provider, Stephanie Autumn and Sarah Reckess from the Center for Court Innovations (a partner of the National Criminal Justice Training Center) are our assigned Technical Assistance staff throughout our strategic planning process. Technical Assistant Provider, Sara Reckess checks in on a weekly basis, providing insight as to how our strategic plan should be shaped. We have been able to request and receive past example s and relevant material to assist in the development of our Strat Plan.

Directors (Scott Quinn, Tribal lands Management) Report
For Council Meeting on (May 28, 2015)
Reporting Period April 16, 2015 to May 21, 2015

Land Management Projects

Project Title: Tebbe Fee to Trust

Description: Project to put a portion of the casino parking into trust status.

Status: The BIA surveyor has approved the BLA, legal description, and boundaries.

Remaining: The solicitor prioritized her title commitment review and requested an Exception regarding the BLA be removed, which the Title Co. A issue the Notice of Application was published on 4/23 with a 30 day comment period. A NEPA FONSI was also published. I'm waiting on when a Notice of Decision can be issued.

Project Title: KCDC Storage (Adamson Property) Fee to Trust

Description: To put the parcel containing the storage units in Happy Camp into trust status.

Status: I received the updated Title Commitment on 4/16 without the fence encroachment, and forwarded to the BIA.

Remaining: Schedule B(F)5. Requiring us to demonstrate we were recognized and under federal jurisdiction in 1934 may be an issue. I may need to send BIA the Beckham materials and Dennis's 2009 memo to the Solicitor.

Project Title: Yreka Clinic Title Policy

Description: The BIA has accepted the property into trust, but need a policy without the tax exception.

Status: The County Assessor has agreed to a roll correction to refund current taxes due back to the date of BIA acceptance (7/28/2014)

Remaining: Waiting for approval from the Auditor and Tax Collector before a \$0 tax bill can be issued and we can move forward with the title policy to get this property recorded with the BIA and County in trust.

Project Title: Sharps Road Cleanup

Description: Project to demolish three large mill buildings

Status: The contractor has had the asbestos removed and is hoping to be mobilizing for demolition on 5/26/2014.

Remaining: Wait for 10 day permit comment period to expire, turn off power and complete demo.

Project Title: BIA Solid Waste – Red Cap Rd.

Description: Clean up solid waste on tribal allotment in Orleans.

Status: Earl Crosby sent me pictures of the Red Cap property and it looks good with all the solid waste removed.

Remaining: Watershed Crew to finish the Old Orleans motel property and I need to write the post-project report.

Project Title: MKWC Easement

Description: MKWC Easement to Tribe for traditional trail to Old Orleans motel property.

Status: I drafted accommodation instructions and sent Easement Deed and Exhibits to MKWC for signature and notary. Emailed him for an update on 5/20/2015.

Remaining: Once signed and notarized I will record at Humboldt County Recorder's Office.

Project Title: Yreka WME MH Park Fee to Trust

Description: MKWC Easement to Tribe for traditional trail to Old Orleans motel property.

Status: I sent the BIA the Fee to trust Application package on 5/15/2015.

Remaining: Letter acknowledging receipt of the application, requesting additional information, Notice of Application, NEPA compliance, Title opinion, Legal Description review, Notice of Decision, Acceptance of Conveyance, and final recording of new deed.

Land Projects to be Initiated

Project Title: Menne and Tynes Yellow house Fee to Trust

Project Title: Sharps Rd. Water Contract

Project Title: Tribal Member Property Legality

Casino Projects

Project Title: Conditional Use Permit

Description: Conditional Use Permit for the Casino Fee Parking lot

Status: Received Draft CEQA/CUP Timeline. I sent back a letter with proposed revisions to shorten it.

Remaining: Consultant has conducted Biological Study. He indicated he did not find any sensitive species, and is drafting the report. We also need the landscape plan still.

Project Title: Casino Code Check

Description: Consultant to conduct necessary code checks and review of the casino construction plans.

Status: Received Civil Code Check on 4/21/15 and the other divisions on 5/21/2015.

Remaining: Architect to work with civil engineer to address civil comments by 5/27/15. Our Owner Rep has requested the additional comments be addressed by June 12-15.

Project Title: Casino Off-Site Cultural Resource Study

Description: Consultant to conduct necessary cultural resource studies for off-site project CEQA.

Status: On 5/4 our Contractor sent out a 30 day request for information/concerns from adjacent tribes.

Remaining: Complete Study. Tribe or City will need to consult with SHPO and possibly other tribes.

Project Title: Casino Landscape Plan

Description: Conditional Use Permit for the Casino Fee Parking lot

Status: I have received reports that consultant has been hard to contact. I left him a message on 5/21/2015 for an update.

Remaining: Waiting for Draft of landscape plan. It needs to meet City standards.

Project Title: Off-Site Construction Design

Description: Consultant is developing the design of the improvements agreed to with the City and County.

Status: On 4/22 I sent the revised preliminary design to the City and requested approval prior to consultant drafting the final design.

Remaining: City to conduct Plan Check and determine if sewer project will be included and if the off-site improvements will be included in the CUP CEQA.

Project Title: Wright Construction Casino Bidding

Description: Wright is bidding the Construction Documents.

Status: Wright is reviewing the bids.

Remaining: Receive summary of bids and leveling sheets from Wright.

Casino Projects to be Initiated

Project Title: Develop GMP Contract with Wright

Project Title: Develop Contract with ROI

Project Title: Casino Compliance

Action Items for Approval

Item 1. Approval of Agreement 15-A-003, Modification #1

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Fax: (530) 493-5270

Karuk Tribe



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REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: Contract Karuk Tribe Number Assigned: 15-A-003 Modification #1
 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: Scott Quinn Date: May 15, 2015

Department/Program: Tribal Lands Management

Name of Contractor or Parties: Akana (Cascade Design)

Effective Dates (From/To): October 23, 2014 March 31, 2015

Amount of Original: \$6,963
Amount of Modification: \$1,000
Total Amount: \$7,963

Funding Source: Discretionary/Casino

Special Conditions/Terms:

Brief Description of Purpose:
This Modification shall modify Agreement #15-A-003 to develop a Preliminary Design for the proposed Karuk Casino Phase II Parking Lot necessary through the City of Yreka requested CEQA/Conditional Use Permit.

** REQUIRED SIGNATURES **

Requestor [Signature] Date 5/15/15

**Chief Financial Officer [Signature] Date 5-18-15

**Director, Administrative Programs & Compliance [Signature] Date 5-18-15

**Director of Self Governance(MOU/MOA) or TERO (Contracts) [Signature] Date 5/18/15

Other _____ Date _____

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**MODIFICATION #1
AGREEMENT #15-A-003****KARUK TRIBE
&
AKANA (CASCADE DESIGN)**

This Modification shall modify Agreement #15-A-003 to develop a Preliminary Design for the proposed Karuk Casino Phase II Parking Lot necessary through the City of Yreka requested CEQA/Conditional Use Permit. The modifications are as follows:

Scope of Work Modifications:

1. Develop a Preliminary Design for the Karuk Casino PII Parking Lot to support the submitted City of Yreka Conditional Use Permit.
2. The term of the agreement will be extended to 9/30/2015.

Compensation Modification: Additional \$1,000 will be added to the contract.

Justification of Modification: Necessary to fulfill requirements of requested City of Yreka Conditional Use Permit for Karuk Casino PII Parking.

All other provisions of the original contract shall remain in effect without change.

INDEPENDENT CONTRACTOR

AKANA
6400 SE Lake Rd.
Suite 270
Portland, OR 97222
TIN# 91-1753733

KARUK TRIBE

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

Signature and Date

Signature and Date

RECEIVED NOV 10 2014



CASCADE DESIGN
PROFESSIONALS
A Division of Cooper Zietz Engineers, Inc.

October 2, 2014

Mr. Russell Attebery, Chairman
64236 Second Ave.
Happy Camp, CA 96039

Agreement# 15-A-003

Re: Karuk Casino
Proposal for Additional Civil Engineering Services – Additional Offsite Improvements
as required by the Intergovernmental Agreement with the City of Yreka

Dear Mr. Attebery:

We understand that the Intergovernmental Agreement (IGA) between the City of Yreka and the Karuk Tribe, dated August 2014, has required additional offsite improvements to be included within the Civil Engineering Design for the Casino project. Our understanding of the additional improvements is as follows:

SCOPE OF WORK

- A. Design an 8-inch fire service line to connect to an existing line in Apsuun Road, including an 8-inch pressure sustaining valve (set open to a downstream pressure of 60 PSI).
- B. Design dedicated gravity wastewater facilities necessary to connect to City wastewater collection infrastructure at east end of Sharps Road including; approximately 230 lineal feet of 15-inch and 380 lineal feet of 12-inch offsite gravity sewer pipe between South Main and I-5, approximately 383 feet of new 12-inch pipe.
- C. Abandon or remove existing 10-inch offsite sewer pipe as determined by City.
- D. Design an approximately 1,200' secondary emergency access road connecting Campbell Road to the north.
- E. Design for striping on Sharps Road (approximately 2,600').
- F. Design for a sidewalk on one side of Sharps Road (approximately 2,600').
- G. Prepare construction plans for two right turn stacking lanes at the intersections of Sharps Road and Fairlane to City standards, using design described by Traffic Engineer.
- H. Provide Cost Estimates for Plans and Designs described above.

This fee estimate includes time for coordination with the City of Yreka and PACE Engineering for review, inspection, and approval of the design plans.

The fee estimate does not include the topographic survey required for the offsite work areas identified in the IGA, which we have assumed will be provided by either the Owner or the City of Yreka.



FEE ESTIMATE

Cascade Design will provide the services detailed above on a time and material basis not to exceed \$6,963, including reimbursable expenses. (See the attached Project Budget). We are able to begin work immediately.

Cascade Design will invoice on a time and material basis for the work completed during each billing period, consistent with the attached billing schedule.

Additional work that is not part of the agreed Scope of will not be undertaken without authorization from the Architect and/or Owner.

The services described in this proposal can be invoiced to Group West, or for expediency, we can invoice the Tribe directly, if the Tribe so desires. The estimated cost and proposed scope of work are based on information available to Cascade Design at this time. If conditions change, unforeseen circumstances are encountered, or work efforts are redirected, the fee estimate may require modification.

This proposal is valid for 90 days. Please indicate your approval of the proposal by signing below. After you have signed both originals, please return one entire document and retain the other for your records. Please call me or Paul Knox at 503-652-9090 if you have questions regarding our proposal.

We look forward to working with you.

Sincerely,

Herbert J. Fricke, P.E.

CASCADE DESIGN PROFESSIONALS
Herb Fricke, P.E.
President

AGREEMENT

The above proposal, including all attachments, has been read and understood and is hereby agreed to and accepted. It is agreed that the attached "General Conditions of Service" (which contains a limitation of liability provision), and Addendum(s), if any, form an express part of the Contract, as evidenced by my signature below:

Karuk Tribe

By: *Russell A. Attebery*

Name: Russell Attebery, Chairman

Date: 10-23-14

Cascade/Design Professionals

By: *Herbert J. Fricke*

Name: HERBERT J. FRICKE

Date: 11/3/14



Hourly Rates

Labor Classification	Billing Rate \$ per Hr. FY 2014
Principal	\$188.00
Senior Civil Engineer	\$143.00
Civil Engineer	\$106.00
Assistant Engineer	\$88.00
CADD Technician II/Designer	\$80.00
Word Processing/Clerical	\$52.00

Karuk Casino & Hotel
Civil Engineering Design - Offsite Improvements
Project Budget

Task	Task Description	Sheet Count	Personnel					Clerical	Total Hours	Labor Cost	Expenses	Total Cost
			Principal	Senior Civil Engineer	Civil Engineer	Assistant Engineer	CADD Tech II					
1	Pre-Design Project Programming											
1.1	Technical Memorandum identifying offsite improvements and basis of design		4	6			2	12	\$1,312		\$1,312	
2	Inclusion of Offsite Improvements into Construction Documents (95% and 100%)											
2.1	Coordination with City of Yreka		3			3	1	7	\$745	TBD	\$745	
2.2	Design of new 15" and 12" gravity Sanitary Sewer and abandonment/removal of existing 10" Sanitary Sewer	2	1	2		4	4	11	\$1,146		\$1,146	
2.3	Design of Fire Service to come from connection to existing line in Apsuun Road	1		2		4	3	9	\$878		\$878	
2.4	Design a Second Emergency Access Road connecting Campbell Road to the north	1	1	4		4	8	17	\$1,752		\$1,752	
2.5	Provide Striping Plan for Sharps Road					3	3	3	\$240		\$240	
2.6	Design new sidewalk on one side of Sharps Road	1	1	2		2	3	8	\$890		\$890	
	Total Project Costs	5	3	17	6	17	21	67	\$6,963	\$0	\$6,963	

Assumptions:

- 1 The tasks outlined in the fee estimate are based on those items required by the Intergovernmental Agreement between the City of Yreka and the Karuk Tribe, dated August 2014.
- 2 Wastewater Discharge Permit will be obtained by Others, if required.
- 3 Operations and Maintenance Manual (if necessary) will be prepared by Others.
- 4 This fee estimate assumes that the design geometry of the right turn lanes at the intersections of Sharps and Fairlane is provided by the project Traffic Engineer.
- 5 Construction observation is not included.
- 6 Any additional required topographic surveys, right-of-way surveys, geotechnical investigations, and environment surveys and/or reports will be provided by others.

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Sandi Tripp
Department of Transportation Director
For Council Meeting on May 28, 2015
Reporting Period – April 17, 2015 – May 20, 2015

The information provided in this report reflects approved projects/tasks in our current FHWA Tribal Transportation Improvement Program (TTIP).

GENERAL PROGRAM SUMMARY

The Karuk Tribe executed a Program Agreement with the Federal Highway Administration (FHWA) in December 2013, for operation and administration of a Tribal Transportation Program under FHWA oversight. As stipulated in this agreement, the Tribe exercises responsibility for the following activities:

- General transportation planning, including development and submission of long range transportation plan and Tribal Transportation Improvement Program (TTIP);
- Program administration;
- Design, construction, and management of transportation projects;
- Transportation facility maintenance;
- Coordinate with FHWA to ensure environmental compliance on all Karuk Tribal construction projects.
- Other TTP program-eligible activities as authorized.

Funding is allocated to the Karuk Tribe on an annual basis through Referenced Funding Agreements pursuant to the Karuk Tribe's Tribal Transportation Program Agreement with the Department of Transportation, Federal Highway Administration.

**TRIBAL TRANSPORTATION IMPROVEMENT PROGRAM (TTIP)
PROJECT SUMMARIES**

The following summaries represent the current Official TTIP projects. When we receive the new Official TTIP, currently in process with FHWA, I will incorporate all new projects planned for FY 2015 – 2019.

Project Title: Red Cap Road Bike Way

Description: Reconstruct Red Cap Road – shoulder widening pedestrian and bicycle safety.

Status: Fully funded through a grant from FHWA TTP Safety Funds and State of California Dept. of Transportation and Karuk Tribe TTP Annual Allocation.

The process of preconstruction has begun on this project; we recently completed avian (bird) surveys and clearing and grubbing for Phase 1 is in process. The clearing and grubbing for Phase 1 is being

completed by the CCC's (a requirement of CA state funds that we had received for this part of the project), we will be utilizing experienced DNR staff members and equipment to do the clearing and grubbing for Phase 2. All provisions of the TERO and Tribal preference in hiring will be incorporated into Phase 2.

Please see the Final Draft MOA for your review and approval at this month's meeting. In a coordinated review of the MOA Jaclyn Goodwin, Stephanie Dolan and I worked with the Humboldt County legal counsel. As a team we developed and agreed upon language for the limited waiver of sovereign immunity for the project. The Tribal team feels confident that this document is now ready for Council review and approval.

Thank you for all your support on this project and I look forward to the construction of this exciting project. Construction: Phase 1 will begin in June 2015 and Phase 2 will begin in late July or early August 2015.

Project Title: Asip Road Ext. 815

Description: Reconstruction

Status: Construction is completed on this project and final invoice is in process.

Yellow Hammer PR 815

Description: Repair and Maintenance of the Yreka Head start Parking Facility

Status: To ensure longevity of this facility we will implement a maintenance plan for this site. During the FY 2015 field season DOT Staff will complete maintenance project that will include crack seal, seal coat, stripping and signage.

Yellow Hammer PR 825

Description: Repair and Maintenance of the Yreka KTHA Maintenance Parking Facility

Status: To ensure longevity of this facility we will implement a maintenance plan for this site. During the FY 2015 field season DOT Staff will complete maintenance project that will include crack seal, seal coat, stripping and signage.

Project Title: Happy Camp Complete Streets Project

Description: Reconstruction – Safety Project

Status: This project is planned for SR96 in Happy Camp from the west end of town where Second Avenue meets SR 96 to the east end of town where Old Highway 96 meets SR 96. I am currently coordinating with Caltrans D2 and they are very excited about this project. They have completed 30% of a Project Study Report and we had been working on an ATP grant application for the construction of this project. After reviewing the planning and timing for this project the team has decided that we need to complete the PSR before we will be ready to develop a clear and comprehensive grant application.

Project Title: Tishawniik Hill Bikeway and Trail (Upper/Lower)

Description: New construction and Reconstruction of the Upper and Lower Roads

Status: This route has significant safety issues for local residents and is identified as a priority facility by Caltrans and the Tribe. This project will also incorporate project tasks associated with repair of upper and lower Tishawniik Hill roads that are planned to be part of the overall vision for the trail.

Project Title: Orleans Community Safety Corridor Project

Description: Reconstruction / Safety Project

Status: This project is on SR96 and I have been working with Caltrans to identify the project perimeters and preliminary objectives. Through a coordinated effort between the Karuk DOT and Caltrans D1 we developed a Project Initiation Form for this project. This form is an initial planning document that identifies project perimeters, objectives, design expectations and a draft estimated budget. We recently installed cameras along the SR96 in down town Orleans to obtain information related to this project. We were hoping to identify the route users (i.e.: pedestrians, bicyclist, vehicle traffic); but, unfortunately, the

cameras were stolen and consequently we did not collect any data from this effort. I tracked down the cameras and I was able to recover them. Caltrans has since come up and retrieved them. We will be back on track with this project in the next month and I will be reporting to Council on the progress as new information becomes available

Project Title: Katimin Road

Description: Reconstruction

Status: This route has significant safety issues and is identified as a priority facility by Ceremony Leaders and the Karuk Tribal Council. I expect to coordinate with all interested parties and develop a design plan that will meet the collective need for this very sensitive site. I will be reporting to Council on the progress of this project as new information becomes available.

Project Title: Itroop Road Construction (Phase II)

Description: Reconstruction and extension of Itroop Road

Status: This is for a plan to extend Itroop (near the KTHA homes at the top of the hill) down the hill onto the old Evans Property. When KTHA is ready to construct new homes on that property we will coordinate to ensure an adequate route is constructed for those residences. Itroop Road has significant safety issues associated with emergency ingress/egress. Maintenance is being performed as necessary.

Project Title: Rural Transit Route – SR96

Description: Rural Transit Route between Orleans and Yreka

Status: I am currently working with FTA to complete a very cumbersome process of reporting. Once the reporting process is completed, we will have approx. \$16,000. These funds have been allocated for the Tribe through a formula apportionment for FY 2013 and FY 2014. The FTA requires us to do a proposal in their data system that identifies how the funding will be spent; I expect that the proposal will explain our intent to continue providing transit services on SR96. Once the proposal is in their system we will get the allocation! I will keep Tribal Council up to date on this project as new information is available.

Project Title: Somes Bar Work Cnt. Road & PF

Description: Repair and Overlay

Status: To ensure longevity of this facility we will implement a repair and overlay project during the FY 2015 field Season. During this reporting period we performed a site survey and we are currently in the design and estimate phase of this project. I expect that we will repair all failures in the AC surface, import and compact the sub-base and finally we will do the AC overlay, stripping and signage at this site. I will keep Tribal Council up to date on this project as new information becomes available.

Project Title: Yreka Clinic PF (including the TANF site)

Description: Redesign and Reconstruction of the Yreka Clinic Parking Facility

Status: To ensure longevity of this facility we will implement a maintenance plan for this site. During the FY 2015 field season DOT Staff will complete minor maintenance project that will include crack seal, seal coat, stripping and signage.

During the FY 2016 we will be completing a site survey, design and environmental process. In FY 2017, we will complete the process of reconstruction of this facility. I will keep Tribal Council up to date on this project as new information becomes available

Project Title: 2% Planning

1.) General Project Coordination and Planning Efforts

Status: All projects associated with the Karuk Tribe Transportation Department require extensive coordination and collaboration. During this and all future reporting periods I will ensure Tribal Council is updated as new information becomes available.

2.) Update of the Karuk Tribe Long Range Transportation Plan

Status: The Karuk Tribe DOT is working on updating the current LRTP. We plan to incorporate all transportation facilities, including, but not limited to roads, trails and river access points.

3.) **TTIP Update**

Status: During this report period the Department of Transportation received our Official TTIP for FY 2015-2019. This month I have incorporated all the new project titles in to my monthly report. I will continue to report on the projects identified in this report and look forward to completing all our projects in a timely manner.

4.) **Tribal and Regional Coordination During Report Period**

Status: Attended and participated in monthly Tribal Council and possibly Planning meeting,) , North Coast Tribal Transportation Commission (NCTTC), , HCAOG Technical Advisory Committee, Karuk Tribal Management Team and Working Group meetings, Cultural Resources Advisory Board Meetings, FHWA Consultation Meeting 25CFR Part 170, Caltrans Native American Advisory Committee (CNAAC), Caltrans California Transportation Plan 2040, Federal Transit Administration. Quarterly Tribal Transportation Program Coordinating Committee Meeting (TTPCC)

Project Title: Road Maintenance

Description: Road maintenance funding provides staff and operational coverage for the activities listed below, as performed by a crew from the Karuk Tribe Department of Transportation.

Activities

- Street Sweeping
- Debris and brush removal from roadside and gutters
- Minor roadway patching/crack sealing
- Curb painting
- Road striping
- Grading, ditch and drainage maintenance
- Equipment and vehicle lease, maintenance and repair
- Ongoing route review to identify maintenance and project needs

Expenditure/ Progress Chart

Program	Code	Total Budget to Date	Expensed to date	Balance	% Expended
Federal Highway Administration (FHWA)	2231-00	\$1,593,430	\$208,394	\$1,384,161	13%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 – 10/1/2015	12	4	7	42%	N
Progress Report Due Date	Completed?	Date Completed By?	Fiscal Report Due Date	Completed?	Date Completed By:
5/30/15	no	5/30/15	10/1/2015	N	5/30/15
Comments:					
All projects are meeting milestones as planned. I expect additional RFA's in the amount of approximately \$229,123 for FY 2015.					

Action Items

#1 - 15-A-055 MOA – Karuk Tribe/Humboldt County for the Red Cap Road Project

#2 - Request for approval of Contract for participation in the Non-Lobbying Coalition with Tribes across the nation for the purposes providing a unified voice in Tribal Transportation. (This request for Contract is in process and I will forward it to Council as soon as I receive internal signatures)

Possible Action Item:

Agreement between the Tribe and M. Peters, Inc. for the purposes of crushing gravel. This agreement is being developed and I expect that I will have it in hand on Friday May 22, 2015. If possible I will get it through the process in order to begin the project in a timely manner. Thank you for your consideration of this possible action item.

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REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: Contract
 MOU
 Agreement
 Amendment

Karuk Tribe Number Assigned: **15-A-055**
Funder/Agency Assigned: **FHWA**
Prior Amendment: **N/A**

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

Requestor: **Sandi Tripp** Date: **May 14, 2015**

Department/Program: **Dept. of Transportation**

Name of Contractor or Parties: **County of Humboldt**

Effective Dates (From/To): **May 28, 2015** **September 30, 2018**

Amount of Original: _____
Amount of Modification: _____
Total Amount: **\$0**

Funding Source: **2231-13**

Special Conditions/Terms:
Reviewed by Stephanie Dolan + Jaclyn Ardwin

Brief Description of Purpose:
This MOA sets forth the joint and individual responsibilities of the Tribe and the County of Humboldt for our joint project entitled Red Cap Road Bikeway (AKA: Red Cap Road Shoulder Widening Project 8Q100)

**** REQUIRED SIGNATURES ****

Sandi Tripp
Requestor _____ Date _____

**Chief Financial Officer _____ Date _____

**Director, Administrative Programs & Compliance _____ Date _____

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

Other _____ Date _____

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
THE KARUK TRIBE
AND
COUNTY OF HUMBOLDT**

This Memorandum of Agreement (MOA), entered into this _____ day of _____, 2015 identifies and sets forth the joint and individual responsibilities of the Karuk Tribe, hereinafter referred to as "TRIBE," and the County of Humboldt, hereinafter referred to as "COUNTY," in the improvements to that approximately 1.3 mile section of Red Cap Road (8Q100), which is located within the town of Orleans in Humboldt County, California.

WITNESSETH:

WHEREAS, the parties hereto mutually desire to implement improvements to that approximately 1.3 mile section of Red Cap Road (8Q100) that is located within the town of Orleans; and

WHEREAS, TRIBE has secured the necessary funding through the Federal Highway Administration Tribal Transportation Program (FHWA TTP) and other programs to undertake the actions outlined herein; and

WHEREAS, the parties mutually agree to undertake the actions outlined herein; and

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants contained herein, it is hereby understood and agreed by and between the parties hereto as follows:

1. PERFORMANCE:

- A. TRIBE will obtain approval for all funding for the project from the Federal Highway Administration (FHWA).
- B. The parties hereto have jointly prepared the necessary National Environmental Policy Act, California Environmental Quality Act, and National Historic Preservation Act documents and submitted these documents and received approval.
- C. The parties hereto have jointly surveyed, designed, and prepared the construction plans, specifications, and estimates for the proposed road improvements.
- D. COUNTY will prepare the construction bid package for review by TRIBE; and advertise and bid the project for construction. COUNTY will submit the qualified, responsive, low bid for approval by TRIBE, prior to award of the construction contract.
- E. COUNTY will administer the project in accordance with all applicable requirements of the FHWA TTP and all other terms and conditions of this MOA.
- F. TRIBE will provide resident engineering and cultural monitoring services for the duration of the project.
- G. TRIBE shall reimburse COUNTY for the construction contract and contract administration expenses.

- H. If requested by TRIBE, COUNTY will provide construction surveying services.
- I. COUNTY will be responsible for managing the relocation of any utilities out of the construction areas within the existing right of way prior to construction of the road.
- J. Reimbursements by TRIBE to COUNTY shall not exceed the availability of funding as identified in Amendment Number 2 to the Referenced Funding Agreement dated January 8, 2015 (Agreement No. DTFH69-15-H-00051) between TRIBE and the Department of Transportation, executed on April 7, 2015, which is attached hereto as Exhibit A and incorporated herein by reference.

2. ADDITIONS NOT LIMITED:

Nothing in this MOA precludes TRIBE, FHWA or COUNTY from bringing additional resources to implement the project as outlined herein or in subsequent construction documents.

3. OWNERSHIP AND MAINTENANCE:

- A. This MOA does not change any aspect of COUNTY's ownership or continuing maintenance responsibilities of that approximately 1.3 mile section of Red Cap Road located within the Karuk Tribe's ancestral territory.
- B. This MOA does not add any ownership or continuing maintenance responsibilities to TRIBE of that approximately 1.3 mile section of Red Cap Road located within the Karuk ancestral territory.

4. INDEPENDENT CAPACITY:

- A. It is understood that this MOA is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or any other similar association.
- B. TRIBE assumes exclusively the responsibility for acts of TRIBE's employees, agents and subcontractors, other than COUNTY, as they relate to the services to be provided during the course and scope of this MOA.
- C. COUNTY assumes exclusively the responsibility for COUNTY's employees, agents and subcontractors as they relate to services to be provided during the course and scope of this MOA.

5. REVIEW BY LICENSED PERSONNEL:

Work performed by employees of TRIBE that are determined to be mutually cooperative, such as surveying or engineering work, shall be reviewed and subject to change by COUNTY employees who are appropriately licensed by the State of California in the subject fields, if such licensing is required.

6. TERM:

This MOA shall begin upon execution by both parties and shall remain in full force and effect, unless sooner terminated as provided herein, until September 30, 2018, or until completion of the work subject to this MOA, whichever is sooner.

7. NUCLEAR FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

The Karuk Tribal Council certifies by its signature below that TRIBE is not a Nuclear Weapons Contractor, in that TRIBE is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons system or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. TRIBE agrees to notify COUNTY immediately if it becomes a nuclear weapons contractor, as defined above. COUNTY may immediately terminate this MOA if it determines that the foregoing certification is false or if TRIBE becomes a nuclear weapons contractor.

8. AMENDMENTS:

No amendments to, or alteration of, the terms of this MOA shall be valid unless made in writing by means of a written amendment signed by all parties.

9. LIMITED WAIVER OF TRIBAL SOVEREIGN IMMUNITY:

TRIBE does not waive its sovereign immunity or consent to suit in any court except as expressly stated in this section and subject to the limitations and considerations stated in this section.

- A. Limited Waiver and Consent to Suit. TRIBE waives its sovereign immunity and consents to suit as to "Covered Claims" as defined in Section (B)(1) below. TRIBE's governing body has executed a formal Resolution of Limited Waiver of Sovereign Immunity, which is attached hereto as Exhibit B and incorporated herein by reference.
- B. Conditions and Limitations. This waiver and consent is subject to the following conditions and limitations:
1. Covered Claims. This waiver and consent only applies to claims by COUNTY that TRIBE has violated any provision of this MOA or that seeks to resolve a dispute concerning the interpretation, implementation or enforcement of this MOA. It does not include tort claims, claims for exemplary or punitive damages, lost profits, emotional damages, or any other claims not sounding in contract.
 2. Covered Claimants. This waiver and consent only applies to COUNTY, and not to any other person, entity, including any commercial or governmental entity or group, and not to any successor or assign of COUNTY.
 3. Covered Courts. This consent to suit only applies to the California State Courts in Humboldt County, and appropriate state appellate courts. TRIBE does not consent to suit in any other court.
 4. Remedies. This waiver and consent is specifically limited to an award of foreseeable monetary damages constituting a reimbursement of funds for obligations not performed

by TRIBE under the terms of this MOA, not to exceed to the total project cost contemplated under this MOA, and/or specific performance to compel enforcement of this MOA. This waiver of immunity expressly does not allow for recovery of attorneys fees or other costs associated with litigation of Covered Claims, or post-judgment interest. Any judgment awarded COUNTY pursuant to this section may only be satisfied from allocated FHWA TTP project funds and not from any other property or assets of TRIBE.

5. Duration. Notwithstanding any applicable statute of limitations or other law, this limited waiver shall be enforceable only for such period as this MOA remains in effect, and only as to claims arising during the effective period of this MOA, except that this limited waiver of sovereign immunity shall remain effective for any proceeding then pending and all appeals therefrom until the underlying legal claim or claims have been finally determined.

10. DISPUTES:

If a dispute arises involving the interpretation, implementation or enforcement of this MOA, the parties shall meet, in person and in good faith, to make every reasonable attempt to resolve the problem within thirty (30) days of discovering a material dispute. The parties agree that informal dispute resolution, including mediation should an in-person meeting prove unsuccessful, shall be attempted prior to seeking recourse from the courts. .

11. TERMINATION:

- A. Either party may terminate this MOA by providing the other party with thirty (30) days advanced written notice. Receipt of such notice by either party shall begin the thirty (30) day period required for termination.
- B. In the event of any termination of this MOA, COUNTY shall be entitled to compensation for uncompensated services rendered hereunder through and including the effective date of such termination, provided such services were rendered satisfactorily.

12. NOTICES:

Any and all notices required to be given pursuant to the terms of this MOA shall be in writing and served personally, or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

COUNTY: Humboldt County Department of Public Works
Attention: Thomas K. Mattson, Director of Public Works
1106 Second Street
Eureka, CA 95501

TRIBE: Karuk Tribe Department of Transportation
Attention: Sandi Tripp, Director
PO Box 1016
Happy Camp, CA 96039

13. RECORD RETENTION AND INSPECTION:

- A. Maintenance and Preservation of Records. TRIBE agrees to timely prepare accurate and complete financial and performance records, and to maintain and preserve said records for at least three (3) years from the date of final payment under this MOA, except that if any litigation, claim, negotiation, audit or other action is pending, the records shall be retained until completion and resolution of all issues arising there from.
- B. Inspection of Records. All records referenced by this section shall be made available during normal business hours to inspection, audit and reproduction by any duly authorized agents of the State of California, the Federal Government or COUNTY upon adequate notice and a showing that such inspection, audit or reproduction is necessary or required.

