

**KARUK TRIBE
COUNCIL MEETING AGENDA**

Thursday, January 28, 2016, 3 PM, Yreka, CA

A) CALL MEETING TO ORDER – ROLL CALL

AA) PRAYER / KARUK TRIBE MISSION STATEMENT

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

CH) CONSENT CALENDAR

1. Compliance resolution, 16-R-002 Office of Special Trustee, BIA, Pacific Region
2. Procurement for Health Program computers within grant funding
3. Out of state travel for Bari Talley, Pullman WA 2/21-2/26
4. Contract modification (2) for contract 14-C-024, time extension

EE) APPROVAL OF AGENDA

F) APPROVAL OF MINUTES (December 17, 2015)

H) OLD BUSINESS (Five Minutes Each)

- 1.

I) GUESTS (Ten Minutes Each)

1. Alan Merrill, Education Coordinator

II) DIRECTOR REPORTS (Ten Minutes Each)

1. Leaf Hillman, DNR Director (written report)
2. Scott Quinn, Director of Land Management (written report)
3. Sandi Tripp, Director of Transportation (written report)
4. Bari Talley, People's Center Coordinator (written report)
5. Daniel Goodwin, Maintenance Supervisor
6. Dion Wood, TERO/Childcare Director (written report)
7. Emma Lee Perez, Contract Compliance (written report)

8. Alan Merrill, Education Coordinator (written report)
9. Erin Hillman, KTHA Director (written report)
10. Laura Mayton, Chief Financial Officer (written report)
11. Karen Derry, KCDC Operations Manager (written report)
12. April Attebury, Judicial Systems Administrator (written report)
13. Alicia Derry, Self-Governance Coordinator
14. Lester Alford, TANF Director
15. Dora Bernal, HR Director
16. Fatima Abbas, General Counsel

K) REQUESTS (Five Minutes Each)

- 1.

M) PHONE VOTES (Five Minutes Each)

1. Request approval of agreement 16-A-024 between the Karuk Tribe and Eco Medical Waste, passed.
2. Request approval for out of state travel for Dave Medford, January 9-30, 2016, passed.

M) INFORMATIONAL (Five Minutes Each)

- 1.

N) COMMITTEE REPORTS (Five Minutes Each)

- 1.

OO) CLOSED SESSION (Five Minutes Each)

1. Enrollment (dinner break)
2. Red Hockaday
3. Cheryl Husa
4. Barbara Snider
5. Tribal Council Members

P) SET DATE FOR NEXT MEETING (February 25, 2015 at 3PM, Happy Camp, CA)

R) ADJOURN

**Karuk Tribe – Council Meeting
December 17, 2015 – Orleans**

Meeting called to order at 3pm by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Michael Thom, Secretary/Treasurer
Alvis Johnson, Member at Large
Charron Davis, Member at Large
Renee Stauffer, Member at Large
Arch Super, Member at Large
Josh Saxon, Member at Large
Elsa Goodwin, Member at Large

Absent:

Robert Super, Vice-Chairman (excused)

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

Consent calendar:

1. Health Program; modification (5) to contract 11-C-035 with Neans Cleaning.
2. Agreement 16-A-016 with Noridian Medicare enrolling providers 16-A-016 (1-4)
3. Modification (3) to contract 14-C-086 with Biostream Environmental analysis on the Scott River.
4. Modification (1) to contract 14-C-088 with ICF Jones and Stokes to continue software support for EDT modeling analysis.

Josh Saxon moved and Arch Super seconded to approve items 1,2,3,4 on the consent calendar, 7 haa, 0 puuhara, 0 pupitihara.

Agenda:

Arch Super moved and Josh Saxon seconded to approve the agenda, 7 haa, 0 puuhara, 0 pupitihara.

Minutes of November 19, 2015:

Renee Stauffer moved and Bud Johnson seconded to approve the minutes of November 19, 2015, 6 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Guests:

1.) Waterfall and Onda Dolittle:

Onda commented that Waterfall is running for princess for all Indian Basketball Tournament. She is an active participant in her school and athletics. She speaks Hoopa language pretty well. She is a Karuk Tribal Member. They are requesting the Karuk Tribe to sponsor her for her tournament. Buster noted that this is very impressive for a youth and the participation is equally as impressive. He congratulated Waterfall on all her accomplishments. The Council will discuss this further.

She will get half the proceeds if she raises \$3,500 before March 11th 2016. They have raised \$500 toward the goal so far. The money she gets back she will purchase her cap and begin making her dress for ceremonies. Any monetary donation is appreciated and accepted.

The Council thanked them for the information and provided their good luck wishes.

2.) Eric Cutright, IT Director:

Eric is present to seek approval of a revised position description for the IT position in Orleans. It is a trainable position but Eric would like to take that opportunity rather than just someone who only wants the position for temporary terms.

Arch Super moved and Michael Thom seconded to approve the Computer Systems Technician, 7 haa, 0 puuhara, 0 pupitihara.

He also sent an email regarding the Tribes new website. It is ready to go live even with small revisions that will be needed ongoing. The IT staff will work on the small details as it is live, but this new format will be better designed for security and mobile devices.

Arch Super moved and Renee Stauffer seconded to approve the redesigned website, 7 haa, 0 puuhara, 0 pupitihara.

Director Reports:

1.) Lester Alford, TANF Director:

Lester is present to review his report. The department has roughly at 55% work participation for clients. The NEW program and LIHEAP are moving along.

Lester has met with Pat who has the opportunity to serve more clients in Happy Camp and Orleans through grant funding. He briefed the Council on the office moves with DNR and how it will suffice for his program.

In Yreka, CHR has temporarily moved into the other side of the building. He is hoping to have communication with fellow co-workers on office moves in the TANF buildings.

Lester would like the Council's permission to use a temp service for the Yreka receptionist position. They are having recruitment issues for the receptionist position. Josh asked if it required a contract. Lester noted that Dora is looking into this. Elsa noted that other programs can be accessed rather than having a temp service and pay that fee. Arch advised that this will be discussed at a later time.

Arch Super moved and Bud Johnson seconded to approve Lester's report, 7 haa, 0 puuhara, 0 pupitihara.

2.) Emma Lee Perez, Contract Compliance:

Emma Lee is present to review her report. She continues to work on reporting and compliance with reports. Six Rivers communication is moving forward on the repeater installs. She continues to encourage employees to use the consent calendar.

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

3.) Alan Merrill, Education Coordinator:

Alan is present to provide an update to the Council. He has made contact with five tutors to set up a mandatory meeting to meet with the Education Committee in early January. HCHS principal has requested the Student Service Coordinators to attend training similar to the schools teachers. Alan did not find that beneficial but found a conference for them to attend. In the past students have attended the education conference as well, and he will be evaluating that opportunity.

HCHS Youth Council has set their 4 Directors. Yreka Youth Council is beginning to start their elections. They will meet once a month at the high schools and one time per a month together. Josh asked if there was a possibility to get the Youth Council involved in the governance of the Council's meetings. They have identified this and they are interested in working toward this.

The Student Service Coordinators have been hired and are actively participating in the goals of the Education Department.

He continues to collaborate with college advocates for financial aid services. He provided financial aid information that is forthcoming. Alan went back to explain to Buster the intent on training in Redding for staff or youth through Title VII.

Renee talked to the principal in Orleans elementary school and he had nothing but compliments about Alan.

Renee Stauffer moved and Bud Johnson seconded to approve Alan's report, 7 haa, 0 puuhara, 0 pupitihara.

4.) Erin Hillman, KTHA Executive Director:

Erin is present to update her report. She has no action items but updated the Council on the reauthorization of NAHASDA. They believe that there has been progress in the arena of the bill that will include full funding for NAHASDA. An update is that Tribes that have allocations in their LOCKS system and those that have not spent the funding will then get the difference in their funding not another round of allotted funding. This will mainly affect the Navajo Tribe who maintains funding but not allocating to projects.

January 26th and 27th will be the next meeting in negotiated rule making. She is hoping the meetings are near the HUD offices.

An increase of maximum rent will be reviewed and the policy updated. KTHA is looking into that currently.

The LITHC partnership agreements have closed. They are planning for groundbreaking. She will be sending the list of attendees from the Wellness Center groundbreaking and they should provide a list from the Council and KTHA BOC to invite. Arch commented that through invitation a lot of persons didn't attend so possibly announcing who were invited and actually attended could be recognized.

The gym floor is being worked on. Inspection was done on the gym floor and they have since identified gymnasium fans to get some air flow circulating on the floor. It should be fully usable in early January. Erin thanked Arch and Buster for attending the Elders Party. There was a good turnout and the staff enjoyed coordinating it.

Vickie Walden asked how the Elders were notified about the party in the area. Erin explained that KTHA stepped in and helped out for the party but in Happy Camp and Orleans they have separate parties in those areas. Yreka Elders were compiled from different sources and invited.

Renee Stauffer moved and Josh Saxon seconded to approve KTHA's report, 7 haa, 0 puuhara, 0 pupitihara.

5.) Laura Mayton, CFO:

Laura Mayton has one action item for the Council. Today the CRIHB invoice has been submitted and the Associate Member dues are needed, if the Tribe chooses to remain associates.

Josh Saxon moved and Arch Super seconded to approve the CRIHB dues, 7 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve Laura's report, 7 haa, 0 puuhara, 0 pupitihara.

6.) Karen Derry, KCDC:

Not present, report provided.

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

7.) Bill Tripp, Deputy Director DNR:

Bill is present for Leaf Hillman. Alex Watts-Tobin discussed a letter as drafted regarding air pollution. Alex informed the Council that this letter will be sent to 30 agencies around the State of California. KRAB has approved the letter to be submitted and officially have the Tribes stance on environmental quality act public resources code section on file. The notifications letter must first be submitted.

Michael would ask that Humboldt County be included. Bill commented that the same letter is being sent to everyone in Humboldt and Siskiyou County.

Renee Stauffer moved and Sonny Davis seconded to approve the air pollution control letter to both Counties, 7 haa, 0 puuhara, 0 pupitihara.

He then sought approval of the DNR Strategic Plan. It will be a living document and need adjustments as time moves along.

Arch Super moved and Josh Saxon seconded to approve the DNR Strategic Plan, 5 haa, 0 puuhara, 2 pupitihara (Elsa/Arch).

He then sought approval of a proposal to the BIA for the K-12 curriculum and it will be to assist in youth positions. Emma Lee noted that that there were issues in the match documentation and then a letter of support from Leaf that he supported the proposal. Laura noted that an issue from her opinion is to not include match into the proposal. The voluntary offer match when it isn't required may cause more issues at a later time. Bill commented that leveraging funds and a letter of support included in the proposal, which is workable. Emma would like to have the revised budget and letter.

Josh Saxon moved and Arch Super seconded to approve DNR's report, 6 haa, 0 puuhara, 1 pupitihara (Renee Stauffer).

8.) Scott Quinn, Director of Land Management:

Scott is not present, written report provided. Tabled to closed session.

9.) Sandi Tripp, Transportation Director:

Sandi is present to review her report. She has no action items. She provided an overview of her report. Renee commented that the notation of 45 speed limit seems unreasonable in Orleans.

Sandi can ask that Caltrans do another speed survey and prepare community members for the survey.

The department continues to accomplish seal coating and striping in Yreka. Transportation did two parking lots for KTHA.

Both Orleans and Happy Camp possible granting opportunities will change the look of the communities. Sandi will continue with meetings and discussions within the communities to obtain and provide feedback.

The transit information was provided to the Council. If the Council has any questions then she would like to answer any questions with the Council. She would like to seek operation funds. She would recommend keeping the transit system how it is currently operated and then make a transition once operational funding is received. Up to 100 persons a month use the service but she would like to brainstorm with the Council about the service.

Arch Super moved and Bud Johnson seconded to approve Sandi's report, 7 haa, 0 puuhara, 0 pupitihara.

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

Not present, no written report. Arrived late, report emailed. Council tabled.

11.)Daniel Goodwin, Maintenance Supervisor:

Daniel is present to provide a verbal report. He updated the Council on soundproofing for the Yreka building. There are some issues remaining but it is pretty much finished. There needs to be some lighting and updating to light fixtures that need to take place.

Josh asked about Junction School has lighting out currently. The boom truck was down in Orleans but the day didn't work out. It will need to come back to the Council for the replacement of lights.

The Admin lights have been out for some time. He finally was able to spend time on that, which led to the lights getting prioritized for repairs. LED lights are operating dusk till dawn at the Admin office as of right now.

Daniel commented that he is not on the project for repairs at the Somes Bar residence. Due to scheduling it is not going smooth, but it needs to be worked out.

He will be re-directing the crew on installation needs for the heating and cooling system at the Yreka Clinic. It will be a slow process and he doesn't believe that it will work so well. He would like to do a graveyard shift on that project to ensure clinic/patient safety and do the night shifts work. Daniel is hoping to find the time and have it done in one week.

Vickie then announced that when the ducts were worked on previously it was easier done at night. Arch noted that Daniel is the supervisor so he can adjust their work schedule.

Fred had asked for the entrance lights to be checked into at the Admin building. Those will be worked on and replaced as time allows.

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

12.)April Attebury, Tribal Court Administrator:

No report, not present.

13.)Dora Bernal, HR Director:

Report provided, tabled.

14.)Fatima Abbas, General Counsel:

No report, not present.

15.)Dion Wood, TERO/Childcare Director:

Report provided, tabled.

Closed Session:

1pm-3pm:

Consensus: to refer complaint to Supervisor and HR Director for review of process through WPA. Letter will be noted as internal reference and communication by the Directors to Tribal Members needs discussed, reiterating professionalism.

Josh Saxon moved and Renee Stauffer approved \$200 for Hoopa High School Sober Grad, 6 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Michael Thom seconded to approve \$2,000, (\$500 for 4 different charities in Yreka) with press releases, 6 haa, 0 puuhara, 0 pupitihara.

Elsa arrived at 1:16pm

Consensus: to review temporary hire for provider in Orleans Clinic. Concerns regarding health program staff and their pay or providers loan repayment program were discussed.

Informational: report of an extreme wild cat issue at the Orleans KTHA community.

Informational: KTHA is working on Tribal Member #NJ needs for a ramp and also concerns reported for Elder needs in Orleans regarding Tribal Member #JL

Consensus: move TANF to the Orleans building and to have DNR stay at the complex.

Consensus: for the HHS Project Manager to take the lead on the office space needs for the Yreka health staff.

Informational: possible gifting of property to the Karuk Tribe for specific purpose is in discussions.

Consensus: to issue press release regarding Dam Removal.

Informational: position may be needed and indicated for DNR. Continue discussions within budgets and needs will take place.

Consensus: to set a meeting with Laura Mayton, Anna Myers, Debbie Bickford to discuss insurance options and coverage.

Closed Session: 5:46pm

Consensus: to review information from Tribal Member #ER at a later time. There is still time pending within KTHA.

Consensus: to have General Counsel provide review of internal documents including policies and procedures as well as the WPA regarding Tribal Descendant #AD.

Arch Super moved and Josh Saxon seconded to approve resolution 15-R-149, 5 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Josh Saxon moved and Bud Johnson seconded to approve filing cabinets and procurement for the purchase from Quill, 6 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Josh Saxon seconded to approve seating Charlene Naef to the Enrollment Committee, 6 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Elsa Goodwin seconded to sponsor \$100 to Waterfall Dolittle from Booster Club, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Sonny Davis seconded to approve modification (3) to contract 15-C-125, 5 haa, 0 puuhara, 0 pupitihara (*Josh absent for vote*).

