

**KARUK TRIBE
COUNCIL MEETING AGENDA**

Thursday, September 24, 2015, 3 PM, Orleans, CA

A) CALL MEETING TO ORDER – ROLL CALL

AA) PRAYER / KARUK TRIBE MISSION STATEMENT

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

CH) CONSENT CALENDAR

1. Out of State Travel – TAS Conference, NM October 11-16, 2015
 - a. Tina King
 - a. Brittany Souza
 - b. Josh Hillman

EE) APPROVAL OF AGENDA

F) APPROVAL OF MINUTES (August 27, 2015)

H) OLD BUSINESS (Five Minutes Each)

- 1.

I) GUESTS (Ten Minutes Each)

1. Eric Cutright, IT Director

II) DIRECTOR REPORTS (Ten Minutes Each)

1. Daniel Goodwin, Maintenance Supervisor (written report)
2. Tom Fielden, AFMO (written report)
3. Emma Lee Perez, Contract Compliance (written report)
4. Dion Wood, TERO/Childcare Director (written report)
5. Karen Derry, KCDC Operations Manager (written report)
6. Laura Mayton, Chief Financial Officer (written report)
7. Leaf Hillman, DNR Director (written report)
8. Bari Talley, People's Center Coordinator (written report)

9. April Attebury, Judicial Systems Administrator
10. Dora Bernal, HR Director
11. Lester Alford, TANF Director
12. Scott Quinn, Director of Land Management
13. Erin Hillman, KTHA Director (written report)
14. Sandi Tripp, Director of Transportation (written report)
15. Jaclyn Goodwin, Self-Governance Coordinator (on leave)

K) REQUESTS (Five Minutes Each)

- 1.

M) PHONE VOTES (Five Minutes Each)

1. Request approval of resolution 15-R-116 authorizing submission of the NVYS grant proposal. Passed.
2. Request approval of resolution 15-R-106 authorizing the declaration of a state of emergency in the Tribes territory. Passed.

M) INFORMATIONAL (Five Minutes Each)

- 1.

N) COMMITTEE REPORTS (Five Minutes Each)

1. KTHA Meeting Minutes
2. KCDC Meeting Minutes
3. TERO Meeting Minutes

OO) CLOSED SESSION (Five Minutes Each)

1. Jeanerette Jacobs – Johnny
2. Jeanna Weeks
3. Barbara Snider
4. Tribal Council Members

P) SET DATE FOR NEXT MEETING (October 22, 2015 at 3PM, Yreka, CA)

R) ADJOURN

**Karuk Tribe – Council Meeting
August 27, 2015 – Meeting Minutes**

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

Present:

Russell “Buster” Attebery, Chairman (excused 5pm)
Alvis “Bud” Johnson, Member at Large
Robert Super, Vice-Chairman
Joseph “Jody” Waddell, Secretary/Treasurer
Renee Stauffer, Member at Large
Elsa Goodwin, Member at Large
Arch Super, Member at Large (late)
Charron “Sonny” Davis, Member at Large

Absent:

Josh Saxon, Member at Large (excused)

Sonny Davis completed a prayer and Buster Attebery read the Mission Statement.

Agenda:

Renee Stauffer moved and Elsa Goodwin seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of July 23, 2015:

Sonny Davis moved and Robert Super seconded to approve the minutes, 6 haa, 0 puuhara, 0 pupitihara.

Guests:

1.) Brittany Souza, LIAP Administrator:

Brittany is present to seek approval of resolution 15-R-105 authorizing submission of the LIAP grant. She submitted her draft for the Council to review but has made changes since then. Elsa noted that the draft form that was sent has corrections but the corrected version has not been updated and sent to the Council. Elsa noted that the letter shouldn't have an earlier date on the assurances letter, since the grant won't be approved until now. Those changes will be reflected.

Elsa Goodwin moved and Renee Stauffer seconded to approve resolution 15-R-105 with changes, 6 haa, 0 puuhara, 0 pupitihara.

Brittany thanked Michelle Spence and Robert Attebery for their assistance. Buster thanked Brittany for her hard work.

2.) Michelle Spence, Administrative Clerk:

Michelle is present at the request of Jaclyn Goodwin. She was tasked with creating a letter from different ACF funded directors to present a testimony on behalf of the Tribe. It includes programs such as TANF, LIHEAP, Title IVE and Childcare to name a few programs.

Michelle commented that Dion seems to be submitting his comments separately. Michelle noted that the deadline is now and she has made every effort to work with Directors on obtaining their program information. The deadline is September 8th.

The Council would like Dion's testimony included for the Council to review and approve prior to sending it out.

3.) Robert Attebery, Tribal Member:

Robert is present to seek approval of the Tribe to provide insurance for the HCHS gymnasium for use for a period of time to allow for community basketball. He would like the use for Mon-Fri until 11pm in the evenings, then it would be valuable for the community. He will have the waivers signed.

4.) Angela Baxter, AOD Program:

Not present.

5.) Raul Recarey, Health CEO:

Raul is present to seek approval to become a member of the Office of Health Equity Advisory Committee (OHE-AC). This committee is exciting because it will include advisory capacity.

Renee asked if this is time sensitive. Buster noted that this needs a reply right away. Raul noted that possibly, but this is the opportunity to participate in decision making that will change the healthcare field.

Buster asked that in the future if these items can be handled at the Health Board Meetings that would be more appropriate.

Bud Johnson moved and Jody Waddell seconded to appoint Raul Recarey to the OHE-AC Committee, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Arch arrived at 3:15pm.

Elsa Goodwin moved and Sonny Davis seconded to approve agreement 15-A-097, 7 haa, 0 puuhara, 0 pupitihara.

6.) Eric Cutright, IT Director:

Eric is present to seek approval of an agreement. He would like to seek approval of agreement 15-A-096. He noted that there may be a reduction in costs to the school and he would like to pass the reduced costs down.

Arch Super moved and Renee Stauffer seconded to approve agreement 15-A-096, 6 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

The broadband grant notes that it will be installed by October 2015 but he believes that it will be installed sooner. He would like to purpose that the two weeks before that time and ribbon cutting to be done. He will schedule accordingly and get this information to the Tribal Council.

Director Reports:

1.) Carissa Bussard, Education Coordinator:

Not present, written report provided.

Elsa Goodwin moved and Renee Stauffer seconded to approve Carissa's report, 7 haa, 0 puuhara, 0 pupitihara.

2.) Daniel Goodwin, Maintenance Report:

Not present, report provided.

Elsa Goodwin moved and Renee Stauffer seconded to approve Daniel's report, 7 haa, 0 puuhara, 0 pupitihara.

3.) Dora Bernal, HR Director:

Dora is present to review her report. She provided an update of recent hiring for the Tribe. Elsa inquired about how the interviews took place without a TERO representative. Dora noted that TERO said that he did not need to have representation because the applicants were non-Indian.

Elsa Goodwin moved and Bud Johnson seconded to approve Dora's report, 7 haa, 0 puuhara, 0 pupitihara.

Buster thanked Dora for hitting the ground running regarding the HR Director position.

4.) Lester Alford, TANF Director:

Lester is present to review his report. Lester sought approval of a reporting module with Eaglesun, Inc for \$4,500 for an upgraded system that will work with TANF.

Arch Super moved and Bud Johnson seconded to approve procurement and allow the purchase of the software, 7 haa, 0 puuhara, 0 pupitihara.

Lester then noted that he has been assigned to the Education Committee. He tracks youth, grades, and in conjunction with providing services with tutoring, then this will help the Education Coordinator and the TANF youth.

Lester then noted that he has been evaluating the option of renting a bus to transport youth and chaperones to the Native American Day. Robert asked what the difference between this and transportation with the Tribes vehicles to the event. Lester noted that he can provide assistance but they have to apply on their own behalf for each family person. If it is one event, then the necessary paperwork can be completed and provide justification of the event that is taking place and how many participants will benefit from the event. Elsa inquired how many youth are attending along with chaperones. Lester noted that he is providing food, rooms, transportation for the participants, but he is awaiting the actual count from Florraine Super. Arch asked if Lester compared the prices from vehicles to a bus. Laura asked if this could be the whole cost or a portion. Lester noted that he can provide some assistance toward the cost.

Lester then went on to provide an update on the TANF program taking on the Computer Center in Orleans and then also the remodel in the Yreka facility. Lester was advised to check on his remodel projects status with ACF but he believes with Congressional hold ups he will not receive an official response.

Elsa asked about Lester's work participation rate. The report displays 35% participation but he believes that his report isn't being pulled corrected. He is getting 9 of 20 participants doing their work participation.

Robert asked why there was no report from Phil Albers and Clarence Hostler. Lester announced that he has staff on leave. Lester noted that he has not sent the next TANF staff meeting out yet.

Elsa Goodwin moved and Renee Stauffer seconded to approve Lester's report, 7 haa, 0 puuhara, 0 pupitihara.

5.) April Attebury, Tribal Court Administrator:

April provided another action item which is to request the Tribe being a sponsor to the mending the basket, weaving wellness in Indian country. April noted that her program allows for inviting participants and partners to training that will benefit the domestic violence program. A court facilitator may attend, 2 staff from the County have also been identified. Julie Esslinger, Haley Delilah both of Siskiyou County Domestic Violence and Mark Skinner, Siskiyou County Superior Court employee.

Arch Super moved and Bud Johnson seconded to approve the 3 non employees to travel, 7 haa, 0 puuhara, 0 pupitihara.

Elsa asked about the funding from the funder and the excess funding that is sitting on the books. April still hasn't received word. She has been purchasing large scale items from the grant. April noted that she is still waiting for the house to be done but it isn't.

Elsa Goodwin moved and Sonny Davis seconded to approve April's report, 7 haa, 0 puuhara, 0 pupitihara.

6.) Tom Fielden, Emergency Preparedness:

Not present, on vacation. Report submitted.

Elsa Goodwin moved and Renee Stauffer seconded to approve Tom's report, 7 haa, 0 puuhara 0 pupitihara.

7.) Sandi Tripp, Director of Transportation:

Sandi is present to review her report. She first sought approval of modification (4) for the reference funding agreement. This will be the last one for this fiscal year. It is under resolution 15-R-104.

Arch Super moved and Elsa Goodwin seconded to approve resolution 15-R-104, 7 haa, 0 puuhara, 0 pupitihara.

She then reviewed her report for the Council and group. She announced that the redcap bikeway is underway and they have begun phase I. This project will start construction Spring 2016. Sundberg Construction was selected as the contractor for the project that the County put out to bid. The Tribe will be doing hiring, TERO Compliance, hiring preference, etc.

Scott asked how the sole source was done on the grubbing. Sandi noted that it wasn't sole sourcing but there were particular items in the bid schedule that were pulled out, and the work will only be reimbursed as they finish their portion.

She has several projects throughout the areas for maintenance. She continues to evaluate the transit services and the move toward "dial a ride" she would like to have a public meeting at some time to gather community input.

There will be some work in Yreka between Social Services and TANF.

Elsa noted that Sandi has a lot of projects and she wondered how the Council prioritizes them. Sandi noted that the Council can provide input in the TIP. Elsa would like to have a report on this

so they can follow it and report to others when their projects come up and assist in setting priorities for projects.

The road at Katiimin has been repaired enough until more equipment is brought on to change the entrance to Katiimin. Sonny wanted to discuss the Katiimin road changes as a Council. Sandi noted that yes, with input from the Katimiin ceremonial leaders, she agrees. The work there done was very appreciated.