14. SEVERABILITY:

If any provision of this MOA, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOA.

15. WAIVER OF DEFAULT:

The waiver by either party of any breach or violation of any requirement of this MOA shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOA.

16. JURISDICTION AND VENUE:

This MOA shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder or relating to this MOA shall be litigated in the State of California and venue shall lie in the County of Humboldt.

17. INTERPRETATION:

This MOA, as well as its individual provisions, shall be deemed to have been prepared equally by both of the parties hereto, and shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

18. INDEPENDENT CONSTRUCTION:

The titles of the sections, subsections, and paragraphs set forth in this MOA are inserted for convenience of reference only, and shall be disregarded in construing or interpreting any of the provisions of this MOA.

19. FORCE MAJEURE:

Neither party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

20. ENTIRE AGREEMENT:

This MOA contains all of the terms and conditions agreed upon by the parties hereto and no other agreements between the parties, oral or otherwise, regarding the subject matter of this MOA shall be deemed to exist or to bind either of the parties hereto. In addition, this MOA shall supersede in its entirety any and all prior agreements of the parties.

21. AUTHORITY TO EXECUTE:

Each person executing this MOA represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOA. Each party represents and warrants to the other that the execution and delivery of this MOA and the performance of such party's obligations hereunder have been duly authorized.

KARUK TRIBE:

By: _____
Russell Attebery
Chairman, Karuk Tribal Council

Date: _____

COUNTY OF HUMBOLDT:

By: _____
Estelle Fennell
Chair, Humboldt County Board of Supervisors

Date: _____

Department of Natural Resources

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

Karuk Tribe

**Administrative Office**

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

Orleans Medical Clinic

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

**DEPARTMENT OF NATURAL RESOURCES
TRIBAL COUNCIL REPORT
May 2015**

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

WATER QUALITY COORDINATOR/ Susan Corum

Participated in the following meetings/processes:

- Attended and presented at spring KBMP meeting in Yreka.
- Attended and presented at RTOC meeting at EPA in San Francisco.
- Attended IMIC meeting in Yreka.
- Conducted field tour of reservoirs and upper mid-Klamath River for new EPA water grant officer.
- Attended a Regional Water Board meeting in Eureka to request that Westside not be enrolled under the existing USFS Waiver but rather a separate permit. Helped organize other organizations to attend and support our request.
- Participated in KTAP call.
- Participated in ground water legislation coalition calls.
- Participated in meeting via phone to discuss concerns in Scott and Shasta with new Regional Water Board staff.
- Attended staff-staff meetings regarding Westside Salvage.
- Participated in FASTA (Klamath flows) call.
- Attended satellite BGA workshop via webex.
- Attended EPA's webex on new cyanotoxin drinking water guidelines.
- Participated in STEM coordination meeting with HSU professors.
- Participated in follow-up DNR strategic planning meeting.
- Attended DNR Council meeting.

Reports

- Council Report
- EPA 2nd Quarter Report

Water Quality Crew Update

- Our full crew is working now.
- River temperatures are heating up quickly due to lack of snow melt and low stream base flows happening too early.

- Fish disease for juvenile salmonids are high.
- Crews will continue to collect fish disease samples, collect nutrient samples, and maintain our probes so that we have real time water quality data.

FISHERIES PROGRAM/Toz Soto

The Fisheries Program is working on spring field projects that include; outmigrant fish trapping at Big Bar and lower Salmon River, Lamprey Radio Tracking, Fish Health Sampling and PIT tagging and operation of PIT tag detection systems.

Biologists are participating in weekly calls for the FASTA team and KFAT team. The FASTA team discusses the operations of the Klamath Irrigation Project and flow management. The KFAT team discusses the status of fish health and level of monitoring needed to assess the fish health status. To date, fish health is an issue that is being watched closely by flow managers and options for improving fish health are being discussed. At this point, there has been a decision to not release additional water beyond the minimum flows because of concerns that water might be need later in the season when adult salmon begin to migrate into the river. Last year there was a significant outbreak of Ich (white spot disease) among the returning adult fall chinook therefor flows were increased from both the Trinity and Klamath to reduce the impact on the fall run. Managers are making plans to increase flows in the case another Ich outbreak is observed. Low water and rising water temperatures are largely responsible for the current poor fish health and concern that a large fish kill could occur this year. Biologists have tagged 20 Pacific Lamprey so far this season and are currently tracking them as they move upstream to their spawning locations. Tagged lampreys have moved as far as above Happy Camp as of this week. Crews will be snorkeling locations where fish are holding to determine if they are spawning and determine the habitat type lamprey prefer to spawn.

Fisheries staff has participated in local water shed education activities with our local schools during the past month. This includes presentations at the Hupa Fish Fair and Junction School Watershed Fair. Field crews have hosted Orleans, Happy Camp and Seiad Valley elementary schools with outdoor field trips to observe fisheries work at our outmigrant trap sites and beach seining work.

Biologists are engaging in gov to gov consultation regarding the West Side Timber Sale. This includes review of the Environmental Impact Statement. Field reviews and sit down meeting have occurred weekly and expected to continue until a final decision on the preferred project alternative. Specifically we have engaged NOAA Fisheries in their consultation process regarding impacts to ESA listed Coho Salmon.

For more information regarding the Fisheries Program contact Toz Soto at 627-3116 or tsoto@karuk.us.

NATURAL RESOURCES POLICY ADVOCATE/ Craig Tucker

ENVIRONMENTAL ADMINISTRATIVE COORDINATOR /Carley Whitecrane

- NO ACTION ITEMS

EPA PPG

- Meeting the PPG Grant Program Objectives and preparing the PPG FY 16 Grant for review.
- Coordinating with Water Quality and Watershed to incorporate our EPA programs into one workplan
- Tribal Science Council conference calls- May 14th and 18th
- Updating the Karuk Integrated Solid Waste Plan
 - o Enrollment numbers
 - o Aboriginal territory
- Meeting the GAP Grant Program Objectives

Yootv`a,

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

WATERSHED RESTORATION PROGRAM/ Earl Crosby

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

- 1) Participated in a conference call regarding Suction Dredge Mining Strategy
- 2) Participated in NCRP Tribal Conference Calls
- 3) Participated in Western Klamath Restoration Partnership Meeting (Orleans)
- 4) Engaged USFWS regarding Westside Salvage
- 5) Multiple internal meetings regarding Tribal response to Westside Salvage
- 6) Multiple Monday call in discussion with Klamath National Forest on regards to Westside Salvage Project and consultation requirement

- 7) Travel to Lakeview, Oregon for Resource Advisor Training
- 8) Finalized Westside Salvage Draft Environmental Impact Statement and Specialist Reports.
- 9) Attended Field Visit w/ USFS, NOAA Fisheries regarding Westside Salvage
- 10) Attended Elk Creek Transportation Analysis ID Team Meeting
- 11) Followed up w/ KNF regarding funding assistance for Westside consultation
- 12) Attended DNR Strategic Planning Meeting

Funding Update

- 1) Continued working with the CA Dept. of Water Resources (DWR) Tribal Relation Representative, BIA regarding NCIRWMP grant we received. We received and internally reviewing the sub-agreement with the Humboldt County. In regards to this grant we have received verbal confirmation that we can submit invoices for work completed once the sub-agreement with Humboldt County has been finalized.

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

FOOD SECURITY PROGRAM COORDINATOR /Lisa Hillman

Please note information/activities are for the period of: 04/24/2015 through 05/21/15.

Action items: Request for Karuk Tribal Council approval of out of State travel to Washington D.C. for the Association of Tribal Archives, Libraries and Museum Annual Conference.

Due to reservation deadlines, I am requesting this travel prior to our upcoming June DNR Special Meeting. I've been invited by Dr. Jane Anderson (New York University, Associate Law Professor) to co-present a full day workshop on "Developing Tools to Navigate Intellectual Property and Protect Cultural Heritage" on September 10th, and I am also co-presenting a session with our contract Digital Librarian Adrienne Harling, the CEO of the Center for Digital Archaeology Dr. Michael Ashley, and the Director of the

Karuk Department of Natural Resources Leaf Hillman on “Designing Your Own Tribal Digital Library, Archives, and Museum” on September 11th .

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Accomplishments and upcoming dates:

Reporting: I’ve submitted our Farm to School Quarterly Report, and our YR 3 REEPORT (sic) to the Food Security Principal Investigator. This month, I’ve been working on our Annual Continuation Application, which is thankfully almost finished: narrative, budget, budget description, and timeline for next year’s events and activities. This report is due on June 1st, and I’ve been very happy with the support of our Administration Operation’s Manager Donalene (Sissie) Griffith. I don’t know how we did things before she came on board here at the Department of Natural Resources!

One thing I would like to bring to the Tribe’s attention: It would be invaluable to have departments come together to design questions for combined “Needs Assessment” so that we don’t have to inundate our tribal community with repeated questionnaires. This could be an annual or bi-annual survey, since we need this for so many grant proposals and reports.

K-12 Curriculum – The contract Curriculum Developer Bari Talley and I have presented two pilot lessons (Junction and Seiad Elementary Schools) this month featuring an additional 4th grade lesson funded by our Carter-Wentz Foundation grant on oral traditions. The Food Security Project Coordinator is thankful to the KRAB and Tribal Council for supporting these lessons, and Bari has been able to integrate all of the suggestions and edits into the final products. Yōotva! We have also been able to contract with Monique Sonoquie – a Chumash Tribal Member – to develop five additional lessons on health and the diet-related diseases afflicting modern tribal communities, funded by our Farm-to-School Grant. These will be completed the end of September and will be presented for approval by Tribal Council at our October DNR Special Meeting, as they will complement the K-3 grade lessons.

Currently we are working very hard on printing lessons, flashcards, purchasing the additional DVDs that complement these lessons and copying our PowerPoints (Medicinal Herbs and Acorn lesson materials) to finalize the curriculum binders for the Happy Camp Elementary School. We are also switching gears to upload this curriculum and related materials – including sound bites for the Karuk Language components – onto the Sípnuuk Digital Library, Archives and Museum to ensure easy access to our Tribal Community and School Districts.

Additional lesson plans (not in current contract) are being considered on the herbarium/ Native Plants component of the Food Security Grant with our UC Berkeley partners, Tribal Youth, and Cultural Practitioners; additional Western and Indigenous (TEK) science water quality lessons with our Humboldt State University partners and DNR staff; and at least one lesson that goes with the Ikmaháhraam Project video on Karuk sweat houses.

With the encouragement of Craig Tucker and Carlotta Whitecrane, I am currently seeking additional funding for a TEK and Karuk-language versed Tribal Environmental Educator that will coordinate future lesson implementation of our K-12 Native Food System curriculum, given the feedback from local teachers in our Service Area. I truly believe that unless we are active in guiding the use of Title VII funding for Native Students and

supporting our own people to teach the lessons, these lessons will be yet another set of binders gathering dust on the shelf. The pilot lessons are excellently received by both teachers and students (lots of beautiful and heart-wrenching thank-you letters from participating students to share), but my own time-constraints and the fact that the Curriculum Developer does not have that as a deliverable for her contract will make it hard to bring these lessons to our students on a regular basis unless teachers agree and truly implement them. This is questionable, at best.

I'd also like to figure out how to get more language integrated into our curriculum. This may be a question of writing new proposals, for which I and our DNR staff have very limited time. One of the ideas brought to my attention would be to take a story that features food (and coyote!), introduce a very simple version or a part of a larger story in the Karuk Language to the younger kids for memorization, then expand the story in later lessons for older students, complemented with easy grammar explanations, so that by the time they are in the final stages of their primary education (say, in the 11th grade), they can recite a longer version of a traditional story in the Karuk Language.

Additionally but not finally, I continue to work with UC Berkeley on developing a new proposal for our STEM-based education on Community Based Mapping and related computer applications to complement our Food Security Objectives on the Native Food System and to develop our youth's skills and performance in school, as well as prepare them for vocational and college education.

Sípnuuk Digital Library, Archives and Museum – The addition of Angela McLaughlin to our Sípnuuk objective has been invaluable. She is a highly intelligent and competent Tribal member, who has been able to quickly grasp the technological know-how of our digital format, and add her own formidable knowledge of computer applications to the various responsibilities of her position. She has been training our Bio Technicians on tracking and uploading their photo and site form documentation, as well working with the iPads on application for technical devices.

We have finalized the digital training funded through the TANF office for July 21-24, 2015 to accommodate for upcoming ceremonies. I will be working with the TANF office to coordinate housing and transportation logistics for potential participants from the Yreka and Happy Camp Service Areas.

Our Center for Digital Archives (CoDA) has also proposed a site form for our WKRP, Food Security and future landscape management projects that will be secure both in the documentation as well as uploading the information (data sheets, photographs, meta-data, videos, etc.) onto our Sípnuuk. This has come about in light of the fact that the site forms we have currently are housed on a server – when uploaded digitally – at San Francisco State University, who had developed the site app funded by UC Berkeley. We are not comfortable with this, and are developing our forms so that the potentially sensitive data recorded will not be vulnerable for potential Karuk intellectual property appropriations. For our IMLS Tribal Stewardship Cohort scholarships and collaborative project with Washington State University, we will be hosting a core training team on June 22-23. Both Florinne Super and Frank Snider have shown interest in participating in the on-site and virtual trainings, and may expect the team for site visits in Yreka and Happy Camp, complementing a visit with the People's Center Coordinator Carolyn Smith.

Contract Sípnuuk Librarian Adrienne Harling, Sípnuuk Assistant Angela McLaughlin and I have been speaking with Dr. Jane Anderson on drafting a "Label" to attach to

currently appropriated and/or externally copy-righted materials that have been published. The idea is to attach a guideline from the Tribe on how the information contained in documents should be interpreted, giving us some level of control over the “moral obligation” of users on interpreting the materials. More information will be presented at the June KRAB and our DNR Special Meeting so that our Self-Governance Coordinator and the Council can guide a process it feels appropriate.

Orchard revitalization: Old Ferris Ranch Field Grafting Update. Grafting the following was completed in April by Ben Saxon, Ron Reed and MKWC’s Mark Dupont: George Tom Peach grafted to an unidentified European Plum; 7 peach scions were grafted to 2 different plum rootstock; Early Red Haven Peach to unidentified European Plum; 9 peach scions were grafted to 2 different plum rootstock; Purple Plum to unidentified Euro Plum; 4 plum scion were grafted to 1 plum rootstock; Green Plum to unidentified Euro Plum; 7 plum scions were grafted to 1 forked rootstock; Blue Damson Plum to unidentified European Plum; 5 plum scions were grafted to 1 plum rootstock; Sheep nose Apple to Old Ferris Apple; 5 apple scions were grafted to 1 apple rootstock.

Ben’s note: I left the camera in the office, so I need to go back and take pictures of these grafts real soon. Also, quick note, L.N.F. stands for Little North Fork of the Salmon River. This scion wood was collected by representatives from the Salmon River Restoration Council, or SRRC. I was told that the trees up there are really old and possibly dying out. I know this is true of the Sheep nose Apple from the Tripp Ranch.

The scion wood was taken from an old single rare variety of apple imported from Scotland many, many moons ago. This old Sheep nose Apple Tree has seen better years. Note from Mark Dupont: We lost a few of the grafted trees in April to some viscous down-river winds. The winds were very drying and even tore off some branches from mature fruit trees. It dried out some of the young, tender shoots. I had the trees set up to shield from the dominant, up-river winds, next time will have to re-configure. I always anticipate some losses. The good thing is that we had a high initial success rate, which we’ll capture in the inventory.

Community gardens – I wish I could send photos of all the gardens we are working on! The Daryl “Day Pay” McCovey Memorial Park is looking better all the time due to volunteer work days and the interventions our Bio Technicians and Cultural Biologist. I’d like to find funding for picnic tables (that are not in danger of walking away) to complement the horse shoe pit for our community.

The Orleans Community Garden and the Senior Center Garden have all been enjoying the attention of our Bio Technician Norinne McLaughlin, the After-School Ishkêesh’túnviiv Project, and our collaborative partners at MKWC.

In Happy Camp, our Sierra Health Foundation grant and collaborations with TANF, the Senior Nutrition Center, the Family Resources Center, and the Happy Camp Elementary School have been a great success in developing a community garden located on the school grounds. In a nutshell: Culvert put in for access to the garden area (Louie and Mike Tiraterra – Yôotva!); Water availability still being worked on by Louie and Mike; Clean up and Weed eating created access to beds; Walk bridge is being built (HCHS,L. Tiraterra); Plant starts by Norinne and MKWC and further coordination efforts led by Ron Reed (see attached report).

Bucket Garden Project -KT FSP provided two salmon, mushrooms and Indian tea to project launch event; buckets and emergency relief materials provided by the Karuk

Emergency Response Project; volunteers and Youth Summer Employment opportunities funded by TANF and the Kaavichvaans Project funding through the Food Security Project and the BIA.

Herbarium Objective: Ben Saxon and Megan Mucioki collected and photographed Dogwood, Hazel, Yerba Buena, Swordfern, Mugwort - a variety of Lupin, Wormwood, White Oak, California Bay Laurel, Madrone Blossoms, Wild Strawberry, Fairy Slipper, Indian Potato, Wild Sweet Pea (American Vetch), Cat's Ears, String Iris, Oregon Grape, another Indian Potato variety, Wild Sweet Pea (American Vetch), Cat's Ears, String Iris, Oregon Grape, and Johnny Jump-Up (Yellow Wild Violet), Johnny Jump-Up (Yellow Wild Violet) and Red Flowering Currant. These were photographed and pressed.

Ben's notes: I learned Latin names of these species, and I also started to learn how to fill out the plant collecting field notebook. This notebook accompanies the herbarium with each plant recorded in numerical order from one to the final # of species at the end of the collection which could go on indefinitely. I've been using the book, *After the First Full Moon in April* by Josephine Peters & Beverly Ortiz. Copyright 2010. Left Coast Press Inc., as a resource book in the field. I wish I wasn't using my signed, hardback edition, as it will depreciate in value as I continue to use it on the job. From this book I learned that the Wild Strawberry leaves can be chewed to help heal many mouth ailments.

Some shrub and tree samples are clippings of smaller limbs w/ flowers & leaves attached. Herb type or ground cover species we try to get the root system w/ the specimen, especially if the roots are important for medicine or food. This makes the press bulge and puts stress on the other specimens in the herbarium.

At Aikens Creek Campground the team photographed and collected the following: Western Star Flower, *Trientalis latifolia*, Mini Lupin, *Lupinus bicolor*, Pink Clover, *Trifolium pretense*, Miner's Lettuce, *Claytonia perfoliata*, Big Leaf Maple, *Acer macrophyllum*, Johnny Jump-Up (white),

Viola acenata or *ocellata*. More from Ben Saxon:

The Western Star Flower was interesting because some of the flowers had six petals and some had seven petals. The flowers varied in color from white to light pink, and the actual flowers were very delicate about .5 to 1cm in diameter. I've known about Miner's Lettuce being good to eat all my life. My dad, Tom Saxon, showed me this plant at a very young age. He was a self-taught survivalist. Miner's Lettuce is very common in this area of California. This plant can help save your life if you're lost in the woods. I listed the Latin names for this day because they will start becoming useful in identification as these names will cross over to other species and subspecies. Latin is interesting to look at and even more useful in learning origins of English words. We collected this other violet because of the extreme difference in color to the previously collected yellow violet. Seeing the Big Leaf Maple's blossoms up close was an eye opener. I hadn't paid much attention to a blooming maple until this point.

We are getting more efficient as we continue working together. We trade off data entry and plant collecting day to day so that one person doesn't get overwhelmed doing one thing day after day. I've been getting better at using the IPOD to take really good photos of the plants even so far as super close-ups of species, which helps in ID'ing a species after getting back from the field. It is especially hard to get good quality pics when the wind is blowing, even a little bit. More research, mounting of the plant samples, and

taking young people out with us to teach and train are some of the things I am thinking about as we collect.

Food Assessment – we are finalizing plans to distribute the survey at the upcoming Tribal Reunion, organize and advertise for focus groups, and a mail survey. More coming information soon via the Tribal Newsletter.

Summer Field Institute/Experiential education pilot. We are continuing efforts to realize this idea and to work on finding funding for our needs for location and facilities. We'd like to integrate the work we currently do with a large number of research students, as well as the pilot project this summer with Humboldt State University. The goal of this educational program is to train next generation of tribal leaders and their allies in the theory and practice of Tribal eco-cultural revitalization, food security and cultural resource management. The summer field institute will provide hands-on practical training in a variety of topics associated with cultural land management, food security, Tribal values, and healthy foods. Participants will learn from both western and traditional ecological knowledge science traditions, and from each other, to deepen their understanding of the intimate relationship between cultural, biological and physical health

Youth Camps and Workshops – we needed to cancel the Yreka Youth Camp due to the loss of one of our Tribal Elders and are looking for opportunities to make up date. Our workshop in Happy Camp was a great success this past month!

Food Crews: This has been a month of intense training with Megan Mucioki, Colleen Rossier, Angela McLaughlin, Jill Beckman, and the WKRP workshops. New site forms and protocols for cultural species identification are in development, as noted above under the Sipnuuk objective. We are all very happy and excited with the progress made, and look forward to getting this objective to the level we need for this current and future projects.

Karuk Tribe Council Report: Ron Reed, Cultural Biologist
April and May, 2015

Please note that we've agreed to use the weekly reports this month – and may do so in future – to finalize Ron's Council Report this month to streamline his reporting responsibilities. This has been an extremely busy and report/training-intensive month, and we are thrilled with the results!

4/26/15 to 5/1/15

Notes: The Karuk Tribe's fisheries and food security programs is cooperating on a biological study involving the Pacific Lamprey's spawning migration with the use of a traditional fishing method (Eel Baskets) and radio telemetry.

4/27- Checked Eel Traps with KT Fisheries program (caught 8). Set baskets for Junction school Presentation. Gave 5 Eels to Elder Norm Goodwin

4/28- Checked Eel Traps with KT Fisheries Program (caught 6). Co presentation with Toz Soto/Director of KT Fisheries Program on The Migration of Pacific Lamprey and the use of a traditional based methods of an Eel basket with the use of telemetry tracking devices. See Attached Evaluation Template. Gave 4 Eels to Elder Blanche Moore.

4/29- Checked Eel traps with Fisheries Program (caught 16). 6 Eels were put in holding cells in the Klamath River to “tag” on the next day. 5 Eel were given to the Mel and Shawna Conrad family. See attached Evaluation Template.

4/30- Office – back log reporting. (Fisheries tagged 6 Eels with Radio Telemetry)

5/1- Office- back log reporting

5/4 Monday This day was dedicated to paperwork. Last week’s report and an update on the Three Garden Project in Happy Camp was the primary work undertaken on this day. The morning time was dedicated to checking the Eel Baskets up at green Riffle. Two Eels were caught and tagged by the KT Fisheries Program.

5/5 Tuesday Checked Eel baskets in the morning (Caught 3 Eels) Two Eels kept for a future workshop. I visited a set of cultural springs approximately five miles up on the Camp Three Road. I took waypoints on a reconnaissance walk and was inspired by the number of Blue Dicks, Onions and other cultural sensitive plants on this little walk. Discussion is needed on how we will be able to capture culturally sensitive issues on our data sheets and the GPS unit. A below the road reconnaissance walk is needed as well. This is a great opportunity for a landscape scale management opportunity in regards to sensitive cultural resources.

5/6 Wednesday Norine and I went to Happy camp to coordinate with folks on the Three garden Projects with TANF, the Family resource Center and the Peoples’ Center. Coordination with TANF provided vital information on the success of this year’s gardens. The raised bed garden is projected to be planted soon and the Bucket Garden is slated to get started Wed. 5/13 at the TANF Office in Happy Camp from 10 am to 1 pm. The garden at the FRC is progressing along well also. The culvert has been put in, water is being worked on to be accessible and the deer fences are also being planned to be worked on. There will be a cleanup effort this weekend and we are working on getting soil to the site as well. Plants will be provided by the KT FSP and from donations as well.

5/7 Thursday This day was dedicated to paperwork. Ongoing coordination with the Garden Projects and a planning effort involving the K-12 curriculum development was undertaken as well. Preparations were made by Lisa Hillman and me to provide a power point for an upcoming speaking presentation to the Native American Day at the Jackson Elementary School in Yreka with Florin Super. Planning efforts are moving along good with the Yreka Community Garden at the KTHA site. Dates are being identified for a workshop that would replace a previously canceled workshop. This particular garden is quite successful and is a great opportunity for the people involved to really maximize their efforts.

5/8 Friday. The KT FSP participated in a Volunteer Work Day at the Day Pay memorial Plant garden. Weed eaters cleaned up the garden area and volunteers did an awesome job at weeding and transplanting. Also, the Food Crew GPS’d the flower beds and plan on making a map that will complement the interpretive trail. Extra work is needed for the horse shoe pit and additional plant beds as well. Notes: The whole week was dedicated for training on data collection for traditional food plots that will be used for cultural restoration of important traditional food/ fiber plants and animals for landscape scale management purposes. Colleen Rossier, a graduate student from UC Davis has provided a tremendous amount of support for the training exercises and for the compilation of a strategy that supports a TEK/Western Science management compatibility model. Great

strides were taken in allowing traditional knowledge to be utilized in the management of the forest in the immediate future.

5/11 Colleen Rossier, Ben Saxon, Norine McLaughlin and myself went out to Donahue Flats to collect and compile sensitive cultural information on the existing KT FSP Food Plot Assessment data sheets. It has become apparent that a more sensitive approach needs to be considered in compiling this information, for a number of reasons.

5/12 Colleen, Ben, Norine, Megan and myself continued to collect data up on the Donahue Flat WKRP management units. The collection of culturally sensitive information continues and the development of the data sheets is the main priority.

5/13 The scheduled TANF Garden Initiation Party/Lunch was held and was very successful. The coordinated effort between the TANF, Food Security Program and Emergency Services was phenomenal. The Emergency Services Program provided thirty buckets filled with an assortment of water conservation devices. Description and a brief discussion were held and the buckets were utilized as garden plant containers to provide food for TANF clients throughout the field year. Thirty buckets were filled with gravel, dirt and vegetable plants and stored at the TANF site. The raised bed garden also took a step forward with the construction of the beds at the luncheon as well. Three salmon was provided by the KT FSP along with two quarts of frozen Tan Oak Mushrooms. Scrubb Aubrey cooked the fish and the rest of the lunch was provided by the TANF staff. Over twenty people attended the lunch and folks enjoyed every minute of it.

Afterwards, the Food Crew (Colleen, Norine, Ben and myself) did a walk through at Daisy's (Clear Creek). The site is very sensitive and the number of sensitive plants found there was amazing. Continued training is needed to address this site properly.

5/14 The KT FSP continued work on the reconstruction of the data sheet. In addition to the afore-mentioned food crew Bill Tripp, Lisa Hillman, and Frank Lake joined the effort. Important information was discussed and the development of data sheet is very close to being done, for the moment. A Donahue Flat WKRP Unit was looked at by the group and a greater understanding of the data collection effort of culturally sensitive issues was determined and implemented on to a data sheet.

5/14 The KT FSP and Bill Tripp went up to the Downs Ranch Property to fill out a data sheet with the new found information and inspiration. The site visit was a successful and we moved forward to the data entry process of the training. After lunch, the group moved over to the Orleans Community Computer center where Angela McLaughlin provided technical support to the group. The information that was provided allowed us to understand that the housing of this culturally sensitive information is problematic and is continued to be developed.

Lisa's note: This week has been so time-consuming with the WKRP workshops still in progress. More information on that will come in our next Council Report. Thank you for your understanding, and...

Yôotva for your continuing support of the Food Security Project.

ADMINISTRATIVE OPERATIONS MANAGER /Donalene (Sissie)
Griffith

It has been busy, I continue to work closely with the coordinators for DNR. Still working on the cleanup of contracts/agreement files to make sure that all documentation and that the contractor is in compliance of their contract and are staying within budget, timeframe for that project. Staying current on the current projects, then going back to work on past projects for cleanup. This is a Daily Task.

Contracts working on:

Food Security Contracts:

Monique Sonoquie contract

Modification No. 1 for Adrienne Harling

WKRP Contracts:

Modification for Bari Talley's contract 14-C-112,

Fellowship Contracts: Kenny Sauve, Colleen Rossier

FISHERIES Contracts:

Modification for GeoEngineers Contract

Modification for Michelle Krall contract

THPO:

Helped with budget for FY 2016 grant proposal

Budgets for DNR:

Continue to work daily on processing invoices for payment.

I continue to work with the DNR Coordinators on the budgets/fund codes.

My goal is to try and get them there EE' A (Expenditures, Encumbrances & Appropriations), monthly that they can see where they are on their fund budgets working progress.

Do up Budget Modifications as needed for Watershed, Water Quality, and Fisheries.

Budget preparation for the coordinators

Budget preparation for submitting proposals for funding projects

Tracking budget line items

Tracking In-Kind Match for grants.

FIRE MANAGEMENT OFFICER/Gary Risling

THPO/ARCHAEOLOGIST/Alex Watts-Tobin

The THPO has been moving forward with both THPO duties and the WKRP. Because up to now, THPO duties have taken up considerably more time than the 25% allotted by grant dollars, the THPO has worked to set structures in place to redress that balance. The key to this is the development of protocols for survey and which will allow more time to be spent on this demonstration project.

- The two Tribal candidates have accepted the Arch Tech position and will come on board in early to mid-June. I have in addition agreed to supervise up to two tribal youth workers on this project. The Tribe will be send up to five people this summer to do the cultural resources inventory and data gathering work.
- I have continued almost weekly staff consultations with Klamath National Forest on the Westside Fire Recovery project. I have gained some of the cultural resources information related to the project - which we do not currently have. I have completed a second round of comments on the project, addressing weaknesses in the section 106 process. While these are likely not so serious as to demand that the project is remanded for further consultation, my comments have sparked interest among staffers in Washington about giving some input on the project. I will be participating in a meeting May 26th and the field trip May 28th.
- The THPO grant has been submitted and accepted. The major change from next year is that I have identified that the grant can cover 33.3% of wages for the THPO, rather than the previous 25%. This is relatively secure funding and takes pressure off other grants.
- My vehicle for WKRP, given by KCDC, has been relicensed and is ready to go.
- The Wastewater-Water Arch project is going ahead. We did initial scoping of the project on April 7th, and did the field survey on April 29th. The report is being submitted this week.
- I have participated in NAHC meetings on April 16th, and comments are due by the end of May on the draft of the legislation guidelines. The Karuk continue to be a major voice in the development of this law and its implementation.
- I have taken section 106 training in Arizona, which greatly assists my knowledge of how to perform the Advise and Assist role within the framework of that law. It also provided training for drafting MOUs and MOAs.
- I have completed Fire Line training with David Medford, and I will take Resource Adviser Training in Lakeview Oregon. After completion of I-700 and a Walk test, I will be ready to go out into the field as Resource Adviser or if necessary on the Fire Line this summer.

DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill Tripp

Attended off site work shop, will follow up at DNR/Council Meeting June 3rd.