Arch Super moved and Bud Johnson seconded to approve contract modification (4) to 14-C-115, 6 haa, 0 puuhara, 0 pupitihara.

Employee drawing: Jennifer Cronin

Arch Super moved and Sonny Davis seconded to approve contract 16-C-031, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Michael Thom seconded to approve contract 16-C-032, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve contract 16-C-033, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve contract 16-C-034 with changes, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Josh Saxon seconded to approve the Department of Justice, Bureau of Gambling Control letter, 6 haa, 0 puuhara, 0 pupitihara.

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

Josh Saxon moved and Michael Thom seconded to approve resolution 15-R-150, 6 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to seat Michael on ICWA, TANF, and Education Committees for Elsa, 4 haa, 0 puuhara, 2 pupitihara (Elsa/Michael).

Consensus: to include section to the Newsletter for a survey to seek information on the hiring experience and/or hiring practices of the Karuk Tribe.

Josh Saxon moved and Elsa Goodwin seconded to approve \$700 in missing receipts related to moving expenses, 4 haa, 0 puuhara, 2 pupitihara (Arch/Michael).

Josh Saxon moved and Elsa Goodwin seconded to offer Tribal Descendant #AD the position as TANF Assistant, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: no temp service will be provided until evaluation of the program needs is done.

Next Meeting Date: January 28, 2016 at 3pm in Yreka.

Arch Super moved and Josh Saxon seconded to adjourn at 9:03pm.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider

Department of Natural Resources

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**DEPARTMENT OF NATURAL RESOURCES
TRIBAL COUNCIL REPORT
January 2016**

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

WATER QUALITY COORDINATOR/ Susan Corum

Participated in the following meetings/processes:

- Attended KBMP Steering Committee meetings.
- Attended Tribal Ground Water stakeholder meeting via phone.
- Participated in webinars on SGMA process.
- Participated in CCHAB meetings and reviewed and commented on new toxic algae guidance document.
- Attended DNR coordination meetings.
- Participated in FASTA team calls.
- Attended DNR Council meeting.

Reports

- Council Report

Water Quality Crew Update

- Crew is working on getting all our data from the sampling year in to our new database, cleaned up, and processed into our year end water quality report.

FISHERIES PROGRAM/Toz Soto

The Fisheries Program is wrapping up Coho spawning surveys this month and beginning to work on winter field projects that include estimating winter rearing population within the newly constructed off channel ponds. Crews will be trapping with fyke traps or seine netting juvenile fish and applying a PIT tag or fin clip on a subsample of fish. Tagged fish are then release back into the ponds where they later recaptured using the same trapping methods. The estimation method is called a Peterson Mark and Recapture Method. The purpose of the work is to determine the winter rearing population within the restored off channel habitat which will be presented in case studies of each of the constructed sites. Biologists are working with staff from NOAA Fisheries and MKWC in

drafting the case studies. The case studies will be included in NOAA's annual report to Congress as part of their obligation as managers of the Salmon Recovery Fund. Biologists are working collaboratively with other Klamath Basin stakeholder to develop a plan to manage water in way that limits fish disease outbreaks. It is hypothesized that the lack of winter flow releases and flow variability coming from Iron Gate Dam during the winter months is causing conditions that increase the rate of disease proliferation. It's thought that salmon carcasses carrying disease spores are accumulating below the dam where they release spores that eventually infect juvenile salmon. Winter flows that would normally wash carcasses down river and up on the river banks are not occurring as they did historically. Furthermore, fine sediment and aquatic plants that are habitat for the disease host is not being annually flushed out of the system causing disease spores to increase. Despite the record rain fall we've experience the past few months the Bureau of Reclamation has continued to release record low flows from Klamath Lake and has set priority in filling the lake for ESA protected suckers and later irrigation priorities. Biologist will be attending a Klamath Basin fish health conference this March where the focus will be addressing this issue that is our local salmon population. The recent rain and high water has been challenging for our crews whom are maintaining remote PIT tag detection arrays. Antennas are continually being washed out of place or broken therefor constant maintenance and repairs are needed. Solar powered battery banks need to be manually transported to our office in Orleans and charged while new charged batteries are swapped out for the old ones. Each deep cycle battery weighs approximately 50 pounds and each of the four PIT tag detection arrays requires four batteries, therefore this is not an easy task. Rock slides and bad roads have added to the challenge. To make this task easier, we are thinking about purchasing a construction trailer and placing it somewhere in the Happy Camp area where it can be used for storing equipment and charging batteries. For more information regarding the Fisheries Program, please contact Toz Soto at tsoto@karuk.us or 627-3116.

NATURAL RESOURCES POLICY ADVOCATE/ Craig Tucker

WATERSHED RESTORATION PROGRAM/ Earl Crosby

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

- 1) Participated in Western Klamath Restoration Partnership Meeting in Happy Camp
- 2) Provided input at Western Klamath Restoration Partnership Core Team Meetings

- 3) Participated in Western Klamath Restoration Partnership Prescription and Purpose and Need workgroups.
- 4) Multiple Monday calls in discussion with Klamath National Forest on regards to Westside Salvage Project
- 5) Weekly calls regarding North Coast Resource Partnership Tribal Workgroup.
- 6) Followed up w/ KNF regarding funding assistance for Westside PA terms and Westside Phase II
- 7) Started the clearing and grubbing of the Casino site in Yreka.

Funding Update

We received the final sub-agreement with the Humboldt County for the Prop 84 Funds. In regards to this grant we have completed a site review and will begin invoicing for work completed.

In conclusion, we would like to thank the Tribal Council for their continued support. I would encourage any Tribal Council Member who can please arrange a time when you can visit the crew as they appreciate it. If you have any questions, please do not hesitate to call me at (530) 469-3454 or email me at ecrosby@karuk.us

Earl Crosby
 Watershed Restoration Coordinator

FOOD SECURITY PROGRAM COORDINATOR /Lisa Hillman

Please note information/activities are for the period of: 12/11/15 through 01/15/16. No action items to present this period.

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Accomplishments and upcoming dates: This past month, the Food Security Project has been working hard on two grant proposals that address critical issues for one of our most important Native foods and the land management of our Ancestral Territory. The first is a pre-proposal to the Forest Health Protection Program of the State and Private Forestry Section of the Pacific Southwest Region of the USDA Forest Service for pre-proposals on “Conducting Activities Related to Monitoring, Extension, Management and Mitigation of the Sudden Oak Death Disease Caused by *Phytophthora ramorum*.” I submitted the Xunyêep-Karuk Tribe’s Mitigating Sudden Oak Death Project by the

January 7 deadline and should hear sometime next month if our project is short-listed for a final proposal.

The next proposal was one I hope you have already approved at the Planning Meeting on January 21. Emma Lee Perez and Laura Olivas were so kind as to review the proposal to CalEPA Environmental Small Grants Program titled Naneethivthaaneen – Karuk Digital Eco-Cultural Resources Management Plan before I left for a week's vacation, so that I could make changes if needed. Thanks are also in order for Jaclyn Ownsbey, who has assured me that the proposal will meet the deadline – as amended for us by the grant manager – on January 22, 2016.

This month we have also hired on two new employees: Heather Rickard as a Food Security Bio Technician and Adrienne Harling as the IMLS-grant funded Sípnuuk Division Coordinator. Our project team has been working with these two talented and experienced people for some time now, and is confident of their capabilities to achieve the goals of the Food Security Project. In addition, we have also contracted with Cultural Practitioners Analisa Tripp, Vikki Preston, and Kathrine Barger-McCovey to fulfill deliverable on two Food Security objectives.

The final deliverables for our Charles Carter-Wentz grant should be completed by the end of this month, adding two new lessons and one video clip completed by contractors Monique Sonoquie and Basil Conrad respectively. For our Sierra Health Foundation grant, we are currently making plans for the upcoming planting season in Happy Camp at three sites with our partners Lisa Aubrey from the Karuk TANF Department (Bucket Garden), Bari Talley from the People's Center (Native Plant Demonstration Garden) and Family Services, Mid Klamath Watershed Council and the Orleans Elementary School (Community Garden).

With Grant Gilkison, Tribal Liaison for the Mid Klamath Watershed Council (MKWC), the Food Security Project Coordinator led two after-school activities with the Orleans Elementary School centered on traditional stories relating to Native Foods and traditions. Upcoming event is planned for January 19, when we will process acorns and finish with a taste of xuun and salmon.

For our Sípnuuk Digital Library, Archives and Museum, Angela has been working hard to upload data for our upcoming launch in March (see Angela's attached report). We have also had a two-day train-the-trainer workshop led by Sípnuuk Division Coordinator Adrienne Harling on how to upload data onto the Sípnuuk site January 13 and 14, 2016. We have had more interest by TANF clients to participate in our weekly offerings of Native plant harvest and processing activities led by our Food Crews and Cultural Biologist. Active here have also been our contracted Cultural Practitioners Stormy Polmateer, Annelia Hillman and Heather Rickard, as well as Elder volunteer Janet Morehead. Upcoming activities will focus on acorn processing and storing (water-bath canning), and the revitalization of our orchards, including pruning and collecting scion wood.

Together with MKWC's Mark Dupont, our Food Crews assisted in a Pruning Workshop in Happy Camp on January 9 that was well visited. Bio Technician Ben Saxon was also able to attend a Madrone Tree workshop in Arcata, which he reported to have been very informative (see Ben's attached report).

Upcoming events: 2016 Winter Youth Camps February 3, 4 and 5. We will be targeting Happy Camp, Junction and Forks of Salmon Elementary Schools with hands on activities and tasting Native foods in Happy Camp and in Somes Bar.

Yôotva for your continuing support of the Food Security Project.

Sípnuuk update from Angela McLaughlin, Sípnuuk Assistant:

Frank Lake Provenance: Provenance is complete and in use in our spreadsheets for his collection.

Frank Lake Batch Update: I have Franks' high priority folders (67) in staging with Batch 002 in progress.

Sibyl Diver Batch Update: Ade and I are set (Batch 010 to 014) to have these batches for the upcoming train the trainer workshop. I have divided them into small five item batches for training purposes. Her remaining Batches 015 to 028 are on hold still to get Frank and Marks Items in Sípnuuk.

Mark DuPont Batch Update: Ade is has the rest of Marks first installment and we will sort and stage his batches as soon as she is available.

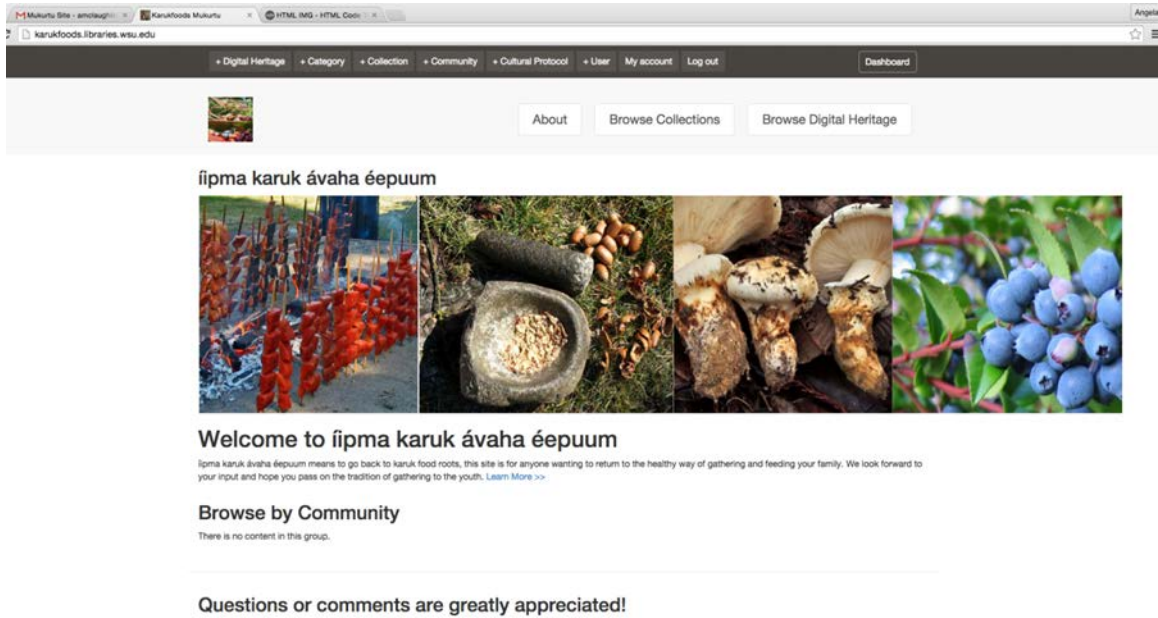
Batch Processing: Batches are being processed and uploaded as they are completed to help us in getting as much on the site as possible. Ade is going to assist in processing batches when she comes on board and we will continue viewing and reviewing materials from the front as a perspective user. Keeping visual appeal, viewer enjoyment, and ease of use in mind while in the process of preparing the site for release in 2016.

AFRI Food Security Collection: We are at 568 items in the collection as of this morning. I have been working with Ade to get papers needed for the training printed and ready.

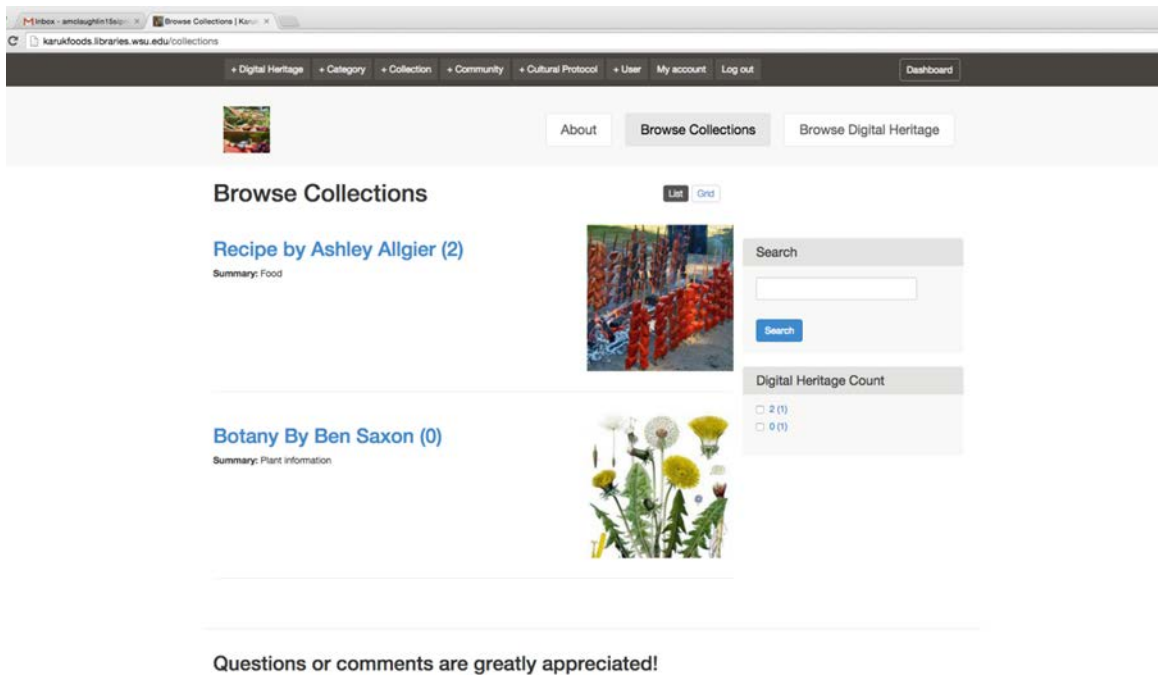
Sípnuuk Test: Ade called and wanted to test the site and needed a first time user to log on and walk us through what and how it is to log in. We called MKWC and had their receptionist (Alexis) walk us through step by step the look and feel of the first time user and also the ease of access. After getting her input we were able to understand how the log in/access request works and is used.