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

8.) Earl Crosby, DNR Representative:

Earl is present to seek approval of resolution 15-R-107 accepting more funding from the WKRP adding an additional \$28,000.

Elsa Goodwin moved and Bud Johnson seconded to approve resolution 15-R-107, 7 haa, 0 puuhara, 0 pupitihara.

Earl then presented the cultural monitor position description for cultural monitor. Each monitor will have responsibilities and held under the position description responsibilities. Robert asked if they were all required to be Tribal Members. Earl was unsure.

Renee Stauffer moved and Robert Super seconded to approve the cultural monitor position description, 7 haa, 0 puuhara, 0 pupitihara.

Earl explained that Kari Norgaard is writing a book and they would like to have the Tribe be co-author. Earl noted that the first two chapters have been provided to the Council. She is also using previous interview as filed. Lisa noted that the practicing Pikyav protocol there is one Karuk Tribal employee, mentor, and once that is done then KRAB will approve and send it to the Tribal Council for edits. Leaf Hillman has been named as well as Ron Reed, have both signed the protocol of agreement.

Renee Stauffer moved and Bud Johnson seconded to approve support of the book "The Salmon Feeds our People", 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Elsa Goodwin seconded to approve Earl's report, 7 haa, 0 puuhara, 0 pupitihara.

9.) Scott Quinn, Director of Land Management:

Scott is present to review his report. A final property evaluation is going to be done at the Tebbe property. Scott updated the Council on the land projects. He would like to attend the Indian Land Consolidation conference in Pendleton OR. Laura noted that Buster can approve this as it is in Oregon.

Scott would like to have the Tribal Members become informed on allotments and how those work.

He has been working on Title issues as well. Scott will be setting a meeting with the BIA to determine if there are other forms of issues with titles that the BIA can accept.

Arch Super moved and Elsa Goodwin seconded to approve Scott's report, 7 haa, 0 puuhara, 0 pupitihara.

10.)Bari Talley, People's Center Coordinator:

Bari is present to review her report. She has action items. Crystal Richardson has requested to be on the list of cultural practitioners list for borrowing materials from the People's Center.

Renee Stauffer moved and Sonny Davis to allow Crystal Richardson to be on the borrower's list for regalia from the People's Center, 7 haa, 0 puuhara, 0 pupitihara.

She sought approval of resolution 15-R-099.

Arch Super moved and Renee Stauffer seconded to approve resolution 15-R-099, 7 haa , 0 puuhara, 0 pupitihara.

She then sought out of state travel October 18-20, 2015. It is in Washington DC and will be for digital library training. There are four trainings done each year.

Robert super moved and Arch Super seconded to approve out of state travel for Bari Talley and Angela McLaughlin to Washington DC, October 18-23, 2015, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of a Tribal Credit Card.

Arch Super moved and Renee Stauffer seconded to issue Bari Talley a VISA with a limit of \$6,000, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Sonny Davis seconded to approve Bari's report, 7 haa, 0 puuhara, 0 pupitihara.

11.)Emma Lee Perez, Contract Compliance:

Emma Lee is present to review her report. She first sought approval of agreement in Orleans for a feasibility study on the water treatment system issues and install some monitoring equipment which will track flows. It is under agreement 15-A-099.

Bud Johnson moved and Renee Stauffer seconded to approve agreement 15-A-099, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of resolution 15-R-108 to the department of homeland security to install a solar system as a backup generator for the Yreka Clinic.

Sonny Davis moved and Renee Stauffer seconded to approve resolution 15-R-108, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to approve Emma Lee's report, 7 haa, 0 puuhara, 0 pupitihara.

12.)Dion Wood, Childcare/TERO:

Not present, report provided.

Renee Stauffer moved and Elsa Goodwin seconded to approve Dion's report, 6 haa, 0 puuhara, 0 pupitihara.

13.)Erin Hillman, KTHA ED:

Erin is present to review her report. She first sought approval of several revised position descriptions. They were all approved by the Board of Commissioners and Dora. She then went over each position descriptions with the Council. Robert would like "as per policy or needed" will be added to the loan admissions position description.

Arch Super moved and Sonny Davis seconded to approve the administrative loans specialist position description with changes, 6 haa, 0 puuhara 0 pupitihara.

She then reviewed the next position description included review and revision of the receptionist position descriptions. Elsa asked about the receptionist being required to submit time sheets internally instead of a supervisor. Erin noted that that is more of an assistant role to supervisors who are in the field. This was a confidentiality issue possibly so Erin noted that they simply allow use of fax machines or inter-office when necessary.

Arch Super moved and Sonny Davis seconded to approve the revised Administrative Clerk position description, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the building inspector/maintenance supervisor. This is Steve Black's position description updated. Robert asked if there is a set time for this position to be in Orleans. Erin noted that yes, but previously it was hit and miss. He is assigned to be there one day per week. Erin will make sure that this is happening.

Jody Waddell moved and Renee Stauffer seconded to approve the building inspector and maintenance supervisor position description, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the new position; Wellness Center Coordinator position description. Vickie Walden asked about elder use and exercise programs. Erin noted that there is an emphasis on youth but it will include adults as well.

Renee Stauffer moved and Jody Waddell seconded to approve the Yreka Wellness Center position description, 7 haa, 0 puuhara, 0 pupitihara.

There is a HUD review next week. There is an exit review with HUD for staff and BOC along with the Tribal Council and Erin submitted that information to the Tribal Council.

Laura explained that a five year agreement was not workable, because she would like an exclusion clause. Erin would like a different order of events to get the agreements streamlined.

The Yreka Wellness Center grand opening is 9/12. There have been some coordination meetings to ensure all necessary invitations went out in a timely manner. Erin asked if there were people that the Tribe wanted to invite then to forward the name and addresses to KTHA. She noted that the Tribe would be surprised about who they have already invited such as legislators, political officials, etc., so those invitations may be covered.

She would like to seek approval from the Tribe for reimbursement for costs of the appliances, which comes in a little over \$7,000. They will be installed on Monday. The facility is a shared

facility with the Tribe due to ICDBG and other shared buildings, shared cost of some items, since both entities will use the equipment.

Arch Super moved and Bud Johnson seconded to approve contributing the \$7,000 for the Wellness Center appliances, 6 haa, 0 puuhara, 0 pupitihara.

Erin then went on to explain that in order to close an agreement she had been negotiating on the application, which turned into a better deal. Erin the provided information on NAHADA negotiated rule making. She drafted the feasibility study RFQ for the Orleans water system upgrades.

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

14.) Karen Derry, KCDC Operations Manager:

Karen is present to review her report. Elsa asked where the NVYS employee has an office in Yreka. Karen noted that they have not located an office for their staff to date.

The energy biomass strategic plan went well. She is hoping to have a final document for the Board to approve and then off to the Council.

Amkuuf Shop Manager Position description needs approval but they will not be hiring that position for some time.

Elsa Goodwin moved and Sonny Davis seconded to approve Karen's report, 7 haa, 0 puuhara, 0 pupitihara.

Karen noted that Donna Goodwin-Sanchez has worked for the Tribe for 30 years, which no one acknowledged, but Karen will be planning to acknowledge that milestone.

15.) Laura Mayton, CFO:

Laura is present to review her report. She updated the Council on non-tribal committee travel. At another planning meeting the council can review them at a later time.

Elsa Goodwin moved and Renee Stauffer seconded to approve Laura's report, 6 haa, 0 puuhara, 0 pupitihara.

16.) Jaclyn Goodwin, Self-Governance:

Jaclyn is currently on maternity leave but she submitted her report prior to leaving.

Renee Stauffer moved and Jody Waddell seconded to approve Jaclyn's report, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Phone Votes:

1. Request approval of changes to the staff attorney position description. Passed.
2. Request approval of amendment (1) to agreement 15-A-091. Passed.
3. Request approval of modification (3) to contract 14-C-115. Passed.

Committee Reports:

NCIDC, KTHA, TERO, KCDC Meeting Minutes included in the packets.

Closed Session:

(Dinner break) Robert Super assumed Chair of the meeting; Buster excused himself.

Jody Waddell moved and Renee Stauffer seconded to approve insurance for the gym for HCHS, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Informational: Tribal Member #NG does not intend on leaving residence, questioned the permitting, and verified that is currently living at residence with no discussion with the Chairman.

Informational: Complaints regarding KTHA policies not followed; pets, registered vehicles, partying, security patrolling, visitors.

Informational: Issue with young children is pending and will be coming forward. Request for Tribal Council Members to attend court case; Council will not attend representing the Tribal Council. Possible conflict with TANF case worker and request to have a larger home.

(after dinner break)

Consensus: to refer Tribal Member #JS to Director of Land Management and Judicial Administrator for review of paperwork.

Arch Super moved and Jody Waddell seconded to pay the damages from discretionary and place Tribal Members #TF (\$465) and #CW (200) on the delinquent list, 5 haa, 0 puuhara, 1 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve the seasonal roads maintenance worker, 5 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Renee Stauffer moved and Jody Waddell seconded to approve the revised roads on call position description, 5 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Bud Johnson moved and Sonny Davis approved for the emergency positing of on call road position, 5 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to approve contract 15-C-123, 4 haa, 1 puuhara (Sonny), 1 pupitihara (Jody Waddell).

Employee drawing: Tracy Burcell

Request: Vice-Chairman will meet with Fred Burcell, Dora Bernal, Laura Mayton, Lester Alford and Dion Wood to determine ability to move toward NCIDC OJT.

Request: Follow-up items will be sent to the Tribal Council after each meeting.

Request: Council Member would like to have the pictures and updated information from the Council Planning Session.

Informational: Tribal Council will add discussion items to the Quarterly KTHA / Tribal Council Meeting.

Next Meeting Date: September 24, 2015 at 3pm in Orleans, CA.

Bud Johnson moved and Renee Stauffer seconded to adjourn at 10:36pm, 6 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Robert Super, Vice-Chairman

Recording Secretary, Barbara Snider

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

Karuk Tribe



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

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

REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: Contract
 MOU
 Agreement
 Amendment

Karuk Tribe Number Assigned: 15-A-103
Funder/Agency Assigned: 1020-15-7506
Prior Amendment: _____

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

Requestor: Eric Cutright Date: September 9, 2015

Department/Program: Information Technology

Name of Contractor or Parties: Peterson Power Systems

Effective Dates (From/To): November 1, 2015 October 31, 2016

Amount of Original: \$4,145.00

Amount of Modification: _____

Total Amount: \$4,145.00

Funding Source: 1020-15-7506

Special Conditions/Terms:

Brief Description of Purpose:

Annual maintenance agreement for the Happy Camp generators that support administration, the clinic and the data center.

** REQUIRED SIGNATURES **

Eric Cutright
Requestor Date 9/9/15

Laura Mayton
**Chief Financial Officer Date 9-11-15

Guadalupe Perez
**Director, Administrative Programs & Compliance Date 9/10/15

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

Other Date _____



Date: 09/04/2015
 Proposal #: JD150060R

**Service Agreement
 Prepared for Karuk Tribe**

Contact: Eric Cutright
 Email: ecutright@karuk.us
 Phone: (530) 493-1604
 Fax:
 Billing Address: PO Box 1016
 Happy Camp, CA 96039

Prepared by: Jeff Davis
 Email: jadavis@petersonpower.com
 Phone: (530) 227-2923
 Cell Phone:
 Fax: (510) 346-1937

Peterson Power Systems, Inc. agrees to perform the services listed below for Karuk Tribe. The agreement will be for a period of ONE year, commencing on November 1, 2015. These services will be performed on the units listed below at the stated price.