GIS SPECIALIST/DATA STEWARD/Jill Beckmann

Action Item(s):

- None

Projects:

- Continued to work with WKRP Silviculturalist (Kristen Lark) and Ecologist (Max Creasy) with delineating homogenous forest stands within the four OSB focal areas (completed); running zonal statistics on these stands for vegetation type, size and insolation values (completed); and stratifying stands according to these values (in progress).
- Facilitate two training days for the Karuk Food Security Crew to learn how to use and download data from GPS units.
- Research and consider various options for implementing a GIS database for Karuk Cultural Resource information.
- Manage dropbox site for sharing WKRP documents and data. Edit meeting notes and ensure they are posted to the site. Share data with other partners this same way.
- Continue to acquire 1944 aerial photos for WKRP geographic area for GIS fellow to georectify this summer. Georectify a few select photos for WKRP workshop.
- Make selection for and coordinate with incoming GPS and GIS Fellowship participants for summer 2015.
- Create Field Maps and Large Maps for WKRP Workshop May 19-21.
- Create draft Base Map files for the WKRP project, share with Carol Spinos at USFS.
- Coordinate and participate with MKWC staff on Watershed Fair GPS Technology activity.
- Get data to Amy Zeigler at Six Rivers NF for Community Infrastructure Maps.
- Send GIS data to Allison from Sierra Institute for Community and Environment for "Defining Local" research/discussion
- Facilitate production of Map Books of Orleans Somes Bar Integrated Wildland Fire and Community Protection Project

Meetings/Training Attended:

- 4/23; 5/5; 5/7 Delineate and Stratify Stands with Kristen Lark and Max Creasy at the Orleans District Office

- 4/21; 5/12 WKRP Core Team Meetings
- 4/28-30 WKRP Facilitation Training
- 4/30 Meeting to discuss upcoming purpose and need discussion for WKRP workshop in May
- 5/1; 5/8 GPS trainings with Karuk Food Crew (Ron and Ben)
- 5/1 Consult with Adrienne Harling on electronic library and GIS databases for cultural information
- 5/1 Meet with Will Harling to put archived WKRP documents in dropbox
- 5/6 KRAB meeting to present and discuss cultural resources database for GIS
- 5/8 Coordinate with Jillienne at MKWC on GPS activity for watershed education fair
- 5/13 WKRP Information Sharing Meeting with Forest Leadership at MKWC
- 5/14 Conduct educational GPS activity with Elementary School kids at the Salmon River Watershed Fair at Junction Elementary School
- 5/18 Photo Monitoring meeting
- 5/19-21 WKRP Workshop

Jill J. Beckmann
 GIS Specialist / Data Steward
 Department of Natural Resources
 Karuk Tribe
 530-496-3342 (work)
 937-751-9940 (cell)

Program: Watershed
 Coordinator: Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA Forest Service Road Decommissioning	2060-23	\$242,617	\$184,530	\$58,087	76%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
08/18/2012 - 12/31/2015			8	76%	N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/30/2015	Yes	13-Apr-15
Comments:					

Program: Watershed
 Coordinator: Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA Forest Service WKRP Fire Adapted Communities and Workforce Development	2060-24	\$278,654	\$224,178	\$54,476	80%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
08/01/2014 - 09/30/2016			8		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
01/31/2015 - 07/31/2015 - 01/31/2016 - 07/31/2016 - Final 12/31/2016			4/30/2015	Yes	13-Apr-15
Comments:					

Program: Watershed
 Coordinator: Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement Modification 2 Task 10 Watershed	2110-59	\$15,600	\$0	\$15,600	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Watershed
 Coordinator: Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Mid Klamath Watershed Council Seiad Hydroseed 13-C-3	2136-13	\$3,580	\$1,000	\$2,580	28%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
04/25/2013 -					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
Comments:					

Program: Watershed
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 14	5060-37/47/57/67	\$393,000	\$355,821	\$37,179	91%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2014	Yes	25-Jan-15
Comments:					

Program: Watershed
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 15	5060 38/48/58/67	\$401,500	\$125,445	\$276,055	31%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 - 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2015	NO	
Comments:					

Program: DNR
 Coordinator: Bill Tripp

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA Forest Service WKRP Fire Adapted Communities and Workforce Development	2060-25	\$100,000	\$3,356	\$96,644	3%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
08/01/2014 - 09/30/2016			26		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
01/31/2015 - 07/31/2015 - 01/31/2016 - 07/31/2016 - Final 12/31/2016			4/30/2015	Yes	5-May-15
Comments:					

Program: DNR
 Coordinator: Bill Tripp

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Watershed Research and Training FIRE-WRTC	6710-03	\$23,265	\$11,387	\$11,878	49%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
07/01/2014 - 06/30/2015			2		
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
1/15/2015	Yes	1/9/2015	1/15/2015	Yes	9-Jan-15
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-38	\$24,000	\$18,464	\$5,536	77%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2011 - 09/30/2012					
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2013	Yes	23-Apr-13
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-47	\$53,642	\$22,177	\$31,465	41%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2012 - 9/30/2013					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2013	Yes	28-Oct-13
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-50	\$75,000	\$41,183	\$33,817	55%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2012 - 9/30/13					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2013	Yes	28-Oct-13
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-53	\$55,252	\$13,570	\$41,682	25%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-55	\$75,000	\$34,100	\$40,900	45%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement TASK 10 Water Quality	2110-58	\$75,976	\$20,376	\$55,600	27%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement FY14 MOD2 Task 9A and 9B	2110-61	\$35,000		\$35,000	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement FY 2015 Water Quality	2110-65	\$56,687	\$0	\$56,687	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 - 9/30/2015					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2015	No	
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
PacifiCorp 2010 Interim Measure 15 Water Quality	4070-06	\$119,467	\$0	\$119,467	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
02/17/2014 - 03/31/2015			0		
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/31/2015	Yes	28-Apr-15
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Pacificorp Interim Measure 15 Amendment #7	4070-07	\$22,505	\$22,505	\$0	100%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
07/01/2014 - 05/31/2015			1		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			7/31/2015	No	
Comments:					

Program: Water Quality
 Coordinator: Susan Corum

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Pacificorp Interim Measure 15 Amendment #8	4070-08	\$128,716	\$0	\$128,716	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
02/02/2015 - 03/31/2016			14		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			7/31/2015	No	
Comments:					

Program: Water Quality
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 14	5060-37/47/57/67	\$393,000	\$355,821	\$37,179	91%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2014	Yes	25-Jan-15
Comments:					

Program: Water Quality
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 15	5060 38/48/58/67	\$401,500	\$125,445	\$276,055	31%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 - 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2015	NO	
Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-44	\$35,000	\$28,162	\$6,838	80%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2011 - 9/30/2012			12		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2013	Yes	23-Apr-13
Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-54	\$70,000	\$32,380	\$37,620	46%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
2110-Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-56	\$103,431	\$50,465	\$52,966	49%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement Modification 2 Task 9A and 9B Craig Tucker	2110-60	\$125,000	\$40,509	\$84,491	32%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement FY 2015 Klamath Coordinator	2110-63	\$30,358	\$0	\$30,358	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 - 9/30/2015					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2015	No	
Comments:					

Program: DNR Policy Advocate
 Coordinator: Craig Tucker

Program	Code	Total Budget	Expensed to date	Balance	% Expended
MCWD FUNDS Dwinnell Case	6710-01	\$70,000	\$7,168	\$62,832	10%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement	2110-51	\$365,324	\$365,324	\$0	100%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/13 - 9/30/14					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement Task 10 Fisheries	2110-57	\$305,593	\$107,457	\$198,136	35%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement Modification 2 Task 7	2110-62	\$50,000	\$34,662	\$15,338	69%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2013 - 9/30/2014					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2014	Yes	30-Oct-14
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
BOR Annual Funding Agreement FY 15 Fisheries	2110-64	\$375,673	\$107,563	\$268,110	29%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 - 9/30/2015					
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			12/31/2015	No	
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
KTITWFC 2014 Pacific Coast Salmon Recovery Funding	2135-18	\$187,500	\$0	\$187,500	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
7/1/2014 - 9/30/16					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/30/2015	Yes	21-Apr-15
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
National Fish and Wildlife Foundation Seiad Creek Channel Rest Phase II	2136-09	\$158,103	\$80,861	\$77,242	51%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
06/30/2011 - 12/31/15					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/30/2015	Yes	30-Apr-15
Comments:					

Program: Fisheries
 Coordinator: Toz Soto

Program	Code	Total Budget	Expensed to date	Balance	% Expended
THENDARA FOUNDATION - FISHERIES	6600-05	\$22,350	\$17,787	\$4,563	80%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2015	NO	
Comments:					

Program: DNR
 Coordinator: Lisa Hillman

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Salmon Camp	2135-02	\$1,843	\$0	\$1,843	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
					N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
Comments:					

Program: DNR
 Coordinator: Lisa Hillman

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Mid Klamath Watershed Council 15-A-01 Farm to School	2136-16	\$33,855	\$0	\$33,855	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
1/1/2015 - 5/30/2016			13		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/30/2015	No	
Comments:					

Program: DNR
 Coordinator: Lisa Hillman

Program	Code	Total Budget	Expensed to date	Balance	% Expended
SIERRA HEALTH FOUNDATION HC COMMUNITY GARDEN	6710-04	\$15,000	\$1,139	\$13,861	8%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
02/01/2015 - 01/31/2016			8		
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
2/29/2016			2/29/2016		
Comments:					

Program: DNR
 Coordinator: Lisa Hillman

Program	Code	Total Budget	Expensed to date	Balance	% Expended
CHARLES CARTER WENTZ YOUTH CAMP	6710-05	\$5,500	\$1,159	\$4,341	21%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/21/2014 - 09/30/2015			5		
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
2/29/2016			2/29/2016		
Comments:					

Program: DNR/THPO
 Coordinator: Alex Wattz-Tobin

Program	Code	Total Budget	Expensed to date	Balance	% Expended
National Parks Service THPO FY 15	2160-11	\$50,264	\$0	\$50,264	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2014 - 9/30/2016			17		Y
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			4/30/2015	Yes	30-Apr-15
Comments:					

Program: DNR/THPO
 Coordinator: Alex Wattz-Tobin

Program	Code	Total Budget	Expensed to date	Balance	% Expended
National Parks Service THPO FY 16	2160-12	\$33,855	\$0	\$33,855	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
1/1/2015 - 5/30/2016			13		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			7/31/2015	No	
Comments:					

Program: DNR
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 14	5060-37/47/57/67	\$393,000	\$355,821	\$37,179	91%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2014	Yes	25-Jan-15
Comments:					

Program: DNR
 Coordinator: Carley Whitecrane, Susan Corum, Earl Crosby

Program	Code	Total Budget	Expensed to date	Balance	% Expended
EPA FY 15	5060 38/48/58/67	\$401,500	\$125,445	\$276,055	31%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/01/2012 - 09/30/2015			5		N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
			10/31/2015	NO	
Comments:					

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Lisa Hillman Destination: Washington D.C.
Departure Date: 9/9/2015 Time: early Return Date: 9/13/2015 Time:
Program Charged: Food Security Account: 2062-02-7301.01
Description & Purpose of Travel: Association of Tribal Archives, Libraries and Museum Conference

** CHECK ITEMS NEEDED **

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: PERDIEM: X \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 2: LODGING: X \$ -

Check this box if you DO NOT have a Tribal Credit Card or Personal Credit/Debit Card. (Needed to determine lodging deposit)

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 3: MILEAGE: X

No. of Miles

Tribal Vehicle [] Personal Vehicle []

FROM: Orleans TO: Medford, OR

OTHER:

Registration Submitted Yes [] No [X]

Airfare: (If yes, which airport?)

Baggage

Shuttle/Taxi/Tolls:

Gasoline:

Parking:

Other:

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 4: \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 5: \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 6: \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 7: \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 8: \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 9: \$ -

TOTAL:

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 10: \$ -

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above. I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 business days of my return from this trip.

Traveler: [Signature] Date: 5/15/15

*** TRAVEL WILL NOT BE PROCESSED WITHOUT THIS SECTION COMPLETED ***

Is this travel reimbursable by another agency? Yes [] No [X]
If yes, which agency?
Contract modification required? Yes [] No [X]

*** MANDATORY AUTHORIZATIONS ***

Supervisor Approval: [Signature] Date: 5/15/15

Program Director (if different): Date:

Tribal Chairman Approval: Date:



International Conference of Indigenous Archives, Libraries, and Museums

Renaissance Downtown, Washington, DC, September 10-12, 2015

Thursday, September 10

Preconference Tours and Workshops

These events are not included in the conference registration fee and require pre-registration.

OFF SITE PRECONFERENCE TOURS

Google Headquarters,
25 Massachusetts Avenue NW

Archives, Libraries, Museums

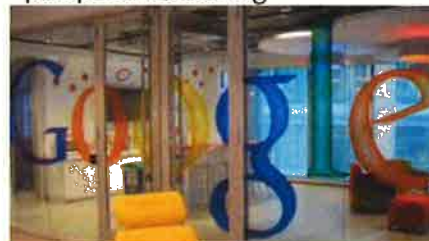
Cultural Mapping

Fieldtrip,
½ Day

Google Mapping Tools for Preserving Indigenous Knowledge

Thursday, September 10, 1:00 PM-4:00 PM

Maps can uniquely illustrate the close relationship between indigenous communities and their land, enabling indigenous communities to tell their own stories, in their own languages, from their own perspectives. During this hands-on workshop, participants will learn how indigenous communities are using free digital mapping tools such as Google Earth to preserve and share traditional knowledge. Participants will also gain proficiency in using Google's mapping tools to record culturally significant locations on a map, and incorporate stories, photos and videos into the map. This workshop is intended for librarians, archivists and museum professionals who are interested in preserving and sharing indigenous knowledge through digital mapping tools. There are no technical requirements to attend, but the workshop is best suited to participants who possess basic computer skills.



Raleigh Seamster, Program Manager, Google

Library of Congress
101 Independence Avenue SE

Archives Libraries Language

Preservation; Conservation; Access; Collections

Fieldtrip,
½ Day



Field Trip to the Library of Congress: Resources for Education, Preservation and Access

Thursday, September 10, 1:00 PM-5:00 PM

Library of Congress staff will provide: 1) practical demonstrations of principles, methods, practices and materials for preserving an array of library and archival materials, and 2) tours of research resources housed in several division reading rooms - American Folklife Center, Prints and Photographs, Manuscripts, Geography & Maps, among others. Subject experts including special format collections managers, conservators, collections processors, audio-visual engineers, and archivists, will be on hand to interact with attendees and answer questions about best practices in librarianship and archiving principles. Special tours of several division Reading Rooms will provide a wealth of information on how patrons can access and use the rich primary resources of the Library for a range of community-based, educational projects. PLEASE NOTE: Tours of individual

preserve, share, manage, license and curate their digital heritage and stories. Mukurtu promotes a community approach to digital heritage management and preservation, integrating already established social and cultural systems with technological tools. In this workshop, participants will get hands-on experience with Mukurtu CMS. Participants will learn: 1) basic site set up 2) core features 3) step-by-step procedures to curate digital heritage items with Mukurtu CMS. Participants will see examples of Mukurtu in use in communities emphasizing preservation strategies, cultural protocols and the use of traditional knowledge labels. Participants are encouraged to bring digital media to use in their personal Mukurtu play site during the workshop. This workshop is sponsored by the Sustainable Heritage Network.

Kim Christen Withey, Mukurtu Project Director, Washington State University; *Kelley Shanahan*, Mukurtu Services Manager, Center for Digital Archaeology; *Lotus Norton Wisla*, Tribal Digital Archives Curriculum Coordinator, Washington State University Libraries

Room: 6

Archives, Libraries,
Museums

Photograph
Preservation

**Workshop
5**

Identification and Care of Photographs

Thursday, September 10, 9:00 AM - 5:00 PM

This seminar is intended as an introduction to the preservation of photographs. It will focus on historical photographic prints, including their identification, deterioration, and conservation. Participants will learn to recognize various photographic formats and will study the unique preservation problems associated with each format type. The seminar will culminate with a discussion of storage concerns. Participants are encouraged to bring photographic objects to the seminar for consultation and discussion.

Monique Fischer, Senior Photograph Conservator, NEDCC

Room: 4

Museums

Exhibition Planning and
Design

**Workshop
6**

Exhibition Planning and Design: Understanding the Design/Build Process

Thursday, September 10, 9:00 AM-5:00 PM

This workshop share best practices in exhibition planning and design. This is relevant if you are planning a new tribal museum, or if you are expanding or renovating an existing museum or exhibition. We will present an overview from creating and executing the exhibition master plan to planning spaces for exhibitions, programs and collections storage; to how to communicate with your exhibit design team to achieve the best outcome. An overview of the processes by our panel will be followed by working in smaller groups on case studies, concluding with each group presenting their findings.

Abbie Chessler, Founding Partner, Quatrefoil Associates; *Art Wolf*, Principal, Wolf Consulting; *Kerry Boyd*, Assistant Director - Exhibitions, National Museum of the American Indian; *Eric Christiansen*, Senior Exhibits Designer, National Museum of the American Indian; *Rick Pelasara*, Assistant Director, Production, Smithsonian Institution Office of Exhibits Central

Room: 16

Archives, Libraries,
Museums

**Workshop
7**

Developing Tools to Navigate Intellectual Property and Protect Cultural Heritage

Thursday, September 10, 9:00 AM - 5:00 PM

Sponsored by the Sustainable Heritage network, this workshop focuses on three topics that affect capacity to respond to issues of intellectual property (IP) and knowledge sovereignty within tribal contexts. The first topic, *Governance and IP Negotiations within Tribal Contexts* will engage participants in thinking about how IP issues should be managed within their own tribal context. This includes identifying who should be the decision-making body or bodies for any negotiations with external parties. The second topic, *Developing Protocols, Agreements and Transfer of Copyright* will give practical advice about the kinds of documents that need to be developed to manage IP within tribal contexts. Participants will be offered a model that can be used and adapted within their own context. The final topic *Traditional Knowledge Labels and Licenses* will outline one practical way for asserting control over access and routes of circulation of valuable cultural heritage, including material currently existing within the public domain.

Jane Anderson, Assistant Professor, New York University; *James Francis Snr*, Director/Tribal Historian, Cultural and Historic Preservation, Penobscot Nation; *Lisa Morehead-Hillman*, Food Security Project Coordinator, Karuk Tribe's department of Natural Resources, Karuk Tribe; *Adrienne Harling*, Library and Archives Consultant, Karuk

archive, build a digitized online collection of photographs, and develop the metadata standards for these born-digital collections. We also discuss how these sources were used to create a documentary about collection donor Rev. Case and MHA elders' concerns for their community today.

Jennifer Shannon, Curator & Assistant Professor of Cultural Anthropology, University of Colorado - Boulder Department of Anthropology & The Museum of Natural History; *Christina Cain*, Anthropology Collections Manager, University of Colorado - Boulder Museum of Natural History; *Nicholas Jakobsen*, Software Developer, Culture Code Software Consulting Ltd.; *Ryan Wallace*, Software Developer, Culture Code Software Consulting Ltd.

Room: 15

Archives

Collections / Tribal
Repository

Session 211 **Ehanni Etan Takuku Unkicupi Unpatanpi: Gathering Things That We Are Keeping: Growing the Oglala Lakota College Archives and Tribal Repository**

Friday, September 11, 2:00 PM-3:15 PM

Oglala Lakota College has recently expanded its archival responsibilities to create the Oglala Lakota College Archives and Tribal Repository. Collaborations with Oglala Sioux Tribal agencies and programs will be discussed; the selection and use of a database that could serve both natural history, archives, and special collections (art and artifacts) will be discussed; the development of a comprehensive collections management policy will be discussed; and being part of an accredited tribal college, we will discuss the co-curricular programming that brings in community members, K-12 schools, and college students into the archives and tribal repository settings for engaging learning experiences.

Tawa Ducheneaux, Archivist, Oglala Lakota College; *Requaw West*, Archivist, Oglala Lakota College

Room: 16

Archives, Libraries,
Museums

digital, policies,

Session 212 **Designing Your Own Tribal Digital Library, Archives, and Museum**

Friday, September 11, 2:00 PM-3:15 PM

When the Karuk Tribe began work building a digital library for its Food Security Project, we became increasingly aware of the difficulties not only in narrowing our project scope, but also in securing our Karuk Intellectual Property rights for materials in our possession and finally, in regaining some kind of control over expropriated materials. With the guidance of our Advisory Committee and contract Librarian, we began developing policies, guidelines, and protocols that are helping us shape what is now known as the Sipnuuk Digital Library, Archives and Museum. We would like to share our learning experience and provide participants with templates to design their own digital resource.

Lisa Hillman, Food Security Project Coordinator, Karuk Tribe; *Adrienne Harling*, Library and Archives Consultant, Self-employed; *Leaf Hillman*, Director of the Karuk Department of Natural Resources, Karuk Tribe; *Michael Ashley*, Chief Executive Officer, Center for Digital Archaeology

**Room: Mt.
Vernon**

Libraries Museums

Programming

Session 213 **Presenting Native American Film and Media Programs Effectively**

Friday, September 11, 2:00 PM-3:15 PM

This is a workshop on the nitty-gritty of presenting film and media programs effectively, both for Native American community-based audiences and others. How might film programming complement other initiatives? The workshop will focus both on the how-to requirements (booking, working with media distributors and Native media makers, technical issues, promotion, scheduling) and broader issues.

John Haworth, Senior Executive, National Museum of American Indian (NY); *Elizabeth Weatherford*, Head, Film & Media Center NMAI, National Museum of the American Indian (NY)

**Room:
Congressional 1**

Archives, Libraries,
Museums

Language

Session 214 **Evaluation 101: Assessing the Impact and Outcomes of Projects**

Friday, September 11, 2:00 PM-3:15 PM

Assessing the impact and outcomes of your work is increasingly important, especially as federal funding agencies explore new approaches to performance measurement as conditions of their grants. Staff from the Department of Health and Human Services and the Institute of Museum and Library Services, all with experience working in programs for tribal communities, will introduce concepts and practices that will help you evaluate your work.

Sandra Toro Ph.D., Senior program officer, Institute of Museum and Library Services; *Aleta Lynn Meyer, Ph.D.*, Team Lead for American Indian and Alaska Native Research, Division of Family Strengthening, Office of Planning Research and Evaluation, Department of Health and Human Services; *Megan Kauffman*, Impact Evaluator, Administration for Native Americans, Administration for Children and Families, Department of Health and Human

Education Program Report to Council

For Council Meeting on May 28th, 2015

Prepared by: Carissa Bussard, Education Program Coordinator

Action Item: Travel/Training Request

I kindly request the Council's permission to attend the *2015 Indian Education Summit* at the *University of Oklahoma* on *June 29th-30th*. Run by the American Indian Institute, this conference will have 4 strands: College & Career Readiness, Culture & Language, STEM/STEAM, and Tribal Services. The conference is aimed towards PK-12 Educators, Administrators, Counselors, Tribal Leaders, *Indian Education Directors*, etc.

All funds for this travel/training would come out of the Education Department Budget. I have included an updated version below in the Budget Report Section for you to see that sufficient funds exist to cover this request. I think this would be a great opportunity for me to learn about the programs happening in Indian Education at a national level (not just state or local) and bring them back to our community. Thank you for considering this request.

Action Item: Education News Blog (Please see the separate proposal submitted alongside this report.)

The Education Committee supported this idea and recommended I pursue Council Approval to move forward with the development and implementation of this proposal.

Third Quarter Education Budget Update:

<u>Program/Category:</u>	<u>Appropriations:</u>	<u>Unencumbered Balance:</u>
Higher Education	\$61,443.09	\$42,843.09
Travel/Training	\$6,000.00	\$5,681.46
Tutoring	\$8,500.00	\$0.00
Vehicle Exp/Mileage	\$2,000.00	\$1,786.32
Supplies	\$2,000.00	\$1,492.22
Kitchen/Meeting Supplies	\$500.00	\$156.94
Special Activities	\$5,900.00	\$1,693.07
Computer	\$1,000.00	\$30.20
Advertisement	\$100.00	\$100.00
Cell Phone	\$600.00	\$511.37

Education Newsletter:

- ❖ I am hoping to create an Education Newsletter that can be emailed out bimonthly or monthly to update everyone on any new developments (like the creation of a new program, workshops, blog updates, school events, etc.).
- ❖ It may be aimed at different groups (so one edition will be graduate level, one may be for parents, one for middle high students, etc.). It is still in development.

Tutoring Program:

- ❖ Tutoring is now being processed and paid for with TANF funds. This has been a struggle to get through the paperwork of the transition, but I am working with

TANF Compliance to attempt to make that process more streamlined in the future. This will be done by updating all student lists, contact information, and TANF Risk Assessment forms at the beginning of the year if necessary.

- ❖ The Education Committee has also recommended/suggested the idea of having a mandatory, intensive tutor training session before the next school year. Dion Wood and TERO have volunteered to help with this training session. I think it will be a really good opportunity to revamp the tutor program and make explicitly clear the expectations, time commitment, and process for tutoring children.
- ❖ There have been some concerns of the ways in which our tutors are being used at the schools. The Education Committee and I are aware of these issues and are going to work towards addressing them before the next school year. It's quite clear that for some time now the tutoring program has been unmonitored, so with some new policies, a training session, and new expectations, I hope to reinvigorate the program and ensure all of our kids are actually getting the help they need.

Title VII/Indian Parent Committee Meetings:

- ❖ *Happy Camp*
 - The last IPC Meeting was held on May 12th. The Title VII grant was passed with no changes. Only 1 parent was in attendance.
 - We need to work on increasing parent involvement at these meetings. This committee is a stipulation of the grant to ensure these funds are being used on/for our children. I am going to be working on a parent letter and holding parent workshops to try and get them more involved, as well as monitoring the funds further next year.
- ❖ *Yreka*
 - The last YHS IPC Meeting was May 7th. No parents attended.
 - The last Elementary IPC Meeting was also on May 7th and 5 parents attended, which was more than the previous meeting (2), but less than the one before that (11).
 - Granted that the 2 meetings were held on the same day and close together, it is understandable that the parents couldn't be in 2 places at once. But we need to work towards either bridging that gap so the meetings are held concurrently or on separate days. Only 1 of the parents at the Elementary meeting had a High School student, so there definitely needs to be more involvement from the parents and community.
 - Both Title VII grants were approved with no changes.

Education Committee:

- ❖ Our last meeting was on May 20th. Our next meeting is scheduled for June 10th.
- ❖ I think our meeting went very well and we discussed a large variety of topics, including some of the other sections mentioned in this report like tutoring, Education Newsletter/Blog and the Indian Education Grant.

- ❖ Some of the action items to stem from the meeting included:
 - ✓ *Action 1* – Tribal Reunion Announcement of Graduates & Student Achievements: I have put “Student Recognition and Achievement” on the agenda for the Tribal Reunion after the Awards for Elders/Council Members section. This will take roughly 15-20 minutes and will hopefully be a good start to increasing our recognition levels of our students. Certificates will be presented at this time. In the future, I would like to look into having a special dinner(s) to recognize more of our students.
 - *Action 2* – Newsletter Announcement: After getting student permission, I would like to make a special newsletter announcement of our graduates and their future plans. The Education Committee recognized that more work needs to be done in student recognition and really highlighting our student successes so we will work to increase this.
 - *Action 3* – Tribal Reunion Scholarships: It was decided that we will be having scholarships at the Tribal Reunion. Amounts and number of available scholarships was tabled until the next meeting.
 - *Action Item 4* – Education Dept. Logo Competition: Possible competition to design a logo for the Ed Dept. This will be announced at a future date.

Youth Activities:

- ❖ Working with Math & Science Camps. We mailed out information this week and will be starting to get sign ups in the near future.
- ❖ Due to the end of the school year, I have not had time to implement any programs yet for summer, but I’m hoping to have a few activities over the next couple of months. Next year, I would like to start a Summer Reading Program in conjunction with Summer Food and have brought this up to the Education Committee. It is still a work in progress and merely at the idea stage, but we are going to continue to conceptualize it over the next few months. As well as create some solid, continuous programs for the next school year.
- ❖ I really want next school year to be organized and solidified with at least 1 activity happening with each district per month. That’s the ideal goal. So I will be working towards creating a timeline, agenda, and possible list of activities/workshops taking place over the next few months to have them stabilized and ready to implement in the fall.
- ❖ College Trip to UC Berkeley – I think this was a great success! The youth (and the chaperones) really enjoyed the trip and it seemed to inspire some of them to at least see what else is out there beyond high school, so I think it was a really positive experience. I will be including this and a few pictures in my newsletter article for this month so all that information will be there. If you’d like to speak to me more or see all the pictures then I can send them on to you.

Tribal Reunion:

- ❖ The Education Committee has decided to offer ____ scholarships for the Tribal Reunion. Announcements about their availability will be made on the Education

Department's webpage, the main homepage of the Karuk Tribe, and in the Newsletter.

- ❖ In addition to handing out backpacks, the Education Department will be in charge of face painting as an activity throughout the day at our booth.
 - Supplies have been purchased including face paint, brushes, and stencils.

Grants & Research:

- ❖ The Education Department is looking into additional funding sources and activities.
- ❖ One of the major projects we are currently working on with our grant writer, Emma Lee, is the Indian Education Demonstration Grant. We have applied for this grant 2 times in the past and been unsuccessful in attaining it, but we hope that third time's the charm. The idea we have created for this grant is still in the development stage and research is going in to make it unique and worthy of funding. We presented our initial idea to Education Committee and received a lot of really helpful feedback and suggestions. So we will be bringing you updates of this in the future.
- ❖ Another possible grant opportunity is the Education Research and Special Education Research Grant Program. There is a great need for more research to be done in our community on a local and communal level to fully understand the needs of our youth and the best educational resources out there for them. There is a serious lack of research that has been done on a child care and its influence and effectiveness on education. It is being considered and in development.

Webinars & Subscriptions:

- ❖ I will be attending a Webinar on Youth Action Planning: Develop Goals and Measurable Outcomes on Thursday, May 28th from 2-3PM.
- ❖ I am looking into purchasing a few subscriptions for the Education Department to academic journals and organizations that I think would really benefit and be a resource to our cohort. These include the Tribal College Journal, National Indian Education Association, etc. If you know of any other journals or organizations that we might work with in the future, please do let me know.

In Conclusion:

I have done a lot more prep work in consolidating, organizing, and fixing some filing issues in the office. My main priority is working to create a stable and sound system for all of our files and incoming issues. It will require more time and work, but I'm hoping to have that finalized before the fall semester begins.

Thank you all for reading and if you have any questions or comments please contact me via e-mail (cbussard@kark.us) or via phone (ext.: 2034; cell: (530) 598-7214 or (530) 598-7918).

Education Program Report to Council

For Council Meeting on May 28th, 2015

Prepared by: Carissa Bussard, Education Program Coordinator

Proposal for a Karuk Education News Blog & Use of Social Media

I mentioned this briefly in my last Council Report. Essentially, I would like to create a blog that would link off of the main Karuk Education Department webpage. I've submitted a mock blog for you to review as well, for a visual feel of how the blog could possibly look. Basically, this would be a place where I could continuously update information about new scholarships, internships and other opportunities. Each one would have its own category/title heading, and would eventually act as a database for all information collected and available.

There are so many wonderful opportunities available for our students of all ages. Sometimes, that vast amount almost can be overwhelming because they do not know where to begin looking. It takes time and dedication to follow through on every possible link, organization, and opportunity available. Often, I have found that can seem daunting and, in turn, leads our youth to throw their hands up at the thought of trying to sift through all that mire of information. But, this blog could really help alleviate that pressure. Having information in one, easily accessible, categorized location, would help them easily sift through the ones they might be interested in applying for: be they program/degree specific, age specific, school specific, etc.

One of the biggest problems I have identified is disseminating information in a timely fashion. The newsletters only go out quarterly, and unfortunately I cannot ask everyone to drive by my office daily to see if there are any new opportunities. Using the internet is one of the best ways we can send out information. Ideally, this blog would link to the Tribe's Facebook page, and a page dedicated solely to the Education Department. Social media is a key way of interacting with our youth, and spreading information. Linking this blog in with the Facebook world, will make the information appear personalized and immediate.

In addition, this blog can be a place to recognize our student achievements. With their permission, we can post success stories, highlight academic achievements, and create a scholars community that can link all of our students.

When I was growing up, my parents always told me, that if I ever wanted to go to school I would have to fund it on my own. Because realistically they could not help ever help me, and while loans help, they are not ideal. There are so many opportunities available for our community, but it can be intimidating to say go search on the internet, especially if you have no place to start. My goal was to find one scholarship a week. I didn't necessarily qualify for everything or get it once I did apply, but that commitment to looking and finding more ways I could go to school really helped keep me motivated.

I truly believe that this is a new way of collecting and spreading information that will reach and benefit all of our community. I will of course, continue to advertise opportunities in the newsletter, in hard copy when requested, and via email. But I do hope you consider approving this request. I think it would greatly help our community, and certainly, more ways of getting information out there can only increase our education success stories.

KARUK EDUCATION NEWS

Mock Blog
Created using WordPress

Carissa Bussard
March 17th, 2015

Home Page: New blog posts would show up here so the most recently added will be on top, followed by less recent.



KARUK EDUCATION NEWS
Scholarships & Grants, Internships & Job Training, Conferences & Activities, and so much more!