WSU Update: I was having a bit of a struggle with my HTML for the Mukurtu site of mine so I emailed Michael of WSU to help me figure out where my programming was off. We laughed because I left out the root word and file location. After fixing it I was able to view the site and was pleased with the results. He was also able to help me link items under one collection heading. This will be useful if we decide to do like a book with twenty chapters and want it as its own collection. I was very happy with the results of our conversation and will keep him on the list of people to bug with my questions on how Mukurtu sites run.

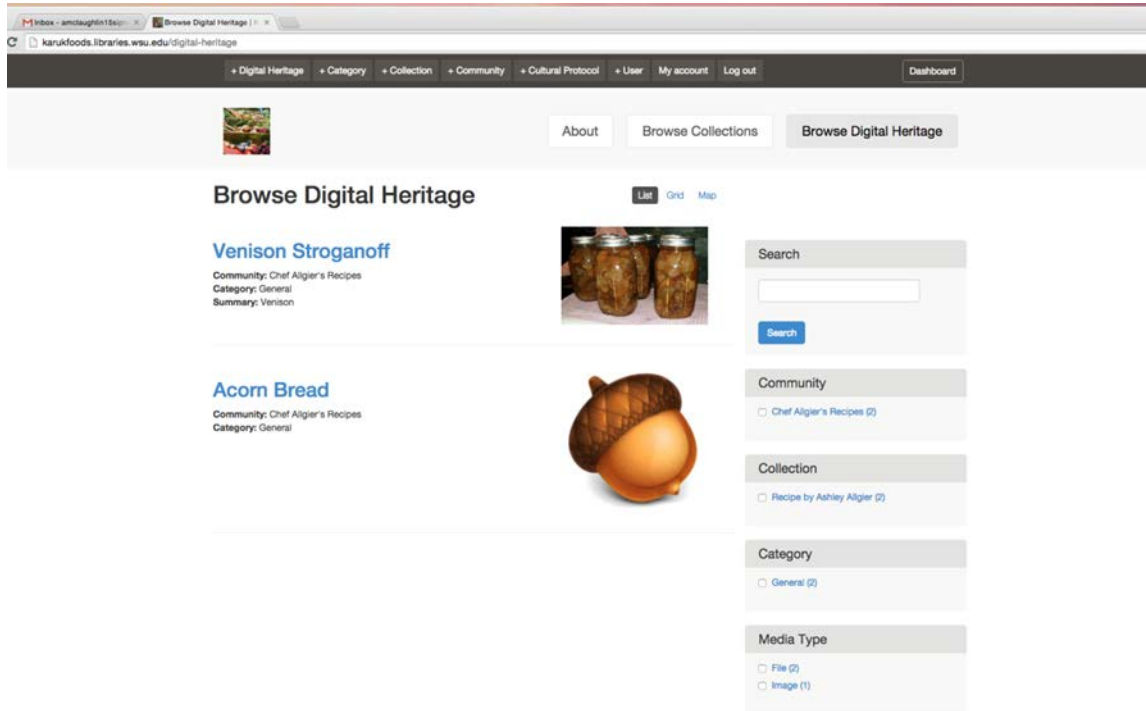
The following is the “sand box” site for WSU that I have been working on:



The screenshot shows the home page of the website. At the top, there is a navigation bar with links for Digital Heritage, Category, Collection, Community, Cultural Protocol, User, My account, and Log out. A Dashboard button is also present. Below the navigation bar is a header section with a small image on the left and three buttons: About, Browse Collections, and Browse Digital Heritage. The main content area features a title "ĭpma karuk ávaha éepuum" followed by a row of four images: a rack of hanging red items, a mortar and pestle with ground ingredients, several mushrooms, and a cluster of blueberries. Below the images is a welcome message: "Welcome to ĭpma karuk ávaha éepuum" and a paragraph explaining the site's purpose. A "Browse by Community" section follows, stating there is no content in the group. At the bottom, a message reads "Questions or comments are greatly appreciated!"



The screenshot shows the "Browse Collections" page. The navigation bar is identical to the home page. The header section includes the same image and buttons. The main content area is titled "Browse Collections" and includes a "List Grid" toggle. Two collection items are displayed: "Recipe by Ashley Allgier (2)" with a summary of "Food" and a thumbnail image of hanging red items, and "Botany By Ben Saxon (0)" with a summary of "Plant information" and a thumbnail image of various flowers. To the right of the collection items is a search box with a "Search" button and a "Digital Heritage Count" section with two radio button options: "2 (1)" and "0 (1)". At the bottom, a message reads "Questions or comments are greatly appreciated!"



The following is the list of items to complete before February WSU visit:

1) Benchmarks for February

Here is a recap of some goals to have done for the February session, as always, taking your specific priorities into consideration when deciding which areas to spend the most time on. I have included hyperlinks to specific documents, but there are more resources in your binders and on the www.sustainableheritagenetwork.org website

Digitization Policy

- Worksheet filled out
- First draft, if feasible – but we will have time to work on them in Feb.! As well as other policies.

Digital Preservation

- Try to answer the DP pyramid questions – especially “What do I need to know or find out?” section

Mukurtu Projects

- Worksheet filled out, timeline and goals identified (start creating a project plan outlining what needs to get done, when, and by whom)
- Identify any skills you need to learn, practice, or teach others to accomplish your June Mukurtu project

Digitization Practice

- Identify first collections to digitize
- Download audacity, practice, and show audacity to others

Safety and Emergency Plan for Sípnuuk: Still working to complete this item and I am in the process of writing the Emergency plan.

Research: I have not had time to do any of this lately as the other items are keeping me quite busy!

Yôotva,

Sípnuuk Assistant; Angela McLaughlin (530) 627-3115

Ben Saxon-Food Security Report

Elder Baskets

15 each of following items unless otherwise indicated;

Aay (Wild Grape Jelly)... ½ pints

Handmade Grape Vine wreaths... made with the following;

Cedar boughs, Toyon berries and leaves, Madrone berries and leaves, Pepperwood boughs, and woven wild grape vines.

Healing Salve... ¼ pints... made with the following;

Mullein, Wormwood, and Lavender.

Áama (Kippered Salmon)... pints

Áama (Raw Packed Salmon)... pints

Pears... pint and ½ jars

Fig Jam... ¼ pints

Yúuxas Syrup (Elderberry)... ½ pints

Púrith Jelly (Huckleberry)... ½ pints

Pahiip & Kíshvuuf (Pepperwood and Root)... small herbal bags

Champínishich Tea (Yerba Buena)... 8 small herbal bags

Thámkaat Tea (Coyote Mint, Pennyroyal)... 7 small herbal bags

We had large Christmas gift bags and tissue paper to make 15 care packages to distribute 5 in each Orleans, Happy Camp, and Yreka. The teas were divided accordingly so that each bag had at least one packet of tea of either the Yerba Buena or Coyote Mint.

Pictured flyers were put in the gift bags for directions and warnings of the teas and the Pepperwood.

Manzanita Lecture... “Manzanita’s Demystified” by Michael Vasey, PhD

Masonic Lodge, Arcata

I was very excited to attend this lecture, because manzanita is a very important plant to our Karuk culture for ceremonies, medicine, food in the berries, and for cooking. I will also be collecting different species of manzanita for our Karuk Botany Herbaria in the near future.

I learned that western science has determined that manzanitas are a “foundation” species, in other words one of the first shrubs to evolve at the beginning of creation.

There are over 100 species of manzanita in California alone. Manzanita grows so well in

California because of our Mediterranean Climate, and its resistance to fire, especially on the coastal regions.

I bought the Field Guide to Manzanitas written by the guest speaker, Michael Vasey, Michael Kauffmann, and Tom Parker. This book will be invaluable to me in the field. The sponsor of the event was the California Native Plant Society, North Coast Chapter

Reported by Ben Saxon (Food Crew Member)

Pruning Workshop with Mark DuPont, January 9, 2016

Elk Creek, Happy Camp

This workshop was put on as collaboration between MKWC's Foodsheds Program and the Karuk Tribe's Food Security Program. The workshop was hosted by homesteaders and residents of Elk Creek, Ty and Rachel. Mark DuPont is an experienced orchard manager, former nursery owner, and dynamic instructor/mentor. Mark walked a group of approximately 20 participants through the basics of fruit tree physiology and growth habit, using newly grafted apples as examples. He went on to share his favorite tools of the trade, after which we made a sweeping tour of the homestead orchard. Participants got to discuss pruning strategies for each of 10 trees: apples, plums, peaches, pears, persimmon, and walnut all different ages and at different states of vigor. Support was provided by MKWC staff Indigo and Carol, as well as by KDNR employee Ben Saxon and KDNR contractor, Heather Rickard. Staff supported the workshop by passing around sign-in sheets, getting participants to fill out surveys, making coffee, adding to instruction when necessary, and taking many photos. Ben Saxon additionally shared a story about an old apple variety he is seeking to preserve as part of the Orchard Revitalization project.

RON REED/Food Security

12/7 At the KT FSP weekly meeting the Christmas Traditional Food Baskets was the main concern of the meeting. I spoke to the food crew about the discussion I had with the council folks. Chairman Attebery, along with council persons Charon Davis, Alvis Johnson and I had a talk about getting an elders list for Christmas Boxes that were to be given to our tribal elders. After a long discussion that included the director of the KT Elder's Program and her key staff person Flo Lopez, it was decided it would be best to deliver a set amount of boxes (approx. 90) to the respective service areas of the tribe (Yreka, Happy Camp and Orleans) at the annual Christmas Dinner. The KT FSP food crew had a discussion on the limited amount of resources for the baskets and a much smaller number of baskets were available as a result of that discussion. At that point a directive needed to be made, Bill Tripp was available and we all decided that we would raffle off a total of five Christmas Baskets to each of the three service areas. In addition, we would concentrate on a much larger gift basket at the Karuk Tribal Reunion this summer.

Conversation about the Tan Oak mushroom season and how the varying weather conditions getting warmer, then cooler and if we was going to get some mushrooms this year or not.

Traditional Food Harvest efforts on the WKRP Ti Bar focal area was somewhat successful meaning that there were some mushrooms, but not a lot.

12/8 One of the objectives in the USDA Food Security Grant is a Food Assessment. Megan Mucicis from UC Berkeley and I traveled to Happy Camp to interview cultural practitioners. The subject of the interviews was, “where does our food come from?” Interview questions pertained to not only where do our food come from but, also, how can we make the process better. Low income issues and the lack of traditional food, management and restrictions in the form of permits were discussed to great extent. Four interviews took place with invaluable information collected. The interview process will continue into the New Year.

12/9 Ben Saxon and I went up into the Red Cap watershed to look for Tan Oak Mushrooms. As we drove up to Shelton Butte we noticed that the roads had a lot of mini slides and that limited the access to some of Ben’s favorite family hunting grounds. A total of six mushrooms were found and it seemed as if the mushrooms were still growing.

12/11 Traveled to Yreka for the Christmas Party

12/13,12/14, 12/15 I traveled down to Berkeley to participate in a Phoebe Hearst Native American Advisory Council (NAAC) meeting. Jordan Jacobs has officially transitioned into the directorship of the Phoebe Hearst Museum. I had an opportunity to discuss the future of the council. I stated that my concerns are not about moving museum objects around from place to place, but, if the opportunity presents itself, bring our stuff home. I have a little different perspective than other folks around the table as we have a “Peoples Center” museum and I would like to address the issues of bring the things home that need to be home, according to tribal customs. Resources need to be identified to do this if the Phoebe Hearst Museum is truly trying to change the face “image” of this institution, as it has declared.

12/16 The KT FSP and the KT TANF programs have been focusing on traditional food processing. KT FSP food crew members harvested acorns during the fall season and took them up to the HC TANF program to dry. TANF program staff, Lisa Aubrey has been very inspired in learning how to process acorns. She took her acorns home and had her clients help crack and shell some of the acorns. The food crew brought up additional acorns to crack and shell at the “Old Gym”. Although there were no TANF clients at the workshop Lisa has made up for it with here level of inspiration. She had very little knowledge and experience with acorns in the beginning of the workshops, but has become very confident and enthusiastic about the process. This has turned into a train the trainer process that she is embracing with unbridled inspiration.

12/17 office work

12/18 off

12/21 We had our weekly KT FSP meeting. It was discussed that we all focus on wrapping up the previous year with catch up on our daily and weekly reports. I have been working on cleaning up my emails and existing email correspondence.

12/22 WKRP meeting in the morning that focused on information and data collected during the field season. Amendments were made and discussion on how and why the

plots were chosen and what is in store for the group in the upcoming field season. The afternoon consisted of driving up to the Rogers Creek WKRP Food Grove Assessment Area for traditional food harvest of Tan Oak Mushrooms. Very small mushrooms so I left them to check on later. The mushroom season seems to have ended before it ever got started. There were a few mushrooms but not enough to do anything with.

12/23 I worked in the office in the morning and went up to a WKRP Food Security Food Plot with Emilio Tripp. Emilio mentioned that his family, including his dad, didn't get any mushrooms this year. With the success of finding mushrooms up in Rogers Creek the Ti Bar Grove Assessment area was likely to have mushrooms as well. We found mushrooms but a lot of them were wet and soggy. Although we found mushrooms, the season appears to be over due to the lack of new growth and new patches of mushrooms. The elk and deer have been eating mushrooms a lot.

12/24 off

12/25 Christmas

On Jan. 4th we did not have a KT FSP weekly meeting. Office work and catch up on existing reports and projects is the call of the week. Jan 5th was much of the same. This week I was severely distracted. My nephew lost his life while climbing a tree to restore electricity. He lost his life on Dec. 30th just above the Martins Ferry Bridge in Weitchpec. I took the remainder of the week off (1/6, 1/7, 1/8) in grievance.

ADMINISTRATIVE OPERATIONS MANAGER /Donalene (Sissie) Griffith

This has been a very busy month, DNR continues to have issues with Microsoft outlook, but has improved from the previous month.

GSA information:

Everything is current on vehicle reporting and payments. Still waiting on funding to come down for the other two GSA vehicles that was approved for lease for the RTRL Project and then will place order along with Craig Tuckers vehicle, which was already approved by council. Waiting to place order for all vehicles at once.

Daily Tasks:

DNR currently has 69 active funds codes for this FY 2016.

Current Contracts with DNR = 38

Continue to work daily on processing invoices for payment. (Currently have active 33 contracts)

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

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

Budget preparation for the coordinators

Budget preparation for submitting proposals for funding projects

Tracking budget line items

Tracking In-Kind Match for grants.

DNR:

New Contract for Merry Kate Lowry – 16-C-028, Environmental Education Specialist Working with BIA on process to get the RTRL Funds to the Karuk Tribe.

WGRP:

New Contract for Kirsten Vinyeta 16-C-036 – BIA Climate Change Grant. Doing follow up with BIA on additional funds that was added – waiting on a Mod. 1 from BIA with additional Scope of Work.

Watershed:

Modification No. 1 to John Salter Ph.D Contract to add funding to contract 16-C-012

FISHERIES:

Revised AFA 2016 for signature – corrected agreement signed and mailed back.