The units are located at: Happy Camp, CA. The services have been designed around the Manufacturer's Recommended Standards, will be performed on a flat fee basis and include labor, travel and service parts as indicated below. Taxes, if applicable, are not reflected. Following is a summary of charges for the agreement.

Unit	Loc	Mk	Model	Serial	Inspection \$ Freq	Annual	Load Test	3 Yr Service	Battery Replace	Meggar	Other	Total
1	Data Center	CAT	G130	GXC00582	x	510	765				735	\$2,010
2	Med/Adm In	CAT	D125	N6D01130	x	635	765				735	\$2,135
Total					0	1,145	1,530	0	0	0	1,470	\$4,145

The services listed above include, but are not limited to, the following. For a complete listing of service parameters please see Attachment B.

An inspection includes an individual inspection of each unit. The technician will verify the fluid levels (oil, coolant and fuel), service the batteries, ensure proper operation of battery charging system, perform an operational check of the engine and generator (as applicable), and provide a completed service report detailing the service and any potential problems that should be addressed.

An annual service includes a full inspection (see description above) of each unit and a full service which includes; the replacement of engine oil, oil filters and fuel filters. Air filters are replaced on an as needed basis for an additional charge. Please contact your PSSR if you would like your air filters replaced.

Load testing is recommended annually for any generator that is not run "under load" (maintaining a load of at least 30% of its kilowatt (kW) rating) regularly, to ensure the proper operation of your generator. A load test will include the connection of a portable resistive load bank. The load will be varied in steps for a two hour duration.

Every three years, engine manufacturers recommend replacement of cooling system belts, coolant and hoses. In addition, the three year services (PM-3) include upgrading block heater hoses to high temperature silicon hoses. Block heater isolation ball valves will be installed on any engine not already equipped.

Batteries are recommended for replacement on a three year cycle, and will be replaced with Maintenance Free batteries unless otherwise specified by the customer.

Notes and/or Exclusions:

- 1.) Work is quoted to be performed during normal working hours (7:00am - 3:30pm, Mon. - Fri.).
- 2.) Load tests are quoted to be performed in conjunction with annual services. If load test are performed independently or during separate visits, additional cost will apply.
- 3.) "Other" column is for travel costs to and from jobsite.

Customer Signature

Date

Purchase Order

THANK YOU FOR THE OPPORTUNITY TO SERVE ALL OF YOUR POWER NEEDS .

The pricing in this proposal is valid for 90 days from the date above. The Purchaser identified above accepts and agrees, upon the signing of this proposal, to purchase and pay for the products and labor furnished by Peterson Power Systems, Inc., specifically for the above-identified equipment in this proposal. Services are quoted to be performed during normal working hours. Peterson Power Systems, Inc. will bill upon completion of the service. Any repair work required over and above the quoted service will be performed on a time-and-material basis, subject to the customer's written authorization. Warranty and Customer Registry coverage on Caterpillar parts, where applicable, will apply as a credit to the customer. The Purchaser will be charged for travel time and mileage associated with any service cancelled on the same date it was scheduled. For further terms and conditions please see Attachment A.

**Peterson Power Systems
Terms and Conditions
Attachment A**

Whereas, Customer is desirous of having service inspections made on certain diesel and/or gas engines more specifically described on the acceptance page of this Agreement; and whereas, Peterson Power Systems, Inc. (hereafter referred to as "Peterson"), is willing to provide and/or arrange for such service inspections:

In consideration of the payment by Customer of the same indicated on the acceptance page, the parties to this Agreement mutually agree as follows:

1. TERM: This Agreement shall continue from the date of its acceptance by Peterson (said day and month of each year thereafter to be referred to as the ("anniversary date")), until terminated. Either party may terminate this Agreement with 30 days written notice.
2. INSPECTION:
 - A. During normal business hours (7:00 AM to 3:30 PM), Peterson will perform inspections as indicated in Attachments A and B of this Agreement. This inspection shall be carried out by Peterson at a pre-arranged and mutually agreed upon date.
 - B. If needed premium working hours can be pre-arranged by mutual Agreement of both parties based on the current charge out rate.
 - C. If during the inspection referred to in Paragraph 2A above, it is determined that repairs, other than the work specified in Attachments A and B and C of this Agreement, are necessary, Peterson shall as soon as practical, notify Customer of such repair requirements. Peterson shall make the repairs only if requested to do so by Customer in writing. Such repairs will be charged to Customer in addition to the contract cost.
3. PAYMENTS BY CUSTOMERS:
 - A. Customer agrees to pay Peterson as outlined in the acceptance page of this Agreement.
 - B. Peterson shall charge repair work authorized by Customer pursuant to Paragraph 2C of this Agreement to Customer at the then Current applicable rates and prices for labor and parts, to be billed to Customer.
 - C. Customer agrees to pay invoices submitted by Peterson according to Peterson terms Net 30.
 - D. Peterson reserves the right to discontinue all services, without notice, until payments under this Agreement have been made as agreed.
 - E. The prices provided do not include any taxes. Applicable taxes will be calculated on parts and misc. at time of invoicing will be charged to the Customer.
4. ACCESS: Customer agrees to provide Peterson full access to the premises housing the engines which are the subject of this Agreement for the purpose of performing the service inspection and to cooperate with Peterson to the extent required to permit Peterson to perform its obligation in the most efficient manner.
5. INSPECTION REPORT: Peterson shall complete and forward to the customer at the completion of the service, an inspection and repair sheet which enumerates all the operations accomplished.
6. SERVICE WARRANTY –CATERPILLAR PRODUCTS, PETERSON: Peterson warrants all Caterpillar parts to be free of defects in material or workmanship for a period of 6 months from the date of their installation. Furthermore, Peterson warrants the workmanship performed by its personnel to be free of defects for a period of 90 days. This warranty is expressly in lieu of any other warranties, expressed or implied, including any warranty of merchantability or fitness for a particular purpose. This warranty does not apply to any other situation over which Peterson has no involvement or control. Peterson limits its liability to the repair or replacement, at its option of any damaged or defective part involved in the warranty repair. Peterson liability for the repair or

replacement will be based on regular working hourly rates.

6A. SERVICE WARRANTY – NON-CATERPILLAR PRODUCTS AND PARTS: All work will be performed in a good, professional manner; Peterson warrants such labor to be free of defects for a period of 90 days.

7. LIMITATION OF LIABILITY: Customer agrees that Peterson shall not be liable for any loss, damages, expense or claims arising out of, or made for:

A. Failure to perform the inspection as provided above when caused by fire, flood, strike, acts of civil or military authorities, or by any other cause which is unavoidable or beyond Peterson's control:

B. Any accident, injury, breakage, or damage occurring to any person or persons whomsoever or to any machinery, appliances, or other property other than the engines which are the subject of this Agreement:

C. Conditions caused by accessories or parts not supplied by Peterson; and:

D. Repairs or labor not supplied or authorized by Peterson.

CUSTOMER FURTHER AGREES THAT PETERSON SHALL NOT BE LIABLE FOR DAMAGES, LOSS OF USE, DOWNTIME, LOSS OF PROFITS; DAMAGES CLAIMED BY CUSTOMER, OR ANY OTHER LOSS, WHETHER OR NOT PETERSON HAS BEEN ADVISED OR HAS KNOWLEDGE OF POSSIBILITY OF SUCH DAMAGE OR LOSS.

8. GOVERNING LAW: This Agreement shall be construed in accordance with applicable State and Federal Laws.

**Peterson Power Systems
Detail of Services Offered
Attachment B**

Inspection Service

Before Starting Engine:

- Check engine oil and coolant levels
- Check block heater (should maintain a coolant temperature of 90° F in the block)
- Check fuel level in storage tank
- Check battery water level and top as necessary
- Check battery terminals for corrosion and connections for tightness (lead acid)

With Engine Running:

- Check oil pressure
- Check fuel pressure
- Check oil level and add oil as required
- Check RPM (frequency)
- Check generated voltage
- Check for leaks or unusual noises

After Stopping Engine:

- Check/verify all switches are in proper positions for automatic start.
- Check fuel level in tank
- Record battery charger volts, check for proper operation
- Remove, clean and reinstall all battery connections (lead acid)
- Inspect generator for cleanliness

Reporting:

- Provide written service report for each visit
- Advise customer of any/all unusual situations or potential problems which will require further attention
- Advise when main fuel tank is below ¾ full

Annual Service

Includes all Inspection Services and the following:

- Drain crankcase oil and replace with new oil
- Remove and replace oil and fuel filters
- Inspect air filter(s)
- Check generator output
- Take oil sample for analysis

Load Test

Start engine and load with contractor supplied resistive load bank. Run Under load for at least two hours.

- ½ hour at 25% load.
- ½ hour at 50% load
- ½ hour at 75% load
- ½ hour at 100% load

Three Year Service (PM-3)

Replace belts

Replace hoses

- Block heater hoses will be replaced with high temperature silicon hose
- Block heater isolation ball valves will be added when needed

Replace coolant

- Standard antifreeze will be replaced every three years
- Extended life coolants will be upgraded after the first three years and replaced after six years

Emergency Servicing: Provide 24-hour emergency repair coverage

Emergency Preparedness Program
September 24, 2015

Please note information/activities are for the period of: 8/21/2015 through 9/17/2015.

Action Item(s):

•

Projects RL:

- GIS; Continued maintenance of Tribe's database layers in order to provide the most accurate possible information to Tribal GIS Users.
- Printed presentation maps for the WKRP, Happy Camp group workshop.
- Research for satellite all our phones and base stations service prices for FY 15 Homeland Security Grant application.
- Reactivated six emergency Sat Phones for a year.
- Updated Emergency Preparedness Website adding an Air Quality Guide.
- Participated in a functional exercise conducted at the Happy Camp Tribal Housing. The exercise scenario was designed to test the abilities of Karuk Emergency Preparedness Department and Tribal Housing to work with cooperators. The exercise scenario was designed to test our ability to evacuate and shelter Tribal Housing residents in the event of a wildfire. The results of the exercise, then noted by the participants during the After Action Review was written into the AAR report. The report was distributed to the participants and Council.
- Wrote the fall newsletter article for Emergency Preparedness Department.
- Research product pricing and purchasing of two way radio accessories, plotter paper, ink and Cots in order to make use of the cost savings.
- Continuation of resources and inventories database updates.
- Moved Shelter items to Yreka storage site.
- Assisted with ANA Final Reporting and budget modification for spending the remaining funds after Tom left.
- Finally, I am grateful to have had the opportunity to serve the Karuk Tribal Council, Tribal Members and the community. It has been a positive experience working with everyone. Yootva

Meetings/Training Attended RL:

- 8/24, 25, 31, & 9/8, 14, Participated on the Cal OES Statewide Drought Meeting and Humboldt County Drought Task call. The Cal OES Inland Regional Drought Conference calls are a part of an ongoing effort of local, state, county, federal and Tribal organizations to report and coordinate efforts in response to the drought.
- 8/24, Met with the Happy Camp WKRP (Western Klamath Restoration Partnership) planning group to go over agenda for the workshop.
- 8/26-27, Participated in the Happy Camp WKRP workshop. The emphasis was to work through a process that would bring us to a collaborative agreement on what the HC, WKRP project will be.