[HOME](#) / [HIGHER EDUCATION GRANT PROGRAM](#) / [NATURAL RESOURCES SCHOLARSHIP](#)

Welcome to the Karuk Education News Site!

MARCH 17, 2015 / 1 COMMENT / [EDIT](#)

Ayukii (Hello!),

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- [Activities](#)
- [Announcements](#)
- [Scholarships & Grants](#)

Welcome to the Karuk Education News Site!

MARCH 17, 2015 / 1 COMMENT / EDIT

Ayukii (Hello!),

We are so thrilled to be starting this blog to help keep you up to date on all the latest opportunities that are available for you! It is our goal to keep updating this site as often as possible with new information, resources and links. This site is still currently under process so please be patient with us.

Yôotva (Thank you),

Karuk Education Department

Scott Valley Bank Scholarship Due Friday, April 10th, 2015

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Scott Valley Bank Scholarship Due Friday, April 10th, 2015

MARCH 17, 2015 / LEAVE A COMMENT / EDIT

The Scott Valley Bank Business/Finance Scholarship is offering one 2-Year Scholarship Opportunity for anyone desiring to study Business, Business Administration, Finance, or Financial Services at College of the Siskiyous. This will cover 2 years at COS including fees, tuition and books. Scholarship forms, rules, and requirements can be found here: [SVB Scholarship Opportunity](#).

Good luck!

ARCHIVES

March 2015

KARUK EDUCATION OFFICE

64236 Second Ave.

PO Box 1016

Happy Camp, CA 96039

(530) 493-1600, ext. 2034

Mon-Fri: 8am-5pm

Lunch: 12-1pm

No upcoming events

Canoemobile in San Francisco, April 13th & April 15th, 2015

MARCH 17, 2015 / LEAVE A COMMENT / EDIT

Canoemobile in San Francisco, April 13th & April 15th, 2015

MARCH 17, 2015 / LEAVE A COMMENT / EDIT

Good morning!

The Foundation for Youth Investment wants to share with your organization that Canoemobile is coming to SF on Monday, 4/13 and Wednesday 4/15.

Location

The program location is tentatively the San Francisco Maritime National Historical Park. For timing, depending on group availability, Canoemobile can be available throughout the day from 9:00AM to the evening. It works well if a group comes for a morning, afternoon, or after school time frame.

A description of the programming

Activities include paddling in 24-foot Voyageur canoes and participating in team-building and interpretive activities. Group size can be small or large. There is the capacity to accommodate up to 50 youth at one time and facilitate land-based activities concurrently. For more information about what to expect and a sample itinerary, [check out the website](#).

KARUK EDUCATION NEWS

Scholarships & Grants, Internships & Job Training, Conferences & Activities, and so much more!

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Higher Education Grant Program

2015-2016 Higher Education Grant

Applications Available Below!

Applications are accepted now through August 29,2015

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[Announcements](#)

[Scholarships & Grants](#)

Higher Education Grant Program

2015-2016 Higher Education Grant

Applications Available Below!

Applications are accepted now through August 29,2015

This grant is available to all enrolled Karuk Tribal members, no matter where you are located as long as you are enrolled at a college or university and attending school full-time. The average grant award amount falls between \$800 – \$1000 per school year. Students that remain in good standing defined as 2.0 GPA are eligible to continue to receive this grant for up to six years, as long as funding exists. At the bottom of this page you can attain more information on eligibility requirements, grievance processes, policy and even download an application.

Usually deadlines are at the end of July and available by the end of March of each year. You may obtain a application off the internet or call to request one be sent to you. Occasionally a 1/2 year spring scholarship will be offered to those that did not already receive a scholarship for the full year as long as funding is available. **Only those that have not received a full year grant for that year are eligible to apply for the spring scholarships.**

For more information, please visit our website at: <http://www.karuk.us/index.php/departments/tribal-education>

Application: [2015-2016 Karuk Higher Education Grant Application](#)

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Scholarships & Grants, Internships & Job Training, Conferences & Activities, and so much more!

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Natural Resources Scholarship

2015-2016 Natural Resources Scholarship

Applications Available Below!

Applications are accepted now through August 29,2015

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Natural Resources Scholarship

2015-2016 Natural Resources Scholarship

Applications Available Below!

Applications are accepted now through August 29,2015

The Karuk Tribe is proud to announce a scholarship opportunity for those seeking a degree in Natural Resources. In partnership with U.S. Fish and Wildlife's Klamath Basin Tribal Youth Program(KBTYP) we are offering SIX Karuk Tribe Natural Resources Scholarships. Scholarships will be awarded to graduating high school seniors and/or current enrolled college students attending an accredited 2 or 4 year institution and have declared a major in Natural Resources or have been a participant of the Klamath Basin Tribal Youth Program.

The scholarships is available to enrolled Karuk Tribal Members, no matter where you are located as long as you are enrolled at a college or university and attending school full-time. Students must maintain 2.0 GPA and remain in good standing. Must declare a major in Natural Resources. There will be **SIX \$1,000** scholarship awards. At the bottom of this page you can attain more information on eligibility requirements, grievance processes, policy and even download an application. **CLOSING DATE: APPLICATIONS ARE DUE NO LATER THAN AUGUST 29, 2015 BY 5PM.**

For more information, please visit our website at: <http://www.karuk.us/index.php/departments/tribal-education>

Application: [2015-2016 Natural Resources Scholarship Application](#)

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64236 Second Ave.

When you click on a category, it will list all the blog entries labeled under that category so for example, this is the Scholarships & Grants Category...

SCHOLARSHIPS & GRANTS

Scott Valley Bank Scholarship Due Friday, April 10th, 2015

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And this is the announcements category...

ANNOUNCEMENTS

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MARCH 17, 2015 / 1 COMMENT / EDIT

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PO Box 1016

And this would be the activities category. Note that Canoemobile was in 2 categories (this and the previous one). This will ensure that people aren't missing any posts.

ACTIVITIES

Canoemobile in San Francisco, April 13th & April 15th, 2015

MARCH 17, 2015 / [LEAVE A COMMENT](#) / [EDIT](#)

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Other Things we could do:

*Have an About Page where we describe the Education Department and what we do (schools/areas we service, location, contact info, etc.)

*Create a Karuk Education Facebook page that would sync with the blog. So people would like the page, then any new blog postings would show up in their News Feeds.

*Sync with RSS Subscription Feeds, create an email alert that would send out new postings to anyone subscribed to the email list.

Why I think this is an idea worth trialing:

*So many students use social media as their main source of communication. This would allow us to ensure we are getting our news and information out to more people in a new way.

*It would be a good way to keep things streamlined and current on the main department webpage (<http://www.karuk.us/index.php/departments/tribal-education>) without requiring constant updates and editing.

*It would be an easy reference point to ping someone back to our website and vice versa.

*If we take advantage of the power of the internet and publish blog posts, I believe we could reach out to more people and improve our communication efforts. Instead of calling or visiting the office to find out the latest information, people would be able to access it instantaneously.

*In the end, it's also a greener solution to the problem of paper waste and carbon footprints. We will increase our accountability, quick response time, and ease of access when it comes to disseminating information.

Emma Lee Perez – Grant Writers Report
For Council Meeting on May 28th, 2015
Reporting Period April 16th – May 21st, 2015

Grant Writer participated in Strategic Planning for the Judicial Program- May 20th.

Project Title: Department of Community Services and Development (CSD)

The project seeks to provide 30 tribal members and descendants with quality wrap-around services that meet the needs of all family members. This will be accomplished by hiring a case manager and implementing the Two Generations model. The end result will be 30 parents/care givers, children and families with the skills and resources to overcome poverty and break the cycle of generational poverty. Application submitted April 16th in the amount of \$75,000.

Application denied.

Project Title: Department of Homeland Security- Tribal Equipment Assistance (TEA) Program

Tribal Equipment Assistance grant to continue a one year contract for Satellite Phones (Emergency Preparedness Department), install 5 mobile radios in K-1 fire vehicles (DNR), and purchase two UTV for KTHA security personnel.

Application submitted April 6th, 2015 in the amount of \$41,648

Project Title: Administration for Children and Families- Coordination of TANF and Child Welfare

Coordination grants offer opportunities for Indian tribes and tribal consortia that administer Tribal TANF programs to develop more effective and efficient strategies to meet the unique needs of at-risk tribal service populations. The goal of this FOA is to reduce the number of out-of-home placements and the incidence of child abuse and neglect among Native American children in TANF or TANF-eligible families. **Application submitted.**

Project Title: Tribal Homeland Security Grant Program (THSGP)

THSGP supports the building; sustainment and delivery of core capabilities to enable Tribes strengthen their capacity to prevent, protect against, mitigate, respond to, and recover from potential terrorist attacks and other hazards. Grant writer will begin working on this in early March, after CTAS and ANA have been submitted. This is the main funding source to sustain the Emergency Preparedness Program, Tom Fielden and Rachel Lent. **Application submitted.**

Project Title: Department of Education - Indian Education Demonstration Grant

The purpose of the Demonstration Grants for Indian Children (Demonstration Grants) program is to provide financial assistance to projects that develop, test, and demonstrate the effectiveness of services and programs to improve the educational opportunities and achievement of preschool, elementary, and secondary Indian students.

Grant Writer met with the Education Coordinator March 17th to discuss project goals, student's needs and outcomes. Education Coordinator and Grant Writer met with Education Committee to get input. We will also be asking for input from the Committee. Applications are due June 29th.

Project Title: Indian Health Service (IHS) - Tribal Management Grant

The Tribal Management Grant is a capacity building grant designed to help Tribes establish goals and performance measures for current health programs; assess current management capacity to determine if new components are appropriate; analyze programs to determine if T/TO management is practicable; and develop infrastructure systems to manage or organize PFSA. **Due: May 31, 2015** – (deadline varies year to year)

Project Title: ICDBG (Indian Community Development Block Grant)

Deadline varies from year to year. **Last year the deadline was July 29th**-based on a conference call with HUD we expect the NOFA to be released earlier than July.

DAILY LOG CONSTRUCTION MANAGER

From 4-16-15 to 5-19-15

Construction: The Yreka Clinic construction is on schedule, the three new exam rooms have been framed in along with the new office, making four usable room to replace three. A couple of more week should see the rooms ready to use.

Katishraam, the construction is moving forward at a normal pace now. Most of the roofing is up and the last of the siding is being hung. Most of the insulation is in place. The bulk of the rough framing is done, interior electrical well on its way. Most of the sprinkler system is up. The first of the two basketball hoops, framing, basket and hoop is hung. Most of the HVAC equipment is placed and quite a bit of the ducting is set. Interior water lines have been run and placed. Four corner storage rooms have been framed. Drywall has been delivered to the site and will be hung in the near future. Most of the buried water and drain lines are in place.

Maintenance: Most of the crew is working almost every day on the Yreka Clinic remodel. The did however take time to set up one of the big tents and hang banners for the Basket Weavers Gathering.

4-16-15 talk with crew about status of Yreka Clinic project and Basket Weavers gathering this weekend. Invoice paperwork. Layout jobs for Sam. Work with Sam on drywall mud and tape.

4-17-15 Plan out schedule with crew for basket weavers. Invoice paperwork .Hang priority board above desk. Cleanup shop, drywall mess. Haul burnables to ranch.

4-20-15 Meet with guys for schedule, take down tent today. Mow grass for Scott tomorrow at Yreka property. Yreka Katishraam, hang siding and trim, insulation and roofing. Work on sprinkler system.

4-21-15 Discuss Yreka move schedule with Daniel. Invoice paperwork. See Mike about riding mowers, both are non-op

4-22-15 Yreka, Meeks to check on poly tanks to rebuild buffalo tank water haulers. Katishraam, insulation and roofing. Form and prep for pads at trash enclosure. Pull slopes to grade. Wood framing , set entry posts and lay second story floor. Work on sprinkler system. Conduit and "j" box work on interior. Research position description for staff issue. Talk to I.H.S. engineer from Sacramento about Yreka HVAC. See Carolyn about food grant stuff.

4-23-15 Yreka with Sam, haul back replacement buffalo water tank. And 6 pieces of drywall for shop walls. Haul tank to auto shop to check fit and placement. All good. Off load drywall at shop. Work with Sam on roof leak.

4-24-15 Invoice paperwork. Staff/Safety meeting. Order supplies. Ranch to check on tool box for #140. Roof inspection with Sam on shop roof.

4-25-15 Yreka, Meeks to pick up second tank replacement buffalo water tank. Yreka Clinic, check on work being done. See Annie and Raul, set schedule for week. Katishraam, work on siding, shear wall plywood. Work on Entry columns and beams. Electrical work on interior. Trench for septic connection.

4-26-15 Sick Leave, Dr.'s appointment in Medford.

4-27-15 Yreka, Meeks for 3rd buffalo water tank replacement. Clinic check out work, go over schedule with Daniel and Annie. Interior walls down . Meet with Sonny about work in Yreka TANF office. Katishraam. Trench for drain lines. Wood framing upstairs. Entry column work. Siding insulation and roofing. Interior electrical work. Meet I.H.S. engineers at Clinic, do walkthrough inspection. Meet with Lester A. to discuss changes to Yreka TANF Office.

4-30-15 Invoice paperwork. Construction paperwork. Attend Planning meeting. Talk with Arcata I.H.S. engineer about SDS projects. Use three hours leave.

5-1-15 Annual Leave

5-4-15 Time cards and mileage forms. Yreka Clinic, framing walls and drywall work. Katishraam, ridge cap and trim work. Lay drain lines. Framing and entry column and beams. HVAC equipment and ducting. Interior electrical. Pour entry pads and HVAC equipment pads at north end of gym.

5-5-15 Invoice paperwork. Construction paperwork. Work on blueprint changes to Yreka HVAC project due to room changes. Meet with Jody about auction. Meet with Robert about Housing using buffalo tank.

5-6-15 Yreka, Clinic check work on new exam rooms. Katishraam, Lay 8" water main. Insulation, moisture barrier. Metal trim and roofing. Welding/steel work for entry "I" beam.

5-7-15 Invoice paperwork. Product research to locate obsolete Crouse-Hinds circuit breaker. Talk with Robert info updates. Trim out window in shop Talk with Mike about water tank rebuilds.

5-8-15 Safety meeting and project updates. Discuss importance of job site cleanup, hearing and breathing protection.

5-11-15 Yreka, Clinic project, 1st wall up, window out. Ready to frame in wall #2 and #3, also move door. Katrishraam, insulate and roofing. Frame 2nd storage room. Work on entry columns and beams. Cleanup and haul dirt. Grade slopes. See Annie about project needs.

5-12-15 Cave Junction, purchase replacement chainsaw, get info about FS weed eaters and check on progress of riding mowers. See Sammi and review and sign off on I.H.S. assistance application.

5-13-15 Yreka, check on Clinic job. All three new walls framed up. Starting drywall work. Katishraam, drain line and water line connections. Break rock using hydraulic hammer. HVAC equipment being set on north side. Insulation roofing and siding. Interior electrical. Wood work on storage rooms and entry. Work on sprinkler system.

5-14-15 See Tina about power available for reunion. See Sammi for I.H.S. application review. Meet with mechanics for info updates. Test new saw at ranch. Drywall work in shop.

5-15-15 Time cards, Safety meeting, discuss mental awareness, watching each others back and a clean work station. Run down info on invoice from Home Depot.

5-18-15 Mileage forms and invoice paperwork. Drywall work in shop. Dr.'s appointment. Work schedules.

5-19-15 Yreka, Clinic project, starting finish work in office and three exam rooms. Meet with Annie and Raul, discuss schedule. Katishraam, cleanup, framing in entry, hanging shearwall plywood. Wiring and conduit work. Hanging basket/backboard. Metal siding and trim. HVAC ducting and equipment work.

Carolyn Smith—People's Center Coordinator—Report
For Council Meeting: May 28, 2015
Reporting dates: April 16-May 21, 2015

Action Items:

- None at this time

Achieved during reporting period:

- Attended NAGPRA training, hosted by the Wiyot Tribe. While the theme of this training workshop was how elders could contribute to the NAGPRA process, the ensuing discussions covered much more than that. I had the opportunity to meet with NAGPRA coordinators from the Wiyot, Hupa, Yurok, and Tolowa Tribes, fostering a working partnership with each, so that future trainings on NAGPRA and collection management can occur. The workshop covered the basics of NAGPRA law, reviewing the provisions of both collection/museum-based processes of repatriation and new discoveries, planned and unplanned, of human remains, sacred objects, objects of cultural patrimony, and funerary objects on federal and tribal lands. It also covered the processes to resolve conflicts through the NAGPRA Review Committee, which will be useful in the event the Tribe is having difficulty repatriating objects and remains from federally-funded museums. In addition, the presenter, Jan Bernstein, outlined the specific means in which museums fail to comply with NAGPRA: 1) the sale or transfer of items that are subject to NAGPRA; 2) failure to complete a summary; 3) failure to complete an inventory; 4) failure to notify tribes within 6 months after completion of the inventory; 5) refusal to repatriate objects that are culturally affiliated; 6) repatriation prior to publishing a notice in the Federal Register; 7) failure to consult with tribes and/or lineal descendants; 8) failure to inform recipients that the items have been treated with pesticides; and 9) failure to offer to transfer control of culturally unidentifiable human remains upon receipt of a claim by an appropriate tribe. Other topics included the civil and criminal penalties associated with non-compliance and trafficking in Native American remains and objects that are outlined in the NAGPRA procedures. Above all, there was a call for solidarity amongst all affected tribes regarding the continued willful non-compliance on the part of the Phoebe A Hearst Museum of Anthropology, based at UC Berkeley.
- Attended the Regional Council Meeting for the California Networks for Collaboration (CNfC), sponsored by the California Association of Museums. This council brings together directors of other museums in the Shasta Cascade region as defined by the CAM. The CNfC is committed to providing a structured collaborative learning center to help improve access to small to mid-sized museums in rural areas. In addition to improving access to museums for patrons, it provides meaningful professional development locally, since it is cost-and time-prohibitive to travel to urban hubs for museum oriented trainings. This first meeting was a brainstorming session. Through a collaborative process, the council was able to determine guest speakers for future classes and locations for meetings that would serve the most museum directors and others; identify questions and concerns regarding the time investments in the collaborative

project; and build a network of professionals who all bring different backgrounds and experiences to the table.

- Spoke at length with the repatriation representative from the Smithsonian Institution National Museum of Natural History (NMNH) regarding the Karuk objects that are held in their collections in Washington DC. From this conversation, I learned a great deal about the repatriation process and funding available through the National Museum of the American Indian Act of 1989 (NMAIA). While the repatriation process is similar to that of the Native American Graves Protection and Repatriation Act of 1990 (NAGPRA), it was very helpful indeed to learn the protocols involved with initiating consultation and repatriation from both the NMNH and the National Museum of the American Indian (NMAI).
- The Karuk Tribe Spring Basketweavers Gathering, held April 17-19th, was a great success. This year's gathering was held in honor of our basket weaving teachers who shared their knowledge so that today's basket weavers can carry on the tradition. Visitors came from as far away as Washington State. We had over 100 participants this year, over 40 beautiful raffle prizes donated, made over \$4000.00 in raffle ticket sales, over \$600.00 in meal ticket sales, and over \$500.00 in T-Shirt sales. During the course of the weekend, we had several weavers in attendance who filled out cards that will be accessed into the museum archive, detailing their favorite memories of their basket weaving teachers so that their memories can be shared with future weavers and family members who are interested in learning about the weavers. It was an eventful weekend that included lessons on how to process spruce roots and hazel sticks; a demonstration on making and cooking acorn soup; a class for Beginning Karuk Language speakers; and a class on building model plank houses. The evaluations that were filled out by some participants were very positive and people are looking forward to next year's Gathering. Sample comments from the evaluations include "keep up the good work, you do an excellent job"; "the meals are good and you always give us healthy fruits and veggies"; "first time, I love it"; "Yes, we will see you next year!"; "You fed us great. Your tribe is beautiful"; "overall a great time and learned lots"; and "what a good time thank you volunteers." The People's Center would like to thank Verna Reece and Paula McCarthy for their participation in planning and working during the event, as well as taking time to sell raffle tickets. We would also like to thank the maintenance crew for their hard work; the staff of the People's Center gift shop for working throughout the weekend; the volunteers who made this Gathering a success; all of those who donated the beautiful raffle prizes and those who supported the Basketweavers Gathering by purchasing raffle tickets; and an especial thanks to Lena Hurd, Phil Albers, Jr., Alice Cook, Julian Lang, Clarence Hostler and Sonny and Kathleen Davis. More details about the gathering and pictures from the weekend will be in the upcoming Karuk Tribe Newsletter.

Grants—Reporting and New Opportunities:

- The IMLS Museum Services grant, which was submitted in December 2014, is currently under review. In the past week, Sammi Offield received information from IMLS regarding the museum grant and that the granting agency requested that some

adjustments be made to the budget and for more information. If we receive the grant the start date is October, 2015.

- The Benton County NAGPRA grant will be closing in July and we will be vetting two bids this week to complete the pesticide testing of these objects. That is the last objective of this grant.
- The Autry NAGPRA grant will need to have a budget modification submitted. The pesticide testing cannot take place for three reasons: the conservator is unavailable because she is on maternity leave; the objects are in compact storage because of their move and are extremely difficult to access; and most importantly, the Autry's policy is to provide pesticide testing for FREE upon repatriation claims.

**Karuk Tribal TANF Program May 2015 Monthly Report
For April 2015**

Program Summary

TANF

Work Participation Rate Report (WPR):

Currently serving **73** clients (See attachment (A)) – KTCP-Active Cases as of 05/21/2015)

WPR = **33.33%** - (See attachment (B)) – KTCP – WPR – Orleans – (04/2015)

WPR = **75.00%** - (See attachment (B)) – KTCP – WPR – Happy Camp – (04/2015)

WPR = **60.71%** - (See attachment (B)) – KTCP – WPR – Yreka - (04/2015)

WPR for March 2015 was **57.89%**. (See attachment (B))

N.E.W. Program

Serving **8** Clients participating in the following activities – Occupational Skills Training, Short-Term Work Experience, Job Readiness Training and Job Retention Services.

LIAP PROGRAM

LIHEAP (Energy Assistance)

2015 Budget = **\$30,320.00** Total Expended to-date = **\$17,923.66** Total Households = **71**

GENERAL ASSISTANCE

2015 Budget = **\$XX,XXX.XX** Total Expended to-date = **\$57,562.93** Total Households Served = **174**

CSD

2015 Budget = **\$18,220.00** Total Expended to-date = **\$ 12,146.01** Total Households = **47**

Council Approval Request(s)

Request for approval for two case workers to travel to Scottsdale, AZ 2015 National Tribal TANF Institute & Pre-Institute Training from 07/19/2015 to 07/23/2015.

Council Information

- (Attachment (A)) TANF Active Cases (May 2015 Report)
- (Attachment (B)) TANF Work Participation Rate (April 2015)
- (Attachment (C)) N.E.W. Program (April 2015 Report Report)
- (Attachment (D)) LIAP - LIHEAP (April Expenditure 2015 Report)
- (Attachment (E)) LIAP - GA (April Expenditure 2015 Report)
- (Attachment (F)) LIAP - CSD (April Expenditure 2015 Report)

Program Report

Executive Director's Comments:

I will be submitting a Vehicle replacement request for the Van that burnt up in September 2014. Have submitted purchase approval request to ACF for approval.

Office Space –

Orleans -

Maintenance will be renovating the medical section is on hold.

YREKA -

TANF and Tribal Maintenance is creating and RFP to send out for the renovation of the building. Submitted Yreka renovation request to ACF for approval.

Appeals, Complaints and Grievances -

None

Case Management –

Work Experience

One TANF client working with Roads and one working at TANF

We are steadily improving the quality and customer services to our clients.

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

TANF Father/Motherhood is Sacred Training -

Scheduling new classes for this year.

Submitted By:



Lester Lee Alford, Jr.
TANF Executive Director

Karuk Tribal TANF Program

Active Cases as of

05/20/2015

Orleans TANF Office

Total number of Child Only/Non-Needy families	2
Total number of One Parent families	5
Total number of Two Parent families	2
Total number of cases is	<u><u>9</u></u>

Happy Camp TANF Office

Total number of Child Only/Non-Needy families	8
Total number of One Parent families	5
Total number of Two Parent families	2
Total number of cases is	<u><u>15</u></u>

Yreka TANF Office

Total number of Child Only/Non-Needy families	12
Total number of One Parent families	25
Total number of Two Parent families	12
Total number of cases is	<u><u>49</u></u>

Total number of Child only cases program wide is	22
Total number of 1-Parent cases program wide is	35
Total number of 2-Parent cases program wide is	16
Total number of cases program wide is	<u><u>73</u></u>

Karuk Tribal TANF Program
WPR - Monthly Summary for 4 / 2015
Orleans TANF Office

Type of Family for Work Participation

One parent families	6
Two parent families	1
Child Only Family	2
Total Cases Reported for this Period	9

Current Case Load by Site

Humboldt County	5
Siskiyou County	60
*Total Cases: 65	

Work Participation for All Families

Cases that did the hours required	2
Cases required to work	6
Work Participation Rate	33.33 %
2014 Work Participation Rate is 35%	

Current Case Load by Staff

KKING	9
LAUBREY	13
MCHARLES	23
RBAILEY	6
TALBERS	12

Client TANF Payments

Total Payments	\$5,863.31
-----------------------	-------------------

Number of Clients Participating by Activity Type

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

Karuk Tribal TANF Program
WPR - Monthly Summary for 4 / 2015
Happy Camp TANF Office

Type of Family for Work Participation

One parent families	2
Two parent families	3
Child Only Family	8
Total Cases Reported for this Period	13

Current Case Load by Site

Humboldt County	5
Siskiyou County	60
*Total Cases: 65	

Work Participation for All Families

Cases that did the hours required	3
Cases required to work	4
Work Participation Rate	75.00 %
2014 Work Participation Rate is 35%	

Current Case Load by Staff

KKING	9
LAUBREY	13
MCHARLES	23
RBAILEY	6
TALBERS	12

Client TANF Payments

Total Payments	\$8,307.00
-----------------------	-------------------

Number of Clients Participating by Activity Type

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

Karuk Tribal TANF Program
WPR - Monthly Summary for 4 / 2015
Yreka TANF Office

Type of Family for Work Participation

One parent families	22
Two parent families	7
Child Only Family	12
Total Cases Reported for this Period	41

Current Case Load by Site

Humboldt County	5
Siskiyou County	60
*Total Cases: 65	

Work Participation for All Families

Cases that did the hours required	17
Cases required to work	28
Work Participation Rate	60.71 %
2014 Work Participation Rate is 35%	

Current Case Load by Staff

KKING	9
LAUBREY	13
MCHARLES	23
RBAILEY	6
TALBERS	12

Client TANF Payments

Total Payments	\$24,494.90
-----------------------	--------------------

Number of Clients Participating by Activity Type

049 - Unsubsidized employment	10
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	2
055 - Community Service Programs	0
056 - Vocational Education Training	0
057 - Job Skills Training Directly Related to Employment	2
058 - Education Directly Related to Employment - No HSD/GED	1
059 - Satisfactory School Attendance For Individuals - No HSD/GED	1
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	12

Karuk Tribal TANF Program

WPR - Monthly Summary for 4 / 2015

05/20/2015

Type of Family for Work Participation

One parent families	30
Two parent families	11
Child Only Family	24
Total Cases Reported for this Period	65

Current Case Load by County

Humboldt County	5
Siskiyou County	60
*Total Cases: 65	

Work Participation for All Families

Cases that did the hours required	22
Cases required to work	38
Work Participation Rate	57.89 %
2014 Work Participation Rate is 35%	

Current Case Load by Staff

KKING	9
LAUBREY	13
MCHARLES	23
RBAILEY	6
TALBERS	12

Client TANF Payments

Total Cash Assistance Payments	\$39,568.31
--------------------------------	--------------------

Number of Clients Participating by Activity Type

049 - Unsubsidized employment	12
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	1
052 - Work Experience	1
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	2
055 - Community Service Programs	0
056 - Vocational Education Training	1
057 - Job Skills Training Directly Related to Employment	3
058 - Education Directly Related to Employment - No HSD/GED	2
059 - Satisfactory School Attendance For Individuals - No HSD/GED	1
060 - Providing Child Care to TANF Clients participating in a Community Service program	1
062 - Other Work Activities	13

ATTACHMENT (B)

Karuk Tribal NEW Program
July 2014 - June 2015
Active Cases as of 05/21/2015

Total number Orleans Clients:	1	
Total number Happy Camp Clients:	6	
Total number Yreka Clients:	1	
Total number of cases program wide is	8	

- 0** - ABE/GED - Adult Basic Education/General Education Degree
- 4** - OST - Occupational Skill Training
- 0** - Post-Secondary Education
- 0** - OJT - On the Job Training
- 1** - WEX - Short-Term
- 0** - WEX - Long-Term
- 1** - JRT - Job Readiness Training
- 0** - JS - Job Search
- 0** - Job Development & Placement
- 2** - Job Retention Services

Karuk Tribe 2015 LIHEAP Expenditure Report

05/21/2015

EXPENDITURES TO-DATE

Total 2015 LIHEAP Expended-To Date:	<u>\$17,923.66</u>	<u>2015 Budget</u>	<u>% Used</u>
Total Heating Assistance Provided:	\$16,967.64	\$14,553.60	117%
Total Cooling Assistance Provided:	\$0.00	\$3,638.40	0%
Total Weatherization (A/C) Assistance Provided:	\$0.00	\$4,548.00	0%
Total Weatherization (Heating) Assistance Provided:	\$375.64	\$4,548.00	8%
Total Crisis Assistance Provided:	\$580.38	3,032.00	19%

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households receiving Heating Assistance:	71
Total # of Households receiving Cooling Assistance:	0
Total # of Households receiving Weatherization (AC) Assistance:	0
Total # of Households receiving Weatherization (Heating) Assistance:	1
Total # of Households receiving Crisis Assistance:	2

HOUSEHOLD SIZE SERVED

Household Size 1 =	37
Household Size 2 =	14
Household Size 3 =	7
Household Size 4 =	10
Household Size 5 =	9
Household Size 6 =	4

Karuk Tribe

2015 General Assistance Expenditure Report

EXPENDITURES TO-DATE

Total 2015 General Assistance Expended-To Date:	\$57,562.93
Total Emergency Assistance Assistance Provided:	\$12,795.45
Food Assistance:	\$5,322.79
Clothing Assistance:	\$3,381.80
Shelter Assistance:	\$3,381.80
Total GAWEP Assistance Provided:	\$3,834.00
Total In-Home Health Assistance Provided:	\$25,705.00
Total Burial Assistance Provided:	\$15,228.48

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households received GA Assistance Assistance:	174
Total # of Households received Emergency Assistance Assistance:	55
Food Assistance:	29
Clothing Assistance:	15
Shelter Assistance:	11
Total # of Households received GAWEP Assistance:	27
Total # of Households received In-Home Health Assistance:	81
Total # of Households receiving Burial Assistance:	11

HOUSEHOLD SIZE

Household Size 1:	78
Household Size 2:	22
Household Size 3:	2
Household Size 4:	4
Household Size 5:	0
Household Size 6:	0

**Karuk Tribe
2015 CSD Expenditure Report**

05/21/2015

EXPENDITURES TO-DATE

Total 2015 CSD Funding Budget:	\$18,220.00
Total 2015 CSD Expended-To Date:	\$6,073.99
Total Food Assistance Provided:	\$1,537.85
Total Clothing Assistance Provided:	\$125.00
Total Shelter Assistance Provided:	\$250.00
Total Special Needs Assistance Provided:	\$3,713.35
Total Crisis Assistance Provided:	\$447.79
Total 2015 CSD Funding Remaining:	\$12,146.01

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households receiving Food Assistance:	11
Total # of Households receiving Clothing Assistance:	1
Total # of Households receiving Shelter Assistance:	3
Total # of Households receiving Special Needs Assistance:	3
Total # of Households receiving Crisis Assistance:	29

HOUSEHOLD SIZE

Household Size 1 =	35
Household Size 2 =	8
Household Size 3 =	3
Household Size 4 =	5
Household Size 5 =	1
Household Size 6 =	1

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Tonya Albers Destination: Scottsdale, AZ
Departure Date: Sun 7/19/15 Time: am Return Date: Thurs 7/23/15 Time: pm
Program Charged: TANF Account: 5160-23-7300.00
Description & Purpose of Travel: 2015 National Tribal TANF Institute & Pre-Institute

** CHECK ITEMS NEEDED **

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: PERDIEM: 18, X \$ -

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: LODGING: 4, X \$ -

* Check this box if you DO NOT have a Tribal Credit Card or Personal Credit/Debit Card. (Needed to determine lodging deposit)

Table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Row 1: MILEAGE: X

Tribal Vehicle [] Personal Vehicle [X]

FROM: Yreka TO: Medford (RT)

OTHER:

[X] Registration attached Submitted Yes [] No []

[X] Airfare: (If yes, which airport?) MFR

[X] Baggage

[X] Shuttle/Taxi/Tolls:

[] Gasoline:

[X] Parking: AIRPORT

[] Other:

TOTAL:

Summary table with columns: ADVANCE, RECEIPTS, DUE TO FROM. Total: \$ 1,145.00

OR will ride w/ Kristen in Rental CAR

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 business days of my return from this trip.