Water Quality:

Resolution No. 16-R-003 for Co-Sponsorship of the proposed legislation Safe Water and Wildlife Protection Act of 2016 – Approved at DNR meeting 1/6/16

New Contract 16-C-040 for QVIR

New Contract 16-C-038 for Yurok Tribe

New Contract 16-C-039 for Hoopa Tribe

Food Security:

New Contract for Kathleen Barger-McCovey 16-C-037, Teaching and processing native Plants

New Contract for Vikki Preston 16-C-041, digital acquisitions

New Contract for Analisa Tripp 16-C-042, digital acquisitions

Modification No. 1 for Monique Sonoquie 16-C-025, extension of time.

Modification No. 1 for Basil Conrad 16-C-026, extension of time.

Policy Advocate:

Contract Modification No. 1 for ICF Jones & Stokes 14-C-088 – Extension of time.

Contract Modification No. 1 for Ross Taylor and Associates – Extension of time.

New Contract 16-C-035 for Russ Kanz

THPO:

Contact 16-C-016 for HSU for Cultural Monitoring Training

THPO/ARCHAEOLOGIST/Alex Watts-Tobin

The reporting has been completed for the THPO grants, with a due date of 12/31/15. We have acceptance letters from NPS for the reports on the FY 2014 (final) and 2015 (annual) THPO grants. It is NPS practice to have two active grants in any one year, to enable flexibility in drawing down funds. The THPO is to attend CEQA training in late January, and did Sipnuuk digital catalog training in the middle of January. This will be crucial going forward for managing digital assets.

- On the WKRP project, The Archaeologist is meeting with the Forest Service meeting to more closely define the mechanical and interior areas and priorities for next field season. Site definitions and the report will be left for next year. The formal recording of the places found this year will use these skills, and will also incorporate the newly-developed TEK sheets. The THPO is attending a Project Coordination meeting with the Forest Service on Thursday 21st January to further ongoing consultation on numerous topics with SRNF and KNF – in particular, confidentiality of data taken by the Tribal Arch Program and Food Crews.
- The Arch Techs have been laid off at the end of December, and will be brought on again at the end of February. In the meantime they will be doing some contract work on Food Security. There are some extra funds rolled over from last year, which will be put together with \$58000 for this year to fund an extended season. It is possible that I will be looking for extra Arch Techs to work in the Happy Camp area. I am rounding up Cultural Practitioners and other authorities to get information.
- I have been working on the Interagency Modification 2 which requests considerable funding for the THPO, for Archaeologists, and the Arch Techs to work parallel with the Klamath National Forest on the Westside Project next year. The Karuk Archaeologist has submitted one field report, and a second one is in preparation using data taken in the fall at Tyler Meadows and Cold Springs. It had been through several rounds of editing by KRAB but promises to help develop survey protocols across the Aboriginal Territory.
- We have chosen a vendor for the GIS system: CoDA, who has developed the Sipnuuk Digital Library for us. They were the winning bid among three, and have given satisfactory responses to our requests for information about compatibility with the GIS system. Jill and I are engaged in writing a grant for this work from the MICA group, which administers a Cultural Heritage fund.
- The Cultural Monitor Training in Happy Camp is scheduled for late February. This will increase the list of trained monitors. So far, two monitors have been assigned for the Housing project, and one has been assigned for the Casino Brush Clearing. All are based in Yreka, following Council request to use local monitors.

DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill
Tripp

Fire Adapted Communities Pilot/Fire Learning Network Projects

The report for the half is turned in and accepted by the funder. One task regarding attendance at the Northern California Prescribed Fire Council Meeting did not occur due to one not being scheduled. There is a spring meeting being planned and those funds will be available in the second half. I attended one Cultural Burning Network meeting and our next function is going to be during the Yurok TREX in April. Traditional Practitioners wishing to be more involved in voluntary burning for our lands, territory, resources, and neighbors should be informed of the event, and encouraged to attend. Revitalization of family based burning practices and intertribal support networks are a couple of the priority objectives of this emerging network.

Prescribed Fire Training Exchange (TREX)

We have not yet begun to plan the next Klamath River Prescribed Fire Training Exchange, but the Spring Yurok Training Exchange is coming up fast. April is a tough time of year when it comes to culturally relevant burning in Karuk country due to the fact that we are supposed to stop burning when the birds come back to nest. Given much thought, relationship building with the Yurok and Hoopa Tribes around this issue would preclude that traditional law that I have been, until now, applying to this situation. Though it may be time to stop burning in Karuk Territory, the actions of our neighboring Tribes on lands outside our Territory falls within their decision space and our limitations for participation should only be based on our hard closure. As long as the constellation Pleiades is visible in the sky, we can use fire for things other than heating and cooking. Helping our neighbors is one of these other things. Given these considerations based on traditional Karuk law. The Tribe should be able to support their efforts as long as we do not do so after entering this flower dance time. Please spread the word regarding this family based burning opportunity; and contact the front desk at DNR for specific dates, times and locations.

Food Securities Project

I have had discussions with the Food Security Project Coordinator and Biological Technicians regarding some of the actions and activities that should have some additional focus in the coming year. Maintaining tribal oversight on all aspects of the project is challenging and many aspects of it have been passed off to our Coordinator. With additional grant writing and agreement development support hopefully on the horizon, this program will need to grow in order to last beyond year 5 which is coming up fast.

Karuk/UCB Collaborative

I have participated in conversations regarding the high level framing and outline of a collaboratively developed book targeted at giving interested people from outside the area a summary synopsis of our past present and future. This book is intended to be framed for an audience that is ready to support endeavors such as those we are embarking on at DNR.

Western Klamath Restoration Project (WKRP)

The Western Klamath Restoration Project (WKRP) continues to grow fast. Mod # 3 has been approved and contracts are being modified. Efforts have expanded to progress

action in the Happy Camp and Salmon River Communities. Capacity to maintain Tribal support and oversight need to be developed and funded. Grant writing and agreement development support is critical at this juncture. Oversight roles are overextended and organizational support for this and other critical endeavors under the Eco-Cultural Revitalization Branch of DNR needs to be fostered with focused attention.

Two Chiefs Project

A draft programmatic report is being formulated for this project. It seems to perpetually fall to a lower priority at any given day due to the requirements of supervising multiple program areas while trying to be the “implementer” as well. These are not all projects that we manage at DNR many of them are in fact Programs by definition and a third party assessment of roles at DNR that qualify for indirect cost support positions would be appreciated.

Wildland Fire Management Program

The RTRL project additions have been accepted by Council, processing the paperwork needed to draw these funds down has been passed on to Self-Governance. We were notified of being funded in September and we still do not have these funds in place. If it is not obligated to a financial transfer process by the end of the month, then BIA is saying that there is good chance we will lose the funds. This is yet another example of indirect cost functions that DNR has to take on due to administrative staff turnover. Hopefully these funds will not be lost. We already hired one position and have two more waiting for word that we can move on hiring. This is an opportunity we cannot afford to have pass us by. It has taken decades of work to get a program like this established and we are at the ground floor in its implementation which should lead to additional compacted funds. I hope that getting these funds obligated is one among the highest priorities for these coming weeks.

Organizational Leadership and Capacity Building

I would like to thank the Council for helping to get more on-site space at DNR. We are attempting to consolidate our program areas as per our Strategic Plan for Organizational Development and your assistance helps make it all happen. Maintaining a supervisory role at the Department Level is taxing as a Deputy Director with grant funded Roles. The Strategic Plan recently approved places a greater burden on my Deputy roles for the short term, but as we can transition to spreading out these oversight roles and grow capacity to fulfil project level tasks, we should be able to move to a more proactive approach as opposed to the constant reactionary gauntlet currently imposed on overextended staff positions.

Travel

I attended the Inter Tribal Timber Council’s winter quarterly meeting in December. I received a packet filled with information that we do not have the capacity to follow through on. There is however good information that could benefit positions in Self-Governance, General Council, Lands, and other tribal program areas. Transferring this information in enough detail to be meaningful through Council Reports or even a Travel report is not an efficient means of insuring the right people know with enough time to respond to a priority situation. If Council would like a copy of the Packet, please let me know so I can have it copied or scanned for your review.

I also attended a Western Regional Strategy Committee face to face meeting in San Diego. As Co-Chair, I have had many opportunities to help drive positive change in the current fire management culture. Policy makers are starting to understand that fire exclusion has had a detrimental impact on ecosystems and indigenous communities. The fire management environment is changing. Cal-Fire recently signed on to an MOU accepting managed wildfire as a tool. The California Governor has ordered the inclusion of more prescribed fire use in Cal-Fire's plan as well as ordered tribal consultation and co-development of mutually beneficial policies and regulations among State/Tribal sovereign authorities. There is more going on than seems possible in a lifetime and my workload has caused me to miss most of our WRSC calls over the past 6 months. The time is coming soon that if I can't reengage in these processes, someone else will take my place. Support networks are being built at the regional and national scales as well as in our own communities, while more and more strain is placed on our own internal support networks. I have seen three times go by in my career where we as a Tribe have taken the lead on an issue like this, only to fall behind due to the overtaxed and unaligned internal support networks. With the recent hire of General Council and the filling of vacant positions, I have great hopes that these internal support networks can be strengthened both within and outside the Department. A position of vital importance to grow this capacity has been identified as a Grants and Agreements Division Coordinator. This position is intended to establish a reliable link for DNR staff to grant writing skills and review/approval process coordination, freeing up more time on both program managers and administrative contract support staffs.

GIS SPECIALIST/DATA STEWARD/Jill Beckmann

Action Item(s):

- None

Projects:

- Organize and attend WKRP prescription work group meetings, keep meeting notes and data. Create maps showing DRAFT maximum and minimum potential treatment options using LiDAR data, imagery and other GIS data. Provide briefing documents to Core Team and facilitate discussions. These draft units are now being field verified by the Prescription Work Group. I am providing technical support and data stewarding for these field trips, and Kenny is attending most of the field trips to ensure that the data is properly recorded.
- Spent some time at the end of the year archiving and cleaning up my GIS dataset.
- Provide edits to the WKRP Happy Camp Subgroup's submission to KNF for a potential project in the Happy Camp community, in the West part of town.
- Provide GIS support for TREX applications and create maps of NEPA-ready TREX 2016 units.
- Kenny Sauve, new employee, started working on January 4. He is a GIS Tech II. I am training him and getting him up to speed on current projects.
- Kenny georeferenced two 1944 aerial photos (one near Black Mountain, the other near Red Cap Glade) and provided maps for the Fire Learning Network's Cultural Burners Workshop that occurred Jan. 15-16.

- Kenny and I moved the Emergency Preparedness plotter to the Somes Bar Work Station and are planning to maintain it until it is needed again in Happy Camp.
- Kenny and I are helping Sandi Tripp with some maps for her Long Range Transportation Plan. This includes digitizing important trails to be put on the Transportation Department Inventory.
- Work with Alex Watts-Tobin on Grant Application to fund the Cultural Resources Database. The funder is The MICA Group, Cultural Resource Fund.
- Continue working on Stream Delineation GIS product derived from LiDAR dataset with Mitzi Wickman from MKWC.
- Situation Unit Leader training that was scheduled for Jan. 11-15 was postponed. No word yet on when it will be rescheduled.
- Evaluate responses to the Cultural Resources Database RFP after KRAB meeting on 1/5. Work on contract with CODA and sending a thank you to the other companies.
- Continue to manage WKRP document storage, calendar, and email lists.
- Between 1/19/2016 and 5/13/2016, I am working 25 hours per week. I am completing coursework at Humboldt State in pursuit of a Graduate Degree. My research is to be determined, but I hope to study something that is of relevance and helpful for the Karuk Tribe in restoring the ecocultural landscape. This semester I am taking Advanced Fuels Management, Disturbance Ecology, and Silvics.

Meetings/Training Attended:

- 12/14, 12/15, 12/18, 1/7, 1/15 Organize and attend WKRP Prescription Work Group Meetings.
- 12/16 GIS Technician II Interviews
- 1/5 Presentations by Cultural Resources Database bidders
- 1/6 WKRP Happy Camp Subgroup Meeting
- 1/12 WKRP Core Team Meeting
- 1/13, 1/14 Sípnuuk Digital Library Training for getting items into Sípnuuk.
- 1/14 Meet with Sandi Tripp to discuss Transportation Department Project to map prehistoric trails.
- 1/19 Meet with Mitzi Wickman to work on Stream Delineation.

Jill J. Beckmann
GIS Specialist / Data Steward

Kenny Sauve
GIS Technician II

Department of Natural Resources
530-496-3342 (work)

ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

EPA GAP & PPG

- Meeting the PPG Grant Program Objectives
- Preparing for 1st Quarter Report due January 31st.
- Preparing FY 2017 PPG Proposal

Regional Tribal Operation Council

- Conference call, RTOC retreat preparation
- Region 9 Northern California outreach

Tribal Science Council

- Travel to Bethesda, MD for annual conference.

All regional representatives (Tribal and EPA) attended a 3 day restructuring to focus the group back on Tribal Science Priorities. The theme was Tools to Reconnect. We spend time identifying Short Term Tribal Research Priorities and EPA tools and resources available to tribes and how to disseminate, (I am on the newsletter workgroup).

Tribal Children's Health Priorities

-Information presentation on environmental effects on Tribal children and resources for exposure to toxins.

-Citizen Science Case Studies

Examples of community oriented data collection in Indian Country.

-Tribal Climate Change Principles

Kathy Lynn, University of Oregon website and Climate Change principles.

-Climate Change Roundtable with Federal Partners

An impressive representation of federal partners bringing agencies resources to the TSC. Felicia Wright was present to discuss a white paper on clean water act and how EPA and Tribes are disseminating resources in Indian Country.

The last day was spent developing an action plan, targeted outreach and communication plan and to implement a TSC document approval process.

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2062-00	USDA	Y	Food Security	2012	2012-2017	2012-69004-20018 Original Amount: (\$201,149.00)	\$16,716.50	BT	16298.5	3%	9/1/12-8/31/13	Strict Reporting Dates. Usa does the submittal of all reports	Jan-19-16	This EE&A is for the month of Dec 2015
2062-01	USDA	Y	Food Security (YEAR 2)	2013	2012-2017	Sub award #00008098 Original Amount: (\$276581.00)	\$20,516.98	BT	10908.88	47%	9/1/13-8/31/14	Strict Reporting Dates. Usa does the submittal of all reports	Jan-19-16	This EE&A is for the month of Dec 2015
2062-02	USDA	Y	Food Security (YEAR 3)	2014-2015	2012-2017	Sub award #00008098 (\$299,240.00)	\$92,341.05	BT	35129.67	62%	9/1/14 - 8/31/15	Strict Reporting Dates. Usa does the submittal of all reports	Jan-19-16	This EE&A is for the month of Dec 2015
2062-03	USDA	Y	Food Security (YEAR 4)	215-2016	2012-2017	Sub award #00008098 (\$300,969)	\$300,969.00	BT	300969	0%	9/1/15 - 8/31/16	Strict Reporting Dates. Usa does the submittal of all reports	Jan-19-16	This EE&A is for the month of Dec 2015
2130-33	BIA	Y	Wildland Fire Program	2014-2015	2015	Original Amount \$153,163.00	\$32,821.63	BT	26368.52	19%	2014 -Rolls Over	None specified	Jan-19-16	This EE&A is for the month of Dec 2015
2130-63	BIA	Y	Grange-Tiye Fee Offset/ ECRMP	2012	2012	Original Amount Reimbursed \$2094.81	\$2,094.81	BT	2094.81	0%	FY 2012 Carried forward	None	Jan-19-16	This EE&A is for the month of Dec 2015
2130-78	BIA	Y	BIA-WVCRP	FY 14-15	2014-2015	Original Amount: 625,000.00 and Mod #1 Amount 386,683.00, added Mod #2 \$500,000.	\$899,684.09	BT	813,563	10%	8/28/14 - 8/18/19	Financial Reports due Quarterly, report will be done by Tamara.	Jan-19-16	This EE&A is for the month of Dec 2015
2130-81	BIA	Y	Land Acquisition of the Somes Bar Area	FY15	2015	Original Amount Awarded \$170,000	\$170,000.00	BT	170,000	0%	5/27/15 - 9/30/15		Jan-19-16	The tribe was awarded this for the Somes Bar Area Land Acquisition Purchase, these funds will carry forward '99
2130-82	BIA	Y	Climate Adaptation Planning	FY16	2015-2016	Original Amount Awarded \$57,200	\$57,200.00	BT	53,476	7%	10/1/15 - 9/30/16	Quarterly Reports will be completed by Bill	Jan-19-16	This EE&A is for the month of Dec 2015. Checking on the amount of this grant, BIA awarded 72,200, to the Tribe. Waiting on BIA/Pacific Region on Mod. 1 for grant, I will follow up on this.