- 8/26, Met with Happy Camp TREX property owners and Karuk Tribe's AFMO to facilitate a review with the owners as to how we may conduct a prescribed burn for fuels reduction on their land.
- 9/2, Met with representative from ANA for review of Emergency Preparedness Department operability over the thirty-six month grant period.
- 9/2, Attended Happy Camp Fire Safe Council meeting to review Community Wildfire Protection Plan update.
- 9/15, Attended KEEPR Team meeting to assist in the discussion of how Karuk Tribal Emergency Preparedness will be managed for the next two years without a dedicated full time staff.
- 9/18, Will meet with Jill Beckman to ensure staff will have access to Tribal GIS data for future use.

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

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	\$200,475	\$24,642	89%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
9/30/213-9/30/2014	12	12	0	100%	Unknown
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
4/30/2015	yes		10/30/2015	yes	
Comments:					
All deliverables have been completed.					

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	\$156,316	\$103,684	60%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
09/01/2013-08/31/2015	24	24	0	100%	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
7/30/2015	n/a		7/30/2015	n/a	
Comments:					
FEMA is processing EHP. FS and CHP permits completed. No information on extension request. Repeaters purchased.					

Ayukii Tribal Council,

It has been a great privilege to serve as your Emergency Manger over the better part of the past three years. We have been through one major disaster and several health emergencies and the Tribal Incident Management Team responded professionally and it has been recognized by our Tribal Partners, State and Local Emergency Response Organizations, FEMA and Regional Type 2 Incident Management Teams.

As you move forward over the next year with an unfunded Emergency Preparedness department I have put together a list of recommendations that will help the Tribe to respond to any type of emergency or disaster situation in the absence of a staffed department.

- Future of the Program. It is recommended that a Grant Writer and a Staff Member use information from the Emergency Management Performance Grant (EMPG) program to put together a shovel ready position for August 2016 when it becomes available again that can be submitted in the short turnaround time that the state gives for receipt of application, approximately 3 weeks from open to close. This grant is a FEMA Grant only offered through the State and does not have a Tribe only grant. It is also 100% nonfederal matching grant, however compacted in-kind match may be used such as compacted Indian Health Services positions/equipment, we just need to justify how these position/equipment relate to Emergency Services which Public Health can be related to Emergency Services.
- It is recommended that a background in police, fire or medical with training in the incident command system (ICS) and Geographic Information System (GIS) be a requirement for this position with a commensurate salary. This is a very difficult position for one person to handle by themselves so and assistant would also be recommended but may not be attainable with the funds available.
- We have acquired an inventory of emergency evacuation shelter supplies that are distributed evenly to Orleans, Happy Camp and Yreka in large shipping containers. A detailed inventory will be placed in a shared folder. Since these supplies are for Health and Safety it is recommended that Tribal Public Health have the keys and the ability to edit the inventory database. It is also recommended that KTHA Security Staff also have equal access to the supplies and database as they may be the first responders after hours.
- Current Grants- There is one grant that is still in progress, the Tribal Equipment Assistance (TEA) Grant that is funding two UTV's, trailers and service for satellite communication equipment. The reporting is done through the state and is due quarterly and reports will not be due until after the program is unstaffed. The Tribal Homeland Security Grant has closed with everything complete except the Repeater system installation due to the FEMA Environmental Reports (EHP) not getting completed due to complications, we have requested an extension to install the repeaters as soon as the EH's have been completed. If the extension is granted the RFP written up and is ready to be announced, it was flown once in the hope FEMA would finish the EHP's but they have not and the lowest bid was only good for 30 day. There is one Grant that has been

submitted to Cal OES and that is to pay for the lease agreements, satellite equipment and a radio maintenance contract for three years, that is a competitive grant for the entire state, there is one coming out from the state that will be the same but only for Tribe, Emma Lee is keeping her eyes out for it.

- There is a template available which will be on a shared file for an “Emergency Operations Guide” that some grants are requiring departments to have, The Museum and the Judicial Program fall under that. It is an easy template to follow and is in Microsoft word.
- The Hazard Mitigation Plan has just been updated and it is recommended this updated annually in January. It is recommended that one or two staff from each department, i.e. DNR, Health, Admin, KCDC, KTHA, Judicial etc.... be involved it is recommended to consult Tom Miller (Tom.Miller@fema.dhs.gov) from FEMA to assure the proper steps are followed, this will make the next 5 year update much easier. This document is requires to apply for FEMA, Cal OES and Department of Homeland Security Grants, including requesting Major Disaster Declaration and assistance.
- The Emergency Operations Plan has been completed and approved by Tribal Council with the Last update in January of 2015 to add the evacuation maps. It is recommended this document be updated occasionally to bring up to date any procedures as the Tribe grows. This document is requires to apply for FEMA, Cal OES and Department of Homeland Security Grants, including requesting Major Disaster Declaration and assistance.
- The KEEPRTeam. It is recommended for the KEEPRTeam (Karuk Employees Emergency Preparedness Response) Team to keep some type of presence and to meet 2 to 3 times a year and it may be in conjunction with plan updates or an emergency activation of the Tribal Incident Management Team.
- Emergency Response and Team activation. The KEEPRTeam has been through an abundance of training and responded to three separate incidents. It is recommended in the absence of a staffed Emergency Manager that Annie Smith and/or Erin Hillman act in the position of Incident Commander (IC) and/or Deputy IC because of their grace under pressure, the ability to make sound decisions in short time frames and the confidence they instill for those that work under them. Since neither one of them has that type of responsibility in their position description it is recommended when an Emergency is declared and/or the Team is assembled that written delegation of authority be granted to the IC/Deputy IC, this can be in the form of an email or by the use of the delegation of authority form in the Emergency Operations Plan.
- It is recommended that a designated interim Emergency Preparedness person(s) or delegate attend cooperator meetings 1) Humboldt County Operational Area meeting in Eureka on the first Thursday of every other month; Feb, April, June, August, Oct, December, 1:30 pm at the courthouse in the rear entrance at the top of the stairs Humboldt County Sheriff’s Office of Emergency Services 826 4th St. Eureka, CA 95501. 2) A Quarterly Mutual Aid Regional Advisory

Committee the first Thursday of January, April, July and October, 1500 South Jackson Street, Red Bluff CA 96080 Red Bluff Community Center. 3) PacifiCorp holds Dam Flood Preparedness meetings in the spring or summer at various locations from Klamath Falls to Crescent City.

Respectfully submitted,

Thomas N Fielden

**Emma Lee Perez – Contract Compliance Report
For Council Meeting on September 24th, 2015
Reporting Period August 20th – September 17th, 2015**

Action Items: None as of September 17th, 2014.

Consent Calendar: See attached

Contract Compliance Update:

Compliance submitted the CSD report Sept. 16th.

Compliance attended the Ribbon Cutting ceremony for the Yreka Wellness Center.

Compliance continues to review, monitor and post RFPs. Compliance continues to review and approve contracts, grants, agreements and other related documents as requested by staff.

IHS: Laura Mayton and I met with Barry Jarvis to go over the IHS program, talk about SDS projects, and get a status update on the currently funded Happy Camp projects.

Progress is being made with both the Orleans Community Service District and Happy Camp Community Services District for water improvement projects and individual projects. The water turbidity equipment for Orleans CSD has been delivered.

ICDBG: The 2015 NOFA has been released. Applications are due October 22nd. Laura Mayton, Sandi Tripp, Sue Burcell and I met to review the NOFA and make changes to the application against last year's debriefing notes and the NOFA. Sandi Tripp has agreed to be the project manager. The Tribe will resubmit an application for the Karuk Family Services Center building- this will house TANF, Behavioral Health and LIHEAP staff (see attached floor plan). Compliance will attend ICDBG training September 23rd-24th through LiveMeeting. Compliance participated in a webinar for ICDBG on Sept. 17th. Compliance sent out the notice for public comment. Staff has been invited to a meeting September 23rd to provide feedback and to make sure they are aware of the proposed project. Meeting is scheduled for September 23rd. Staff is well positioned for submitting the application.

Compliance met with the Executive Director of KTHA to learn how to close out ICDBG projects. Compliance will be preparing the close out documents for the Yreka Wellness Center.

Grants

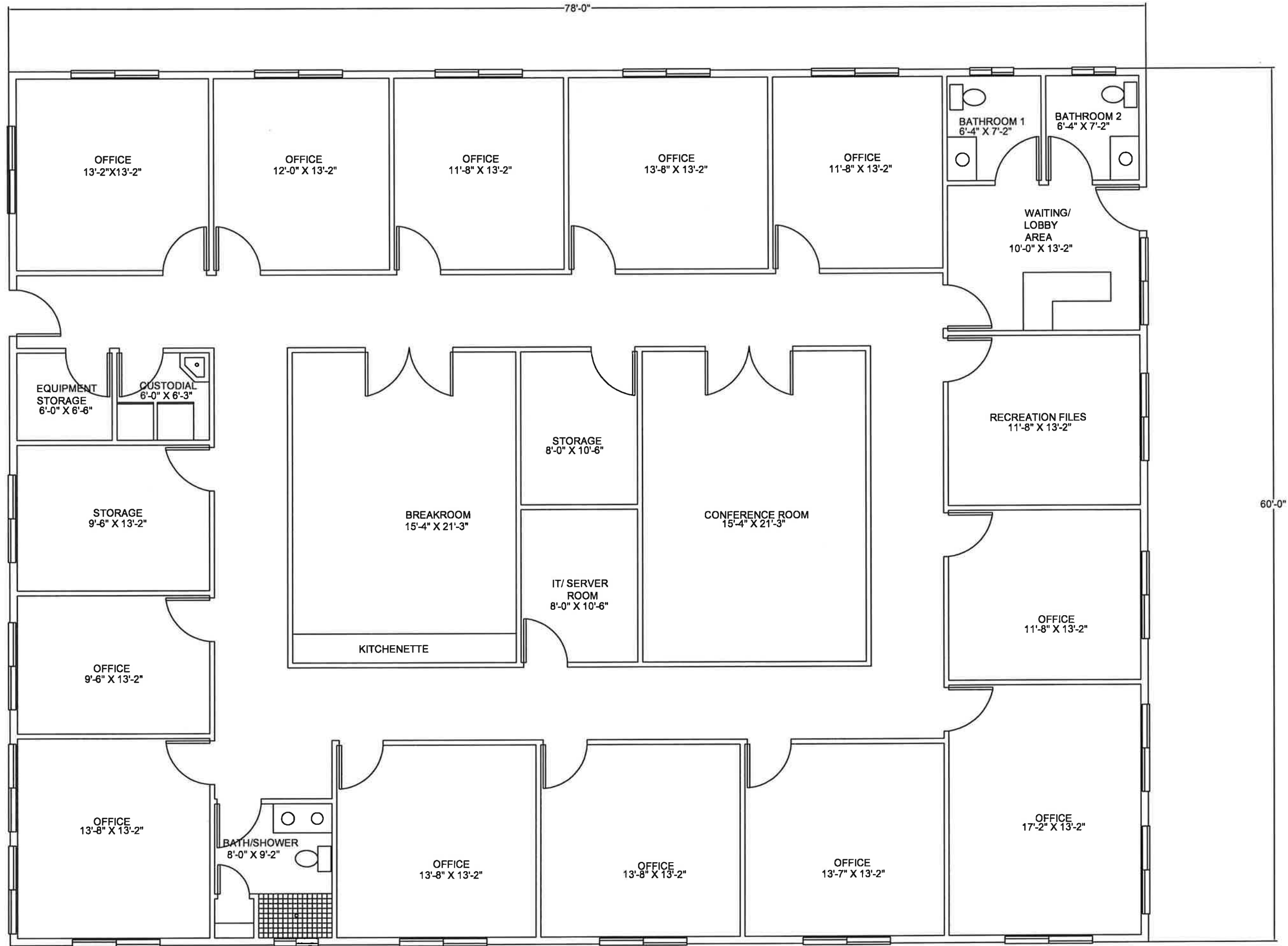
Project Title: HRSA Expanded Services Opportunity Grant- The grant will expand health related services by hiring an LCSW, RN and MA. **Awarded in the amount of \$231,038**

Project Title: Department of Justice-Coordinated Tribal Assistance Solicitation (CTAS)

CTAS application was awarded for Purpose Area #7-Victims of Crime in the amount of \$353,757 and Purpose Area #8 – Youth Healing to Wellness Court in the amount of \$320,000. **Awarded in the amount of \$673,757**

Respectfully submitted,

Emma Lee
Contract Compliance Specialist



Karuk Community Health Clinic

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

Karuk Tribe

**Administrative Office**

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

Karuk Dental Clinic

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

Karuk Tribe Consent Calendar Tribal Council Meeting – September 24th, 2015

Out of State Travel: TANF

- Tina King- Santa Fe, NM October 11th-16th, 2015
 - TAS users conference and Crystal Report Refresher training
- Brittany Souza, Santa Fe, NM October 11th-16th, 2015
 - Training will provide professional development and teach her to create reports and manage her case load.
- Josh Hillman Santa Fe, NM October 13th-16th, 2015
 - Attend a class for TAS Administration in a Virtual Environment (IT related). IT has not received training for TAS.