Traveler: Tonya Albers Date: 5/20/15

*** TRAVEL WILL NOT BE PROCESSED WITHOUT THIS SECTION COMPLETED ***

Is this travel reimbursable by another agency? Yes (No)
If yes, which agency?
Contract modification required? Yes (No)

*** MANDATORY AUTHORIZATIONS ***

Supervisor Approval: [Signature] Date: 5-20-15
Program Director (if different): [Signature] Date: 5/21/15
Tribal Chairman Approval: [Signature] Date: [Signature]

Registration Form: Pre-Institute Intensives and 2015 National Tribal TANF Institute

Registration is limited and will be confirmed after form is received. Please register and make your hotel reservations early. Please contact Heather Rekken at (218) 205-6964 or e-mail her at hrekken@ucdavis.edu for more information.

To submit by mail, complete this form (front and back) and mail it to Student Services - Tribal TANF, UC Davis Extension, 1333 Research Park Drive, Davis, CA 95618. To submit by fax, be sure to include a complete enrollment form along with a company purchase order or billing authorization form. Please do not send credit card information via fax. If you wish to pay by credit card and fax in the enrollment form, a student services representative will call you for your credit card information. Fax the front and back of the form to (530) 757-8558 Attn: Tribal TANF.

1. Yes! Please enroll me in:

1. One Pre-Institute Intensive only:

One Full Day Pre-Institute Intensive / July 20 / \$250.00

Enrollment in the Pre-Institute Intensives is limited due to workshop room capacities. Please indicate the participant's enrollment preference here in order to save a spot! Enrollment will be cut off when full.

- A. Introduction to Case Management in Tribal TANF
- B. Overcoming the Many Faces of Resistance
- C. Strengthening TANF Families
- D. Teambuilding for Program Success
- E. Planning for Program Accountability
- F. Digital Stories for Tribal TANF Programs (Limited Enrollment - Confirm Participation Prior to Enrollment)

2. One Pre-Institute Intensive and National Tribal TANF Institute:

One Full Day Pre-Institute Intensive and National Tribal TANF Institute / July 20-23 / \$1,145.00

Enrollment in the Pre-Institute Intensives is limited due to workshop room capacities. Please indicate the participant's enrollment preference here in order to save a spot! Enrollment will be cut off when full.

- A. Introduction to Case Management in Tribal TANF
- B. Overcoming the Many Faces of Resistance
- C. Strengthening TANF Families
- D. Teambuilding for Program Success
- E. Planning for Program Accountability
- F. Digital Stories for Tribal TANF Programs (Limited Enrollment - Confirm Participation Prior to Enrollment)

3. National Tribal TANF Institute only:

National Tribal TANF Institute / July 20-23 / \$895.00

2. Registration Information (please print clearly):

Tonya	M	Albers	
First name	Middle initial	Last name	Mr./Mrs./Ms.
Family Services Assistant (case worker)			
Current position/job title			
Karuk Tribal TANF Program			
Employer			
PO Box 1730	Yreka	CA	96097
Work address	City	State	Zip Code
(530) 842-4775	talbers@karuk.us		
Work phone	E-mail address		
() n/a	() n/a		
Cell phone	Work fax		

ATTACHMENT ()

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Kristen King-McCovey Destination: Scottsdale, AZ
 Departure Date: Sun 7/19/15 Time: am Return Date: Thurs 7/23/15 Time: pm
 Program Charged: TANF Account: 5160-23-7300.00
 Description & Purpose of Travel: 2015 National Tribal TANF Institute & Pre-Institute

** CHECK ITEMS NEEDED **

	ADVANCE	RECEIPTS	DUE TO FROM
<input checked="" type="checkbox"/> PERDIEM: 18 X \$ -	\$ -		
No. of Quarters	Rate		

<input checked="" type="checkbox"/> LODGING: 4 X \$ -		
No. of Nights	Rate	

Check this box if you DO NOT have a Tribal Credit Card or Personal Credit/Debit Card. (Needed to determine lodging deposit)

<input checked="" type="checkbox"/> MILEAGE: X	-
No. of Miles	

Tribal Vehicle Personal Vehicle

FROM: Orleans TO: MEDFORD (AT)

OTHER:
 Registration attached
 Submitted Yes No

Airfare: (If yes, which airport?) MFR

Baggage

Shuttle/Taxi/Tolls:

Gasoline: - for rental

Parking Airport

Other: rental car

	<u>1,145.00</u>	
\$	-	
\$	<u>50.00</u>	
\$	-	
\$	-	
\$	-	
\$	-	
\$	-	
TOTAL:	\$ -	

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above. I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 business days of my return from this trip.

Traveler: Kristen King-McCovey Date: 5/20/15

*** TRAVEL WILL NOT BE PROCESSED WITHOUT THIS SECTION COMPLETED ***

Is this travel reimbursable by another agency?

Yes No

If yes, which agency?

Contract modification required?

Yes No

*** MANDATORY AUTHORIZATIONS ***

Supervisor Approval:

[Signature]

Date: 5-20-15

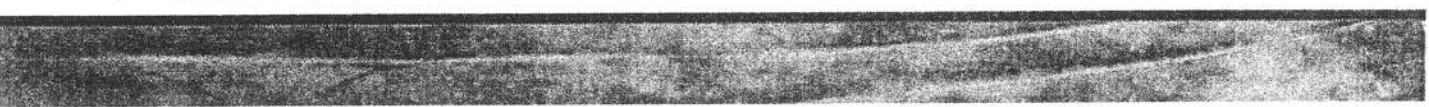
Program Director (if different):

Date: 5/21/15

Tribal Chairman Approval:

Date: _____

Revised 5.7.2014



Registration Form: Pre-Institute Intensives and 2015 National Tribal TANF Institute

Registration is limited and will be confirmed after form is received. Please register and make your hotel reservations early. Please contact Heather Reken at (218) 205-6964 or e-mail her at hrekken@ucdavis.edu for more information. To submit by mail, complete this form (front and back) and mail it to Student Services - Tribal TANF, UC Davis Extension, 1333 Research Park Drive, Davis, CA 95618. To submit by fax, be sure to include a complete enrollment form along with a company purchase order or billing authorization form. Please do not send credit card information via fax. If you wish to pay by credit card and fax in the enrollment form, a student services representative will call you for your credit card information. Fax the front and back of the form to (530) 757-8558 Attn: Tribal TANF.

1. Yes! Please enroll me in:

1. One Pre-Institute Intensive only:

One Full Day Pre-Institute Intensive / July 20 / \$250.00

Enrollment in the Pre-Institute Intensives is limited due to workshop room capacities. Please indicate the participant's enrollment preference here in order to save a spot! Enrollment will be cut off when full.

A. Introduction to Case Management in Tribal TANF

B. Overcoming the Many Faces of Resistance

C. Strengthening TANF Families

D. Teambuilding for Program Success

E. Planning for Program Accountability

F. Digital Stories for Tribal TANF Programs (Limited Enrollment - Confirm Participation Prior to Enrollment)

2. One Pre-Institute Intensive and National Tribal TANF Institute:

One Full Day Pre-Institute Intensive and National Tribal TANF Institute / July 20-23 / \$1,145.00

Enrollment in the Pre-Institute Intensives is limited due to workshop room capacities. Please indicate the participant's enrollment preference here in order to save a spot! Enrollment will be cut off when full.

A. Introduction to Case Management in Tribal TANF

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D. Teambuilding for Program Success

E. Planning for Program Accountability

F. Digital Stories for Tribal TANF Programs (Limited Enrollment - Confirm Participation Prior to Enrollment)

3. National Tribal TANF Institute only:

National Tribal TANF Institute / July 20-23 / \$895.00

2. Registration Information (please print clearly):

First name: Kristen Middle initial: King-McGovey Last name: King-McGovey Mr./Mrs./Ms.

Current position/job title: Family Services Assistant (case worker)

Employer: Karuk Tribal TANF Program

Work address: PO Box 141 City: Orleans LA State: LA Zip Code: 95556

Work phone: (530) 627-3680 E-mail address: KKing@karuk.us

Cell phone: () n/a Work fax: () n/a



CENTER FOR HUMAN SERVICES

UNIVERSITY OF CALIFORNIA, DAVIS • CONTINUING AND PROFESSIONAL EDUCATION

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Tribal TANF: 2015 National Tribal TANF Institute

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2015 National Tribal TANF Institute

July 20-23, 2015

Talking Stick Resort, Scottsdale, Arizona

Overview | Agenda | Pre-Institute Intensives | Institute Tracks and Workshops | Lodging and Logistics | Registration Fees and How to Enroll

Download the enrollment form

Enroll online

Overview

The Tribal TANF Professional Development Program at the University of California, Davis, invites you to participate in our 10th annual National Tribal TANF Institute. Held at the beautiful Talking Stick Resort in Scottsdale, Arizona, the event will bring people together from across the country for a unique educational experience.

Building on the progress of previous institutes, participants will consider how programs can turn the curve in their current life cycle of program and community development. The institute will guide programs through future planning and support the growth and skill building of staff at all levels using academically supported best practices and real-world successes. The institute will provide helpful information, tools, skill building and networking opportunities that support Native people—from urban areas, rural areas, rancherías and reservations—in developing and operating Tribal TANF programs that meet the needs of native people.

Expanded focus, new track, more tools and much more to learn!

The 2015 National Tribal TANF Institute offers specialized workshops that address the current issues facing program directors, managers, supervisors, case managers, employment counselors, training coordinators, prevention staff and intake specialists in Tribal TANF programs across the country. There is so much more to learn for new and past participants alike this year! The three-and-a-half day institute offers over 30 workshops in program and staff management, supervisory skills, leadership, community engagement and development, client services, case management and professional development. Nearly three dozen sessions are new to the institute this year and others are back by popular demand.

In addition to workshop tracks for new/novice case management staff, advanced case management staff, supervisors, program management/leadership and general sessions, this year the institute will offer a brand new track to support community engagement and development. This brand new track will cover everything from negotiating with community partners on inclusive agreements to operational strategic planning.

All sessions are infused with Native American cultural values and traditions, and all instructors have extensive experience in the topics they address and in working with American Indians. With diverse cultural backgrounds, the instructors have been selected for their knowledge, training skills and respect for Indian culture.

Participants will also meet new people who share their interests and values. Conversations and networking with other participants enhances the learning experience. People you meet can be a source of information and support long after the institute. Last year, participants enjoyed networking with more than 225 colleagues from 38 Tribal TANF programs and other Tribal programs.

2015 National Tribal TANF Institute Agenda at a Glance

Registration

Sunday, July 19, 2015

Registration

Pre-Institute Intensives

Monday, July 20, 2015

Registration and Breakfast
7:15 a.m.-8:30 a.m.
Blessing and Announcements
8:30 a.m.-8:45 a.m.
Morning Session
9:00 a.m.-12:00 p.m.
Lunch
12:00 p.m.-1:15 p.m.
Afternoon Session
1:30 p.m.-4:30 p.m.

**2015 National Tribal TANF Institute
Monday, July 20, 2015**

Registration
1:30 p.m.-5:30 p.m.
Welcome Dinner, Opening Ceremony and Keynote:
"Turning the Curve to the Next Stage of Your Program's Life
Cycle"
5:30 p.m.-8:00 p.m.

Tuesday, July 21, 2015

Breakfast
7:15 a.m.-8:30 a.m.
Blessing and Announcements
8:15 a.m.-8:45 a.m.
Morning Workshops
9:00 a.m.-12:00 p.m.
Lunch and Storytelling
12:00 p.m.-1:15 p.m.
Afternoon Workshops
1:30 p.m.-4:30 p.m.

Wednesday, July 22, 2015

Breakfast
7:15 a.m.-8:30 a.m.
Blessing and Announcements
8:15 a.m.-8:45 a.m.
Morning Workshops
9:00 a.m.-12:00 p.m.
Lunch and Storytelling
12:00 p.m.-1:15 p.m.
Afternoon Workshops
1:30 p.m.-4:30 p.m.

Thursday, July 23, 2015

Breakfast
7:15 a.m.-8:30 a.m.
Blessing and Announcements
8:15 a.m.-8:45 a.m.
Turning the Curve Stories, The Next Steps and Closing
Ceremony
8:45 a.m.-11:30 a.m.

**Pre-Institute Intensives
Monday, July 20, 2015**

Pre-Institute Intensives are offered as standalone seminars or in combination with the institute, and each one concentrates on a particular topic. The focused, daylong trainings are designed to increase knowledge, build skills and provide personal feedback on a variety of topics. This year, six full-day intensives (A through F) are offered for staff at all program levels, and five of the six intensives (option B through F) are new and in direct response to current challenges facing Tribal TANF programs across the nation.

Option A is customized for new/novice case management staff who have not attended the institute previously. Option B and C are offered for advanced case management staff as well as other experienced Tribal TANF program staff and other native human service agency staff. Option D is designed specifically for supervisors and those who manage a team, and Option E is designed for program leadership and management. Finally, Option F is an opportunity for Tribal TANF programs to tell their story digitally, and is open for a very limited number of enrollments. Please contact Heather Rekken at (218) 205-6964 or hrekken@ucdavis.edu for more information about this option prior to enrolling.

Enrollment in the Pre-Institute Intensives is limited due to workshop room capacities. Please indicate the participant's enrollment preference on the registration form in order to save a spot!

- A. Introduction to Case Management in Tribal TANF
- B. Overcoming the Many Faces of Resistance
- C. Strengthening TANF Families
- D. Teambuilding for Program Success
- E. Planning for Program Accountability

F. Digital Stories for Tribal TANF Programs

National Tribal TANF Institute

Overview of Workshops and Tracks

The 2015 National Tribal TANF Institute offers specialized workshops that address the current issues facing program directors, managers, supervisors, tribal council members, community partners, case managers, employment counselors, training coordinators, intake specialists, wellness and prevention staff and case assistants in Tribal TANF programs across the country.

New/Novice Case Management Staff: Comprehensive Training Track

Back by popular demand, the Institute is offering a customized Pre-Institute Intensive and workshop track specifically for first-time case management staff. This comprehensive series of introductory courses for novice/new case management staff that have not attended the Institute before will guide the participant through the skills and knowledge development necessary to perform culturally specific case management practices. Each workshop will build on the previous offering and will introduce training participants to the key components of case management in Tribal TANF with a focus on building the helping relationship between staff and the client.

The Pre-Institute Intensive option **A. Introduction to Case Management in Tribal TANF**, serves as the first portion of the comprehensive Institute track and introduces the focus and function of case management and provides an overview of the process and how it can be used to serve the needs of clients, families and communities.

Participants in this track should attend the following series of courses in sequential order:

Pre-Institute Intensive: Monday, July 20

- Introduction to Case Management in Tribal TANF (A)

National Tribal TANF Institute Workshops: Tuesday, July 21-Wednesday, July 22

- "Aren't they over that, yet?" Historical Trauma and the Relationship to Wellness and Self-Sufficiency
- "Were we in the same conversation?" Developing Active Listening Skills to Motivate and Inspire Clients
- Case Notes and Documentation
- Working Smarter not Harder: Time Management and Prioritization Strategies in Case Management

Advanced Case Management Workshops

For case management staff, employment counselors, intake specialists and wellness and prevention staff that have attended the Institute in the past there will be advanced workshops in case management practices and a variety of aspects of Tribal TANF service delivery (also see the general workshops). All of the following workshops are new to the Institute this year:

- Recognizing and Empowering Job Readiness
- The Clock: To Tic or Not Tic
- Assessing Resources and Creating a Transition Plan
- T4T: Assessing Learning Styles and Training to Different Personalities
- Beyond Brochures: Youth Development for Prevention
- Developing Relationships with Community Partners for Case Management Staff
- Trauma-Informed Approach: Overview and Understanding the Why
- Mental Health First Aid: Responding to Suicide Risk and Other Issues

General Workshops

The following workshops are appropriate for staff at all levels and roles in Tribal TANF programs:

- TANF Best Practices
- The Importance of Culturally Driven Client Services
- Putting the Pieces of the Puzzle Together: Federal Policy, Regulations and Guidelines
- Putting the Pieces of the Puzzle Together: OMB (Federal Register) and Internal Controls
- Putting the Pieces of the Puzzle Together: Federal Coding Manual and Work Participation

Supervisory Workshops

Based on the success at the 2014 Institute, the 2015 Institute will again offer a customized track for supervisors and those who supervise the case management function. With all new offerings, supervisors are welcome to attend the complete series or pick and choose offerings of interest in this and other tracks. The first portion of this track is Pre-Institute Intensive option **D**.

Teambuilding for Program Success

The following supervisory workshops offered at the Institute:

- Employee Evaluations
- Motivating and Building Team Morale
- Understanding and Embracing the Generation Gap
- Communicating with Employees on Performance Improvement

Leadership and Management Workshops

The track of workshops for program directors, managers, supervisors and tribal council members addresses the roles and responsibilities of effective Tribal TANF leadership and management. All of

the following workshops are new to the institute this year and in direct response to the challenges facing program leadership today:

- Tribal TANF Program Development and Redesign
- Managing the Relationship Between Program Management and Fiscal
- Results-Based Accountability: Performance Measures
- Results-Based Accountability: Identifying and Gathering Data for Performance Measures
- Results-Based Accountability: Budgeting for Performance Measures
- Results-Based Accountability: Turning the Curve

Community Engagement and Development Workshops

This track of workshops for Tribal TANF program directors, managers and supervisors, along with leadership and management from a variety of community partner organizations addresses the exciting opportunities and unique challenges that are present when working to engage and develop community partnerships. All of the following workshops are new to the institute this year and in direct response to the challenges facing program leaders today:

- Community Collaboration
- Negotiations: A Win-Win Strategy
- Operational Strategic Planning for Your Tribal TANF Program
- Community Engagement and Developing Working Relationships

Institute workshops will be offered on a first-come basis on-site according to workshop room capacities; however, participants will receive the materials for all institute workshops.

Participants are free to choose any of the workshops to attend; however, for ease of identification, the course offerings are divided as specified.

For more information about the institute workshops and sessions

More information about the institute and detailed course descriptions for the workshops will be available soon. You can also contact Heather Rekken at (218) 205-6964 or email her at hrekken@ucdavis.edu to get on our mailing list to receive a detailed institute brochure once it is available.

Lodging and Logistics

Location and Lodging

The institute will be held at the beautiful Talking Stick Resort in Scottsdale, Arizona, 9800 East Indian Bend Road, Scottsdale, AZ 85256. A discounted room rate of \$83 per night plus tax (single or double occupancy) is available until Monday, July 6, 2015; however, rooms may sell out earlier. To make your reservation, call (866) 877-9897 and indicate the Booking ID: 8559. (Reservations include an automatic one-time bellman gratuity of \$10 per stay and housekeeping gratuities of \$3 per room, per night.) Please make your reservation early to ensure the reduced rate and availability.

The luxurious Four-Diamond resort features a full-service spa, multiple outdoor pools, 24-hour fitness center, business center, golf course, two retail outlets, four sit-down restaurants, one buffet and cultural art displays. Situated in the Phoenix metropolitan area and approximately 20 minutes away from downtown Phoenix, the area provides numerous entertainment venues, museums and attractions. The resort is located in the Talking Stick Cultural and Entertainment Destination district which includes nearby attractions such as the Pavilions at Talking Stick Resort, Butterfly Wonderland and Major League Baseball's newest spring training complex, Salt River Fields at Talking Stick.

Traveling from out of state

The Phoenix Sky Harbor International Airport (PHX) is located 16 miles southwest of the Talking Stick Resort. Self-parking and valet parking is provided free of charge at the institute resort. If needed, transportation to and from the airport is available via SuperShuttle. Single traveler fairs are approximately \$21 each way. Also, an exclusive 7-passenger van is available for \$72 each way, and an exclusive 10-passenger van is available for \$115 each way. Please call (800) BLUE VAN (258-3826) or visit their website at supershuttle.com for details.

Professional credit

Participants will earn 2.65 continuing education units (CEUs) from UC Davis Extension upon completion of both the Pre-Institute Intensive and the 2015 National Tribal TANF Institute. Enrollment in the Pre-Institute Intensive only will earn 0.65 unit; enrollment in the National Tribal TANF Institute only will earn 2 units. Many employers and re-licensing entities accept CEUs as evidence of a commitment to career advancement and maintenance of professional competence.

Registration Fees and How to Enroll

Registration fees

You have three registration options:

1. One Pre-Institute Intensive only:

The Pre-Institute Intensive fee includes breakfast, lunch and Pre-Institute materials.

- Register for one of the five full-day intensives for a fee of \$250.

ATTACHMENT ()

Emergency Preparedness Program

May 28, 2015

Please note information/activities are for the period of: 04/17/2015 through 05/21/2015.

Action Item(s):

- Request Approval for adoption of Resolution 15-R-066 for the adoption of the 2015 Karuk Tribe Hazard Mitigation Plan to the Department of Homeland Security, Federal Emergency Management Agency (FEMA) for support of hazard mitigation planning, seeking Hazard mitigation funds and to qualify for federal disaster declarations.

Emergency Management TF:

- Drought Task Force meetings continue with Humboldt County and Hoopa has put their Task Force on hold due to logistical issues.
- Drought calls have continued weekly with the California North Coast and Inland region OES offices.
- Attended PacifiCorp Emergency Mangers presentation and plan exercise workshop.
- Met with Sammi, Gary and Barry Jarvis to discuss Happy Camp water system upgrades, project is moving forward.

Projects TF:

- A majority of my time has been spent on updating the Hazard Mitigation Plan to have it ready to submit to FEMA before it expires in June.
- Work with Emma Lee on Tribal Homeland Security Grant to continue funding for the Emergency Management Program.
- Work with Laura Olivas to submit quarterly report and financial reports for grants.
- Teach final ICS 400 class for the year.
- Purchase final supplies for the emergency supply containers.

Projects RL:

- Coordination and planning for three Community Meetings held on May 5th, 6th and 7th: Posting flyers, contacting cooperators, ordering and purchasing of food, reserving meeting halls, compiling maps for display, hauling the supplies and set up for the meetings.
- Continued Shelter Item ordering with follow up on missing items, pricing several options to complete the orders and finding designs for the canopies.
- Continued maintenance to the Assets Inventory files to include new shelter and Emergency Operation Center supplies as they arrive.
- Printed a variety of maps and poster as request from Fisheries, DNR and TANF.
- Ordered more Disaster Preparedness handouts for Tribal Reunion booth.
- Assisted IT to follow up with BIA to obtain and install ArcGIS packages onto two DNR computers.
- Follow up on SatCom Direct contracts on six of the SatPhones on which the

contracts were ending. We are not renewing service for these phone due to lack of funding but, there are still three satellite devices in service to use in the event of an emergency. The contracts for those three devices are still active until October, 2015.

- Created twelve new maps for the Karuk Tribe's Hazard Mitigation Plan.

Meetings/Training Attended TF:

- 4/20 Attended inland and coastal Region Drought call, informational.
- 4/21 Attended call with FEMA to discuss our Communications capabilities on what we have what we are planning to have and how FEMA will be able to help us restore services in the event of a major disaster that would disrupt our services, the call was productive and I was able to discuss what we our needs are in the remote areas that we live and provide service in.
- 4/22 Meet with Lara O to finish up BSIR (Bi Annual Strategy Report) for the 6 month period, this report is unique to FEMA Grants.
- 4/23 Attended TREX Conference call with the Type 3 IMT to define roles and responsibilities for the TREX.
- 4/27 Attended inland and coastal Region Drought call, informational.
- 4/28 Tribal Reunion Planning meeting, at the end of the meeting it was suggested we run the event under ICS and the idea was dismissed.
- 4/29 Met with Annie Smith to update a portion of the Hazard Mitigation Plan with statistics that show air filter distribution and clean air centers lower the amount of visits to the clinics for smoke related issues.
- 4/30 Gave a radio training in Orleans to one of our cooperators, WKWC.
- 5/1 Attended conference call with FEMA to discuss our logistical capabilities in emergencies and disasters. It was a productive call and I was able to relate to FEMA on our capabilities, and what our needs are , who we cooperate with and how we have helped out the communities in times of emergencies i.e. power outages, wildfires, health emergencies etc...
- 5/4 Attended inland and coastal Region Drought call, informational.
- 5/4 Attended Neighborhood Watch/CERT team meeting, the Sherriff Sargent attended the meeting and will be in Happy Camp on a regular basis. We discussed the camera program and it seems to be working to help deter criminal activity. Heroin use was a big topic and has become a problem in the community that will be difficult to address.
- 5/5 thru 5/7 FEMA arrived for Technical Assistance to help finalize the Hazard Mitigation Plan and make some site visits for the Hazard Mitigation Fuels Project that DNR is working on. The meeting began with a Kickoff at the OES office with FEMA the KEEPR Team and Buster, FEMA discussed the reason for their multipurpose visit and ask questions on the hazard mitigation project and discuss the plan with all of us, after the initial 2 hour meeting I spent the rest of the three days going through the plan and identifying how we could make the plan meet the FEMA requirements and making changes as we went along.
- 5/5 Facilitated Community Meeting in Yreka to explain the Tribal OES program to our Tribal Members and Descendant and show what we have accomplished

and what is planned for the future, funding permitted. Hamburgers and Hot dogs with refreshments were provided, there was a small turnout but we did have a good discussion.

- 5/6 Facilitated Community Meeting in Happy Camp to explain the Tribal OES program to our Tribal Members and Descendant and show what we have accomplished and what is planned for the future, funding permitted. Hamburgers and Hot dogs with refreshments were provided, again there was a small turnout with good discussion.
- 5/7 Facilitated Community Meeting in Orleans to explain the Tribal OES program to our Tribal Members and Descendant and show what we have accomplished and what is planned for the future, funding permitted. Hamburgers and Hot dogs with refreshments were provided, again there was a good of people turnout with good discussion.
- 5/8 Traveled to Grants Pass and Medford to pick up shelving units for emergency supply containers.
- 5/11-5/12 Taught ICS 400 class with Rod Mended, Hoopa OES, in Happy Camp to a mix of Tribal and Forest Service employees. It was a good turnout and everyone passed.
- 5/13 Attended PacifiCorp 2015 Joint Klamath EAP-Pacific Power Program Overview Meeting in Medford. We went over the updated plan and discussed last fire season and the effected communities.
- 5/14 Attended TREX planning call with all the cooperators, we discussed agency representatives, agency expectations, burn plans, Federal and State cooperation, Smoke Management needs and logistics.
- 5/18 Attended Tribal Invitation to Regional Roles and Missions Project conference call to discuss relations with FEMA and what they can do to better serve Tribes. I brought up the points that Josh Saxon emailed me on, I.e. being treated on an equivalent level as the states, technical support, our remote location and the high likelihood of being cut off from outside help due to our location, there were a number of other Tribes on the call who voiced many of the same concerns as well as FEMA not hiring Tribal people into Tribal Liaison roles in FEMA and their lack of understanding that Tribes do not have the staff or funding to respond to and go to every call or meeting they have and there is limited funding for Tribal OES programs....
- 5/19 Attended the Humboldt Drought Task Force conference call

Meetings/Training Attended RL:

- 4/12-4/18, Attended one week Basic Hazus Training at the Emergency Management Training Center in Maryland. This ArcGIS program is provided by FEMA to enable Emergency Managers to model effects of disasters on communities. Benefits are that information can be extracted from census data to make estimates on costs related to loss of homes infrastructure and Utilities, models for land use planning and calculating needs for shelters.
- 4/22, Completed IHS Information Security Training.
- 4/28, 5/13, Attended Tribal Reunion Planning meeting where we first discussed lists of activities and who was going to provide needed items and services.

- Coordinate the three Emergency Preparedness Community Meetings were held in Yreka, Happy Camp and Orleans on May 5th, 6th and 7th. Tom Fielden and I facilitated the meetings with the emphasis on describing what The Tribe has accomplished and what families and individuals might do to better prepare themselves. We also provided handouts, slide shows and food.
- 5/5, Attended KEEPR Team meeting with FEMA. Where we were given advice and assistance with updating the Hazard Mitigation Plan. After the initial meeting I was provided with more detailed instructions for the maps to be included in the plan. This was extremely helpful and I feel the maps now are a much better representation of the goals and objectives described in the plan.
- 5/5, 5/6 and 5/7, Assisted Tom in facilitating the Community Meetings my emphasis was on educating the community on what they can do in their own homes to be prepared for emergencies. I also described what GIS was and gave a brief explanation on how GIS helps Emergency Services during a disaster.
- 5/11-5/12, Attended ICS-400: Advanced ICS Command and General Staff – Complex Incidents.
- 5/18, Participated on the Inland Region Drought conference call.
- 5/19-5/20-5/21, Participated in the 10th WKRP working group session. Working in the field to develop ideas for practical/collaborative ways to reintroduce fire into the landscape. This session was attended by over forty people many of whom are experts in the fields of biology, geology and fire. Songs and prayer were offered by Leaf and Lisa Hillman and set the tone for our work there.

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Rachel L. Rhinehart
GIS Resource Inventory Specialist
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Thomas Fielden Report
 For Council Meeting on 05/28/2015
 Reporting Period April 17, 2015 to May 21, 2015

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:

Community meetings complete.

Last of emergency supplies have been ordered.

Program is currently on schedule.

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 Federal Share	4050-04	\$225,117	\$138,650	\$86,467	62%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
9/30/213-9/30/2014	12	7	5	58%	Unknown
Progress Report Due Date	Completed ?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
4/30/2015	yes		4/30/2015	yes	
Comments:					
All community meetings held, project is on schedule.					

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 1: By the end of the 8th month, a Memorandum of Understanding will be negotiated with the U.S. Forest Service to use existing mountain top repeater sites for the Karuk communication system.

3 Repeater sites have been approved by the Forest Service along with two alternate sites. CHP has still not approved use of their sites; however they are active communication towers.

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

Environmental reports turned in to FEMA.

Objective 3: By the end of the 18th month, a fully functioning and interoperable communication system will be installed and a Radio Communications Plan will be developed.

Forest Service and CHP the permits are being processed. Repeaters purchased. Also DHS is processing environmental clearance.

Objective 4: By the end of the 24th month, the communication system will be tested through a drill exercise with the KEEPRTeam.

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	\$146,560	\$113,440	56%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
09/01/2013-08/31/2015	24	18	6	75%	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
1/30/2015	yes		1/30/2015	yes	
Comments:					
FEMA is processing EHP. FS and CHP are processing permits. Repeaters purchased.					

Karuk Community Health Clinic

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Karuk tribe

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Karuk Dental Clinic

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RESOLUTION OF THE KARUK TRIBE

Resolution No: 15-R-066
Date Approved: May 28th 2015

RESOLUTION ADOPTING AND AUTHORIZING THE SUBMISSION OF THE 2015 KARUK TRIBE HAZARD MITIGATION PLAN TO THE DEPARTMENT OF HOMELAND SECURITY, FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR SUPPORT OF HAZARD MITIGATION PLANNING.