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2136-17	MKWC	Y	Kamath River TREX - Burn Plans	FY15-16	2015	Original Amount \$13,000 Addendum 1= \$14,421 Addendum #2= \$12,500	\$34,203.33	BT	11,347	67%	7/29/15 - 12-15/15		Jan-19-16	This EE&A is for the month of Dec 2015
6710-06	FAC	Y	Fire Adapted Communities	FY-16	2015-2016	Original Amount \$24,999.00	\$24,999.00	BT	19,908	20%	10/6/15 - 6/30/16	Reports will be completed by Bill Tripp	Jan-19-16	This EE&A is for the month of Dec 2015. Progress Report and Financial Report have all been completed.
3100-31	FEMA	Y	HMGP 4142-2R Defensible Space	FY16	2015-2016	Original Amount: \$66,693.00	\$66,693.00	BT	66,693	0%	7/28/15 - 8/28/16	Reports will be completed by Laura O.	Jan-19-16	Project work: Defensible Space. Checking on the dates for this project, states 13 months. Do you know when this project will start - the tribe has about 7 months to complete this project.
2110-54	BOR	Y	BOR AFA FY 14 MOD #1	FY 14	Rolls over	Original Amount: 70,000.	\$18,852.89	CT	18,365	3%			Jan-20-16	This EE&A is for the month of Dec 2015
2110-44	BOR	Y	BOR AFA MOD IV (\$35,000.00)	FY12	Rolls over	Scott River	\$6,837.93	CT	6,838	0%		All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec 2015
2110-56	BOR	Y	BOR MOD 2 TASK 10	FY 14	Rolls over	Original Amount: 103,431.	\$52,966.41	CT	52,966	0%			Jan-20-16	This EE&A is for the month of Dec 2015
2110-60	BOR	Y	BOR MOD 2 Task 9A & 9B	FY 14	Rolls over	Original Amount: 125,000.	\$54,934.22	CT	54,934	0%			Jan-20-16	This EE&A is for the month of Dec 2015
2110-63	BOR	Y	BOR AFA 2015	FY 15	FY15	Original Amount: 30,358.	\$30,358.00	CT	6,106	80%	10/1/14 - 9/30/15	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec 2015
2110-67	BOR	Y	BOR FY 2015 Scott River Mod #1	FY-15	FY16	Original Amount: 119,225.00	\$119,225.00	CT	108,031	9%	5/1/15 - 4/30/16	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec 2015
2130-79	BIA	Y	Water Right Negotiation/Litigation	FY 14	Rolls over	Original Amount: 50,000. Additional funds added \$97,000.	\$124,935.77	CT	124,514.69	0%		carries over	Jan-20-16	This EE&A is for the month of Dec 2015
6710-01	MMCD	Y	KRKV Dwmnell Costs		Rolls over	Original Amount: 62832.44	\$58,495.54	CT	58,296	0.34%		carries over	Jan-20-16	This EE&A is for the month of Dec 2015

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2130-03	BIA	Y	BIA Self Governance	FY07	2015-2016	\$229,988.78 is award WITH Indirect. Base Budget is \$169,356.00 + Carryforward from FY 2015	\$276,170.72	DNR	230,086	16.69%	carries over		Jan-19-16	IMPT*** Base budget is \$169,356.00 not added to FY 2016. Carry over from FY15 budget is added to FY 2016.
2130-76	BIA	Y	TEK (Environmental Education Coordinator Funding)	FY 14	2015	15,000.00	\$6,114.00	DNR	6,114	0.00%			Jan-19-16	This EERA is for the month of Dec. 2015. I would like to get this fund spent out this year. I would like to use a portion for the Environmental Education Coordinator Contract that was signed. SG
5060-59	EPA GAP	Y	EPA General Assistance Program	FY16	2015-2016	161,441	\$161,441.00	DNR	129,742	19.63%		All Qtr. Reports will be completed by Carley	Jan-19-16	This EERA is for the month of Dec., 2015
2130-80	BIA BAER	Y	Res. 13-R-230 for Dance Fire - BAER Activities on Lower Camp Creek	FY14	2015	Original Amount \$24,657.	\$24,657.00	EC	22,011	10.73%		March 31 yearly and at end 90 days after december 31.	Jan-13-16	Waiting for documentation from Earl on BAER Plan. Sg Earl still need documentation on this Sg 3-1-15
2060-23	USFS	Y	Supplemental Project Agreement with Six Rivers National Forest for Camp Creek	7/16/13-12/31/16	2013-2015	13P A110510000 12 Original Amount \$242,817.	\$56,184.49	EC	51,256.21	9%	7/16/13-12/31/15	March 31 yearly and at end 90 days after december 31.	Jan-13-16	This EERA is for the month of Dec 2015
2060-24	USFS	Y	Supplemental Project Agreement (SPA) with Six Rivers NF and Karuk Tribe for Road Decommissioning	FY 14	2014-2015	#14-PA-11051000-018 Original Amount \$276,654.	\$66,501.77	EC	58,631.38	12%		March 31 yearly and at end 90 days after december 31.	Jan-13-16	This EERA is for the month of Dec 2015
2130-66	BIA	Y	Bluff Creek Decomm	2006	2008	BIA (\$134,902.69 org amount)	\$39,732.89	EC	3489.18	91%	6/1/2008- no end date.	No reporting.	Jan-13-16	This EERA is for the month of Dec 2015
2130-70	BIA	Y	Environmental Cleanup - RV	2015	2015	(\$20,000.00 org amount)	\$2,957.37	EC	2949.72	0%			Jan-13-16	This EERA is for the month of Dec 2015
2130-83	BIA	Y	Westside Fire Recovery Government-to-Government Consultation	2015-2016	2015-2016	\$51,400.00 (Original Amount)	\$40,922.15	EC	32922.15	20%	2/19/15 - 9/30/16	None specified	Jan-13-16	This EERA is for the month of Dec 2015
5060-47	EPA	Y	Non Point Source PPG	FY 13	2013-2014	Original Amount \$30,000.	\$7,251.19	EC	6733.23	7%		Quarterly Reports 1/31, 4/30, 7/31, 10/31.	Jan-13-16	This EERA is for the month of Dec 2015
5060-48	EPA	Y	Non Point Source PPG	FY 13	2013-2015	Original Amount \$30,000.	\$7,785.53	EC	5,201.77	33%		Quarterly Reports 1/31, 4/30, 7/31, 10/31.	Jan-13-16	This EERA is for the month of Dec 2015
5060-49	EPA	Y	Non Point Source PPG	FY 16	2015-2016	Original Amount \$30,000.	\$30,000.00	EC	30,000.00	0%	10/1/15 - 9/30/16	Report will be submitted by Earl	Jan-13-16	This EERA is for the month of Dec 2015

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
6730-03	County of Humboldt	Y	County of Humboldt, Sub-Proposition 64			Original Amount: \$300,000.	\$300,000.00	EC	300,000.00	0%	8/1/11 - 12/1/18		Jan-13-16	I cannot print out your EE&A. HC has not given me access to this fund code. Have requested access to see if JV's have been posted,
6700-62	EJCW	Y	EJCW Outreach & Education Expenses	FY08	2008-2009	Donation	\$1,351.48	LH	1351.48	0%	None specified	None Due	Jan-04-16	This EE&A is for the month of Dec. 2015.
2080-70	USFWS	Y	Kaavihvaans Project (workers) summer youth	FY 2015-2016	2015-2016	Original Amount: \$20,000.	\$20,000.00	LH	20,000.00	0%	None specified		Jan-04-16	This EE&A is for the month of Dec. 2015
2135-02	KRITFWC	Y	Salmon Camp	NA	NA	NA	\$1,842.00	LH	739	60%	na		Jan-04-16	This EE&A is for the month of Dec. 2015
2136-16	MKW/C/USDA	Y	Farm to School	2015	2015-2016	MKWC 15-A-101 Original Amount: \$33,855.00	\$27,322.00	LH	18,327	40%	1/12/15 - 5/30/16	Quarterly Reports will be completed by Lisa	Jan-04-16	This EE&A is for the month of Dec. 2015. Lisa are you working on a quarterly report - report due Jan. 31, 2016
2130-77	BIA	Y	Kaavihvaans Project (workers) summer youth	2014	2014	Original Amount: \$52,573.	\$5,577.89	LH	5,578	0%	7/1/14 - 4/31/15		Jan-04-16	This EE&A is for the month of Dec. 2015
6710-04	Sierra Health Foundation	Y	Uppihuhhaan Project (Garden Network)	FY15	2015	Original Award Amount: \$15,000.00	\$13,024.00	LH	13,024	0%	2/1/15 - 1/31/16		Jan-04-16	This EE&A is for the month of Dec. 2015
6710-05	FAO	Y	Carter Wentz Youth Camp	FY15	2015	Original Award Amount: \$5,500.00	\$3,310.95	LH	1,441	56%	carries over		Jan-04-16	This EE&A is for the month of Dec. 2015
2062-00	USDA	Y	Food Security	2012	2012-2017	2012-68004-20018 (\$201,149.00)	\$16,716.50	LH/BT	16298.5	3%	9/1/12-8/31/13	Strict Reporting Dates. Use dates the submital of all reports	Jan-04-16	This EE&A is for the month of Dec. 2015

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2062-01	USDA	Y	Food Security (YEAR 2)	2013	2012-2017	Sub award #00008098 (\$278581.00)	\$20,516.98	LH/RT	10523.61	49%	9/1/13-9/31/14	Strict Reporting Dates. Usa does the submittal of all reports	Jan-04-16	This EE&A is for the month of Dec. 2015
2062-02	USDA	Y	Food Security (YEAR 3)	2013	2012-2017	Sub award #00008098 (\$299,240.00)	\$92,341.05	LH/RT	49478.82	45%	9/1/13-9/31/15	Strict Reporting Dates. Usa does the submittal of all reports	Jan-04-16	This EE&A is for the month of Dec. 2015
5010-16	IMLS	Y	Institute of Museum and Library Services	FY 2016	2015-2016	Original Award Amount: \$50,000.	\$50,000.00	LH	47853.5	4%	10/1/15 -9/30/16	Reporting will be submitted by Usa	Jan-04-16	Only one report on this project. Final Narrative and Financial is due on 1/29/16.
2110-47	BOR	Y	BOR AFA FY 13	FY13	2012-2013	R13AV2005 Mod 0006 \$3,642.00	\$4,274.14	SC	-2910.63	168%	12/7/12-	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015. You are overspent in this budget, I need to move the overages out to another fund code? No more spending in this code, will close out.
2110-50	BOR	Y	BOR AFA FY13	FY 13	2013-2015	R13AC20005 MOD 0002 75,000.00	\$33,817.25	SC	33817.25	0%	5/2/13-	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015
2110-53	BOR	Y	BOR AFA FY14	FY14	2014	\$5252	\$97,553.56	SC	35981.2	5%	10/1/13-10/14	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015
2110-55	BOR	Y	BOR WATER QUALITY	FY 14	2014	Original Amount \$75,000.00	\$29,351.31	SC	28155.05	4%		All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015
2110-58	BOR	Y	BOR WATER QUALITY	FY 14	2014-2015	Original Amount \$75,976.00	\$53,224.62	SC	52934.82	1%		All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015
2110-61	BOR	Y	BOR WATER QUALITY	FY 14	2014-2015	Original Amount \$35,000.00	\$35,000.00	SC	35000	0%		All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015
2110-65	BOR	Y	BOR AFA 2015 WQ	FY 15	2015	Original Amount \$56,687.	\$56,687.00	SC	56687	0%	Oct 1, 2014 - Sept. 30, 2015	All BOR AFA Reports are submitted by TOZ	Jan-20-16	This EE&A is for the month of Dec. 2015

Div #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2110-66	BOR	Y	BOR AFA 2015 WQ Modification No. 1	FY16	2015-2016	Original Amount: \$90,950.00	\$90,950.00	SC	90950	0%	5/1/15 - 4/30/16	Report will be submitted by Susan	Jan-20-16	This EERA is for the month of Dec 2015
4070-08	Pacifi Corp	Y	PacifiCorp	FY15	NA	Original Amount: \$128,716.	\$60,884.00	SC	51230.4	16%	2/2/15 - 3/31/16	NA	Jan-20-16	The Tribe will invoice four times on or before April 30, 2015, July 31, 2015, October 31, 2015 & April 1, 2016. sg This EERA is for the month of Dec 2015
5060-38	EPA	Y	Water Quality - PRG	FY14	2013-2015	PRG FY 13 165,000.00	\$25,611.85	SC	-267.77	101%		Quarterly Reports 1/31, 4/30, 7/31, 10/31	Jan-20-16	This EERA is for the month of Dec 2015. Need to closed this fund out, I will move the overages to 5060-39
5060-39	EPA	Y	Water Quality - PRG	FY-16	2015-2016	PRG FY 16 165,000.00	\$165,000.00	SC	148807.72	10%	10/1/15 - 9/30/16	Quarterly Reports submitted by Susan	Jan-20-16	This EERA is for the month of Dec 2015
5060-68	EPA	Y	Water Quality Work Group	FY14	2015	Tribal WG FY15 50,500.00	\$33,076.58	SC	22,535	32%		Quarterly Reports 1/31, 4/30, 7/31, 10/31	Jan-20-16	This EERA is for the month of Dec 2015
6700-31	HSU	Y	BG algae testing	FY07	2007	Original Amount: \$11,725.	\$5,507.63	SC	5507.63	0%	NA	no report required	Jan-20-16	Donation, Susan when will you use this fund?
6710-07	PRG	Y	QVIR PRG 106/2015	FY16	2015-2016	Original Amount: \$22566.75	\$22,566.75	SC	19696.75	13%	7/1/15 - 6/30/16		Jan-20-16	This EERA is for the month of Dec 2015
2080-69	USFWS	Y	F15AS00245 - 2015 Mid-Klamath River Fall Chinook Spawner Surveys	FY 16	2015	F15AS00245	\$31,206.13	TS	29997.6	4%	10/15/15 - 3/15/16		Jan-15-16	This EERA is for the month of Dec 2015
2110-57	BOR	Y	BOR Mod #2, Task 10	FY 14	2014-2015	\$305,593.15 award WITH Indirect, Base Budget is \$264062.	\$85,863.24	TS	32853.91	62%		All BOR AFA Reports are submitted by TOZ	Jan-15-16	This EERA is for the month of Dec 2015
2110-62	BOR	Y	BOR AFA FY 2014, Mod. #2 - Task 7 & 8	FY 14		50,000.00	\$14,694.78	TS	8846.29	40%	10/1/13 - 9/30/14	All BOR AFA Reports are submitted by TOZ	Jan-15-16	This EERA is for the month of Dec 2015
2110-64	BOR	Y	BOR AFA FY 2015	FY 15		375,673.00	\$89,314.33	TS	38688.91	61%		All BOR AFA Reports are submitted by TOZ	Jan-15-16	This EERA is for the month of Dec 2015
2135-18	KRITFWC	Y	Salmon Recovery Klamath River Inter-Tribal Fish & Water Commission PCSRF	FY15		Original Budget \$187500.00	\$129,527.86	TS	90217.8	30%	7/1/14 - 9/30/16		Jan-15-16	Budge has rolled over to FY 2016, but is incorrect, having Tamara correct.