TERO Department Report – September 2015

TERO Budget

Program	Total Budget	Expended to Date	Balance	% Expended
TERO	71,877.00	43,728.41	28,148.59	60.84

TERO Summary

TERO Commission

We now have a full TERO Commission. We welcome Debbie Whitman as the Happy Camp representative to the TERO Commission.

Casino Project

I am consistently receiving inquiries from individuals interested in working at the casino. I appreciate the updates and am happy to convey the latest information to those that call.

EEOC Training

The TERO Commission attended EEOC training in Reno August 25th and 26th. It was a good training and we are poised to potentially receive an annual grant from EEOC. I had preliminary discussions regarding EEOC coming to our Tribe for another training session on investigations and hearings this coming winter.

Nor Cal TERO/Caltrans

There will be a meeting on October 9, 2015 in Eureka to discuss the issues the NorCal TERO offices are having with Caltrans and contractors. This meeting is a long time coming and there are several issues that need to be addressed. The TERO Commission will be informed and I will request that one or two attend with me.

Cultural Monitor

The Cultural Monitor training has been held and we are working on getting our on-call list situated. There seems to be a lot of confusion regarding the protocol for monitors so I have sent it out again. I am concerned that the proper protocol is not understood or being followed for our monitors.

TERO Pacific Northwest Region Fall Meeting

This year's PNW TERO fall meeting is being held at the Umatilla Reservation in Pendleton, Oregon. I expect to have a couple of TERO Commissioners attend and perhaps myself.

CHILD CARE**Child Care Budget:**

Program	Total Budget	Expended to Date	Balance	% Expended	# of Families Served
CCDF FY 14	54,834.00	54,834.00	0	100.00%	7
CCDF FY 15	69,674.00	12,031.00	57,642.00	5.7 %	N/A

Child Care Summary**Child Care National**

There is a lot of change brewing for CCDF, it is challenging to keep up with. We are expecting a new funding application and new regulations regarding how Tribes are funded and dealt with. I appreciate being able to submit comments for the ACF Tribal consultation process. The Feds have a way of implementing policy without quality consultation or communication. I will keep the Council posted on the changes as they come about.

Child Care State

Tribal child care programs in California are just about finished with the Tribal Licensing standards we have been developing and working on for the past couple of years. We have one more meeting scheduled at the Region IX office in San Francisco in early November.

Our next Tribal Child Care Association of California (TCCAC) meeting is scheduled for October 20 & 21 in Sacramento. I am not sure I will be attending as there is a regional TERO meeting the same dates.

Child Care Local**Child Care – TANF Coordination**

I received a call from TANF regarding coordinating our payment rates for children in the program. I am happy to have this happen for consistency. I hope to work closer with TANF to ensure continuity of services for our tribal families.

Respectfully Submitted,

Dion Wood

Karuk Tribe TERO Regular Meeting Minutes
July 22, 2015
1:30 PM – 4:00 PM – Happy Camp Admin

ROLL CALL

Lavon Kent—Present
Red Hockaday—Present
Alvis Johnson—Present
Arch Super – Present
Renee Stauffer –Absent (excused)

Quorum Established

STAFF– Dion Wood, TERO Director – Present; Dora Bernal, HR – not present; Emma Lee Perez, Contract Compliance – Present

CALL TO ORDER– 1:34 PM

OPENING PRAYER– Arch Super

READING OF THE MISSION STATEMENT– Lavon Kent

AGENDA- *Bud made motion to approve the agenda; Red seconds motion, 4 Haa, 0 Puuhara, 0 Pupitihara; Motion carries.*

MINUTES- *Red made motion to approve regular TERO meeting minutes of 5/27/15; Bud seconds motion. 4 Haa, 0 Puuhara, 0 Pupitihara; Motion carries.*

COMPLIANCE REPORT – The Commission welcomed Emma Lee in her new position, talked about the coordination between TERO and Compliance. Emma Lee discussed the Cultural Practitioner List and how it can be better maintained. She is learning the department and organizing.

Bud made motion to approve the Contract Compliance report; Red seconds the motion. 4 Haa 0 Puuhara, 0 Pupitihara; Motion carries.

HR REPORT- No report provided

GUESTS – No Guests

OLD BUSINESS- None

BUDGET – Arch suggested the TERO Director work with Tamara to get letters to the delinquent loan holders. Verbiage should include not being eligible for other services and

how non-payment makes others unable to request loans due to the limited funding. We should encourage them to send in what they can.

Arch made motion to approve the budget; Bud seconds the motion; 4 Haa, 0 Puuhara, 0 Pupitihara. Motion carries.

COMMISSIONER REPORTS – None

DIRECTOR'S REPORT –

- We have received three letters of intent for the vacancy on the TERO Commission. We will review them in closed session. I have arranged for them to drop in to our meeting for an informal discussion to assist us in our determination of who we will recommend for appointment.
- TERO is still receiving calls regarding the Casino project.
- Our Caltrans Liaison for District 1 has contacted me regarding work on Highway 96 in the upcoming work seasons. A copy of her email was given to the TERO Commission.
- Fire Safety Vendor Class was held on May 29th. There were 7 participants who all received certification.
- There are approximately 19 youth workers for summer jobs.
- We will postpone our TERO Strategic planning until the Happy Camp vacancy is filled.
- EEOC training is scheduled for Reno at the end of August. We would like to have the entire commission attend as this training is important to the implementation of the WPA. Meeting information will be presented to the Commission once it becomes available.
- The TERO Director will be attending a meeting with the Northern California TEROs at Smith River on July 24th.
- The Cultural Monitor class is scheduled for August 24 & 25 in Yreka at the KTHA council chambers. TERO will assist with the food. TERO will assist as much as is needed.
- We had a great turn out at the Tribal Reunion. It was nice having it on our tribal compound. TERO had 140 surveys filled out and we gave away 600 t-shirts, 400 Tribal flags and 250 mini-fans. Much Yootvas go to TERO Commissioners Lavon Kent and

Red Hockaday for staying at the TERO table for the duration of the reunion. We also raffled off four one hundred dollar bills.

Bud motioned and Arch seconded to approve a \$100 stipend and mileage for Red and Lavon for their all-day work at the tribal reunion; 4 Haa, 0 Puuhara; 0 Pupitihara; Motion carries.

- The TERO Director attended the mandatory pre-bid meeting for the Red Cap Road project in Orleans.

Arch motioned and Bud seconded the approval of the TERO Director's Report; 4 Haa, 0 Puuhara, 0 Pupitihara; Motion carries.

REQUESTS – Request of tribal member #3388 approved as a loan in the amount of \$500.00.

Bud made motion to approve loan in the amount of \$500.00; Red seconds the motion; 4 Haa, 0 Puuhara, 0 Pupitihara. Motion carries.

PHONE VOTES – None

CLOSED SESSION – The three tribal members who submitted letters of intent were individually invited to meet with the Commission for an informal discussion. After discussions with all three tribal members and reviewing their letters of intent, the Commission unanimously voted for B.H. to be recommended to the Tribal Council for appointment to the TERO Commission to fill the remaining open term until April of 2016.

The Next regular TERO meeting scheduled for either August 19 or August 27th depending on when the next Council meeting is scheduled. The TERO meeting will be at 1:30 pm in the HC Admin fishbowl.

Red made motion to adjourn at 4:32 PM. Bud seconds the motion. 4 Haa, 0 Puuhara, 0 Pupitihara. Motion carries.

KCDC Council Report
9/24/15
Economic Developer/Operations Manager Report

Computer Centers – Frank Snider continues doing a great job at the Happy Camp Community Computer Center. After much work by Frank, Kelly, and Hud Oates from Workforce Connection, community members can now take their GED test at the Center with Frank instead of having to drive to Yreka.

I have emailed Lester regarding the transfer of the Orleans Community Computer Center to the TANF program but to date we have been unable to meet to do this. The Center is currently being operated by volunteers.

Head Start – We received one response to the RFP for playground installation and it was more than the playground equipment cost. The estimate was \$24,535. Volunteers have disassembled the old playground structure and the Community Services District will remove the cemented posts.

The Head Start grant is due in October and was not submitted to the KCDC Board for approval on the 9th of September due to staff medical leave. Donna Sanchez and I are reviewing what has been completed and are working on the application and will keep you posted as to the progress.

Economic Development – C Store – No action has been taken regarding the “C” store. We will however, be doing an RFP for a feasibility study in the next two weeks.

Energy/Biomass – The strategic energy planning session was held August 25th and 26th in Happy Camp. We are currently working on the finished product before presenting it to the full Board and Council.

I attended a workshop sponsored by the Office of Indian Energy. The event was held at the National Energy Laboratory (NREL) in Golden, CO. The workshop was very informative and I was able to network with other Tribes and hear firsthand what they are accomplishing in the renewable energy field. Jana Ganion from Blue Lake was a wealth of information and I will be contacting her and visiting their site in Blue Lake to see everything they have accomplished to date. I also learned at the WKRP meeting that Humboldt State received a very large grant to explore renewable energy so I will be contacting them for information also. A technical assistance request was submitted to the Office of Indian Energy for assistance with a feasibility study for a small biomass plant in our area. The assistance is free of charge to us and we are waiting for their response.

8(a) – We are moving forward with a Small Business Administration (SBA) application for Aah Industries Inc. but it will take time to complete and get approved through the SBA. In the interim I submitted the Bylaws for Aah Industries Inc. to Council and would like your approval for them. As I stated in my last report they have gone to our Native PTAC and she gave us the correct language for the limited waiver of sovereign immunity that states it is Aah Industries Inc. and not KCDC or the Tribe that can be sued. We have also been in discussion with Rob Cabbitto and Austin Tsosie regarding IT 8(a) possibilities but no action has been taken. I will keep you informed as we move forward.

CEDS – I will be contacting other departments and Council to update the document and see what has been accomplished and what still needs to be done. This is all part of the EDA planning grant and we have a year to get it done so you will be hearing about progress in the KCDC monthly report.

Naa Vura Yeeshiip – The grant was submitted on time for the 15/16 fiscal year and now we wait to see if it will be approved. Rivkah Barmore has submitted her resignation and will be leaving us September 30, 2015. We wish her well in her new endeavors.