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 continues to support the health and well-being of Tribal Members and other Native Americans living within its communities, and the preservation of Tribal property and resources; and

WHEREAS; the Karuk Tribe seeks to protect, repair and enhance the resources available to the Tribe and the surrounding community for its membership;

WHEREAS; the Karuk Tribe has historically experienced severe damage from natural and human-caused hazards such as flooding, wildfire, drought, hazardous air quality, landslides, and cyber-attacks on many occasions in the past century, resulting in loss of property and life, economic hardship, and threats to public health and safety;

WHEREAS; the Karuk Tribe has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its All Hazard Mitigation Plan under the requirements of the Federal Disaster Mitigation Act of 2000;

WHEREAS; the Plan specifically addresses hazard mitigation strategies and plan maintenance procedures for Karuk Tribe;

WHEREAS; the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural and human caused hazards that impact Karuk Tribe, with the effect of protecting people and property from loss associated with those hazards;

WHEREAS; adoption of this plan will make the Karuk Tribe eligible for funding to alleviate the impacts of future hazards on the Reservation,

THEREFORE BE IT FINALLY RESOLVED; that the Karuk Tribal Council adopts and authorizes the submission of the 2015 Karuk Tribe Hazard Mitigation Plan to the Department of Homeland Security, Federal Emergency Management Agency (FEMA) for support of hazard mitigation planning.

CERTIFICATION

I, the Chairman, hereby certify the foregoing resolution 15-R-066 which was approved at a Council Meeting on May 28th, 2015, 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 2 members of which _____voted.

Russell Attebery, Chairman

Date

Monthly Updates:

The Tribe continues to be engaged on the Westside Fire Recovery project with the U.S. Forest Service. Upcoming meetings include a field trip with the director for the Center for Environmental Quality as well as a technical meeting with the Forest Supervisor to go over where we are with the Karuk Alternative, etc.

I attended the ICS 400 Advanced ICS for Command and General Staff Training put on by Tom Fielden. This course went into more detail about various structures for the Incident Command System. It will help me to better understand the roles and responsibilities of Command and General Staff during an incident, especially in larger more complex incidences that may require an incident complex or area command. I have completed all but one of the required courses for my position with the Emergency Management structure. I still need to complete I 800 which is an online course.

I am currently reviewing the revised Hazard Mitigation Plan. Tom Fielden as well as various staff from the KEEPR Team put a lot of work into updating the plan and it is a very thorough plan.

The Town Hall Meeting with Sheriff Lopey was held on May 20th. This meeting provided a lot of information on current services the county is providing. One of the take home messages was to keep reporting incidences and information to the Sheriff's Department, District Attorney, etc. The more information they have, the easier it will be to prosecute people in the future. The Athletes Committed and Committed Chapters programs sound like a great way to address the drug/alcohol abuse issues among our middle school and high school students. There are Student Leaders at the high school that can some talk at different events about the important of being health such as nutrition, sleep, abstaining from drug and/or alcohol use to optimize performance.

I attended the follow up session for Judicial System Strategic Planning on May 20th.

I received a request from Raul Recarey to look into some jurisdictional issues with our medical providers and ability to prescribe certain classifications of drugs. I have a call into the Pharmacy specialist at CRIHB to hear how they are dealing with this issue. There was a specific bill to authorize Tribal Health Clinics Providers to be exempt from specific state licensing requirements (AB 1896). I will let you know what I find out on this issue.

Mike Tiraterra from the Mechanic Shop brought a request to me to find more information about a generator/trailer set we received through the Veterans Administration. I have tasked the mechanic staff to research some VINs with CA DMV to find out what VIN belongs to the trailer. This will allow us to get the appropriate paper work such as transfer of ownership from VA and Title if possible. For some reason the VA did not have much information on the Trailer and Generator Combo so we are having to work backwards. They indicated that they will complete any transfer of ownership documentation necessary, they just do not have specific information on the trailer that they are aware of.

We have received an Address Activity Code through GSA which allows us to purchase vehicles, equipment, and many other things. I have a lot of information on this program if anyone is interested. It sounds like Karuk Tribe Housing Authority can sign up with their own account under their NAHASDA funding as well.

We sent off comments to the ICWA Proposed Regulations. We just used the template drafted by NICWA as we ran out of time to develop a thorough comment paper from the Tribe. WE included some of the concerns Pat Hobbs had learned of at a meeting with CILS.

We submitted a nomination for the Chairman to the Health and Human Service Secretary Tribal Advisory Committee to be a Member at Large. This is a highly influential committee so it would be great to be on there. Alternatively, Will Micklin is also on this committee right now so we can reach out to him with some of our unique issues.

Training Report:

April 27th through April 29th I attended the Annual Tribal Self-Governance Consultation conference. I attended specific breakout sessions regarding Department of Justice Funding, Office of Self Governance Financial Training, Expanding Self-Governance, and Natural Resource Management.

The Department of Justice Law Enforcement Funding focused primarily on a Juvenile Justice Center in Oklahoma. There was a list of funding opportunities distributed. Unfortunately, there were no innovative strategies for obtaining law enforcement funding for PL 280 states.

The Expanding Self-Governance session focused primarily on Department of Transportation and EPA. Our relationship with each of these programs is actually very positive as far as I know. We are more interested in expanding Self-Governance with programs such as USDA and other areas within HHS such as Head Start.

The OSG Financial Training provided a great overview of the newer financial system. I don't work with this system, but I think it is good for me to understand it in case we ever need assistance with obtaining or providing information.

The Natural Resource Management Session focused primarily on the budgets within the BIA and management of Tribally Owned Land. I was hoping there would be more discussion about moving beyond the reservation such as restoration work DNR was been doing with the Western Klamath Regional Partnership, but it wasn't a major topic. Danny Jordan did make some strong statements about how each individual tribe needs to reach out to agencies to improve relationships and management strategies. This will be the quickest way to see results and legislation on these types of issues has not been moving face.

The General Sessions for both BIA and IHS provided some great updates on the legislative agendas for the upcoming year. This is something I have a difficult time keeping up on so it was good to have a summary of current priorities. At the same time, it is frustrating that it seems the same issues continue to plague us such as insufficient budgets, full funding for contract support costs, being set at a mandatory program vs a discretionary program, etc.

TERO Department Report – May 2015

TERO Budget:

Program	Total Budget	Expended to Date	Balance	% Expended
TERO	71,877.00	30,833.75	41,043.25	42.90

TERO Summary

Management Team Meeting / WPA

We are looking forward to the first step of implementation of the WPA which is the meeting with the managers. I will take 30 minutes on the meeting agenda and appreciate the showing of support by the Council.

Casino Project

I am still receiving call from interested individuals who want to work on the construction of the Casino. I appreciate the communication I receive regarding the timeline of this project so I can relay the proper information to those who call.

Caltrans

I received a call from Jamie Hostler who is our District 2 Caltrans Native American liaison who apologized for the way the Orleans bridge referral process turned out. She wants to work with us to resolve this when it comes up again in the future. As a right-to-work Tribe, our TERO referrals cannot be compelled to join a union to be able to work. When I complained about the last incident, they rescinded their request for another flagger as a way to resolve the situation. It may be a long time before another Caltrans project is on or adjacent to our tribal lands so I am disappointed that we lost out on a temporary job for a tribal member and that Caltrans offered no recourse when our MOU was violated. The MOU does spell out a grievance process but that process puts TERO out of the loop and the process needs to be revisited when the MOU is updated.

Fire Safety Vendor Class

We are scheduled to have another Fire Safety Vendor Class on May 29th. This class is a requirement for those who wish to be vendors during fire season. The class will be held at Headway from 9 am to 4 pm and costs \$35 for Tribal members and \$70 for non-tribal members.

Screenings / Interviews

Since the last council meeting I have participated in approximately 9 application and/or RFP screenings and 8 sets of Interviews representing TERO.

Summer Youth Jobs

We turned in two requests for worksites to NCIDC for admin jobs, one in Happy Camp and one in Orleans. DNR is hiring youth and KTHA is hiring youth. The Summer Food program will hire 2 youth, one for Happy Camp and one for Yreka.

CHILD CARE

Program	Total Budget	Expended to Date	Balance	% Expended	# of Families Served
CCDF FY 14	54,834.00	24,950.45	29,684.38	45.67%	5
CCDF FY 15*	69,674.00	0	69,674.00	0 %	N/A

Child Care Budget:

*We have yet to receive the final allocation for FY 15 funds of 17,418.00

Child Care Summary

Child Care National

There is always something going on to monitor on the national level for child care. The Feds have put out notice that they are creating more “national centers” to provide technical assistance for the various early childhood programs they offer.

The CCDF Tribal consultation meetings that were set for May 21 were postponed until September.

I have been asked to participate in a panel presentation at a workshop at the National Indian Head Start Directors Association meeting June 16th. The panel will include Federal staff, State staff and two Tribal Administrators. Our topic is “Partnerships” and we will tell the story of California partnering with Tribes with persistence from Tribes and assistance from the Feds. We have come a long way since Tribes demanded to “be at the table” with the state and our tribe has been there every step of the way.

Care State

We received the news that our state partner the tribal liaison has taken a new position and so our association has been working on a transition paper for the new tribal liaison that will be coming onboard in a few weeks. Due to our healthy relationship with the State, we will be a part of orientation for the new tribal liaison. This is a historical first where tribes will have the ability to provide orientation to a state employee.

The executive committee of the Tribal Child Care Association of California (TCCAC) (I am co-chair) will be meeting at the ACF regional office in SF on June 1 & 2 to finalize our Tribal child care standards that we have been working on for the last couple of years. Once it is finalized it is hoped to be used as tribal licensing standards for tribal governments. We can license our own centers and be eligible for state funds. Patty Brown has been working on this as well. Our next TCCAC meeting is at the end of July.

Our executive committee has been asked to present workshops at other conferences both national and state.

Child Care Local

Thanks to Robert Attebery, Carissa Bussard and Laura Olivas for mailing out 150 information flyers and registration forms for this years' Yav Kuma Itapan Math and Science camp in Happy Camp and Yreka. The Happy Camp camp will be July 28,29,30 & 31 and August 4,5,6 & 7th from 8:30 to 12:30 and the Yreka camp will be held August 3 – 7 from 8 am to 4 pm daily. This year our field trip will be on August 8th and will be a rafting trip starting here in Happy Camp.

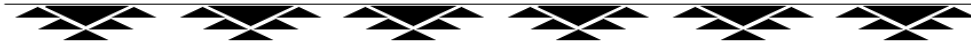
The Summer Food Program will be starting June 15th in Happy Camp and Yreka. The Head Start staff are doing a great job preparing and submitting paperwork to the state. We expect to be audited this year but no dates have been mentioned at this time. I have not been in the loop of planning for the lunch program in Orleans so I cannot update you there.

I am working with a tribal member in Yreka to get their home licensed with the state as a Family child care home.

Respectfully Submitted,

Dion Wood

Erin Hillman, Director
Karuk Tribe Housing Authority
Report for Tribal Council
May 28, 2015



Tax Credit Application:

When we submitted our application, there is a self-score function that the applicant completes. We self-scored our project at 147 points. When the scores were published, our application scored 1 (one) point over Washoe Housing Authority, who is at 146 points. The applications were rated, and the Tax Credit Allocation Committee took 4 points away from us for lack of transportation amenities. We appealed; our first appeal was denied. We had one more appeal left which we filed.

We received a call from the Tax Credit Allocation Committee (TCAC) to schedule a conference call to go over the content of our appeal. On the day of the call, April 30, I spoke with Lester Alford to get details of the transportation services that TANF provides. I asked Lester if he would help explain these services to TCAC, and he graciously participated in the call with our team. That afternoon, TCAC asked if Lester would submit a letter outlining the services. As Lester was in Yreka, I drafted the letter which he signed that afternoon. The letter was submitted and within 20 minute we received our answer.

Our second appeal yielded SUCCESS! Our points were awarded back to us, which puts us ahead of the only other Tribe who submitted an application for the Tribal Set Aside. The awards will be announced on June 10th.

BIA HIP:

Ashlee and Ann are attending the BIA HIP Training this week. They will be rolling out all the new regulations, and this is a good time for Ashlee and Ann to become experts. Additionally, there is a possibility that one of the Tribe's other applicants will be awarded a grant. Also, Ashlee asked for and obtained an additional \$25,000 for the first grantee, reducing KTHA's cost for the project from \$65,000 to \$40,000.

Meanwhile, Ashlee is working on the KTHA Grant Agreement, Tribal Agreement and Tribal Promissory Note for Earl Aubrey, as well as documents needed for the award to our 2015 grantee. In the future, these types of agreements shall be filed on record with the preliminary construction amounts, so that they only need to be updated at project end. The same can be done for KTHA construction loans, or grants.

Eviction Ordinance Workgroup:

The next meeting is scheduled for June 9- no changes.

Council Planning Session:

I would love to get some direction on what to prepare for this meeting. Two things that I have on my mind for discussing with the Tribal Council are the Hearth Act and the development of a Lease Ordinance. If the Tribe were in a position to approve its own leases, the extension related to the tax credit project would be simpler. I see Scott Quinn and Jaclyn Goodwin being a part of the development of this Ordinance.

I would also like to discuss the tax credits, since we should know whether or not we will receive an award by then so that the Council knows what to expect and what the timelines are for the submission of certain documents.

Domestic Violence Unit:

I provided a timeline on the history of Domestic Violence Unit to April Attebery as requested I submitted the timeline on May 1, since we were working on our appeal to TCAC.

Negotiated Rulemaking:

The next Negotiated Rulemaking (the last meeting) is scheduled for the week of August 10, the same week as our HUD Monitoring Visit, which HUD is willing to move. We have rescheduled our monitoring visit to August 31-September 4.

2016 Indian Housing Plan:

I continue to work on the plan as time allows. It will be submitted on time, and I would like to have it approved by the Board and Council in June.

Wellness Center:

We are looking at mid to late June for completion.

2015 Indian Housing Plan Funding- O Link:

We had our conference call and everyone seemed to understand and be in agreement to pay the balances. Then, last Thursday I got a call from Sami D. stating that Klamath had called her, stated that they didn't have enough discretionary dollars to pay their share and were looking for a pass through sub-recipient tribe to pay on their behalf (the amount we're talking about is more than \$100,000 that *they would not monitor* and FYI, Klamath gains 1.5 million from this agreement). Sami proposed meeting with a couple of the tribes here at NAIHC.

Here's why I didn't do this. First of all, the entire O-Link group should be a part of this conversation, and they are not all here in Scottsdale. Secondly, when I talked to Phil Bush, he gave me history on this topic, and this is not the first time Klamath has done this. Third, according to Sami, the reason that Klamath doesn't really care about the O-Link increase is because the Director says she can't spend what she has and doesn't want that extra responsibility, that is not everyone else's problem.

I was not comfortable negotiating a deal with other Tribes here, without the rest of the parties to the MOA. I will set something up when I return where everyone can be on the call.

Formula Workgroup:

A formula workgroup was created to study data sources for the formula Deidre Flood, Washoe Vice Chair is the representative for Region 7 on this workgroup. I spoke with her about the work that is going on; she stated that there is one meeting left before the report is submitted. She provided very little detail on the results.

Ed Goodman, however, told me that they started out with 26 Data Sets and has excluded all but 9. TRSAIP did not make the cut, but Enrollment is one. That is good news for us. If TRSAIP were excluded, and Enrollment was used, could the O-Link Agreement not be needed in the future? I hope so. Ed also said that they would be issuing a Minority and Majority reports because there are differing opinions. It was also said that Deidre has not been at all the meetings, explaining why there has been this void of information from her.

Loan Committee:

We are developing policy and procedure regarding the formal review of loan applications, each staff member who has some review or responsibilities to approving loans and construction or rehab projects participated. We spent an hour and a half outlining the process as if it worked flawlessly, and also identified trouble spot. I am working out the flow for this process.

One of the other items we want to incorporate sooner in the process for Home Loans for construction is the recording of the grant agreements. We propose to add this earlier in the process so that the construction loan amount is recorded ASAP, and then if need be, re-recorded at the final amount, if there are change orders, for example.

Surplus Inventory:

The bid opening date is Friday, May 29th, bids will be accepted until Thursday, May 28th.

Katishraam Opening:

We are still looking for ideas! We hope to have the grand opening in July or August.

Maintenance Policy- Comments Requested:

KTHA staff has updated the Maintenance Policy and the Board has reviewed it. Due to my illness, I was unable to be there to answer some questions that the BOC had, so it is tabled until our next meeting.

Ann Escobar- Assistant Director/ Operations Manager-

Security- Charles and Randy continue to work in all three communities. They have scheduled Elder nights to let the Elders meet and discuss some monthly activities they would like to have.

The TRO's and Security have put together ideas for the incentives for the communities. Details to follow, of course If you have any ideas please let us know. The tenant survey was sent out to all residents, I have received a few back more than I thought.

Tenant Relations- I continue to review tenant matters; monthly reports, payment agreements, lease agreements, rental changes, all tenant/incident report, police reports and reviewing all correspondence. I have been focusing with the help of Elizabeth on keeping on top of time sensitive issues for the vacant TRO position.

Eviction update – KTHA has 2 evictions. One is being filed in Siskiyou County and I have been working with Adam Bailey an attorney with Hobbs, Straus on the court process.

Sara Spence/ Executive Assistant

Construction Projects (Bid Status)-Blue House HVAC installation; this is the third advertisement for this work, previous rounds have yielded no bids; bids due May 20. Woodstove cleaning and inspection; this is the annual service for all three communities; it is being advertised now so the work can be done by the end of summer during these contractors less busy season.

Administrative-One agreement number was issued for the HIP Home Replacement Grant.

The dates for the HUD onsite program monitoring are being changed due to a conflict with negotiated rulemaking during the week of August 10. They have until September 30 to complete their site visit.

Environmental-Etna Home Rehab, in process. Happy Camp Home Replacement / HIP, in process. Happy Camp Maintenance Shop, being finalized. Happy Camp Resident Center / Playground, being finalized. Comstock rehabilitation, will be updated once an actual project estimate is available.

Human Resources-

Chief Finance Officer: Jeri Bartow hired, started March 16.

On Call Receptionist: Ruth Bain and Chena Ariza hired, third pool applicant does not have a phone or way to be available with little to no notice so that may pose a problem.

Tutor: Offered, declined, re-advertised. Offered, pending drug screen and background check.

Yreka Tenant Relations Officer: Offered, pending drug screen and background check.

Orleans Maintenance: Sal Tello hired, started May 8.

Construction Crew Lead Carpenter: Doug Goodwin hired, will start June 1.

Construction Crew Member I, Crew Member II, and Laborer: Interviews will be scheduled after Doug starts, although he will not supervise the positions he will be involved in selecting the crew.

Summer Youth: Closed May 15, application review needs to be scheduled.

Training- Due to three cancellations, the HUD onsite training has been cancelled. Erin will be pursuing NAIHC to provide this training.

Richard Black (as of May 4)

Comstock home: To be completed by the Force Account Crew once they have been hired, the plan now is to reconstruct the home to make it livable quicker. Force Account crew positions have been created, this project should be continuing within the next few months. I have went to the City of Yreka and picked up the building permit to get this process started.

Yreka Wellness Center: The metal building has been erected, and they have started installing the metal wall paneling, and roofing they have completed about 60% of the roof and 45% of the walls, they have installed about 90% of the storm water collection drains, and DI's. They are currently installing all the electrical, plumbing and interior framing including the exterior glu lam beams. There has been a few issues we have been working on and we have been to resolve them on the site. Work is going well overall it looks like we should be reaching completion near the end of June 2015.

2nd Ave Fencing/ single family homes: The designs for these homes have been awarded to Trinity Valley Consulting. This is 120 days before completion of the homes.(SAME)

Orleans Home Fire: Adams has erected the home and installed all of the siding, roofing, and the solar components for the roof mounted electrical system, they have installed the shower, and most of the plumbing. They have installed all the drywall and are currently working on the interior finishes.

Eight Home Sites in Yreka: We are still waiting for the utility companies to give us all the information for the designs they are done with the exception of the utility details. After meeting with PPL there has been some changes that will have to be made to the placement of our homes by a few feet 40 at the most to get the electrical service closer and not have to deal with flicker issues. This should be resolved and given to the engineer by the end of April or the middle of May 2015.

Orleans Second House Fire: they have installed the framing, shear walls and started installing the siding, the metal roof is being installed and probably is complete at this time. They have installed 99% of thr rough in electrical and 99% of the rough in plumbing. I or the TRO have been meeting with the resident to figure out colors, and styles of cabinets, counters, paints etc.. I have been reviewing submittals, and going over information with the contractor.

Fort Jones Home Rehab: Designs are being completed by Trinity Valley Consulting there is approximately 120 days before completion of deigns, the we can go out to bid. (SAME)

Red Cap Road Single Family Homes: I have a meeting with Sandi Tripp to discuss the placement of their goods for the Red Cap road bole path as well as to get a date for the project to start. I have been in contact with the water dept. in Orleans they have said the issue with cutting the street within five years not being ok, was decided by the water board. However they did state they would put the water across the street to these future lots during the road work.

Indian Creek/ Skyline Property civil designs: Designs have been started and we made a site visit with Trinity Valley Consulting they have 120 days to complete the designs, once this happens we can them move forward with Construction, this also will be using the home designs as mentioned on other projects. (SAME)

Etna Home Rehab: I put together and estimated cost for repairs and submitted it to Ashlee King once the board gives their approval of work I will continue with creating the scope of work and get it out to bid. (SAME)

Steve Mitchell- Inspector/ Happy Camp Maintenance

Unit prep: As of the end of March there is no unit prep in Happy Camp or Orleans.

Annual Repairs, Work Orders: Annual repairs are addressed as time allows. For the most part we are current with work orders. Staff continues to work on the backlog of Annual repairs. Happy Camp maintenance staff continues to install receptacles near the elder's water heaters to allow for freeze protection. Happy Camp staff has been moving items from the current shop building in preparation for demolition later this spring. Orleans staff has finished correcting a problem with the roof mounted HVAC condensate lines and the solar panels.

Landscaping: Landscaping chores have begun for the season, particularly in Orleans. Our landscape/maintenance position is vacant as of the end of March. We hope to fill this position sometime in April

Happy Camp Duplex: In progress. As of the end of March the exterior of the homes were painted and the interior was nearly ready for paint.

Lower Tishawnik: This home is complete. Punch list items have been corrected, water line installation is complete, and the project has passed the final inspection by the county.

Happy Camp HIP home: This home is complete and occupied. A final inspection has been completed and passed pending submission to the county of documents related to propane and HVAC testing.

Happy Camp Maintenance Shop: Floor plans and other drawings and specifications are being developed by staff and are nearly complete.

Brian Gonzalez, Maintenance Supervisor, Yreka-

Overall in the month of April maintenance has been working on a number of projects. Our main priority has been unit prep as always, secondly we have been taking care of the landscaping before it gets out of control. We have been able to mow all road areas where people tend to flick out cigarettes, and now our focus in on the 100ft. clearance from each home. We are looking forward to the Youth Program this year and will rely on the youth to help out our landscaper tremendously to complete a few projects that have been put on the back burner due to lack of time. Phil will complete the office sprinkler system alongside of myself and 2 of the youth workers. We will also complete the deck sanding project and complete the staining. Work orders have been coming in daily and we are doing our best to keep up right now. We complete emergency work orders in a timely manner as always but have been making unit prep priority over annual work and non-emergencies.

Florraine Super, Resource Developer, Computer Center-

Our current hours are as followed: Monday-Thursday 10am-6pm and Friday 11am-6pm. Community members continue to use the computer lab. We continue to keep center open on Monday evenings for Karuk Language Class and Tuesday evenings for students to have quiet study time. If requested, we keep center open later.

We had a great collaborative meeting between all three area Computer Centers. Lisa Hillman was a guest speaker and brought us up to date on all their programs. They have some programs to train me in 3D product photography, library resources, and Food Security Curriculum. I am excited to work with them and bring new and exciting things to our computer center and local schools. Our three computer centers are pulling in our resources to help each other. We discussed policies and programs offered so we can support and offer similar programs.

We met with Principle Salters from Gazelle Elementary School. Carissa Bussard from Karuk Education and Rod Lindsay from Local Indians For Education (L.I.F.E) also attended. Ms. Salters may not understand that her statement towards Native Americans or Low Income family is offensive; but she is willing to let us bring information into the schools on Native American culture and Education Information. Our meeting has been reported back to Chairman Attebery, as he assigned us to looking into this issue with Ms. Salters.

Tutoring: Heiland continues to tutor students and in her absence I cover for her.

Collaboration: Working together with NCIDC, we have provided a Budgeting Workshop NCIDC also join us with our Job Fair. We are working on an 8 week Microsoft course that includes: Word, Excel, PowerPoint, and Publisher. This will be schedule for June so we can make sure we have all learning materials ready. It will be open to 12 people (housing resident have precedence). Flyers and announcement will begin in May.

Karuk Education Director and I have a great working relationship. She will also come into the center on the 1st and 3rd Friday of each month. She is available to the community with any assistance they need to sign up for school or request tutoring.

Volunteers: Self-help is growing and I am excited to have our residents coming in to work and giving back to our residents/tribal members. We have a new process to make sure they have a back ground check and volunteer application completed before they start working. We had volunteers coordinate sewing classes, beading, and language.



**Karuk Tribe Housing Authority
Board of Commissioners Tenant Meeting Minutes
April 6, 2015, Orleans**

The meeting was called to order at 10am by Elsa Goodwin, Chairperson.

Roll Call

Present

Elsa Goodwin, Chairperson
Robert Super, Vice Chairman
Charlene Naef, Treasurer
Shirlee McAllister, Commissioner
Scott Quinn, Commissioner

Absent

Kristin Aubrey, Secretary, excused
Dolores Voyles, Commissioner, excused

Quorum is established.

The prayer was provided by Shirlee McAllister.

The mission statement was read aloud by Charlene Naef.

1) Approval of the Agenda for April 6, 2015

Elsa asked about the current vacancies. The TRO position will be posted tomorrow, the position descriptions were being compared to ensure everything was accurate. The Construction crew applicants need to be reviewed so that interviews can be scheduled. There are interviews, meetings, and staff training all scheduled for this week so they may not be able to get to that until the week of April 13.

Robert asked who will attend the meeting with Sheriff Lopey on Tuesday in Yreka from KTHA. Erin states that Buster told her of the meeting but did not invite her to attend; he told her he would let her know after the meeting how it went. Robert said they are more than welcome to sit in. If Erin cannot be there, she will send Ann.

Charlene Naef moved and Shirlee McAllister seconded to approve agenda for April 6, 2015. 4 yes, 0 no, 0 abstain. Motion passed.

2) Approval of the Minutes for March 30, 2015

Charlene Naef moved and Robert Super seconded to approve the minutes for March 30, 2015. 4 yes, 0 no, 0 abstain. Motion passed.

3) Old Business

Elsa states that Josh Saxon has requested that an abandoned car near the Lower Camp Creek home be removed. Erin states that Josh has not contacted and Housings staff regarding this. The report is that it was there before the fire, is burned and abandoned and needs to be removed.

Shirlee asked if the Lower Camp Creek home has been offered. Erin states they can discuss that in closed session further, without her presence since there is a conflict of interest with immediate family members.

Elsa asked if Erin has completed the Tribal Court Strategic Planning questionnaire, she will return it this week. It is disappointing that this planning session was scheduled during the same time as their staff training. They had already scheduled presenters to come all the way from Maine and KTHA staff will not be able to participate.

Robert and Elsa will both attend the session; Erin asked them to be conscious of how the planning they do will impact Housing operations and their properties.

4) Tribal Council Liaison

Elsa asked about the maintenance request for Cameron to work with the Tribe for the next two weeks. Yes, Erin was able to arrange that with Brian who will coordinate with Daniel. Erin emailed Buster about this during the Planning Meeting but it was not until the afternoon since she was in meetings all morning in Yreka so he was not able to pass it along to the rest of the Council.

5) Ann Escobar

Ann has not been able to work on template letters and forms, but will make that a priority. There was a youth activity in Yreka that was not well attended. The tenant survey was redistributed to the tenants with a 30 day return timeframe.

Elsa asked about the vacant unit on Asip. The keys were turned in Friday; Lisa is doing the move out inspection today. Charlene asked if that unit will remain a lease purchase. It was converted to a rental because there weren't lease purchase applicants on the waiting list, then converted back. The rest of the homes on that street are lease purchase but it will depend on the waiting list.

There are two evictions in process. She followed up with Brian on the stove and refrigerator discussed at the last meeting, they have one of each available if the tenant is interested. Lisa will contact them to see if that will expedite them vacating the unit.

Ann states there were several elders who have vacated the apartments in Yreka due to medical needs. The Happy Camp vacant unit that was offered several times was finally occupied last week.

Elsa asked what the 15 numbers are on Liz's report; those are the numbers assigned to the security incident reports when they submit them, they use them for tracking. Elsa questioned the payment agreement numbers on the Happy Camp TRO report. The year to date data and number of fourteen day notices should result in a higher total; Ann will look into it. Elsa appreciates them using the notes section for clarifications. She expects to see an increase in violation notices next month to indicate they are following through with reports in a timely manner.

Elsa asked why if there are three elders on the waiting list, the Orleans vacant elder unit has not yet been occupied. Ann states although someone applies for elder housing, it does not mean they are eligible. They may not be an elder, they may be over income, or they may not have a suitable criminal history. Those details cannot be verified until they are at the top of the list to be offered a unit. Elsa states it is disappointing to see so many declinations. Some elder units have been converted to rentals because there were no elders to fill them, or they decline because they are not in good enough health to live in Happy Camp or Orleans away from emergency medical treatment.

Elsa asked Steve about the home on Lower Camp Creek. He has been trying to connect with the contractor so they can do a full inspection of the unit and verify everything is properly installed and functioning. The County has issued the occupancy certificate for the home. Charlene asked if Bubba can do the walkthrough without Steve if they cannot get their schedules to match up so that it can be occupied now that there is water. Staff has begun the process to prepare for offering the unit. Scott asked how they will know what area is theirs for the lease purchase contract. The Yreka units have a Master lease and legal descriptions for the lots. That parcel is not subdivided with a Master Lease through the Tribe because it is fee land still. In order to identify the area to go with the home, they would need a lot survey.

Charlene Naef moved and Shirlee McAllister seconded to approve Ann's report. 4 yes, 0 no, 0 abstain. Motion passed.

6) Richard Black

Written report only, not present.

Elsa asked about the Comstock home, they will try to meet with April after the Eviction Ordinance meeting on April 15.

Richard's written report indicates they are waiting on the City of Yreka to issue an encroachment permit for water and sewer at the Wellness Center. Steve clarified it has not been an extended amount of time that they have been waiting. He would like to not create an issue where one does not exist. There is an Agreement that covers adding that community facility to the City services. Elsa asked to know if they do not have the permit by their next meeting.

Elsa clarified that the Second Avenue home project will have designs in 120 days, not actual homes; that is correct.

Elsa asked about the home on Kuyraak; the shell is done, but it is nowhere near finished. Robert asked about the plumbing that was in the foundation that was reused. Steve states it is soft copper tubing, and they verified it was not damaged before they started construction. The home was not a hot fire that completely destroyed the home as occurred on Asip; most of the home was still standing. That is why the foundation was reused.

Scott does not see an update for the Happy Camp Duplex project, Steve is overseeing that project. It is progressing as scheduled. They are ready to paint inside. There is site work remaining in the Phase One contract that will be completed in the near future. He predicts early summer completion.

Elsa asked about the home replacement project for Fort Jones. The home designs are being prepared for one to five bedroom units, they will use the two bedroom plans for that home replacement. The environmental took a while because it is in the floodplain. The plans should be done in July so that construction can be advertised at that time. The new plans will take into account some of the finish changes and truss changes that will save construction dollars.

Elsa pointed out that Cameron's report references roof patching on Singleton, which has a new roof; Erin will follow up.

Scott Quinn moved and Shirlee McAllister seconded to approve Richard's report. 4 yes, 0 no, 0 abstain. Motion passed.

7) Brian Gonzalez

Written report only, not present.

Charlene Naef moved and Robert Super seconded to approve Brian's report. 4 yes, 0 no, 0 abstain. Motion passed.

8) Steve Mitchell

Steve was present to review his written report.

They have unit prep coming up in Orleans and Happy Camp, one unit each. Elsa asked about the fire wood at the Happy Camp home which is being vacated; it was reported that Randy told the neighbor they could have it but a family member of the previous tenant has been removing it. Erin states they do not know if it was wood from the fallen trees, or was purchased by the previous tenant, or if they have even turned in their keys to officially vacate the unit, but she will find out.

They are following up on work orders and annual repairs / inspection repairs. There are a few they have made numerous attempts to address but cannot gain access to the home, they are not hazardous conditions, they will have to pass them over if they cannot get into the unit soon.

Landscaping has started for the season. They are short one crew member in Orleans; the position has been posted and closes today.