DIV #	Funding Agency	ACTIVE (Y/N)	PROJECT NAME	Funding Year	Project Year	AWARD #	AMOUNT	DNR STAFF	FUNDS remain	% USED	AWARD DATES	Reports Due	STATUS	History/Comments
2135-19	KRITFWC	Y	Salmon Recovery Klamath River Inter-Tribal Fish & Water Commission PCSRF	FY16	2015-2016	Original Budget \$200,000.	\$200,000.00	TS	199548.82	0%	7/1/15 - 9/30/17	All BOR AFA Reports are submitted by TOZ.	Jan-15-16	This EE&A is for the month of Dec. 2015
2136-09	NFWF	Y	Saled Creek Channel Restoration Phase II Part 1	2011	2011-2012	2010-0500-010/24115 Original Budget 105,028.32	\$27,156.08	TS	0	100%	6/30/11 - 6/30/12 ext 12/14 ext 12/31/15	After Completion Send Final Report	Jan-15-16	This fund code has closed. Spent out.
2136-19	MKWVC	Y	Habitat Restoration Planning for MKWVC	FY16	2015-2016	Original Budget: \$4,800.00	\$4,800.00	TS	4800	0%	10/1/15 - 12/31/16		Jan-15-16	This EE&A is for the month of Dec. 2015
6800-05	Thendara Foundation	Y	Fishes Donation	NA	NA	Original Budget: \$3,112.84	\$4,563.47	TS	4083.47	11%	NA	NA	Jan-15-16	1000.00 donation received 12/21/10 \$63.18 spent in March 3/27/2014dwc
2160-10	THPO/INAA M	Y	Tribal Heritage Grant/Inaan Project	FY10		Original Budget: 33,028.47	\$857.17	AWT	857.17	0%			Jan-19-16	This EE&A is for the month of Dec. 2015
2160-12	THPO	Y	National Parks Services THPO	2014-2015	2014-2015	Original Budget: \$50,284	\$50,284.00	AWT	43519.72	13%	10/1/15 - 9/30/16		Jan-19-16	This EE&A is for the month of Dec. 2015
2136-18	MKWVC	Y	Habitat Restoration Planning for MKWVC	FY16	2015-2016	Original Budget: \$8,400.00	\$8,400.00	AWT	8400	0%	10/1/15 - 9/30/16		Jan-19-16	This EE&A is for the month of Dec. 2015 - Have you started any work on the Agreement?

SCOTT QUINN, DIRECTOR OF TRIBAL LANDS MANAGEMENT
Directors Report for Council Meeting on
January 28, 2016
(December 10, 2015 to January 21, 2016)

LAND MANAGEMENT PROJECTS

1. Project Title: Tebbe Property Fee to Trust

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

Status: Property is in Trust.

Remaining: Mt Shasta Title (MST) needs to issue a title policy. I resent instructions, and asked for an update on 1/21/2015.

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

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

Status: Deed and AOC recorded, but need title policy.

Remaining: MST needs to issue a title policy. I resent instructions, and asked for an update on 1/21/2015.

3. Project Title: Yreka WME MH Park Property Fee to Trust

Description: Project to put the White Mtn. Estates Mobile Home Park in Yreka into trust.

Status: On 10/1/2015 I requested title commitment on the proper ALTA form (9/29/91 revised 12/3/2012) and again on 1/21/2015.

Remaining: MST needs to issue a title commitment. Once the application is deemed complete; the BIA will publish a Notice of Application (NOA), NEPA compliance, Title Opinion, Legal Description review, Notice of Decision (NOD), Acceptance of Conveyance (AOC), and final recording of new deed.

4. Project Title: Tynes and Rail Road Property Fee to Trust

Description: Project to put the Tynes and Menne Rail Road property in Yreka into trust.

Status: On 11/6/2015 the BIA indicated that a Phase II environmental Report will be required. On 1/8

Remaining: MST needs to issue a title commitment. I resent instructions, and asked for an update on 1/21/2015. Once I submit the application and the application is deemed complete; the BIA will publish a NOA, NEPA compliance, Title Opinion, Legal Description review, NOD, AOC, and final recording of new deed.

5. Project Title: Orleans Community Center Fee to Trust

Description: Project to put the Orleans Community Center/KTHA Maintenance property into trust status.

Status: Solicitor is reviewing the Title Commitment and has an issue with one of the exceptions and the Humboldt Land Title Company has not got back to us regarding our 10/1/15 request to remove the exception. I requested a new commitment on 1/21/2016.

Remaining: BIA needs to publish a NOA, NEPA compliance, Title Opinion, Legal Description review, NOD, AOC, and final recording of new deed.

6. Project Title: Bunker Hill Fee to Trust

Description: Project to put the Bunker Hill property into trust status.

Status: Caltrans recorded a Quitclaim on 11/13/2015 to clear a cloud on the title. I requested a new title commitment from MST on 1/21/2016.

Remaining: Solicitor Preliminary/Final Title Opinion, NOA, NOD, and recording at LTRO and County.

7. Project Title: Sharps Road Mill Property Cleanup

Description: Project to demolish three large mill buildings

Status: I went out to the site on 1/20/2016 and contractor was busy demolishing the facility.

Remaining: Complete demo, move woody material to tribal lands for burning this winter. Contractor has a year to complete the work.

8. Project Title: Happy Camp Fire Protection District Agreement

Description: Develop an MOA with the HCFPD to pay fees associated with fire protection on tribal trust parcels in support of future fee to trust applications.

Status: *NO CHANGE* - I've met with the HCFPD Director Ed Bartosiewski, developed a spreadsheet of potential parcels and associated fees.

Remaining: Draft MOA, obtain staff review, and get Council Approval.

9. Project Title: Beverly Manor Lease

Description: Negotiate and Develop a lease for a portion of the building. I'm working with Joshua Stanshaw and Patricia Hobbs to make sure their programs (Behavioral Health, Child & Family Services, Drug & Alcohol, etc.) are met.

Status: Waiting on IT quote that Eric Cutright is getting.

Remaining: Negotiate/Draft/Review/Approve lease.

10. Project Title: Title VIII Program Assistance

Description: I worked with Junction, Klamath Trinity, and Happy Camp Elementary Schools to verify the tribal students whos homes are on federal trust land (tax exempt).

Status: Waiting on IT quote that Eric Cutright is getting.

Remaining: Negotiate/Draft/Review/Approve lease.

Land Items to Note:

- I reviewed documents and sat in on a conference call regarding the Delaney Property water rights.
- Review KTHA single family home replacement Environmental Review.
- Updated tribal lands spreadsheet with existing land use for David Medford.
- Looked into potential purchase on Hilltop, but seller will not accept \$25k appraised value.
- Reviewed and commented on proposed hiring policy.

- I developed an exceptional email to the BIA and FTT Consortium members outlining the issues with obtaining title evidence, existing regulations, and potential solutions. I also requested a panel including DOJ and DOI Counsel to identify alternative, acceptable forms of title evidence at the next FTT Consortium meeting in April 2016.
-

Land Projects to be initiated:

- A. Project Title: Submit Menne and Tynes Yellow House Fee to Trust Application**
- B. Potential Property Acquisition – Yreka**
- C. KR RV Park Manager Contract Extension.**

ACTION ITEMS FOR APPROVAL:

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 January

Reporting Period – December 11, 2015 to January 21, 2016

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

Phase I - Complete 2015

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

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

Phase 2 of the project has been awarded to Sundburg Construction and we will start that Phase in spring 2016. We are currently assessing the clearing tasks and equipment that we will be required to purchase. The DOT Maintenance Crew will be performing all tasks related to the brush and tree clearing for Phase 2 of the project. I expect we will begin the clearing work in March 2016.

Project Title: Asip Road Ext. 815

Description: Reconstruction

Status: Complete FY2015 - Construction phase and project review has been completed. The DOT Road Maintenance Crew completed a seal coat project on this PF and the stripping is complete. I expect this project will extend the life of the surface 10 years.

Yellow Hammer PF 815

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

Status: Complete 11/15 - To ensure longevity of this facility the DOT Road Maintenance Crew has completed the site preparation, crack sealing, seal coating and stripping for this PF. I expect this maintenance will extend the life of this facility for at least another 5 years.

Yellow Hammer PF 825

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

Status: Complete 11/15 - To ensure longevity of this facility the DOT Road Maintenance Crew has completed the site preparation, crack sealing, seal coating and stripping for this PF. I expect this maintenance will extend the life of this facility at least 5 years.

Project Title: Happy Camp Complete Streets Project

Description: Reconstruction - Safety Project

Status: In Process - This project is planned for SR96 in Happy Camp from the west end of town where Second Avenue meets SR 96 to the east end of town where Old Highway 96 meets SR 96.

I am in coordination with Caltrans D2 and as noted in previous reports Caltrans has dedicated funding to complete a Project Study Report (PSR) for this project. A PSR is 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 Caltrans PSR team will be contacting me soon to begin coordination of the public process as part of the PSR development. I expect to submit a ATP grant application

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 buy-in.**

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

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

Status: In Process - 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 the Tribe and 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 Tishawnik Hill roads that we received FEMA funds are currently on hold and a project extension was approved by the funder. This extension will ensure we can accomplish the project tasks after the rainy season. Currently we have a completed plan set and I will be putting this project out for bid soon. The construction phase of this project will begin in early spring 2016.

Project Title: Orleans Community Safety Corridor Project

Description: Reconstruction / Safety Project

Status: In Process - 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 (PIF) for this project.

During this reporting period I have been in coordination with Caltrans and I expect to hear back from them regarding a date that they can meet with me to begin moving this project forward again. I will send out an outlook invitation to Council as soon as the dates are received.

Project Title: Katimin Road

Description: Reconstruction

Status: In Process - This route has significant safety issues and is identified as a priority facility by Ceremony Leaders and the Karuk Tribal Council. We recently 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: In Process – This project has a short and long range element:

Short Range Element: Through our Transportation Facility Annual Assessment, the priority status of this route was increased, siting lack of emergency ingress/egress for the residents on Itroop Road. Due to this change in status we will begin planning and PS&E development to ensure safe evacuation if needed from the top of Itroop Road (near the KTHA homes) down the hill onto the old Evans Property Road. During FY2016 a site survey, environmental compliance and preliminary design will be completed. Long Range Element: Should KTHA decide to construct new homes on that property the Karuk DOT will partner with KTHA to ensure construction of a fully designed route for residences.

Project Title: Rural Transit Route - SR96

Description: Rural Transit Route between Orleans and Yreka

Status: Modification needed to continue Services - We have not received a revised Agreement Modification from STAGE as of yet. If we do receive the Modification before the Council Meeting, I will ensure the document receives internal review and I will forward it to Council for discussion and possible approval at the meeting January 28, 2016.

Project Title: Somes Bar Work Cnt. Road & PF

Description: Repair and Overlay

Status: In Process – This project is expected to be completed in FY2016-To ensure longevity of this facility the DOT Road Maintenance Crew will complete a site evaluation, AC repair, crack sealing, seal coating and stripping for this facility. I expect this maintenance will extend the life of this facility for at least another 5 years.

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

Description: Redesign and Reconstruction of the Yreka Clinic Parking Facility

Status: In Process - TANF Parking Facility (PF): During this reporting period Bucky Lantz, DOT Maintenance Supervisor has his Crew out in Yreka implementing a PF rehabilitation project at the TANF Building. They have removed several trees and saw cut the AC to remove tree roots. They incorporate new aggregate base, built a perimeter wall. Today they are laying the Asphalt Concrete (AC). Once the repair is complete they will seal coat and restripe this PF.

During the FY 2016 we will be completing a site survey, design and environmental process, for the Clinic Project. 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: In Process 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 (LRTP)

Status: In Process - 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 am meeting with our Consultant through conference calls and emails to develop documents,

maps and coordinate Tribally specific information exchange to ensure the document meets our needs. As noted last month I coordinated a meeting with Bill Tripp, Alex Tobin-Watts from DNR as well as, Council Members Renee Stauffer and Josh Saxon to review and identify present day, historic and prehistoric trail facilities. Since that meeting and during this reporting period I met with and coordinated a project with the DNR/GIS team to develop draft trails maps. When completed the maps and supporting documentation will identify all the trails that were identified in the meeting. I will then meet with the KRAB to review the maps before including them in our Trails Facility Maintenance chapter of our Long Range Transportation Plan.

3.) **Tribal Transportation Improvement Program (TTIP) Update**

Status: During this report period I developed a new TTIP for FY 2016 – FY 2020 and received approval from Tribal Council on October 1, 2015. I have still note as of yet received the Official TTIP from FHWA.

4.) **Tribal and Regional Coordination during Quarterly Period**

Status: Requested to participate on the Calif. State Dept. of Transportation Surface Transportation and Reauthorization Working Group, attended and participated in monthly Tribal Council and Planning meeting. Attended BIA Road Inventory Training, Attended the North Coast Tribal Transportation Commission meeting (NCTTC), HCAOG Technical Advisory Committee(HCAOG TAC), FHWA Safety Management System Steering Committee(SMS Steering Committee), Karuk Resources Advisory Board Meetings(KRAB), Caltrans TERO Sub-Committee meeting, Re-elected to the Caltrans Native American Advisory Committee (NAAC), Caltrans California Transportation Plan 2040 (CTP2040), Quarterly National Tribal Transportation Program Coordinating Committee Meeting (TTPCC).

Project Title: Road Maintenance

I am very proud of the work our DOT Maintenance crew completes, as our recent projects noted above are prime example of well managed coordination, team work and professionalism. The Crew has been able to accomplish more force account projects this year than all the past years combined and I hope that in the near future we will do most all our jobs through force account.

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

- Vegetation Removal
- 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	\$2,393,127	\$69,804	\$2,322,452	2.95%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/15 - 10/1/16	12	3	9	3%	N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
3/30/2016	no	n/a	3/30/16	No	n/a
Comments:					

Action Items

#1 – Agreement Modification between the Karuk Tribe and STAGE to continue public transit services for one additional year (*As of the date of this report we have not received the revised version of the Modification from STAGE*).

Consent Calendar item:

#1 - Duration extension for WHPacific to complete our Long Range Transportation Plan.

Bari Talley, People's Center Coordinator
Report for Tribal Council Meeting on January 28, 2016
Reporting Period December 17, 2015, to January 21, 2016

Action Items:

- Pest issue with plants growing through the ground cloth under rocks around building.

Library

- Panamnik Library Volunteer Training (week of January 4-9), Lillian Rentz (retired Librarian) and Janet Morehead. Volunteers are helping process Linda Powell's donation and we should have that done by end of week to send her a receipt for tax purposes.
- IMLS Library position – Seeking Tribal Council approval to upgrade Library staff position (from the IMLS Basic Library grant) to 125 hours high level Library Administrative position between now and July 31, 2016.