We are still waiting for office space for the Naa Vurra YeeShiip program in Yreka and now I have been informed we have also lost our office space in Orleans. Our kids have so much instability in their lives already and unfortunately these challenges add to it.

Action Items: Aah Industries Inc. Bylaws

Karuk Community Development Corporation

Board Meeting Minutes

KCDC Office Happy Camp, CA
July 08, 2015

A. Call to order

Marsha Jackson called to order the regular Board Meeting of the Karuk Community Development Corporation at 5:30 on July 8, 2015 at KCDC office.

Roll call

Present: Marsha Jackson, Randy White, Sonny Davis, Bill Tripp, Emma Lee Perez, and Glenda Hockaday.

Absent: Jody Waddell

B. Blessing: Sonny Davis

C. Mission Statement: read by Randy White

D. Agenda:

1. Changes –
 - a. Add D. Miller to closed session
 - b. Move Naa Vura Yeeshiip Report to #1 and Head Start Report to #2
 - c. Change title G. 4 to ED/OM

Randy White motioned, Emma Lee Perez seconded to approve July 8, 2015 Agenda with changes. Motioned passed.

E. Approval of minutes from June 10, 2015

1. Changes
 - a. Change Marsha Jackson to Randy White, he administered the meeting.
 - b. Add Bill Tripp to absent list.
 - c. Regarding the Generator, the word “install” should be installed.
 - d. Scope of work for EDA Grant should be retroactive to April 1st not June 1st.
 - e. Correct spelling of the word, rescind.

Randy White motioned, Sonny Davis seconded to approve Minutes for June 10, 2015, with correction. Motioned passed 1 abstained.

F. Guest – None

G. Directors reports

1. Naa Vura Yeeshiip – Rivkah Barmore –Present - Written

Rivkah reported on travel to Sacramento with ~~preforming~~ performing dancers. The discussion regarding submitted reports ended with the understanding that the reports submitted to the Board will be more standardized / structured to provide more information.

Randy White motioned, Glenda Hockaday seconded to accept the Naa Vura Yeeshiip Report. Motioned passed.

2. Head Start – Patty Brown –Not present – Written

There was discussion on R. Super attending NIHSDA conference in Albuquerque as a representative for the Tribe, speaking on Head Start issues, allowing our voice to be ~~herd~~ heard.

Glenda Hockaday motioned, Bill Tripp seconded to accept the Head Start Report. Motioned passed.

3. C F O – Deanna Miller – Present

Deanna reported on Head Start – Sick Leave – all leave must be used with-in the current year, according to Head Start regulations.

Deanna requested the board to extend MK Enterprise’s contract. Board directed Deanna to submit the proposal at the next meeting.

The discussion on the budget ended with the board requesting Deanna to adjust WKRP totals, and Bill Tripp will provide further information on additional funding from the WKRP program to Deanna.

Discussion on direct deposit; module will be installed on Friday. Moving on from there, we will be contacting the bank to set up that side of direct deposit.

Emma Lee Perez motioned, Glenda Hockaday seconded to accept the CFO Report. Motioned passed.

a. Storage Report – Linda Zink - Present

- i. Linda reported that we have 15 storage units that are currently occupied.
- ii. 2 units are being used by KCDC, working on consolidating to 1 unit.
- iii. 1 unit is slated for auction to recoup unpaid rents and late fees.

The Board directed us to move forward with the auction of Unit # 5 ASAP.

Glenda Hockaday motioned, Emma Lee Perez seconded to accept the Storage Unit Report. Motioned passed.

4. ED/OM– Karen Derry – Present

Karen reported on: Amkuuf, Computer Centers, Head Start, Economic Development, Energy/Biomass, 8(a), travel, the new LCSW, and a vehicle washing station.

The requested action on Amkuuf Shop Manager Job description, tabled until the job description that Marsha has can be compared with the one Karen has.

Karen requested approval for a feasibility study regarding the C store, EDA might be able to assist with funding costs, Karen will check. Request tabled.

Karen submitted the request from Happy Camp Coordinating Council Inc. for the Bigfoot Jamboree sponsorship. Discussion resulted with the following action being taken.

Glenda Hockaday motioned, Randy White seconded to approve Sponsorship of \$250.00 to the Happy Camp Coordinating Council for the annual Bigfoot Jamboree. Motion passed, 1 abstains.

Karen submitted the MOA-15-A-069 for approval, Discussion resulted with the item being tabled until a cover sheet is provided and approved and then at that time a phone vote could be put in place.

Glenda Hockaday motioned, Sonny Davis seconded to accept the OM/ED report. Motioned passed.

Karen will call Steve at housing to dig holes for sign at Storage units.

- a. HC Computer Center –Frank Snider - written Report
 - i. Karen would like to see the sign move from the ground to somewhere on the building.
 - ii. The Bay Alarm Company will be here on Monday to update the alarms system.

Randy White motioned, Bill Tripp seconded to accept the HC Computer Center report. Motioned passed.

- b. Orleans Computer Center – Bari Talley - written Report
 - i. Report discussion moved to closed session.

H. Old business

- 1. **Head Start Sick Leave:** Reported on earlier in CFO report.

I. New business

- 1. **None**

J. Closed Session

- 1. **KCDC Board –**

K. Adjournment

Randy White motioned, Sonny Davis seconded to Adjourn at 9:15 pm

Next Board Meeting date August 12, 2015

Respectfully Submitted,

Marsha Jackson, Board Chairperson

Recording Secretary, Linda Zink

Karuk Community Development Corporation
Board Meeting Minutes

KCDC Office Happy Camp, CA
August 12, 2015

A. Call to order

Marsha Jackson called to order the regular Board Meeting of the Karuk Community Development Corporation at 5:30 on July 8, 2015 at KCDC office.

Roll call

Present: Marsha Jackson, Randy White, Sonny Davis, Emma Lee Perez, and Glenda Hockaday.

Absent: Jody Waddell, Bill Tripp.

B. Blessing: Sonny Davis

C. Mission Statement: read by Randy White

D. Agenda:

1. Changes
 - a. Add Randy White to Closed Session
 - b. Change title G. 4 to ED/OM

Randy White motioned, Sonny Davis seconded to approve August 12, 2015 Agenda with changes. Motioned passed.

E. Approval of minutes from July 8, 2015

1. Changes
 - a. Correct spelling to performing page 2 under Naa Vura Yeeshiip.
 - b. Correct wording "herd" should be "heard" page 2 under Head Start.

Randy White motioned, Glenda Hockaday seconded to approve Minutes for July 8, 2015, with correction. Motioned passed.

F. Guest – Austin Tsosie & Ray Sylvain

Introduction

History: Company max gross to date is 4-million. They would like to affiliate with a tribe in order to be able to get larger contracts, specifically with the US Marines. They are requesting 500,000 dollars to purchase 51% of the company. They are predicting 10-12 percent profit margin for this year. Discussion followed.

G. Directors reports

1. Head Start – Patty Brown –Not present – Written Report submitted and attached

There was some discussion on the old playground equipment being donated to the Community Services District. The RFP for the installation of the new playground equipment has been submitted. Donna Goodwin-Sanchez will be attending Ya Pa Anav meeting from now on and will report to Patty and/or Karen.

Glenda Hockaday motioned, Emma Lee Perez seconded to accept the Report. Motioned passed.

2. Naa Vura Yeeshiip – Rivkah Barmore –Not present – Written submitted and attached

Discussion on written report submitted by Director. Board was pleased with the new format and information provided. Matthew reported on the numbers, new clients and schedules. Rivkah will see clients in Orleans and the female clients in Happy Camp. Matthew will see clients in Yreka and the male clients in Happy Camp. He is continuing to help with the narrative for the new grant.

Randy White motioned, Sonny Davis seconded to accept the Directors written Naa Vura Yeeshiip report. Motioned passed.

a. LCSW – Travel report – Matthew Hilliard – Present written submitted and attached

Matthew discussed the conference in Portland and how ICWA guidelines are changing and the impact that will have on Native Americans. He stated he was honored to have been able to attend.

He will be traveling in two-weeks to San Diego for the 20th International Summit & Training on Violence, Abuse & Trauma Across the Lifespan conference/training event and is looking forward to the event.

Glenda Hockaday motioned, Randy White seconded to accept the LCSW report. Motioned passed.

3. C F O – Deanna Miller – Not present – Written submitted and attached

Karen filled in for Deanna and explained the direct deposit duties and sweep accounts.

Deanna submitted documents for approval of Agreement 15-A-069 between KCDC and DNR for 2 Archeological Technician positions through the WKRP agreement.

Randy White motioned, Glenda Hockaday seconded to approve the agreement 15-A-069. One abstention.

Deanna submitted and requested approval of Contract 15-C-004 regarding mold removal for the FEMA trailer that will be used for firefighter barracks.

Randy White motioned, Glenda Hockaday seconded to approve Contract 15-C-004. One Abstain...
Emma Lee Perez motioned, Glenda Hockaday seconded to accept the CFO Report. Motioned passed.

a. Storage Report – Linda Zink - Present

- i. Linda reported that we have 15 storage units that are currently occupied.
- ii. 2 units are being used by KCDC, working on consolidating to 1 unit.
- iii. 1 unit is stage 2 and will move to stage 3 August 18, 2015 and the actual sale will be September 1, 2015.

Glenda Hockaday motioned, Randy White seconded to accept the Storage Unit Report. Motioned passed.

4. ED/OM– Karen Derry – Present

Amkuuf- Karen reported on staffing at the Amkuuf Shop and stated we will be advertising for 32-hour position with application closing date of August 7, 2015. Everything else is running smoothly.

Karen submitted the Amkuuf Shop Manager Job description for approval.

Glenda Hockaday motioned, Randy White seconded to approve Amkuuf Shop Manager Job description, with changes. Motion passed.

Orleans Computer Center will be transferred to the TANF program.

Inventory has been done at the Orleans Center and the Board suggested any equipment that would be better used at the Happy Camp Computer Center be moved.

Karen will resend Agenda for the Energy/Biomass meeting on August 25 & 26.

Karen proposed selling the old school bus to TANF. Consensus from the board was to move forward with the possible sale.

Karen got a call from Bob Nash with Superior California Economic Development, and was invited to meet with new EDA representative from Seattle on Friday July 31st while they were in Scott Valley. The meeting went very well.

There was discussion on building a conference room into the Amkuuf improvement but no action was needed.

A possible printing business was discussed. Karen stated the council is open to letting KCDC to produce the newsletter. There was some discussion on developing a small business center that could house the printing business. A suggestion was made to look into space by KCDC Storage Units. Consensus from the board is to move forward with exploring the possibilities of a building to place on property by the storage units.

Discussion was held regarding helping a tribal member start a business. KCDC would purchase a mobile food/coffee unit that could then be leased to the tribal member until paid in full. No action is needed at this time.

Randy White motioned, Glenda Hockaday seconded to accept the ED/OM report. Motioned passed.

a. HC Computer Center –Frank Snider – Submitted and attached

- i. No discussion

Randy White motioned, Sonny Davis seconded to accept the HC Computer Center report. Motioned passed.

**H. Closed Session –
KCDC Board**

I. Adjournment

Randy White motioned, Emma Lee Perez seconded to Adjourn at 8:45 pm

Next Board Meeting date September 9, 2015

Respectfully Submitted,

Marsha Jackson, Board Chairperson

Recording Secretary, Linda Zink

**Karuk Tribe
Council Report from Laura Mayton
Meeting Date: September 24, 2015
Location: Orleans**

ACTION ITEMS

I am requesting approval of the following addition to the travel policy.