Elsa asked about the necessity for all staff to be at the Indian Creek parcel. They were there to assist with surveying for the site design project. Preston was digging test pits for the geo-technical investigation, Kevin was doing the cultural monitoring, and Leonard was clearing brush for access as it is overgrown. Robert asked if the staff have current cultural monitoring certificates. In the past those who had extensive monitoring experience, did not have to renew their certifications every two years. Elsa states the Tribe is monitoring that more closely and if any staff have expired certifications, they will need to attend the next training.

Scott asked if they have addressed access to the Indian Creek parcel; they are still working on that. Ashlee is looking at some land options.

The final inspection was issued for the HIP home. The homeowner is happy with everything, it is all functional.

He hopes to have the maintenance shop plans for their review at the next meeting to gather any feedback before collecting bids for installation of the metal building.

Erin would like to add small privacy fences between the back decks on the two duplex units to provide those tenants with some division.

Shirlee McAllister moved and Robert Super seconded to approve Steve's report. 4 yes, 0 no, 0 abstain. Motion passed.

9) Erin Hillman

Erin reviewed her written report.

She distributed comparison information on the vehicles she had Dorcas research for the Yreka and Happy Camp pool cars; they all are similar classes, sizes, and options. Three quotes were obtained for each vehicle so that a decision could be made on the purchase.

The lowest cost for the Toyota Rav4 is Mid City at \$48,526. The lowest cost for the Honda CRV is Crown Motors at \$48,706. The lowest cost for the Subaru is Southern Oregon Subaru at \$47,936.

Scott asked if all dealers offered pricing below MSRP. They noted the Honda gets better mileage and has more horsepower but is priced slightly higher. Elsa asked why they didn't get a quote from Ellis Brooks in Yreka. Erin states they can get that price and if they choose Hondas and they are lower, they will purchase them there.

Scott asked if they provided lower pricing since they are buying two. Erin cannot confirm they were provided that information but in order for the dealers to quote based on stock availability, it is highly likely they had that information.

Scott Quinn moved and Shirlee McAllister seconded to purchase two Honda CRV pool vehicles, with up to \$24,353 authorized for each vehicle (Ellis Brooks will be quoted too). 4 yes, 0 no, 0 abstain. Motion passed.

Erin would like to publish the surplus inventory listing, but needs to get their feedback so the final minimum values can be assigned. She has added the steel in Orleans, to be removed at the recipients cost. She will bring the full list to the Director meeting.

Erin asked if they want to include the two vehicles being replaced to the surplus inventory. The trade in value for the Xterra is \$4,000 for the Ford Escape is \$1,500 so they did not want to trade them. The private party value would be slightly higher. KCDC has requested the opportunity to purchase used vehicles, do they want to offer them to KCDC? John Parton would like to keep one of them as a janitor vehicle so the cleaning equipment and supplies were not in the new vehicle, if possible.

Consensus: To offer them to KCDC for a fair value (between trade and private party) with a deadline to respond, if they do not purchase them, they can be added to the auction.

Sandi Tripp has requested the Red Cap property be used as staging and stockpiling for a project in that area from May through October. Charlene asked if they would fence it off, that would be up to them. They would probably scrape it flat to get rid of the blackberries and make more room which would help with fire danger.

Charlene Naef moved and Scott Quinn seconded to approve the Transportation department using the Red Cap parcel for staging and stockpiling, as long as they ensure it is cleaned after their use. 4 yes, 0 no, 0 abstain. Motion passed.

The HUD monitoring review will be August 10 to 15 in Happy Camp; this will give Jeri time to settle in before they are here.

Erin met with the BIA Deputy Director, Dale Risling, and the new HIP Program staff member, Travis Britton in Yreka last week. There are two potential awards this year; they spoke to them about the high construction costs in our areas. They went over the new program regulations and the fear they may be duplicative to NAHASDA services. It was a last minute meeting with them since they were coming to meet with other staff. They spoke to them about challenges they have had in the past. Erin got the impression that Travis' experience was in a different field, which will cause a learning curve. They took them on a tour of the community and the wellness center site. Dale is excited to bring a basketball team to the grand opening of the wellness center later this year.

Scott suggests that in the future, Erin inform the Board Members if agency representatives will be on site. Erin had no knowledge that the Deputy Director for BIA was coming, she thought it was only the HIP representative and a social services representative since they were meeting with Pat Hobbs. She also did not receive notification until the last minute before they arrived.

She has been working with Jeri on the finances. There are interviews scheduled for the On Call Receptionist and Tutor this week. There is another unit that may be conveyed in Yreka soon.

Staff will be meeting April 21 to discuss the Loan process to draft a procedure for reviews and a committee structure like they have in place for the unit offers to formalize that process and make sure that everything is in place and all questions have been addressed *before* it comes to the Board for approval to avoid situations as they have ran into in the past, but without delaying processing for the membership.

Scott suggests a Board member participate. Erin states the goal is for the structure to be similar to waiting list placements without a Board member so that if/when a decision is appealed to the Board they will be unbiased without prior knowledge of the facts of the decision.

Scott states they could have the Board Member step out if an appeal were to come up. He feels that having a Board member at that level would help bridge communication when there are questions from the Board. Erin would like them to at least allow them to try something new before changing it, see how it works and where changes are needed. Charlene agrees, there is a communication gap that needs to be filled so that both sides are assured the process is thorough, that Board Member could also assist with questions at the Board level.

Erin sees a vacancy of procedure, without guidelines in place to ensure all aspects of the loan and project are thoroughly reviewed before approval. The last situation was an isolated incident that allowed them to see the gaps in the approval process. Erin would like them to allow staff to discuss the steps, draft a policy and checklist and bring that back for feedback before deciding who will sit on the committee. They can ensure all aspects are covered such as finances, inspections, property site concerns, environmental concerns (which can lead to high homeownership costs through flood insurance), etc.

Consensus: To allow staff to draft a process and bring it back for Board review.

The requested changes for the grant submission policy were included. It will be added as a section of the financial management policy.

Scott Quinn moved and Shirlee McAllister seconded to approve the Grant Submission policy addition. 4 yes, 0 no, 0 abstain. Motion passed.

Erin states last week Sheriff Lopey called both her and the Chairman to express his department's appreciation for Randy's assistance with apprehending a suspect in Happy Camp. Randy states that he simply spoke to family members and assisted in getting the suspect to turn themselves in, but either way they appreciated it.

Elsa states that the Council met with the Hoopa Tribal Council and learned about some potential County Measure that was passed that could result in funding to rural communities for law enforcement needs. It is not clear what the measure is or what the funding is for, but Erin will look into it to see if it is something that can help them.

Charlene Naef moved and Robert Super seconded to approve Erin's report. 4 yes, 0 no, 0 abstain. Motion passed.

10) Cal OES Grant Approval

A grant application was submitted by the Tribe to California OES for Tribal Equipment Assistance recently and was denied due to the timeline being too far out. They have allowed them to resubmit. The grant is for \$41,658 to purchase two UTVs with trailers, renew the satellite phone contract, and install mobile radio kits in the security trucks. The Tribe is submitting the grant; Housing will receive equipment; there is no match requirement. Robert asked what they will use them for; they will be for security patrols in sites they cannot access with their vehicles right now. They will store them in the locked maintenance yards (Happy Camp and Yreka). The Happy Camp unit could be trailered to Orleans if necessary. Scott suggests the staff educate themselves on the maintenance needs for these vehicles, specifically storing them inactive with ethanol fuel in the lines, it can cause expensive damage.

Charlene Naef moved and Shirlee McAllister seconded to approve the grant application for submission. 4 yes, 0 no, 0 abstain. Motion passed.

11) Phone Votes

- a) 3/5/2015: Change Order #4, Wellness Center; passed.
- b) 3/23/2015: Change Order #5, Wellness Center; passed.
- c) 3/23/2015: Additional Funds for Home Loan #5688; not completed, held for discussion.

Closed Session from 11:36pm to 12:51pm.

Ann will report back on the TARS / Previous Tenant inquiries at the next Director Meeting.

Personnel

The Happy Camp driving violation is under review, they have contacted the insurance carrier to determine what the impact may be to the driver. No further information available at this time.

The Summer Youth positions will be advertised with a timeline to get them working as soon as possible when school gets out.

Ann will only be in Happy Camp once per week until the TRO vacancy is filled and trained.

Other

Elsa asked if there is any way to get some things changed in the Orleans meeting room to allow for better acoustics. Sound panels, floor coverings, microphone(s), space heaters were all discussed. In December there was discussion to have an art mural contest, but that did not have any progress.

Steve is going to follow upon the Headway table privacy panel, the Yreka table was done and blinds will be ordered for Yreka.

Shirlee McAllister was excused from the meeting (conflict of interest).

Scott Quinn moved and Charlene Naef seconded to convert 15 Lower Camp Creek to a rental unit due to no eligible applicants on the lease purchase waiting list for Orleans. 3 yes, 0 no, 0 abstain. Motion passed. Shirlee McAllister not present for voting.

Shirlee McAllister returned to the meeting.

Wayne will include more detail on the maintenance logs. They suggest contacting TANF to see if they have available workers to assist with landscaping. TANF also needs to be notified that if any of their clients will be working in the residential areas (not common space) they require criminal history checks through the KTHA Executive Assistant. Wayne can also coordinate with the Tribal Maintenance Department for landscaping assistance while they are short-handed. Scott suggested getting the field under control and the camping area near the dance grounds across the street before Father's Day, if possible.

Elsa asked if there are any additional privacy slats for the cyclone fencing available that could be donated to Head Start as they have a need.

There was discussion regarding the request at the Yreka Head Start facility for flooring replacement. Currently, KTHA has received no request from that program. Erin's understanding is that KTHA is responsible for the mechanical systems (plumbing, electrical, HVAC, doors, structural integrity) but that wear and tear items (flooring, paint) would be the responsibility of the Head Start program. If that request has been made to the Tribal Council, they should refer them back to KTHA.

BOC

Nothing to record.

Executive Director

Nothing to record.

Next Meeting: April 20, 2015 at 10am.

Scott Quinn moved and Shirlee McAllister seconded to adjourn at 12:52pm. 4 yes, 0 no, 0 abstain. Motion passed.

Submitted by,

Elsa Goodwin, Chairperson

Recording Secretary, Sara Spence

**Karuk Tribe Housing Authority
Board of Commissioners
Closed Session Director Meeting Minutes
April 20, 2015
Happy Camp**

The meeting was called to order at 10:01am by Elsa Goodwin, Chairperson.

Roll Call

Present

Elsa Goodwin, Chairperson
Robert Super, Vice Chairperson
Charlene Naef, Treasurer
Scott Quinn, Commissioner

Absent

Kristin Aubrey, Secretary
Shirlee McAllister, Commissioner
Dolores Voyles, Commissioner

Quorum is established.

The prayer was provided by Scott Quinn.

The mission statement was read aloud by Robert Super.

1) Approval of the Agenda for April 20, 2015

Charlene Naef moved and Robert Super seconded to approve the Agenda for April 20, 2015. 3 yes, 0 no, 0 abstain. Motion passed.

2) Approval of the Minutes for April 6, 2015

Scott Quinn moved and Robert Super seconded to approve the Minutes for April 6, 2015. 3 yes, 0 no, 0 abstain. Motion passed.

3) Old Business

Robert asked about the Singleton Lane (Loudon) property status. Erin understands it is ready for offer and that is in process, she will follow up with Ashlee. The last Board direction was to offer it as a rental.

Charlene asked if they had made any progress on the noise issues in the Orleans community room to help with acoustics. They have discussed several possibilities (rug, acoustic panels, microphone, HVAC revisions, space heaters) but have not chosen one. Starting with a large area rug would be the easiest first step to see if it helps.

There has been discussion regarding changing the panic bars on those doors since the keys do not work well. That building is under the Tribe's control so Fred should be able to explore that option. The plexi-glass walkway should be finished both for aesthetics and to protect the wood from weather and sun damage. Robert suggested changing the floor plan to allow the bathrooms to open into the building rather than outside access as they have problems with vandalism, that would likely be very expensive. Another option is connecting the buildings together. Ray Mac may be able to offer suggestions for both of the fan issues (running continuously and being loud). Housing staff would have to coordinate with the Tribe on a solution to some of those things since it is their facility.

4) Tribal Council Liaison

Elsa only had the doors in Orleans to report on which they already discussed. Possibly the doors could be changed to the same Alan wrench system on the Happy Camp KTHA Administration and Headway buildings without too much trouble.

5) Previous Tenant / TARS Reports

Ann distributed the reports for review.

The Tribe revised their Hiring Policy incorporating the outstanding debt language so it is consistent amongst all entities for collecting debt. They can now follow up to start deductions for those existing employees.

Ann included the follow up items from the last meeting as well. The large balance they asked about had an extra zero that was a typo. The date of the last payment was not accurate either. Erin would like to schedule something with HDS to get that system fully functioning for them; she and Ann will discuss that in Yreka on Thursday.

There was a tenant with a large balance which NCIDC and/or TANF were going to assist, that did not happen and the tenant then left the unit without notice, resulting in the large balance. They had to file for abandonment on that one resulting in even more months of rent being added. Elsa would like to know what the monthly rent amount was, even with those factors; it should not have gone on so long without being resolved. The tenant applied for assistance in June upon receipt of a first 14 day notice and referral through Yav Pa Anav. They did not provide the necessary documentation to get assistance resulting in a total of 7 months back rent, plus an unpaid security deposit.

Elsa asked about the last payment dates being behind. Ann states that has to do with the billing periods and the date the reports are pulled for this meeting, the full month's payments are not on there when they get it.

Elsa asked about SL's balance; it was paid in full on April 8.

Elsa pointed out an account with no payment since 2014; Ann states they have zero income but it is undocumented which means they are still charged their rent until they submit proof, at which time they are able to do the required rent adjustment. Erin would like to review the files; they are required to submit income verifications in the lease, if they are not complying, they are in violation subject to warnings and eviction.

Erin asked if they can charge a monthly payment for a balance due, not rent, even if they have zero income. Ann states they can since it would not affect the 30% limitation, but if they truly have no income they wouldn't have a way to pay anything.

There was discussion about the best way to handle deceased individuals on the list. Jeri states those would be accounted for in the doubtful accounts calculation so they do not have to address them individually, if someone passes away they can remove them upon notification. Ann's understanding was they wanted to make a motion for each one. There was no final direction given at the last meeting, just discussion. Scott would like staff to keep probate in their minds if the individual has assets they can pursue. It would have to be evaluated on a case by case basis since often the cost to pursue it would be more than the amount they would recover.

Charlene Naef moved and Robert Super seconded to remove deceased individuals from the debt list when they pass away. 3 yes, 0 no, 0 abstain. Motion passed.

Robert again mentioned sending notice to the Tribe for existing employees on the debt list letting them know about the policy change and requiring them to make contact with KTHA to initiate payroll deductions. Charlene would like to see the amount collected through payroll deductions for next year's planning session presentation so they can show the Tribe how much the policy change impacted the balances.

Erin will follow up with Lisa on the refrigerator and stove for Orleans to see if they took it.

6) Jeri Bartow

Jeri reviewed her written report; she has several items requiring Board action.

The first investment of 2011 (CD 4832546: \$928,630.14) and 2012 (CDs 4832716: \$1,507,663.29 and 4832724: \$501,686.95) funds requiring liquidation due to the regulation limiting investment to no more than two years. Charlene recalls that being changed, it does not appear so as the CFR still reflects that limitation. The early withdrawal penalty would be approximately \$1,030 depending on the date they liquidate the CDs. She recommends they approve liquidation. The usual process is to invest for the full two years, then liquidate at maturity. When that date approaches the bank allows 10 days to take action, if nothing is done, they reinvest which is what happened with these during staff changes. Jeri is now tracking current investments to avoid this in the future; she will notify them the month before maturity so that action can be taken during the window. This could be a potential issue during the HUD program review. They will be receiving their investment letter for the 2015 funds since they had no audit findings last year soon and can invest those along with the 2014 funds which were not allowed last year due to the findings, because they resolved those findings their investment restriction has been lifted.

Charlene Naef moved and Scott Quinn seconded to approve liquidation of 2011 CD 4832546: appx. \$928,630.14, 2012 CD 4832716: appx. \$1,507,663.29 and 2012 CD 4832724: appx. \$501,686.95. 3 yes, 0 no, 0 abstain. Motion passed.

Scott would like to forward the information he got from AMERIND on how they invest their funds to staff to explore higher returns on discretionary funds.

Her next recommendation is related to direct deposit payroll authorization passwords. They do not have a large enough pool on each side of the password to ensure authorizations in a timely manner when travel and meetings interfere. Once the bank is notified to make the changes, each person will need to go into the bank and pick up their password for security reasons. They need to realign who has which half of the password for logistics at this time as well as remove Michael Thom from the password list. Charlene states that no one called her to let her know they needed authorization, she could have come over. It would not have helped since she does not currently have a password since she is not here locally. Jeri reminded them that direct deposit must be authorized by Tuesday at 12pm in order for it to post on time during payroll weeks.

Scott Quinn moved and Charlene Naef seconded to reorganize direct deposit passwords as follows: first half Elsa Goodwin, Scott Quinn, Dolores Voyles, Shirlee McAllister, Kristin Aubrey; second half Erin Hillman, Ann Escobar, Robert Super, Charlene Naef; and remove Michael Thom. 3 yes, 0 no, 0 abstain. Motion passed.

Jeri noted that the prohibition on not allowing a Board Member to sign their own check has also caused delays in processing times. The policy allows for them to sign their own check in emergency circumstances, but they always try to avoid it. Rarely has it delayed a check by more than one day. It is a good internal control, but she wanted to discuss it so they were aware.

Jeri has discovered issues with the Accufund software, there is a payable of \$238 that is not accurate, it is a glitch that did not clear. They have tracked it back to the initial implementation of the system and it does not exist. Elsa has concerns with that, so does Jeri.

Another exists in the payroll reports for taxes. If you add the individual lines in the report, it does not match the total, however, when you add the amounts from the individual checks, it is correct. She also found that the financial statements do not automatically generate from the system. She has to pull extract the information manually to an excel spreadsheet which is yet another problem with the program and time consuming.

Jeri reviewed the financial reports in detail to familiarize them with the information. They asked that she provide the detail for the bad debt write off for \$1,137.02.

She thanked the staff for assisting her with answering all of her questions, pulling and locating information she needed, and providing directions for her first month. Kathy worked with her for two weeks to close two months which was very helpful to familiarize her.

Jeri noted that administrative expenses are under the 20% cap. Scott asked if they track that by month; Erin states the percentage shifts throughout the year as projects and other costs increase so will show high at the beginning of the year but correct itself by the end. Jeri has noticed there are cost allocations that can be made to other departments lowering those costs as well and will be exploring that. Scott asked how they offset the overage to stay within the limits if necessary at the end of the year. Erin states they have always used program income; they make every attempt possible to monitor it and avoid that. That is something they see in the Annual Performance Report. They have also been evaluating expenses throughout the year to see if they can get better pricing from other vendors to save on supplies and materials. Erin and Jeri will continue to work on coding to correct errors. Jeri states that as she learns the programs and processes, she will be able to catch those things before they hit the books. Her attendance at the planning session was a perfect base for her to know what programs they operate and how they are separated.

Scott Quinn moved and Robert Super seconded to approve Jeri's report. 3 yes, 0 no, 0 abstain. Motion passed.

Dorcas included the procurement process in her written report as she is on travel this week. Scott asked if the staff supervisor is signing the requisitions in addition to Dorcas as requested. Also, Meeks the receipts are not signed by the employee picking up the materials, and the supervisor. They are monitoring that and it is improving. They will discuss that at the next staff meeting as well, to remind the supervisors. Currently Dorcas is requiring the department manager code and initial the requisitions.

Elsa asked about overage charges on the garbage bill for extra cans. She would like staff to pull that information and verify that they are charging them properly. For example if there is no pickup one week there should be an allowance for that the following week. Erin states the billing she reviewed after they discussed this was correct, they allowed them two cans per unit, per week and only charged for the cans above that regardless of the number of trips made. Some additional garbage will be generated in Orleans during unit prep to save trips to the dump and staff time traveling. Elsa states that if the tenant goes over the allowance, they should be charged; they are only supposed to provide two cans per week. Scott would like to see a summary of what they pay for garbage service, including the average per number of units, by community so they can see the average cans/cost per unit. Jeri will have staff pull the last three months so they can see a block of time.

Jeri would like to discuss garbage at the next manager's meeting as well as purchasing approvals and coding.

Jeri is overseeing purchase orders this week while Dorcas is out. It will give her a chance to see how the process works and where changes may need to be made.

7) Erin Hillman

Erin's written report was included for review.

There are two HIP awards under consideration for potential award. One does not have site control until probate is done; they will remain on the list for two years with this same application without having to reapply, Ashlee is going to ask if CILS can help with the probate. The one that may be awarded is in Happy Camp for a home replacement. Notification will go to the Tribe first, likely Self Governance. There is competition from other tribes in that analysis as well.

Scott was informed that an applicant submitted all of the paperwork for housing assistance with all of the required supporting documents and was denied. He asked if there is a way to do a short summary or checklist with the application that would allow applicants to see the key criteria and avoid taking the time to submit if they will not qualify. Doing that could create issues both ways, someone could say they were turned away and told not to apply because they would not be approved, or they could lose their opportunity to apply and then appeal the

denial. Ashlee recently included the eligibility for each program in the newsletter and they have brochures. They would like that information attached to the applications so that it is up to the applicant how they want to proceed.

She included the memorandum from Hobbs, Straus, Dean and Walker and how the VAWA regulations would apply to their program. They do not currently have these programs, but it could come up in the future, specifically with tax credits. She included a full copy of the regulations in their packets and encourages them to provide any comments they may have since these are proposed revisions soliciting comments.

They received a letter from CTAC indicating that they are losing points on the tax credit application for the dial-a-ride service lowering them from 147 to 143 which puts them at one less point than the other Tribe in the set aside. They have appealed the denial and will see how that goes. They submitted information for the Tribes transportation services available to tenant, including TANF but it was not accepted since it would be limited to TANF clients. However, most if not all of the families in those new units would be eligible for TANF and the transportation services. Siskiyou County does not have a formal dial-a-ride program that they could find. Scott suggests contacting the Melissa Cummins at the Siskiyou County Transportation Commission as they may have the service but not publicly advertise it. The other Tribe may lose points which could raise them back up but this was a reapplication for them so that is unlikely. The worst case scenario is reapplication in July. They can either ask the STAGE to add a stop in the new community or purchase a van for dial-a-ride services with the tax credit funding.

They held their eviction ordinance workgroup meeting last week. It was unfortunate there was so little participation at the meeting. April was not able to attend. They went through the end of the document and the fully edited draft has been distributed. Her concern is what the next step will be; they will need a timeline for adoption, introduction, implementation, form development, etc. They will meet in June to discuss those things. Erin still advocates for an outside Judge for these cases, the staff and Tribal Court Administrator are often too close to the situation.

Elsa states that the Tribal Court Strategic Planning Session didn't incorporate anything related to Housing or evictions in their planning. Robert states they indicated it was only a plan, not a final document. Housing is at a point where they need the Tribal Court to contribute certain things to the process for it to move forward. This could potentially be a funding source for the Court as well. Erin had invited April to this meeting to discuss this and the domestic violence shelter but she was unable to make it.

She has started the 2016 Indian Housing Plan; they will use the March 30 numbers to project rather than waiting until the end of June, then double check it.

A conference call is scheduled for May 6 at 10am to discuss the 2015 O-Link numbers. The original amounts were based on estimates, the actual is now available and an additional \$162,013.92 needs to be paid to the make whole tribes. KTHA will need to pay a small amount of only \$1,588.34 but some Tribes will have a larger amount to pay, because their gain is higher.

Scott asked if this will impact the amounts they allocated in the planning session. No, because they received their award letter from HUD before the session. They based their planning on the 2015 grant received so their numbers should come out fine.

The first loan committee meeting will be tomorrow to discuss their process and how they can improve it. Ashlee pointed out that when the applications come to the Board they are blank with only a number to keep them anonymous, which is another reason to not have a Board member sit on that committee and know who the applicant is and create a potential conflict of interest. Charlene states they previously requested to start receiving the names on the applications, rather than numbers. They make their decision as a group so everyone can have an opinion. The last direction was for staff to put together a plan and bring that to them before making a decision about putting a board on the committee, or not.

Robert states that if they feel there is a conflict of interest, they are supposed to call each other on it and point it out to rectify it. Currently they don't know who the applicant is so it doesn't matter. Elsa states that is why they have an entire board who makes the decision. The Board must monitor each other to be sure there are no conflicts, either positive or negative, or politicking out of the meeting which is a moral and ethical issue. There are staff members each with their own responsibilities in the process to ensure that all of the items are addressed, without all responsibility resting on one person.

Elsa states that if someone disagrees with the application proceeding they need to have a good reason and indicate that on the cover sheet so that the Board has all information before they approve it, and ensure that all items are resolved for Board approval.

The surplus inventory items were included to set the minimum bid amounts. It will be posted by May 1.

They set the minimums at: Car trailer \$200, tractor \$1000, gas dryers \$20, 1992 Chevy S10 \$500, 1993 Chevy Cheyenne \$500, 200 gallon kerosene tank w/stand \$100, 50 gallon kerosene tank w/stand \$150, monitor heaters \$100, oven ranges \$20, Nissan Xterra \$2500, and steel pontoons free through random drawing to be removed at their expense.

Robert asked if the Tribe can have one of the monitor heaters for the KCDC building. Erin will check with Brian. KCDC paid the private party value of \$2,700 for the Ford Escape so that will be sold before the auction.

She will ask the Council Thursday if she can do a bulk mailing to Siskiyou and Humboldt County tribal members since they are the prospective audience. They will post it on the bulletin boards, email it to all users, post it on the Tribe and KTHA websites, and the Facebook page also.

The Yreka Computer Center Tutor declined the position, they have re-advertised the position. Elsa thought they are supposed to pick alternates to avoid the delay in re-advertising. Erin states the second and third choices were not able to fill the position due to schedule conflicts.

Elsa states that there has been some confusion in the community about the Tutor position and what they actually do. School is almost out but they are still hiring someone, there is still tutoring in the summer for summer school students. That position also covers the computer center and coordinates youth activities.

The on call maintenance pool has been fully filled; they now have three potential backups to cover the Happy Camp front desk.

The draft changes to the Maintenance Policy are included for review; she would like their comments by May 15. During that meeting they discussed the absence of policy for the Lease Purchase units. There are many lease requirements that are not in policy formally, they will be drafting a policy for those homebuyers. There are variations between the rentals and lease purchase units justifying a separate policy.

A flowchart was included for assessing charges for tenant damages to show how that will flow and be tracked and reported to the Board quarterly with maintenance and TRO staff. This will allow them to see what they are charging, collecting, if they are missing anything and where they may need to improve.

She included her training report from the supervisor's training. The supervisors have been advised to have their evaluations done by May 31. Elsa states policy indicates annually at their anniversary date. Erin reminded them that last year they had everyone do them at the same time since they were all outdated and now they are all on the same schedule. Erin feels like the timeline is good because it is after the planning session, no quarterly reports are due, and there is no time pressure for the IHP. There are other departments that do it this way too.

Erin would like them to make a decision on the lumber in Orleans being milled by Tom Horn. Scott asked if Tom would purchase it from them, rather than storing it and securing it, since they do not have an immediate need for

the lumber. The Tribe could store it at the Ranch for tribal use, with Housing having access if they should need some and there is any left. The Tribe would pick it up and bring it to Happy Camp.

Consensus: To first offer the lumber for sale to Tom Horn, if he declines they will give it to the Tribe to transport and store at the Ranch in Happy Camp.

Erin does have an interest in the firewood for their Orleans tenants. They recommended storing it on the Upper Tishawnik flat, Leaf had suggested near the GO road for easier access. There could be issues with security to avoid theft, liabilities for injuries, fire danger, etc. Possibly Tom Horn would like to purchase that wood as well to avoid all of those concerns.

Consensus: To offer the firewood for sale to Tom Horn and report back.

Scott states that Debbie Bickford has requested KTHA sponsorship for the Donkey Baseball Tournament in Happy Camp on May 1 for them to provide the food and staff the concession stand with security doing the cooking. Erin would prefer not to grant that request because security is getting pulled into too many community events that are not affordable housing activities. There are other events that KTHA does sponsor because they are for their tenants in their communities. KTHA still supports youth sports, they have a policy that allows for appropriate assistance to KTHA youth with a substantial amount of funding but they need to remain aware of security's time.

Scott Quinn moved and Charlene Naef seconded to donate \$200 to the event, staff will not be obligated but can volunteer on their own time if they choose. 3 yes, 0 no, 0 abstain. Motion passed.

Scott Quinn moved and Robert Super seconded to approve Erin's report. 3 yes, 0 no, 0 abstain. Motion passed.

8) Happy Camp Maintenance Shop

Steve and Richard were present to discuss the proposed floor plan for the maintenance shop in Happy Camp. The entire building will be 2,000 square feet, with a metal building. Heat will likely be a couple of monitor heaters, cooling in the shop should not be an issue, a mobile swamp cooler or window air conditioner in the office would be sufficient. Elsa asked why there would be two rolling doors, to allow them to drive through, specifically with a trailer loaded with equipment or materials. The doors are insulated so heat / cold retention will not be a problem. Scott states that a covered outdoor area seems reasonable based on how they use the current yard with security fencing around the entire perimeter. Storing some of their equipment indoor or under a cover would be helpful, that was not incorporated into this project. They have KBC for inventory storage so not everything has to be included in this shop which helps keep the size down. They have staked it to ensure it will fit; they will have to be more conservative on how they use the space in the new location. The maintenance shop does not need as much space as the resident center; the resident center will be closer to the rentals with the playground at the other location as well.

The next step is a solicitation for the metal building and site work. This would be posted by May 31 so that work could begin by July 1. Some interior work may be able to be done by the new construction crew, if they are not committed.

Scott asked about surfacing the exterior parking area; that would keep it cleaner but was not factored into this budget, they would have to see if they can afford it. Once they know the pricing of the building and finishing, they can look at a carport and parking lot surfacing. Several manufacturers, offer site plans and infrastructure packages including everything, it may be less expensive than anticipated.

Consensus: To proceed with the floor plan as presented and discussed.

9) Change Order #6 Wellness Center

Richard is requesting approval of Change Order #6 for the wellness center for additional costs to install the trench to the AT&T phone pedestal. There is a difference of 200 feet from the location on the plan set versus the actual

location the utility provider is requiring with additional trenching. The engineer put it back on KTHA by indicating that KTHA must coordinate with the utility provider, not the contractor so they cannot hold them to it. The engineer was supposed to work with the utility provider to identify the locations, they referenced that the selected bidder must work with the utility provider to identify the actual location, but they cannot do that during bidding because it is unfeasible. They had to address it later and now found the location is not correct on the plans. It is not unusual for the designs to differ from the actual placement determined by the utility provider at the time of installation. The plans show a pedestal that does not exist; they have referred them to another connection point.

Erin does not want to take away from the positive aspects and time committed by the staff to this project. It is huge and has consumed an intense amount of time, it is their responsibility this was missed, but there are many things that have gone right on this project.

They have also been very successful in negotiating with the contractor and holding them to their contract to split pricing on additional costs, verifying the plans and making them cover the costs themselves. There have been at least two requests for change orders denied for the number that have made it to them for approval. Erin plans to attempt to recover the Tribal percentage for change orders approved as well. The first change order had a large amount of savings that covered several items, but they are getting to the point of needing more dollars from the Tribe.

They are moving along quickly at this time, Richard only recommends 6 days being added for this change order which is less than they are requesting. The potential completion date will now be May 23 with liquidated damages at \$250 for each day they go over for reasons that are within their control.

Robert Super moved and Charlene Naef seconded to approve Change Order #6 to Contract 14-C-23 for the Wellness Center with DT Builders in the amount of \$7,460 (new contract total \$2,915,934.68). 3 yes, 0 no, 0 abstain. Motion passed.

They will finish construction crew screening on April 29, the goal for interviews is May 7. The top two positions were re-advertised to get a larger pool of qualified applicants.

Richard also reported that the water is connected to the building. The city worked with them seamlessly to get that done.

10) TR-001-1808-02 (RK) Extension Request

Tabled to May 4; they would like further research into the daycare being provided.

11) Personnel

Nothing to record.