This change would help fulfill the digital component of the Karuk Libraries and would help solidify our position for our 2016 IMLS Enhancement application, by providing one-on-one training and support for our People's Center Library Administrator (Bari) by our Sípnuuk Division Coordinator (Adrienne) in Happy Camp. By the end of the 125 hours, Bari will be proficient and able to train others.

This change has been approved by IMLS and TERO.

- StoryCorps** training scheduled for February 9 through 11 at the People's Center Library. The first day session 10-3:30 to include information for all who want to learn more about the project and its potential use. StoryCorps will provide a catered lunch for participants. Council and People's Center Advisory Committee are welcome and encouraged to attend. Sípnuuk Library Staff, Language, Education Departments are all invited. The 2nd and 3rd day sessions 10-4:30 and 10-2 are for learning how to use the equipment, and practice. Met with Cristina Kim by phone from StoryCorps this afternoon 1/21 at 1pm to plan.

- Basketweavers Gathering** – Planning and timing event invitations, etc., beginning with welcome dinner, Friday, April 22, all day Saturday, April 23, and closing with breakfast on Sunday April 24. We will be having a raffle for donated hand-crafted gift to fundraise for event.

Grants

- **NAGPRA**
 - **2015 NAGPRA Consultation/Documentation Grant – 10/01/2015 to 11/30/2017 Peabody Museum of Archaeology and Ethnology #NG-05-15-010-15**
 - Working with Compliance Officer develop Contracts with Elder/cultural Experts Leaf Hillman and Verna Reece
 - Interim Report due February 1.

- **2012-2015 NAGPRA Grant 06-12-GP-570 (Karuk Autry) – 2012 to September 28, 2014** – Still waiting to hear back from the Autry on our repatriation request.
 - Invitation to Stanford Native American Cultural Center for some time in early 2016 to participate in a film screening and conversation about the NAGPRA project report, *They All Have Spirits* that we donated to them. Perhaps we can also use this opportunity to take Thomas Carlson up on his offer to make introductions to Kent Lightfoot at Phoebe Hearst to develop relationships.
- **NAGPRA Repatriation Grant # (Benton County Historical Society & Museum)**
 - Extension for Final Report due June 31, 2016.
 - Dr. Palmer is working on the 3rd and final part, monitoring the organic pesticides using GCMS and will make the final invoice by the end of this month.
- **IMLS**
 - **IMLS BASIC GRANT NG-05-15-0107-15**
 - final financial and the final narrative both due 10/29/16.
 - The budget for purchasing books was diminished with the annual subscription to LibraryWorld.
 - **Cultural Resource Fund** – Preparing documents for classes and mentorship program – will work with Compliance Officer, of People's Center Advisory Committee and get approval of Tribal Council. Sent a proposal request to TANF for help fund gathering field trips. Need to reschedule planned shell gathering trip, so I'm working on an alternative time. Permit for Native California Indian Gathering Permit is good for a year. Have made some iPad mini purchases and will meet with Carolyn Smith by phone tomorrow to work on process for implementation and choosing the community mentors and apprentices—also to discuss her ideas for video journaling.
- ☐ **Herbarium & Native Plants Garden** – meeting with Ben Saxon, Heather Rickard and Verna Reece, Wednesday, January 27 3:30 to discuss the plans for Native Plants Garden. Also working together on Herbarium. Cabinets will be delivered to the People's Center and to the DNR sometime in late February to house specimens of local plants. This project is in collaboration with the Jepson Museum on the U.C. Berkeley campus. Look for educational event announcements in the spring.
- ☐ **Sípnuk Archives, Libraries & Museum** –
 - Working with Ron Reed, Food Security, and Alan Merrill to develop poster session and activities for Youth Camps at People's Center in early February (possibly 3rd and 4th).
 - Virtual Training with Tribal Stewardship Cohort on Tuesday, January 26, 10-12
 - Train the Trainer, Panamnik Library & Community Computer Center, January 13 & 14 9:30-1:30

Daily log

Construction Manager

From 12-10-15 to 1-21-16

- 12-10-15 PO paperwork. Crew schedules, send three to Yreka and two to Orleans. Check at ranch to see if borrowed water tank has been returned. Check tents for loan out to Community for Christmas tree lighting.
- 12-11-15 Safety meeting. Yreka for building inspection of Beverly Manor for possible leasing.
- 12-11-15 Time cards. Mileage forms. Crew schedules with Daniel. Orleans to inspect clinic generator for possible future additions of block heater, lights and outlets. Inspect and green tag service panel for Housing.
- 12-15-15 Research and purchase HVAC register for above medical receptionist desk. Work with Daniel on schedule. Talk with Eric and Mike about mechanics progress. Help Sam and Nate with project.
- 12-16-15 Call Lowe's Customer Service about incomplete order. Talk with Dora about key for Orleans library. Study key charts and key numbers. Layout project at ranch.
- 12-17-15 Orleans, check out and try suggestions for keys from Bell Hardware. Go to DNR for contractor pre-bid meeting for grease trap replacement. No response. More study on key issue.
- 12-18-15 Payroll, safety meeting. Topic, reflective vests when working anywhere near traffic. Start floor plan for Angela.
- 12-21-15 PO paperwork. Crew schedules, order supplies. Finish floor plan. Talk to contractor about Casino HVAC. Refer to Josh and discuss with Buster.
- 12-22-15 Staff meeting. PO paperwork. Send finished floor plan to Orleans. Check on Sam at ranch. Talk to Eric about smoke alarms in Modular. Make sure crew uses traffic control when working on parking lot lights.
- 12-23-15 Orleans work on key at Senior Center. Check on extra set of keys to clinic generator. Talk with Dave Medford about chipper repair.
- 12-24-15 Admin leave ½ day. Snowed last night and this morning. Snow removal, check weather forecasts. Make schedule lists.
- 12-25-15 HOLIDAY
- 12-28-15 Annual Leave
- 12-29-15 Annual Leave

12-30-15 Annual Leave

12-31-15 Annual Leave

1-1-16 HOLIDAY

1-4-16 Staff meeting/crew schedules. Locate and order safety harnesses for maintenance crew. Meet Bud and Buster at auto shop to check on progress of CHP inspection list. Present – Bud, Buster, Fred, Kerry and Sandi by phone. Check on condition of 96 due to slide below Independence.

1-5-16 Find rollers for roll up door at Somes Bar work station. Order roller for Fisheries. See Mike about shipment of wheel balancer. Need for fuel hauler to refuel Orleans clinic generator. Research wet applied roof seal. Needs to be warmer and dry.

1-6-16 Crew schedule send two downriver and tow to Yreka, one man out for funeral. See Mike projects update. Need a couple of clear day to pull boom from lift truck and fix turntable. Zieman trailer done. Research purchase of transfer tank for Orleans fuel hauler.

1-7-16 Prepare for phone conference to discuss Beverly Manor options and feasibility. Still can't get keys to work in lock.

1-8-16 Safety meeting. Talk to Buster about lack of response to grease trap RFP. Order new key from Bell Hardware. Update Primus purchaser list.

1-11-16 Crew schedules. Two to Yreka to work on light fixture replacement in clinic. Two to Somes Bar for Reed home project. Locate column rack for drill press and order. Time cards and mileage forms. PO paperwork.

1-12-16 PO paperwork. Phone Whitson's about grease trap. Whitson;s will provide estimate to replace grease trap. Order new outlet to balancer connections. See mechanics for updates. Help with wiring on balancer.

1-13-16 PO paperwork and crew schedule. Maintenance Supervisor out sick. Keep track of current projects. Ranch to check on road drains after heavy rains. Talk to Sonny about leak in water line behind Smoke Shop in Yreka. Send two man crew to repair.

1-14-16 Two crew out. Reschedule work day. Work with Sam on wheel balancer wiring. "Rescue" stranded motorist stuck in snow.

1-15-16 Safety meeting. Discuss vehicle "red tag" reasons and protocol. Snow removal , check out China Grade road to shop. Two small trees fallen in road but could get through. Talk to Kerry about CHP files.

1-18-16 HOLIDAY

1-19-16 Orleans to check new keys to library. Two work one didn't. Check rain damage at ranch, drains need some work.

1-20-16 Staff meeting discuss Yreka Clinic roof and options. Send four man crew to Yreka to work on roof. Attend Management meeting. Talk to Daniel by phone about ongoing roof repair. Ranch with Ben and Heather to check out trailer for Food Grant Program use.

TERO Department Report – January 2016

Program	Total Budget	Expended to Date	Balance	% Expended
TERO	72,243.00	14,131	58,111	19.56

TERO Summary

Casino Project

Calls still come in for Casino job information both the construction side and the operations side. I continue to relay as much information as I have when I receive these calls.

I was quite dismayed that the Council Secretary dispatched workers to assist Earl and his crew for the preliminary grub work. TERO did not get a chance to refer tribal members who have been diligently seeking work. This cannot happen again.

EEOC Training

The EEOC have yet to contact me with training dates. I was told someone would contact me. I will keep following up with this as we wanted to align our TERO strategic planning dates with the EEOC training.

I gave the Council a copy of the EEOC MOU document and would like to begin discussions regarding signing it. I have spoken with House Counsel also. Having this MOU in place with the EEOC strengthens our sovereignty and prescribes the process for us to resolve our own discrimination issues if any were to arise. For an example, say a non-Indian working at our casino has a discrimination complaint against another non-Indian casino worker and they went to the EEOC, the EEOC would redirect them to the TERO office and give us a timeline to resolve the situation before they would even consider coming in and taking jurisdiction. EEOC would also provide technical assistance if it were needed to resolve any issues.

Nor Cal TERO/Caltrans

A meeting is scheduled for January 29th for the four northern TEROs to meet at Klamath in Yurok country. We all have unresolved issues with Caltrans and have other common issues to discuss. I am very appreciative of my co-TERO Directors and the relationships we have.

Cultural Monitor Training

As is known, Cultural Monitor training is scheduled for February 22nd and 23rd in Happy Camp. We are taking sign-ups and class size is limited. TERO is assisting with food and supplies for this training.

TERO Strategic Planning

We have not scheduled our planning meeting yet as we are still waiting to hear from the EEOC regarding the dates they can visit us. It may be that we hold our training and strategic planning meetings separately.

CHILD CARE

Child Care Budget:

Program	Total Budget	Expended to Date	Balance	% Expended	# of Families Served
CCDF FY 15	96,685.00	9654.00	65,270	13%	5
CCDF FY 16	69,852.00	0	69,852.00	0%	N/A

Child Care Summary

Child Care National

A lot is going on at the national level for Child Care. We have new regulations NPRM (Notice of Proposed Rulemaking) that are out for public comment, a new funding application that drastically changes the way Tribes apply for child care funding that is also out for public comment and a new federal Training and Technical Assistance (T & TA) contract is being developed to be put out for bid. All of the above has major implications and I will be working with the National Indian Child Care Association as well as with the Tribal Child Care Association of California to address any concerns we see in the new proposed plan and regs. There will be trainings in May for the funding application and it is due by July 1st.

Child Care State

I attended the quarterly Tribal /State/ Federal child care meeting in Sacramento. This is the first time the state of California requested input from tribes. This is a direct result of our engagement and dialog with them that started back in 2006. The state held informal consultation on their funding application for child care. There is new energy in the California Department of Education Early Childhood Division and they sincerely want to work with Tribes.

I was re-elected as the Co-Chair for the Tribal Child Care Association of California as was my counterpart, Kim Nall from Colusa Tribe. Diane Coe of Redding Rancheria child care was elected as Vice-Chair and Shelly Whitebear from CRIHB was elected as our association Secretary. Paul Tupauk from Inter-Tribal Council California was elected as our association Treasurer.

Child Care Local

I completed and submitted our end of year data report for child care. I will provide a copy of the data chart at the council meeting.

With all the changes coming, I will be working on ensuring we comply with all new requirements. I will need to work on the child care program policies and procedures, work on our payment rates, establish new policies and perhaps adjust some of the program forms. I will keep the Council informed.

Respectfully Submitted,
Dion Wood

Emma Lee Perez – Contract Compliance Report
For Council Meeting on January 28th, 2016
Reporting Period December 10th, 2015- January 21st, 2016

Action Items: None as of 01/21/2016

Consent Calendar: See attached.

Contract Compliance Update:

Project Title: Department of Community Services and Development

Deliverables/Line Items:

Administration costs will be charged to the program based on the Tribes federally negotiate indirect cost rate of 50% on salaries and wages.

Salaries and Wages-The Karuk LIAP Administrator salary will be charged to the program at 15%. The LIAP Administrator oversees the Karuk Tribes Low Income Assistance Program which includes the State of California CSD contract-

Education Tutoring Program/Tutoring - The costs included in the expenses line item is for support for tutoring services in the Education Program. Tutors are paid \$10 or \$12 dollars per hour depending on their level of education. Tutoring is provided to students from grades K-12 who are Karuk Tribal Descendants or members of Federally Recognized Tribes.

Youth Winter Warmth- The Karuk Tribe has determined winter needs for youth in low-income families. The funding will be used to provide scarves, hats and gloves to youth in the Karuk communities to assure that all youth have adequate warm clothing during the cold winter months

Youth Physical Activities- The Karuk Tribe has determined a need for physical activities (Flag Football, Basketball and Baseball) for youth. These activities are to aid in supporting familial relationships and community unity, promotion of exercise and a deterrence from criminal activities. The funding will be used to cover the cost of team shirts, equipment, snacks/drinks (for practice only), officiating services and an award/appreciation lunch.

Elders Community Needs - The Elders of the Karuk Tribe have several needs in the Karuk communities. The Elders, with help from the youth have community gardens that help supplement food for the Elders. The Elders have an annual Basket weavers Conference in the community that shows the community Karuk Traditional Basket weaving. The Elders also hold bi-weekly classes open to the community. The funding will be used to cover costs associated with basket weaving and other Elders activities.

Safety Net Services- The Karuk Tribe has funding for safety net services to support for food vouchers, rent/shelter vouchers, emergency utility payments and emergency clothing allowances for low income eligible applicants. The amount of funds available to each qualifying family will depend on their income and family size

Senior Nutrition Program Support-

The Karuk Tribes Senior Nutrition Program provides homebound and mobile senior citizens and their companions with one nutritious meal per day. The funding provided by the CSBG program will be used

to purchase supplies for the program that are not funded by Title VI or the PSA 2 Agency on Aging grant which support the program by providing food and salary costs.

Achieved during report period:

The Karuk Tribe recently received final contracts so funds have not been expended. The next report is due: March 21st, 2016

Expenditure/ Progress Chart – separate chart required for each grant

Program	Code	Total Budget	Expensed to date	Balance	% Expended
CSD	6063-12	\$42,000	\$ 0	\$ 0	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
01/01/2016 -12/31/2016	12	1	11.25	0%	Y
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
01/20/2016	Yes	01/20/2016	01/20/2016	Yes	01/20/2016
Comments: Progress/Financial report was for the 2015 contract year.					

Compliance is preparing the closeout documents for the 2015 CSD Contracts. The closeout forms are due by March 31st.

Language Coordinator, Crystal Richardson and Language Program Principle Investigator, Susan Gehr have been hired to administer the National Science Foundation Language grant. They have begun taking inventory of the language room, organizing and getting familiar with their duties. They will be checking in on a regular basis. I will keep the Council informed of their progress.

Contract Compliance participated in presentations for the Cultural Resources Database project on January 5th. Compliance will send out letters notifying participants if they were selected or not selected.

Contract Compliance attended the Management Team meeting and an Education/Tutor meeting January 20th.