“SECTION 21 NON-TRIBAL COMMITTEE TRAVEL

Normally, the Karuk Tribe will not reimburse employees for travel costs which are not job related or for participation on Non-Tribal committees. However, individuals may request Council approval to pay for these costs on a case by case basis. The following criteria will be used by the Tribal Council to determine if reimbursement shall be made.

- Is there a direct benefit to the Karuk Tribe?
- Did the Council ask the individual to participate on a Non-Tribal committee?
- Does the Non-Tribal Committee pay stipends or reimburse for travel costs?”

The proposed addition was included in my report last month so that people would have time to review and comment on the change. I have not received any comments on the proposed addition to the policy.

CONTRACT SUPPORT COST SHORTFALL MEETING RESCHEDULED

The contract support cost shortfall meeting with Indian Health Services and Hobbs Strauss Dean and Walker has been rescheduled to October 29, 2015. Paula Lee (the IHS attorney) requested the date change because she is worried that the federal government will be shut down in early October.

FISCAL YEAR 2016 BUDGET MEETINGS COMPLETE

Fiscal year 2016 budget meetings are complete. The approved budgets will be entered into the accounting system at the beginning of fiscal year 2016.

OAK KNOLL CLEAN UP

We are making progress on the clean-up of Oak Knoll. So far, we have spent two days on the project, and a third work day is tentatively scheduled for Friday October 9th. I want to thank Donna Zook, Tamara Barnett, Diane Felicicchia, and Karyn Hook for their hard work on this project. Plans for the next work day include hauling scrap metal to Yreka and finishing the vacuuming of the building. Other things which still need to be accomplished include the following:

- Sell excess items such as kitchen cabinets, sinks, exhaust pipes, and other items which are unlikely to ever be used by the Tribe.
- Designate a room for files which need to be disposed of and move appropriate files to the room.
- Clean up the grounds outside the building. This is a very large task, so we will probably start by cleaning up the front of the building first. I am still hopeful that we will obtain funding to pay a crew to perform most of this task.

All help from anyone willing to work on this project is appreciated.

CASINO PROJECT

I am drafting bylaws for the Karuk Tribe Gaming Authority. I hope to have a draft to distribute for your review at next week's Council meeting.

I plan to ask the new staff attorney to review and update the Karuk Tribe's gaming ordinances. The Susanville Indian Rancheria Tribal Gaming Ordinance seems to be very comprehensive, so I will provide her with a copy to use to make sure that we have not overlooked any important items.

Buster and I will be in Las Vegas September 29th through October 1st. We will be meeting with TFA, Wells Fargo, PCI, Tim Rose, and Bob Wright regarding the construction budget and financing for the Casino project.

People's Center Report
Karuk Tribal Council Meeting: September 24, 2015
Reporting dates: August 21-September 17, 2015

Action Items:

No action items.

Activities and Grant Reporting:

- **Cultural Resource Fund** grant application awarded \$15,000 for girls' dressmaking projects in Yreka, Happy Camp and Orleans.
- **2012 IMLS Basic Grant** Final Financial and Narrative Report will be submitted Monday, **September 28, 2015**
- **2015 IMLS Basic Grant** 5010-15 August 1, 2015-July 31, 2016
- **2015 IMLS Native American/Native Hawaiian Museum Services**
- **NAGPRA** Benton County Historical Museum collection 2160-07
 - Final Report will be submitted by **October 31, 2015**
- **2012-2015 NAGPRA Grant 06-12-GP-570 (Karuk Autry) – 2012 to September 28, 2014,** 2160-08
 - Making formal claim to Autry for repatriation of items described in the booklet already approved by Council.
 - Distribution of booklets and DVDs documenting process of repatriation.
 - Final Report will be submitted by **December 31, 2015**
- **2015 NAGPRA Consultation/Documentation Grant** 10/01/2015 to 11/30/2017 Peabody Museum of Archaeology and Ethnology
 - Need to send notification to Peabody of Award
 - Webinar October 22, 11 a.m.- 1 p.m.
 - Peabody artifacts Review
 - Develop Contracts with Elder/cultural Experts who will attend consultation visit

Training/Travel

- **ATALM Conference**, September 10-13, Washington, D.C. Great conference, good workshops. At a workshop by FCC presenters Geoffrey Blackwell and Irene Flannery, I learned the Karuk Tribal Libraries qualify for e-rate funding because we have previously been granted a California LSTA grant, so I will work on finding out more and how. Mechanical problems with plane caused "interrupted travel" layover in Salt Lake City, September 13, which resulted in an extra travel day on the 14th.
- **California Indian Conference** – UC Berkeley, October 15-17, Education Summit Presentation, Saturday 10/17, 11:25 a.m., also visits to Jepson **Herbarium**, Phoebe Hearst **Museum**.
- **Center for Digital Scholarship and Curation** in Pullman, October 18-23

Other People's Center Activities

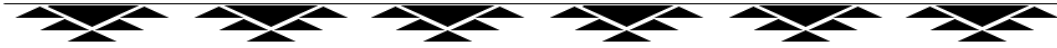
- **Finance/Budget meeting** – met with Tamara September 3 for edification
- **PCAC meeting** September 8– informational only, no quorum.
- **Disaster Preparedness** – Attended quarterly KEEPR meeting on September 15
- **Arc Team** visit – August 26, 10-12. Six Rivers Forest Service archeologists, Matt Seger and Erin Chiniewicz, and Karuk arch techs, Vikki Preston and Analisa Tripp toured the People's Center, and looked at some of the artifacts returned from the University of Michigan. Interest was expressed in participating in a more in depth review and documentation of the artifacts, as well as repatriation to where they were picked up in coordination with People's Center Advisory Committee.
- **Building Maintenance**
 - Air conditioning units had a problem with leaking water, which has been fixed; however, the humidifiers were also found to have been malfunctioning for a long time – at least a couple of years.
 - Grass outside in rocks still needs to be addressed
- **Policies**
 - PCAC consensus is that while we are in the process of including the Indian Arts & Crafts Act language in our People's Center Strategic Plan, we should comply with the spirit of the IACA, which is to protect and support Native artisans by working toward selling only from vendors who have proven tribal descent, and to begin keeping documentation supporting tribal identity.
- **Personnel**
 - 30-hour Gift Shop Clerk, with benefits, Ashlee Lange.
 - 16-hour and On-Call Gift Shop Clerk(s), Ramona McCovey, upon passing her drug screening test scheduled for September 18.
 - IMLS Basic Library Assistant (5 hours a week, \$13/hour) October 2015, position description needs to be approved by Council.
- **Gift Shop**, inventory & end of books at the end of September, make Pendleton order for Holiday shopping at the beginning of October.

If you have any questions, or need more information, please contact me. Thank you for your support.

Respectfully Submitted,

Bari G.M. Talley
People's Center Coordinator
530-493-1600 (ext. 2202)
btalley@karuk.us

Erin Hillman, Director
Karuk Tribe Housing Authority
Report for Council Meeting
September 24, 2015



I will be out of the office on travel during this week. I have no Action Items.

Wellness Center Ribbon Cutting-

We had a fantastic turnout of support from the Council, the Board and the Community of Yreka for this event. Many thanks goes out to the Council members that took time out of their schedules to attend and show their support. For those of you who missed this event you missed something. The looks on those faces of the kids who were there was awesome!

While we are going through the process to interview and hire the Center Coordinator, I am working on rounding up responsible volunteers to open the center in the evenings.

2016 Indian Housing Plan:

We are only waiting on the approval of the Plan that should occur prior to the end of this month.

Program Review- HUD

The Program Review yielded no findings. There were some recommendations and one concern. The recommendations are:

- Tenant Relations Officer needs to place the completed Work Order in the file and that HDS should show that a Work Order has been completed, not just generated.
- Inspections for home purchases should include testing for Lead and Asbestos.
- Lease Purchase Units should be allowed to use Maintenance and be charged, a policy should be developed.

The Concern is:

- Break out NAHASDA unit Maintenance and Operations Costs in IHP and APR.

The Reviewers commented that the review was well organized, and having the files be provided in advance was very helpful. They were very impressed with the new Wellness Center.

The written report has been received and we have 60 days to respond to the Concern. I have completed the amendment to the IHP to break out the NAHASDA costs in the 2015 IHP. I will duplicate this in the 2016 IHP and report on the activity for the 2015 APR. I have spoken to Don Sam (HUD Reviewer) and he states we have until 12/31/2015 to submit the revised IHP/APR. The 2016 IHP with the NAHASDA cost will be submitted at the same time. I will request approval from our Board on 9/28/2015 and submit to the Council in the October report.

MKWC Fuels Reduction Agreement- Orleans:

The changes submitted by the Compliance Specialist for termination language were approved by the Board on 9/14 and the agreement has been signed and submitted back to DNR for processing.

Eviction Ordinance:

We have set the next meeting for Tuesday, October 6 at 10:00 am in Happy Camp.

Council Public Meeting:

I attended the Public Meeting held by Council members from the Happy Camp District (and Buster) there was much discussion about bringing activities to the Happy Camp area for youth. Additionally there were suggestions for how to get parents involved and how to bring people forward to serve as mentors, fundraisers or cultural practitioners. The Council gave a brief overview of the status of the Casino as well as answered other Tribal program questions. The topic of

discussion turned to Pets in Housing. This was a lively discussion. We have added that topic to the Council/BOC Quarterly Meeting agenda and as a result I will do some research on other Tribal Program pet policies.

Tax Credit:

We met with Kim Pardue, a representative of the Investor, Richman Group on Thursday, September 10th. This was an informal meeting, and one of our Board members was able to attend. She wanted to know about our communities, the size of our Tribe, and about some of the KTHA procedures. She stated is unheard of for an applicant to be funded on their first try, and to receive over a \$1.00 for each \$1.00 of tax credits. We showed her the Yreka community and took her on a tour of the Wellness Center. She took pictures of the facility to be able to show the Investor that we met our waiver requirements for community space (meaning we don't have to construct additional space for the new 30 homes, we've satisfied the requirement).

We continue to have our weekly conference calls with Travois, the design team and now will add the asset management team discussions. We received three responses to our request for Proposals for the Construction Manager at Risk. Two of the responses were from Native American owned companies. We will complete our rating and ranking of these proposals and award the contract by October 5th.

Domestic Violence:

I met with April and Tanya on Tuesday, September 08, 2015 to bring them up to date on the challenges and progress we have made on the Comstock house.

Feasibility Study, Orleans Water Supply:

I have completed the RFP for the feasibility study and it has been advertised. The site visit is on September 16th, and the proposal opening is October 9th. Thank you to Scott Quinn for his input on the draft.

Trust Application Request for Proposal:

I completed the RFP for services to submit applications to the DOI for land into trust; it is also being advertised with a closing date of October 9th. Thank you again to Scott Quinn for his valued input on the draft.

NRCS Fuels Reduction Work- Happy Camp Community

We received approval for our 3rd draw for the project, and the KCDC applied for their 3rd payment, which was processed.

MKWC Grant Application- Orleans:

MKWC is applying for an "Our Town" grant that if funded will work with local artists to beautify the community in Orleans. I have obtained approval to set aside \$10,000 to upgrade our Playground in that community out of Maintenance funds in FY 2016. Some upgrades would be additional equipment, recycling/trash containers, landscaping, soft fall replacement. Artists would then work with MKWC and KTHA to incorporate their art at the site.