12) BOC Only

Nothing to record.

13) Executive Director Only

Nothing to record.

Next Meeting: May 4, 10am, Tenant Meeting, Yreka.

Charlene Naef moved and Scott Quinn seconded to adjourn at 2:55pm. 3 yes, 0 no, 0 abstain. Motion passed.

Submitted by,

Elsa Goodwin, Chairperson

Recording Secretary, Sara Spence

**Karuk Tribe Housing Authority
Board of Commissioners Meeting Minutes
May 4, 2015
Yreka**

The meeting was called to order at 10:04am by Elsa Goodwin, Chairperson.

Roll Call

Present

Elsa Goodwin, Chairperson
Robert Super, Vice Chairperson
Charlene Naef, Treasurer
Shirlee McAllister, Commissioner
Dolores Voyles, Commissioner
Scott Quinn, Commissioner (10:10am)

Absent

Kristin Aubrey, Commissioner

Quorum is established.

The prayer was provided by Shirlee McAllister.

The mission statement was read aloud by Charlene Naef.

1) Approval of the Agenda for May 4, 2015

Charlene Naef moved and Dolores Voyles seconded to approve the Minutes for May 4, 2015. 4 yes, 0 no, 0 abstain. Motion passed.

2) Approval of the Minutes for April 20, 2015

Charlene Naef moved and Shirlee McAllister seconded to approve the Minutes for April 20, 2015. 2 yes, 0 no, 2 abstain (Dolores/Shirlee). Motion passed.

3) Old Business

Erin does not have an answer from Tom Horn on the wood, Charlene said she had a message from him but did not return the call yet, he only said that he had a question. Erin knows that Steve and Earl communicated about it and Earl was going to make the offer.

Scott Quinn arrived at 10:10am.

The blinds have arrived for the Yreka meeting room to be installed. The large rugs that Erin looked at for Orleans will need further input from the Board before purchase, she will have those at the next meeting for them to look at. Robert asked who ordered the basket wall hangings in the Happy Camp, Erin looked into that and they were very expensive (over \$3,000). Sara will order the flags for the Orleans meeting room.

Robert asked if anyone knows about the solar lights, they will be looked at this week to see what is wrong with them. He asked if there could be security lights added to the front entry area.

Shirlee revisited Renee's question about the solar panels in Orleans and if they require any routine maintenance, Robert asked if there is a maintenance plan to check them on a regular basis and if that is something identified on an annual checklist. Deanna is having an issue with hers. Erin states because those are homebuyer units they are responsible for maintaining and servicing them. Scott states it should be very simple maintenance to just wipe

them down once a year or so. Elsa suggests when they add systems to the units they train the tenant or provide them a handout so that they can maintain them. Scott states it could be something as simple as a checklist, with what to look for, and who to call if they need service, as well as reminding the homebuyers they are responsible for them. Erin will work with Steve and Brian so they can be consistent.

4) Tribal Council Liaison

Nothing has been communicated to Elsa requiring Board involvement.

Erin let them know that KTHA offered assistance to the Tribal maintenance crew to put up the large tent for the donkey baseball event. They were told that someone would contact them when they were ready to go down, however at 1pm when Debbie Bickford came to the office, they had not heard from anyone and could not reach anyone. To ensure that something was in place, KTHA staff took their three 10x10 canopies down and set them up so the elders would have some shade. Elsa appreciates Housing offering that assistance.

5) Ann Escobar

Ann reviewed her written report. They are short one TRO, interviews will be scheduled for this week, applications were screened Friday. That is keeping her very busy.

Staff have been gathering ideas for activities the Elders would like to see coordinated. The TRO and Security staff have been preparing guidelines for yard incentives, they will need board members to judge. The surveys were due back on April 30 from the tenants after the second distribution to gather input for the IHP.

Robert asked about yard maintenance and if there will be any water conservation due to drought conditions. Ann states that she has seen some information from the State but nothing from the City yet, they will pass along and implement whatever they receive.

Robert Super moved and Shirlee McAllister seconded to approve Ann Escobar's report. 5 yes, 0 no, 0 abstain. Motion passed.

6) Richard Black

Richard reviewed his written report.

They are working on scheduling interviews for the construction crew, the first position will be interviewed this week then they will move on to the other positions. He has started communication with the City for the Comstock unit so they are ready.

The wellness center is about 60% complete with the metal building and they are working on the interior. The walkthrough will be today at 3pm. Scott asked who is doing the inspections. It is either he or Steve, usually him. Scott asked if the engineer has worked with them at all, that was not included in their contract, Housing has assumed that role for the project, however Richard communicates with the engineer before making changes since some things were overlooked when the project was turned into a phased project. They are looking at late June for completion due to some delays, he is hopeful they will meet that goal. Erin asked if Fred participates in the owner meetings, no usually it is only Richard.

The home designs are under way that will be used for the second avenue single family homes that will be smaller units. The Kuyraak home is about 85% complete, the middle of June is their prediction. The eight home site design is still in a holding pattern for utility locations. The Asip home is being sheet rocked this week, he predicts mid-June to early July for that project to be complete.

The original plan was to use the new plans for the Fort Jones home replacement which will implement cost saving measures. However, in order to get the project started sooner, they may use existing plans for that project instead.

Richard spoke to Orleans Community Services District regarding the Red Cap site; they do not have capacity to serve those homes at this time but will run the water main so it is there when they can serve them. He has

requested written confirmation from the county that they can put 5 homes in that site for the full parcel which is 100 acres under Humboldt County zoning.

Elsa asked if they met with IHS to discuss the upgrades to the Orleans water system. Not formally, it is on the sanitation deficiencies list and before she left the Tribe Council prioritized that as their highest priority project. The funding would be for design and system upgrades. It is Erin's understanding Sammi is representing the Tribe on that with IHS. She states that anyone who is involved at the Tribal level needs to ensure that project remains the top priority so that IHS can assist them when the time comes.

Erin has been in touch with the Orleans CSD and they have a feasibility study done and are working with IHS to bring the water to KTHA's Lower Camp Creek property eventually. Expansion is not possible until the system is upgraded; serving their current customers is their highest priority. Charlene suggests Housing pushing that forward as best they can. Erin has been in contact with Earl recently and he has stated they have a lack of water right now and that is their biggest issue, and their antiquated water storage tank. That is IHS' proposal, to upgrade storage, install a filtration system since they are not currently at state standards, and replace their piping.

Richard has also been working with Sandi Tripp regarding the bike path project; the water board was the group that didn't want the road disturbed after that project which is why they will have their water lines run now for service later.

They are working on access alternatives for the happy camp parcels under site design because the current options would be very costly.

The FEMA trailers are done. Travois is working on the 30 home tax credit project; the latest news is they are ahead in points so funding looks likely in this round.

He included a training report for the supervisors training held. He thanked them for that training.

Shirlee McAllister moved and Robert Super seconded to approve Richard Black's report. 5 yes, 0 no, 0 abstain. Motion passed.

7) Brian Gonzalez

Brian reviewed his written report.

They have three units in prep status that they have been working on. Scott asked if they have tried the combination primer/paint product to save time. Brian states they have tried it but it didn't work as well, industry standard is to prime and paint separately to fully entrap anything that may be on the walls (potential hazardous substances).

One unit looked like it had a small oven fire, which required smoke cleanup prior to priming and painting.

They have started on landscaping, especially along the roadways and the 100 foot defensible space areas. He looks forward to getting the youth crew on and using them for seasonal projects this summer.

They have an agreement with the veterinarian in Fort Jones to address the cats. He will be finishing the installation of the reflective address numbers this week. He has tried twice to schedule a time for the elders garage doors to be inspected, they should be out this week.

Elsa thanked him for allowing Cameron to work full time on the Tribal project, it helped them.

Scott Quinn moved and Dolores Voyles seconded to approve Brian's report. 5 yes, 0 no, 0 abstain. Motion passed.

8) Steve Mitchell

Written report only, not present.

Charlene Naef moved and Robert Super seconded to approve Steve's report. 5 yes, 0 no, 0 abstain. Motion passed.

9) Erin Hillman

Erin reviewed her written report.

They were notified that there is a tentative award on the BIA / HIP program for this year. They submitted with a budget of \$250,000 to meet the construction costs for the area. They are only awarding \$135,000 which is not enough; Ashlee will present options to them later in closed session.

They held a conference call with the State for their tax credit application. They reached out to TANF to answer questions they had on services provided to the community, specifically transportation services available to tenants who will live in the new homes, the state requires something equivalent to dial-a-ride. Lester was a great help in answering those questions and was able to successfully aid them in getting their points reinstated at the full 147 which puts them back in the lead for funding in this first round which is extremely exciting news.

She continues working on the IHP for submission in July, Jeri is working with her on the budget and she is doing very well in her role as CFO. The O-Link conference call is Wednesday; the information was distributed via email to discuss additional payments necessary based on final funding allocations.

The staff met to go over the processing of loan applications and the phases depending on the type of project and steps for each one, including which staff person is involved. It was a very good process to allow staff to identify strengths and weaknesses and at what point they initialize each part of the review and approval process. She will be mapping those steps in a flowchart to visualize how it progresses.

She and Jeri continue to meet weekly to discuss fiscal items. The surplus inventory was sent out last week and posted online so that they can accept bids for those items. The necessary forms are available at the offices as well.

She asked if the Board has any comments on the maintenance policy distributed at the last meeting; she would like those by May 15 so they can finalize that policy by the end of the month. She asked if they would like to set aside an hour before / after another meeting to focus only on that. Yes, they will do that on May 18 at 10am and then start the Director meeting at 11am. Brian and Steve will be available for questions on the policy; all maintenance staff were involved in the policy review and provided input.

She has started the evaluations for her staff due this month. The lumber offer has been made. There was a supervisors meeting held agenda topics included: quarterly staff meeting topics, supervisors training held, evaluations, credit card usage/purchase requisitions/receipts, timesheets, garbage service, cost savings, staff day, reunion, and employee of the month nominations. There is a quarterly staff meeting scheduled this week with agenda topics including: staff day, reunion, grand opening of the wellness center ideas, self help program and volunteers, purchasing, payroll timekeeping and timesheets, and employee of the month presentations.

Elsa encouraged the staff to vote for Staff Day since it will be a joint activity with all entities going forward. Erin will remind KTHA staff to vote at their staff meeting Wednesday. Elsa also reminded staff to assist with the Tribal Reunion since they are on a very short timeline this year. Erin confirmed that KTHA always participates in the Reunion and was present at the planning meeting which had higher than usual attendance which is promising.

Scott asked if someone will attend the listening session for coordinated environmental review requirements at the training next week; Erin will attend. Scott will email her his comments.

Robert asked about safety for staff, such as maintenance. Brian confirmed they wear personal protective equipment appropriate for the tasks they are doing.

Charlene thanked the staff for their hard work on the tax credit application and the time and effort they put into that process. Erin states it was a fantastic process and everyone had a portion that they were responsible for and it was amazing to see how well everyone worked together as a team to make it happen with a very short timeline.

Erin provided an overview to the audience on what the tax credit project involves. The State and Feds set aside tax credits specifically for Tribes to compete for; those credits are then purchased from the Tribe by an investor. The investor funds are used for the project construction. When this project is funded it will allow them to build 30 homes in Yreka for a very small contribution of KTHA funds (less than \$500,000).

They applied for and were denied four points based on not having a dial-a-ride service in Yreka. They were able to demonstrate that all of the Tribal services including Clinic Transporters, Community Health Representatives, Elders Workers, Social Workers, and most importantly TANF Case Workers provide a wide array of transportation services to their Tribal members, who will be living in those low income units. They appealed once and were denied, and during their second appeal they were successful in getting those points back which puts them in the lead for funding this round. They will not know until June 10 the final outcome. There is only one other Tribe who applied in this round. When awarded this will be only the second Tribe to be awarded tax credits in California which is very exciting.

Charlene Naef moved and Shirlee McAllister seconded to approve Erin's report. 5 yes, 0 no, 0 abstain. Motion passed.

10) AMERIND / NAIHC Agenda

The agenda for next week's conference was included for informational purposes.

Closed Session from 11:06am to 2:50pm.

Consensus: They cannot control where an applicant is on the waiting list, nor is that something that is eligible for an appeal since no action has been taken. KC can apply for the voucher program as a short term solution if they would like to pursue another option for housing until they come to the top of the list.

Charlene Naef moved and Robert Super seconded to approve revision of Chapter 25 policy language and guidelines adding the following language: 'Home replacement grant awardees are required to maintain the home in an insurable condition for the life of the payback period'. 5 yes, 0 no, 0 abstain. Motion passed.

Robert Super moved and Scott Quinn seconded to approve a home replacement grant in the amount of \$65,000 for Applicant #9472 to supplemental HIP funding of \$135,000. The replacement home will be a modular. Ashlee will request an extension from BIA. 3 yes, 1 no (Charlene), 1 abstain (Shirlee). Motion passed.

Shirlee McAllister moved and Charlene Naef seconded to approve up to \$50,000 in home rehabilitation grant funds for Applicant #4328. The project will be done in three phases to ensure adequate funds to complete each phase before proceeding to the next in the following order: 1) roof, 2) siding, 3) entryways (decks/stairs). 5 yes, 0 no, 0 abstain. Motion passed.

Suggestion: Staff should explore language to address outstanding arrest warrants in the criminal history section of the Admissions Policy.

Robert Super moved and Scott Quinn seconded to uphold the denial of a lease addendum for Tenant LP-003-1431-01 (DN). Tenant must provide verification of the status of the Illinois arrest warrant to TRO within 10 days. They will revisit May 18, tenant not required to be present. 5 yes, 0 no, 0 abstain. Motion passed.

Shirlee McAllister moved and Scott Quinn seconded to extend Tenant TR-001-1808-02 (RK)'s emergency housing for three months through August 31. 5 yes, 0 no, 0 abstain. Motion passed.

Suggestion: When emergency housing tenants request extensions there should be verification presented that they have applied for other housing (such as letters from landlords) and an update on steps being taken to progress out of the emergency housing program.

Scott Quinn moved and Shirlee McAllister seconded to issue pre-approval for Home Loan Applicant #2279 up to \$48,500. 5 yes, 0 no, 0 abstain. Motion passed.

Shirlee McAllister moved and Charlene Naef seconded to table Home Loan Applicant #3028 to the June 29 Director meeting to allow staff to explore policy language changes. 5 yes, 0 no, 0 abstain. Motion passed.

Home Loan policy language requires editing to ensure the Tribal Member remains in the home purchased with HUD loan funds, or to recover loan funds in full should the Tribal Member leave the home. Erin will speak to Ed about legal options.

Shirlee McAllister moved and Charlene Naef seconded to approve supplemental loan in the amount of \$10,000 to Home Loan Applicant #0007 to address water needs. 5 yes, 0 no, 0 abstain. Motion passed.

Consensus: To table the previously approved Supplemental Home Loan #0007 to the May 18 meeting for further discussion. They would like to see if the Tribe has a water tank available and if IHS can assist so the homeowner does not have to pay for the repairs / improvements. If they commit KTHA funds, they cannot seek reimbursement from IHS.

Ann will follow up on Happy Camp reports: additional residents in unit not on lease, in home business activities, pets, garbage, and paint damage.

Personnel

There will be interviews for the construction crew lead carpenter May 7 in Happy Camp; Dolores will represent the BOC. The crew interviews will be scheduled for later in the month.

The TRO applicants will be doing skills testing this week with interviews Friday, May 8 at 10am to 12pm in Yreka; Shirlee will represent the BOC.

Erin will be postponing her vacation to July 24-31 which will allow additional time for the IHP review and approval.

The July BOC meetings will be Tuesday, July 7 in Orleans and Monday, July 20 in Happy Camp.

Elsa asked Erin to leave her calendar open the week of June 15 for the Council Planning Session. Elsa will find out what they would like to discuss during that time so Erin can prepare. Erin would like to explore Title VI and 184 loans further for construction funding. An update on the tax credit project will be timely since awards will be announced the week before. The IHS sanitation deficiency funding and the Orleans water situation may be a good topic too.

Elsa would like to explore options for KTHA, IHS, and the Happy Camp Water District to expand service to the residents up Indian Creek; many are Tribal Member households that would benefit.

The Orleans tenant was provided the requested stove and refrigerator; they then requested a washer and dryer which were denied. They still have not vacated the unit. Ann will contact the attorney to file the eviction paperwork in court.

BOC

Nothing to record.

Executive Director

Nothing to record.

Next Meeting: May 18, 10am, Director Meeting, Happy Camp.

Charlene Naef moved and Robert Super seconded to adjourn at 2:55pm. 5 yes, 0 no, 0 abstain. Motion passed.

Submitted by,

Elsa Goodwin, Chairperson

Recording Secretary, Sara Spence

Council Report
5/28/2015
KCDC

Karen Derry, Economic Developer/Operations Manager

Amkuuf – We are open full-time and fully staffed. HCI in Nebraska continues to be our main supplier for cigarettes and we are ordering for the People's Center also as there is a 15-case minimum order required. I will be attending a Tribal "C" (convenience) Store summit meeting in Spokane on May 20th and 21st to meet with Tribes who currently operate convenience stores and learn more about the benefits/challenges of operating a C Store as an economic development option.

Computer Centers – Frank and Bari are both doing great jobs at the Centers and we are continually looking for funding opportunities for the Centers. Frank is working on a KCDC web page that is linked to the tribal web page. You can view what he has completed to-date at kcdc.us

MOA's for KTHA and TANF for the Orleans Computer Center are in the final stages and will be presented for KCDC and Council approval as soon as possible.

Head Start – Congratulations to Patty Brown and the NIHSDA Board for success with the ESEA bill (see attached).

Betsy McDougal, Head Start Training & Technical Assistance Project Manager, was in Happy Camp and Yreka in April to meet with staff. She was able to clarify and make suggestions to fiscal and other staff that will make the program run more smoothly.

Economic Development – I recently attended an EDA workshop in Seattle for the EDA Planning grant and the CEDS update and reporting. The EDA Planning grant was awarded in the amount of \$55,000. I have attached the updated Scope of Work and as you can see we will be busy for the upcoming year.

I have contacted the Red Wind Group to see if they can provide a small business incubator workshop in our area so we can invite other tribes as well. It is a training that is offered for Native American Tribes through the SBA and it is an action component in our CEDS document. I have attached a flyer for a workshop in Washington State that will give you some insight as to what it includes. I have not heard back from them with a final decision yet and will keep you posted on the outcome.

We are currently exploring economic development options for green energy. I have a copy of the Karuk Tribe Strategic Energy Plan and Energy Options document that was completed in 2008 by Winzler and Kelly arriving in the mail so I can learn what was done previously in this field.

Indirect Cost Rate – The KCDC indirect cost rate has been reviewed for 2014 and 2015. Offer letters for the 2014 rate of 20% and 2015 rate of 24.54% along with the negotiation agreement was mailed to us on May 12, 2015 for review and signatures. Thanks to CFO Deanna Miller for her hard work and to Laura Mayton for her assistance and expertise with the final product. Work will now begin on the 2016 proposal.

Naa Vurra YeeShiip – The 6-month progress report has been completed and submitted for the American Indian Child Abuse Treatment (AICHA/T) Program. If you would like a copy of the report please let me know and I can forward one to you. A site visit is being scheduled for June for the program. We interviewed for a second clinician to be housed in Yreka and the offer was accepted. We are currently waiting to hear from HR with an expected start date.

Action Items: Generator procurement



May 5, 2015

Patty Brown, President
National Indian Head Start Directors Association
P.O. Box 6058
Norman, OK 73070

Dear President Brown:

On behalf of the National Indian Education Association (NIEA), thank you for your support of Native priorities in the reauthorization of the Elementary and Secondary Education Act (ESEA). In particular, the letter you submitted to the Senate Committee on Health, Education, Labor and Pensions (HELP) could not have been timelier. Along with support letters from other key leaders throughout Indian Country, your action had a major impact on the debate and provided the momentum needed to get many important Indian provisions included in the Senate bill.

On April 16, 2015, the Senate Committee on Health, Education, Labor and Pensions (HELP) unanimously passed the Every Child Achieves Act of 2015, which would reauthorize the ESEA. The Indian-specific provisions in the bill mark a huge victory for Native education, reflecting years of hard work by tribes and Native education advocates.

The ESEA bill contains numerous provisions that reflect Native priorities, including the following:

- **Consultation.** States must engage in meaningful consultation with tribes in the development of state plans for Title I grants. LEAs must consult with tribes in the design and development of programs under the Act, and they must consult with tribes prior to making any decision affecting the opportunities of Indian children in programs, services, or activities provided under Title VII.
- **STEP Authorization.** Grants are permanently authorized to promote tribal self-determination, improve Indian academic achievement, and promote coordination and collaboration

- between tribal education agencies (TEAs) and state and local education agencies.
 - **Immersion Programs.** Grants are authorized to develop and maintain, or to improve and expand, programs that use Native American and Alaska Native languages as the primary language of instruction.
 - **Cooperative Agreements.** Local education agencies (LEAs) may enter into cooperative agreements with an Indian tribe that represents not less than 25 percent of the eligible Indian children served by the LEA.
 - **Indian Community-Based Organizations.** Indian community-based organizations may apply for grants if LEAs and tribal organizations and consortiums do not apply for Title VII grants.
 - **Outreach.** The Secretary of Education is tasked with reaching out to LEAs and Bureau of Indian Education (BIE) schools that are eligible for Title VII grants in order to encourage and assist eligible entities to submit applications.
 - **Technical Assistance.** The Secretary is directed to provide technical assistance to LEAs, including technical assistance to develop applications, improve implementation, and integrate Title VII activities with other educational activities.
 - **Indian Child Determination.** Once a child is determined to be an Indian for the purposes of Title VII grants, this determination will not have to be made again in subsequent years.
 - **Preservation of Section 7131.** The bill preserves section 7131, which authorizes National Research Activities that have been critical to providing data on Indian student achievement. Previous bill drafts proposed removal of this provision.
 - **Impact Aid Formula Update:** The bill would replace the complicated, outdated Impact Aid formula with a simple, objective calculation for program eligibility. This replacement will speed-up payments to school districts across the country.
- The inclusion of these and other provisions in the bipartisan Every Child Achieves Act of 2015 is a tremendous step forward.
- However, there is more work to be done. Both the Senate and the House bills have to be voted on by the full membership of both bodies and then the differences between the two bills have to be worked out. However, with strong Indian provisions in both bills, Indian Country is well-positioned to achieve an outcome that will positively impact Native education for decades.

Again, thank you for your leadership and for your action. It has made a very positive difference. NIEA will keep you advised as these measures continue to advance through the Congress.

Respectfully,

A handwritten signature in black ink, appearing to read "Melvin Monette". The signature is written in a cursive style with a large initial "M".

Melvin Monette, President
National Indian Education Association

EDA Partnership Planning Grant Karuk Tribe/Karuk Community Development Corporation

Scope of Work

Comprehensive Economic Development Strategy – Continually maintain and update CEDS

- Continue collaborating as well as seeking new partnerships that will be of benefit to the tribal community and local economy
- Continue identifying opportunities and/or issues while refining the vision and goals for the Karuk Tribe/Karuk Community Development Corporation
- Implement strategies to accomplish the goals identified
- Work with other tribal departments to ensure alignment of the CEDS with identified priorities and strategies

Economic Resilience – Develop and incorporate economic resiliency strategies to the CEDS

- Host meetings with collaborative partners to determine economic disaster challenges facing our region such as wildfires, drought, transportation issues, business closure, etc. Coordinate with emergency management personnel and other agency personnel to review and/or update existing plans
- Incorporate or implement strategies into the CEDS

Economic Development – Support training and planning activities that focus on economic development

- Host an entrepreneurship forum to encourage small business development and to determine best practices as well as challenges of owning your own business in a rural community
- Attend and/or host a small business incubator workshop that includes defining the incubator's role in the community, how to structure an incubator, developing incubator capabilities and how to integrate the incubator program into the broader community
- Collaborate with partners to provide training and workshops for job skills, business development, community planning, and development of a local visitor information center
- Determine feasibility of forest related business in our rural area



For Immediate Release

Contact: Linda Turnbull Lewis, RedWind - 918-458-9322

**REDWIND TO OFFER NATIVE AMERICAN BUSINESS INCUBATOR WORKSHOP
HOSTED BY ISLAND ENTERPRISES, INC. OF THE SQUAXIN ISLAND TRIBE**

SHELTON, WA – RedWind is thrilled to hold its next workshop, hosted by Island Enterprises, Inc. the economic development arm of the Squaxin Island Tribe. This business incubator development workshop will be provided at the Little Creek Casino Resort at 91 West State Route 108 in Shelton, Washington 98584 on the Squaxin Island Tribal Reservation, Tuesday, May 26th, 9:00am-4:00pm and Wednesday, May 27th, 9:00am-12:00pm.

Native leaders, administrators and staff are invited to attend and strongly encouraged to register for this FREE two-day business incubator development course. This training workshop will benefit anyone who operates or is considering operating a business incubator.

This business incubator workshop, one of (4) RedWind will hold this year, provides tribal leaders, economic development and small business development staff comprehensive information about starting up or running a business incubator. Topics covered are: defining the business incubator's role in the community, how to structure an incubator, developing incubator capabilities that may include the facility, resources, methods and tools, and how to integrate the incubator program into the fabric of the community and its broader economic tribal development goals.

In brief, a Business Incubation program can be set up to address and meet a variety of economic policy needs, which may include job creation, fostering a community's entrepreneurial climate, technology commercialization, diversifying local economies, building or accelerating growth of local industry clusters, encouraging minority entrepreneurship, identifying potential spin-in or spin-out business opportunities, or community revitalization.

RedWind will present this training in partnership with Island Enterprises, Inc. the Squaxin Island Tribe's economic development arm dedicated to realizing its ultimate mission of self-sufficiency and self-governance. The event is free to attend and open to the public. All class materials and refreshments will be provided to participants at no cost.

Brandi Peters, the Marketing Director for Island Enterprises Inc. stated, "We are pleased to partner with the Red Wind Group to offer this informative tool in the development of long term successful Native American small businesses. We hope to have a large turnout for this workshop. It is one of many steps toward helping to build and maintain strong self-sufficient communities."

*To register, please use the following link: <http://contact@linnwh.com>, or contact the Island Enterprises, Inc. Marketing Director Brandi Peters: 360-462-1339; bpeters@leinco.org, or Linda Turnbull Lewis with RedWind: 918-458-9322; llewis@nativesmallbusiness.org

If you would like more information about the trainings go to <http://www.nativesmallbusiness.org/>.

Native American Business Incubator Workshops are provided to Native communities across the country through support from the United States Small Business Administration (SBA) Office of Native American Affairs (ONAA). The mission of the SBA is to aid, counsel, assist and protect the interests of small business by providing financial, contractual and business development assistance and advocating on their behalf within the government. More information about the SBA ONAA can be found at www.sba.gov/naa.

ONAA contracted with RedWind to provide the subject workshops through contract number: SBAHQ-14-F0102. RedWind is a Native operated technical assistance firm that helps transform and build strong tribal nations, enterprises and organizations. RedWind provides the experience and practical tools to help organizations meet the challenges facing tribal communities today. For more information about RedWind, please visit www.redwindgroup.com.

Sammi Offield – Contract Compliance Report
For Council Meeting on May 28, 2015
Reporting Period April 11, 2015 through May 21, 2015

Action Items:

Consensus of IHS Sanitation Deficiency System (SDS) projects:

Priority	Title	SDS Score
1	Orleans Water Treatment System	60
2	Happy Camp Water System Upgrades, Phase 2	61
3	Somes Bar – 2 Individual Homes	34
4	Orleans Water Main Rehabilitation	30

Achieved during report period:

Contract Compliance:

*CSD: The EARS report was submitted on May 18, 2015, which was due on May 20, 2015. I have sent out a second reminder to Alturas and Cedarville to return their paperwork for their portion of the pass-through grant.

The Community Action Plan is due on June 30, 2015 for CSD. The CAP will be available for public viewing at the Council meeting on June 25, 2015 for any comments from the public before final submission to CSD.

I received a call from CSD on May 20, 2015 concerning the grant for the Drought Relief Water Tanks and they asked if we would like an extension until July 31, 2015. I submitted the required paperwork on May 21, 2015 and the grant now ends on July 31, 2015 instead of May 31, 2015. The contractors contract for installing the water tanks will need to be extended until July 31, 2015.

*Shasta Regional Community Foundation: The Karuk Tribe held a baseball/softball clinic on May 9 and 10, 2015 which was funded by the Shasta Regional Community Foundation grant (\$1000) and CSD. The clinic was a success, and the close out report was submitted on May 19, 2015 for Shasta Regional.

*I H S: I am seeking consensus tonight for the IHS Sanitation Deficiency System (SDS) projects for Fy2016. I need to respond back to IHS by June 1, 2015. I have been working with Gary Barnett and Barry Jarvis on the grant application for Happy Camp Community Services District for the

Happy Camp Water Upgrade Phase 1. Tom Fielden assisted where he could providing information that pertains to the application.

Three Sanitation Applications have been approved with IHS for Tribal Members not on the community water systems to help with well/septic issues.

*ICDBG: The financial report that was due April 30, 2015 was submitted on time. The 2015 NOFA still has not yet been released, so we do not know the due date of the 2015 ICDBG proposal yet. Kim Corkin said that she will let me know when it has been released. Sue Burcell has a draft proposal done, and we are waiting to see if the 2015 NOFA changes any of the requirements. I am going to a Procurement workshop in Reno June 23-24, 2015 for ICDBG regulations.

*Language Program: I received a call and email from NSF on May 7, 2015 for the DEL grant asking me to update some information in Fastlane for the Karuk Tribe. The proposed award letter has been sent to the final department for approval. Shirley Kirchner with NSF anticipates we should hear something within the next few weeks.

I have been working on the consent calendar and flow charts on all procedures for agreements, contracts, modifications, procurements and grant proposals.

Meetings that I have attended this reporting period are TERO, RFP Screenings, Water Board meeting, Judicial Strategy meeting, Advisory Meetings, Internal Review meeting with DNR, and Tribal Reunion meeting.

Contracts that I have reviewed:

15-C-087	Ruby McCovey	\$100	L. Hillman
15-C-088	Randy White	\$18/22/HR	B. Snider
15-C-089	Dr. Michael Lennon	\$16,800	R. Recarey
15-C-090	Kenny Sauve	\$10,000	B. Tripp
15-C-091	Linda Ost	\$300/visit	L. Tiraterra
15-C-092	Robyn Reed	\$800	L. Hillman
15-C-093	TT Construction	\$5610	E. Cutright
15-C-094	Earl Aubrey	\$200	L. Alford
15-C-095	Monique Sonoquie	\$1620	L. Hillman
15-C-096	M Peters Construction	\$1.00	S. Tripp - VOIDED

Agreements I have reviewed:

15-A-054	Cal Indian Legal Services	\$0	J. Harrison
15-A-055	KT/Humboldt County	\$0	S. Tripp
15-A-056	M. Peters Construction	\$1.00	S. Tripp
15-A-057	Partnership Health Plan	\$10,000	R. Recarey
15-A-058	IRB-Berkeley	\$0	L. Hillman

15-A-059	Capture RX	\$0	R. Recarey
15-A-060	KT/KTHA	\$0	E. Hillman
15-A-061	KT/KTHA	\$0	E. Hillman
15-A-062	United Healthcare	\$0	S. Hardenburger

RFP's I have reviewed and posted:

15-RFP-028	Broadband Trenching	E. Cutright	Closed 5/4/15
15-RFP-029	Farm to School K12 Curr	L. Hillman	Closed 5/8/15
15-RFP-030	Acorn Cook-Reunion	T. Hockaday	Closes 6/12/15
15-RFP-031	Salmon Cook-Reunion	T. Hockaday	Closes 6/12/15
15-RFP-032	Reunion Cook	T. Hockaday	Closes 6/12/15

MOU's I have reviewed:

None

Proposals/Resolutions I have reviewed:

CSD Childhood Poverty Reduction	\$75,000	E. Perez/A. Attebury
HHS/ACF TANF	\$1,125,000	E. Perez/L. Alford
THPO	\$50,264	A. Watts-Tobin
Tribal Homeland Security	\$965,664	E. Perez/T. Fielden
ACF/Child Welfare Title IV-B	\$16,072	P. Hobbs
ACF/Subpart 2 Title IV-B	\$30,243	P. Hobbs