Negotiated Rulemaking:

No additional information is available. I am waiting on the draft preamble to review so that the committee can approve the Federal Register Notice.

Richard Black- Construction Manager:

The Kahtishraam wellness center is reaching final completion; they have been working on the Final walk through items, there were quite a few things that needed to be taken care of, this should be 100% complete no later than August 27th 2015. We are receiving the final Civil designs for the Skyline, and Evans properties; and received the final designs for the 1-5 bedroom homes we will be using on home replacements and on second avenue in Happy Camp. We have working with Travois on the thirty home in Yreka, the Architectural, and civil engineering is being completed, they have surveyed, found most of the utilities and had the geotechnical work done; we've been having weekly meeting's generally. The Asip home has been completed, they're finishing a couple last little touch ups on the floor where there were some issues. We did the final walk through on the Kuyraak home, there were a few things that needed to finished the home should be completed no later hen the end of August. KTHA awarded the roof rehab to Rizzardo roofing for the Etna Job that Job is to be completed by August1st 2015. The Force account crew has completed the demolition of the Comstock home, they

are now working on the framing, I have been working to get all the materials ordered and the scope of work done for all subs. We are having an engineer do a site and home investigation for the home off Red cap road to define any problems.

Sara Spence- Executive Assistant:

Construction Projects (Bid Status):Pine Place Demo; first round due June 26, only one bid received over budget, was re-advertised with no additional bids so it will have to be done in-house. Blue House Roof Replacement; bids due August 27, none received will be re-advertised. Indian Creek Home Replacement; bids due September 8, none received will be re-advertised. Construction Manager At-Risk; proposals due September 8; three received, under review. Comstock Electrical, Drywall, Mechanical, Cabinets, and Gutters; bids due September 9, several only have one bid so they will likely be re-advertised. Wellness Center Solar; bids originally due September 9, extended to September 16.

Administrative: Two contracts were awarded for 1) Happy Camp Maintenance Shop and 2) Happy Camp Fencing. Three agreements were issued for 1) MKWC Brushing / Burning, 2) Indian Meadows Purchase, and 3) Hillside Road Purchase.

Environmental: None pending! ☺

Human Resources: Construction Crew Member I – offered pending drug screen and background check. Wellness Center Coordinator – new position description approved and posted; closes on September 11. Tax Credit Compliance Specialist and Tax Credit On Site Maintenance / Manager – new position descriptions pending BOC and Council approval.

Steve Mitchell, Inspector/Maintenance Supervisor-

Projects currently out to bid: Indian Meadows home replacement, Blue House roof replacement.

Projects currently in the planning phase: Resident center in Happy Camp, Tax Credit project in Yreka, Second Avenue development, HIP homes,

Projects currently in the construction phase: Happy Camp duplex construction (final inspections are in progress), 300 Kuyraak (final inspections complete).

Maintenance staff has been completing work orders and annual repairs. Retaining wall installation began along Jacobs way.

Landscaping staff are maintaining elder's lawns as well as common/office areas.

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



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

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

Sandi Tripp

Department of Transportation Director

For Council Meeting on September 24, 2015

Reporting Period – August 28, 2015 – September 25, 2015

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

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 construction phase for this seasons portion of the project has come across several hurdles and has slowed considerably. The contractor is back to work and the project is moving along in a timely manner. At this point the Contractor is looking at paying liquidated damages of \$2000 per day. They will probably be about ten working days over the approved schedule.

Phase 2 of the project has been awarded to Sunburg Construction and we will start that Phase in spring 2016. We will be completing all the clearing on Phase 2 of the project; my crew will be performing all tasks related to clearing for this phase of the project. I expect we will begin the clearing work in March 2016.

Thank you for all your support on this project and I look forward to the construction of this exciting project.

Project Title: Asip Road Ext. 815

Description: Reconstruction

Status: Construction is completed on this project and FHWA came to do a final project review during this reporting period. Everything passed the review and the project is officially complete.

Yellow Hammer PR 815

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

Status: To ensure longevity of this facility we have completed the planned maintenance project for this site. I expect this maintenance will extend the life of this surface for at least another 5 years.

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. Although due to winter weather we may need to wait to do the seal coating project at this sight. Unless this is a dry fall season, I expect that we will complete this job in 2016.

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.

On August 25, 2015 I met with a planning team from Caltrans D2 and a team from the County Dept. of Public works to discuss the preliminary plans for this project. Caltrans has dedicated funding to complete the Project Study Report (PSR) for this project. The PSR is in process and will be an in-depth preliminary report identifying project perimeters, objectives, design expectations and a draft estimated budget of all elements that may be required to be designed to ensure safe access for all users.

The PSR will be completed to encompass the entire project; but, the first phase of the project is expected to be the intersection of 2nd Avenue (by the Headway Bldg.) to the intersection of Davis Road (by the Arts Council Building on the hill). During the development of the PSR, we will have several public meetings to gather concerns from the local residents and ensure stakeholder by-in.

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

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

This project has a short range and long range element. The short range element is the repair and reconstruction to the two short routes identified by FEMA; and, the long range element is the bikeway and trail project that will span from the Eye See Road to Camp Creek road on Hwy 96.

Status of the short range element: Project tasks associated with repair of upper and lower Tishawniik Hill roads that we received FEMA funds for last FY. The tasks identified on the FEMA work plan have

been developed into a PS&E package and I will be putting this project out for bid tomorrow. The scheduled completion date for this project is December 2015.

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. I have contacted Caltrans D1 and we will be confirming a meeting date in the next week to begin the process of PSR development on this project. I will send out a outlook invitation to Council as soon as the information is 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. During this reporting period we implemented some maintenance tasks on this facility so as to ensure access throughout the ceremony season and fishing season. 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: The duration of our current agreement with the County of Siskiyou for Transit services ends in February 2016. I would like to speak with Council as soon as possible regarding alternatives to our current transit agreement.

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 2016 field Season. The site survey is completed and our engineer is completing 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. This Project will be developed into a PS&E package and bid out as soon as possible. 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. A initial major maintenance project will be performed during the FY 2015 field season; DOT Staff will complete tree and root removal, excavation and compaction, repair of AC, crack sealing, seal coating, striping 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. I will be meeting with our Consultant to review maps and begin the review and revisions to the preliminary documents. I also plan to work with the KRAB and ensure all cultural relevant issues are noted and observed.

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. I am in the process of doing a update to the TTIP to incorporate a project associated with Sharps Road in Yreka. I will have the documents ready for Council approval in September

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

- Seal Coating
- Street Sweeping
- Debris and brush removal from roadside and gutters
- Minor roadway patching/crack sealing
- Curb painting
- Road striping
- Crack Sealing
- Parking Facility Seal Coating
- 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	Expensed to date	Balance	% Expended
Federal Highway Administration (FHWA)	2231	\$1,593,430	\$567,685	\$1,024,870	35%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/14 - 10/1/15	12	11	1	90%	N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
5/30/2015	yes	5/30/2015	10/1/2015	No	NA
Comments:					

Action Items

#1 - Requesting approval of Modification #3 to Contract #14-C-025 - this modification is to extend the duration and the funding amount of the consultant contract that we have with GHD, Inc. for general engineering services. The reason for the request for duration extension is that we have several ongoing projects that are still in the planning and design phase. Additional funds are necessary to continue the general engineering tasks that we will be completing throughout the next contact period.

#2 – Requesting approval of Resolution #15-R-114 - to designate a representative from the Tribe to actively participate in the North Coast Tribal Transportation Commission (NCTTC). This is a Resolution that is needed annually as per the NCTTC Bylaws. Currently, and for many years, the main representative is the Chairman and the Director of Transportation is the alternate. At this time we hold the seat as Vice Chairperson on this Commission this is a monthly meeting held on the Coast.

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

Karuk Tribe



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

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

REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: Contract Karuk Tribe Number Assigned: 14-C-025 #3
 MOU
 Agreement Funder/Agency Assigned: FHWA
 Amendment Prior Amendment: Yes

REQUIRED → *Procurement Attached *Budget Attached
*System for Award Management (SAM) (CONTRACTS ONLY)
RCDC/SLHA notification/review required Yes No

Requestor: Sandi Tripp Date: August 31, 2015
Department/Program: Department of Transportation
Name of Contractor or Parties: GHD, Inc.
Effective Dates (From/To): December 19, 2013 December 19, 2016
Prior Amount: \$70,000
Amount of Modification: \$40,000
Total Amount: \$110,000
Funding Source: 2231-03-7600.13

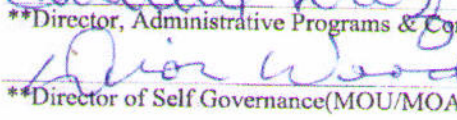
Special Conditions/Terms:
TERO FEE APPLIES

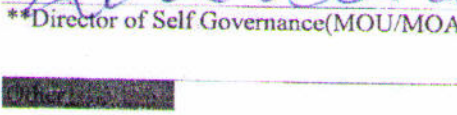
Brief Description of Purpose:
Additional funds and date extension to existing contract for general engineering services.

** REQUIRED SIGNATURES **

 Date: 9/8/15

**Chief Financial Officer
 Date: 9/10/15

**Director, Administrative Programs & Compliance
 Date: 9-16-15

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

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Modification #3

Original Contract 14-C-025

Between the Karuk Tribe and GHD, Inc.

This Modification shall increase the dollar amount for Contract #14-C-025 between Karuk Tribe and GHD, Inc. in the amount of Forty thousand dollars and zero cents (\$40,000.00) as well as extend the contract beyond the current expiration date of December 19, 2015, to December 19, 2016.

Prior Amount:	\$70,000.00
Funds Added in Modification #3:	\$40,000.00
Total Amount of Contract:	\$110,000.00

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

CONTRACTOR

GHD, Inc.

KARUK TRIBE

Russell Attebery, Chairman

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REQUEST FOR RESOLUTION

Check One:

Resolution

Karuk Tribe Number Assigned:

15-R-114

Prior Amendment:

Requestor:

Sandi Tripp

Date: 09/16/15

Department/Program:

Department of Transportation

Brief Description of Purpose:

This resolution is for the purposes of authorizing the Chairman and the Director of Transportation as the primary and alternate representatives on the North Coast Tribal Transportation Commission.

**** REQUIRED SIGNATURES ****

Sandi Tripp

9-16-15

**Self-Governance Coordinator

Date

Other

Date



Administrative Office

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**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 15-R-114
Date Approved: September 24, 2015

**RESOLUTION AUTHORIZING THE DESIGNATION OF REPRESENTATIVES FROM THE
KARUK TRIBE TO ACTIVELY PARTICIPATE IN THE NORTH COAST TRIBAL
TRANSPORTATION COMMISSION (NCTTC).**

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 Tribe is a signatory to the Bylaws of the NCTTC and therefore a formal member of the Commission; and

WHEREAS; the NCTTC Bylaws require an annual Tribal Resolution appointing Tribal representatives to the Commission; now

THEREFORE BE IT RESOLVED; that the Karuk Tribe appoints the Karuk Tribal Chairman (Primary) and the Karuk Tribe Director of Transportation (Alternate) as Representatives to the NCTTC; now

THEREFORE BE IT FINALLY RESOLVED; that the Karuk Tribal Council authorizes the designation of Representatives from the Karuk Tribe to actively participate in the North Coast Tribal Transportation Commission.

CERTIFICATION

I, the Chairman, hereby certify the foregoing resolution 15-R-114 which was approved at a regular monthly Tribal Council meeting on September 24, 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 9 members of which ____ voted.

Russell Attebery, Chairman

Date