Respectfully submitted,

Emma Lee
Contract Compliance Specialist

Education Program Report to Council

For January 28th, 2016

Prepared by: Alan Merrill, Education Program Coordinator

Action Item: Travel/Training Request

- ❖ As per the NYCP grant we are required to send at least one student to the American Indian Higher Education Consortium Students Conference, to be held March 14-16, 2016 in Minneapolis, MN. I am asking the council for permission to take at least one student (a senior at Happy Camp HS) and look at funding to add another student from Yreka HS

Community Information

- ❖ We held a Financial Aid/Scholarship on January 11th at the Happy Camp Computer Center. There was very little turnout, but the other programs at Happy Camp HS are interested in utilizing and combining our information. We are also in the process of securing a date for the same presentation to be held in late February in Yreka
- ❖ A fundraising activity for the Happy Camp Karuk Leadership Youth Council(KYLC) is on Friday the 22nd

Tutoring Program:

- ❖ There was a tutoring meeting, prior to the Education Committee Meeting, on Wednesday 20th to go over the requirements and total package of the contract. This included TANF –Tina King and Compliance-Emma Lee Perez. This put everyone on board as to the needed documents and procedures and will allow the tutors to be paid

Title VII/Indian Parent Committee Meetings:

- ❖ *Happy Camp*
There was no meeting for December and there is no information to update from the January 15th meeting. The February meeting will go over the policies and guidelines, and approval, for next year. This meeting will take place February 15th at 5:30 at Elementary
- ❖ *Yreka*
No information of importance to report. They will begin looking at their community reporting and approval in the next few months.

Karuk Youth Leadership Council:

- ❖ Yreka had two meeting on the 6th and 7th; with 45 students learning about the program and filling out Individual Academic Plans
- ❖ There were 18 students in attendance for the meeting on 14th and 5 officer positions were elected
- ❖ The officers are planning on attending the Tribal Council meeting
- ❖ Happy Camp HS is holding regular update meetings. They have fundraiser plans, with the Taco Feed on the 22nd
- ❖ There will be the first joint YC on Sunday the 24th

Education Committee:

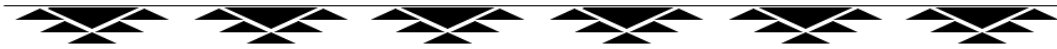
Education Program Report to Council

For January 28th, 2016

- ❖ Our last meeting was on January 20th and discussed the budget-with scholarships being the focus. Tutoring, KYLC, conferences and other general information were shared and discussed. In addition, there is the beginning to a Golf Tournament fundraiser (introduced by Buster Attebery) that both the Youth Councils can collaborate; looking to hold in June
- ❖ Our next meeting is set for February 17th, in the Fish Bowl at 1330

Yôotva, thank you all, and if you have any questions or comments please contact me via e-mail (amerrill@kark.us) or via phone (ext.: 2034)

Erin Hillman, Director
Karuk Tribe Housing Authority
Report for Council Meeting
January 28, 2016



I will be away from the office on travel status the day of the Council meeting. My report does not contain any action items. Thank you.

Annual Performance Report:

The Annual Performance Report was submitted to HUD on December 28th.

Community Meetings:

We are holding meetings in Yreka, Happy Camp and Orleans for the purpose of obtaining input on the proposed maximum rent increase, collecting surveys on pet ownership in housing units, and informing the communities about after hours maintenance, and security reporting.

Our first meeting was held on Friday, January 15th and we had a turnout of about 25 people. Council Members Elsa Goodwin and Arch Super attended as well as Board Members Doozie Voyles and Randy Hobbs. The results of the survey for pets and the comments on the maximum rent increase will be available after the three communities have had their meetings.

The following is the schedule for the Happy Camp and Orleans meetings:

February 18-Orleans Community Center 5:00-7:00 pm	March 5- Happy Camp KTHA Office 5:00-7:00 pm
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We would like it if Council representation from each of these communities could attend the meetings.

Ceiling (Maximum) Rent Policy:

KTHA has not raised its ceiling (maximum) rent since March 2007. So, with rising costs for staff and maintenance the board wanted to have an option to raise the ceiling rent presented to residents. The proposed increase would occur over 5 years, at \$40/year. Tenants will still be required to pay 30% of their income, but not more than the maximum rent as they do now. So a family in a 5 bedroom house who has an income of \$1,000 a month would pay only \$300 per month rent, regardless of the maximum rent amount, currently set at \$425.

Bedroom Size:	Current	Yr. One	Yr. Two	Yr. Three	Yr. Four	Yr. Five
2	\$350	\$390	\$430	\$470	\$510	\$550
3	\$375	\$415	\$455	\$495	\$535	\$575
4	\$400	\$440	\$480	\$520	\$560	\$600
5	\$425	\$465	\$505	\$545	\$585	\$625

Current Fair Market Rents in both counties are:

Bedroom Size:	Siskiyou	Humboldt
2	\$794	\$933
3	\$1,158	\$1,375
4	\$1,303	\$1,600
5	\$1,498	\$1,840

Pet Policy:

The draft pet ownership policy was distributed on December 31st to Board and Council members.

Trust Application Request for Proposal:

KTHA contracted with Maier Pfeffer Kim Geary & Cohen to submit the fee to trust applications for properties that are currently in fee status and managed by KTHA. Ms. Kim and her assistant were onsite January 14th and 15th to collect copies of information needed to accomplish this. We have ordered current title status reports for all fee status properties that will be included in these applications.

LIHTC:

We are scheduled for the Ground Breaking on January 29th at 2:00 PM. Invitations have been sent out and we have received several rsvp's.

KTHA has scheduled a community meeting on February 19th, 4:00-7:00 to present the 30 home designs to the community and to recruit applicants from our apartments. We want to inform existing tenants on how to prepare to be eligible for the homes by either a transfer or new application. Notices will be sent to the tribal membership so that they are aware of the opportunity.

Fiscal:

We are happy to announce that KTHA has successfully completed another audit. The 2015 audit was without findings. This is attributed to hard work by our fiscal department and all KTHA staff who work very hard to make sure their paperwork is in order.

Foster Family Policy:

The policy for foster care family vouchers has been submitted to the Board for comment.

Wellness Center:

Until further notice, the hours of operations for the Wellness Center are Tues.-Thurs 3-7. Friday 3-8 and Saturday 1-6. The advertisement for the position closes on Friday, January 29th. The gym floor was reinstalled and we will be constantly observing it for any sign of moisture from the concrete.

Eviction Ordinance:

No update- though I know that Fatima is working on this.

Planning Session:

The KTHA planning session is scheduled for the week of March 14-17 in Smith River. The agenda will be including time for Council and Board discussion each day. If the council has any item that they would like us to prepare information on for them in advance of the meetings, PLEASE email that request to me at your earliest convenience.

Force Account Crew (Comstock):

We are advertising the Construction Crew Member I position as "Open Until Filled".

NAIHC Legislative Conference:

NAIHC has scheduled the 2016 Legislative Conference for February 9-11. Three KTHA representatives will be attending the conference.

NRCS Fuels Reduction Work- Happy Camp Community

We modified the end of this contract to July 31, 2016, a six month extension.

Negotiated Rulemaking:

HUD has scheduled a meeting of the committee for January 26 -27 in Washington DC to (hopefully) finalize the preamble and hash out issues related to the Department who has taken it upon themselves to alter the formula without Tribal consultation. There was not supposed to be another meeting, but because of the formula issue, Tribes requested another in person meeting, which is to be held at the HUD offices in Washington.

Sara Spence, Executive Assistant
 Monthly BOC Report: February 1, 2016

The Groundbreaking for the Tax Credit Project was held on Friday, January 29; construction began on the first lots on Thursday, January 21 well ahead of the February 1 deadline! The community meeting to present information on how to apply for the new units will be held on Friday, February 19 at 5pm in Yreka.

Preparations have begun for the planning session which will be held the week of March 14 in Smith River, California.

Construction Projects/RFPs (Active Bidding):

Project	Bids Due	Results / Status	Notes
Comstock Flooring	1/25		Open.
HC Resident Center A/E	2/4		Open.
Process Server for Evictions	2/19		Open.
Eviction Attorney	12/10 2 nd Round 2/11	One Proposal	Re-advertised for second round.
Red Cap Road ADA Ramp	12/14 2 nd Round 12/30	No Bids	Due to lack of response, direct contact with potential bidders has been initiated due to the emergent need of the homeowner.
Kahtishraam Wellness Center Phase Two	12/8	One Bid	The Board approved revisions to the project at the January 11 meeting. The changes will be made and it will be re-advertised.
Indian Creek Home Replacement	9/8 2 nd Round 10/13	One Bid	No bid in first round, second round yielded only one bid over budget. It has been advertised for a third round and direct contact with potential bidders has been initiated to try and get a bid under budget.

Contracts Issued:

No new contracts issued.

Agreements Issued:

No new agreements issued.

Environmental Reviews:

Rice Lane Home Replacement, Hoopa	In process.
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Human Resources:

Wellness Center Coordinator	Posted, closes 1/29.
Tenant Relations Officer Yreka	Closed 1/7; application screening scheduled for 1/21.
Orleans Landscaper / Maintenance	New hire pending drug screen results.
Construction Crew Member I	Open Until Filled.
Tax Credit Compliance Specialist Tax Credit On Site Maintenance / Manager	New positions; still in development, open for feedback. Will not be advertised until Spring.

Grants Coordinator
Council Report
Jaclyn Ownsbey
January 21, 2016

Ayukii Tribal Council,

Please see the attached list of Current Funding Opportunities; I also indicated which ones were submitted. Also below is a short description of what types of projects we submitted for each of those grants.

The Connecting Kids to Coverage Grant will continue and expand upon current outreach and enrollment in insurance programs for children ages 0-19.

The California Environmental Justice Grant was developed by Lisa Hillman and will update, finalize, and digitize the Karuk Eco-cultural Resources Management Plan.

The Assistance to Firefighters Grant would purchase two (2) slip-on units, which are portable tanks that go into the back of a pick-up to assist with firefighting efforts.

I am currently working on the Coordinated Tribal Assistance Solicitation. I have had a few meetings with April Attebury. At this time we are still developing project concepts for Purpose Area 3-Justice Systems and alcohol and substance abuse and Purpose Area 9- Tribal Youth Program. For the Tribal Youth Program April would like to re-establish the Youth Mentoring Program, a program that we were a sub-grantee for the 7th Generation Mentoring Program model.

I reviewed a few grant opportunities that we decided not to pursue. One was an Integrated Pest Management Grant through the State of California. This program is really aimed at reducing the usage of pesticides, especially in schools and childcare centers. We were interested in demonstrating the effectiveness of fire in reducing pests, but this was not a great fit for the program. The other grant was through the Department of Labor, and it was aimed at providing training to low-wage workers to allow them to enter into upper and middle level positions, focus industries were Information Technology, Healthcare, Advanced Manufacturing, Financial Services, and Educational Services. There was a heavy emphasis on being able to place people into positions after the training programs and also required partnerships with business entities. The lead application had to be a workforce development center under DOL, an institution of higher education, or a non-profit business collaborative. I have forwarded this on to NCIDC as they would be in a better position to apply.

I attended the Management Team Meeting on January 20th to get feedback on potential projects for the 2016 ANA SEDS Funding Opportunity. The main topic of interest was public safety aimed at the establishment of law enforcement. I have also emailed Tribal Council a list of potential project areas in case there were other project ideas. If you could select a project at the Tribal Council Meeting that would be great. Or let me know if there are other areas you want to look into prior to making a final selection.

Jill Beckman requested assistance on finding funding for some noxious weed removal. Funding is available through the Bureau of Indian Affairs; however, the project deadline was January 8th. We may be able to put something together for next year, or there may be funds left over due to low number of applications submitted. Gerald Jones stated we would need to get something together fast to go that route, and I am not sure we will be able to. Otherwise, Earl Crosby identified some NRCS-EQIP Opportunities that may be able to fit this need.

**Karuk Tribe
Council Report from Laura Mayton
Meeting Date: January 28, 2016
Location: Yreka**

ACTION ITEMS

I do not have any action items at this time.

FISCAL YEAR 2015 AUDIT

Fieldwork for the fiscal year 2015 audit for KTHA and KCDC is complete. Erin informed me that KTHA will not have any findings. KCDC was informed that they may have a finding. However, I do not believe that the item in question is a finding, so I will be speaking to the lead auditor about it next week when they come to do fieldwork for the Karuk Tribe.

The fiscal department has been working very hard to make sure that the Karuk Tribe is ready for the audit. We have uploaded a huge amount of information to Audit Edge including the adjusted trial balance, SEFA, and fixed asset schedules.

I currently plan to be at the Council meeting. However, this may change depending on how things go next week with the auditors.

CASINO PROJECT DUE DILIGENCE

Due diligence for the casino financing package is in progress. We still need to finalize agreements with ROI and WHD. The attorneys are working on the issues related to PCI and the California licensing requirement. This is the same update as last month, so things are moving slowly.

CASINO FEDERAL ID NUMBER

I still need to apply for a new federal ID number for the Tribe's future gaming operations. In order to do so, I will need a resolution from the Council to approve a legal name for the gaming operations. Sometime in the near future, the Tribe will need to make a final decision on a name for the Casino.

CASINO PROJECT GRUBBING & OAK KNOLL

Grubbing for the Casino is nearly complete. Earl's crew will be stopping by Oak Knoll on their way back to remove the bushes and brush that surrounds the building.

HRSA

I will be working on the financial portion of the UDS report. I should have it complete in the next week or two.

Grant Name	Due Date	Program	Comments	Responsible Party
<i>Connecting Kids to Coverage</i>	January 20 th , 2016 (Letter of Intent Dec 16 th)	Health	\$250K-\$1 million, 2 years	SUBMITTED
<i>Cal EPA Environmental Justice</i>	January 22, 2016	DNR	Up to \$50K available, 12 Months	SUBMITTED
Coordinated Tribal Assistance Solicitation	February 23 rd , 2016	Judicial	Multiple Grant Areas	April A and Jaclyn Ownsbey
Cultural Resource Fund	February 15, 2016	Peoples Center or THPO	Up to \$50K Available	TBA-Possibly K-12 Curriculum or Cultural Resource Database
Assistance To Firefighters	January 15 th , 2016	DNR/Fire Program		SUBMITTED
<i>Forestry and Tribal Youth Initiative</i>	January 2	DNR	Up to \$200K	SUBMITTED
ANA Social and Economic Development Strategies	April 6, 2016	TBA	Awards 100k-400k per Budget Period (1-3 years)	TBA
ANA Language	April 6, 2016	Language	\$100K-\$300K per Budget Period (1-3 years)	TBA
ANA Environmental Regulatory Enhancement	April 6, 2016	DNR	\$100K-\$300K per Budget Period (1-3 years)	TBA

Council Report
1/28/2015
Submitted for KCDC

Computer Centers – The Happy Camp Community Computer Center is running smoothly. Frank is working with the Education Department to set up a Career Day at the Happy Camp High School and will be offering a “smart phone” workshop in February. GED testing can now be done at the Computer Center and COS is still offering video-teleconferencing for their students in Happy Camp and the surrounding areas.

Head Start – The gas was once again siphoned from our bus a few weeks ago in the Tribe’s parking lot. It appears to be the same person that damaged the fuel tank as they went straight to the damaged spot to siphon the gas. In the video it is apparent they know the camera placement and they are wearing a mask covering their face, a ball cap, and jacket with a hood.

We received notice that a “desk review” for Head Start will be done February 22 – 24, 2016. The review will be done via telephone with different staff, Board, and Council members. Information will be provided as we receive it. I have attached information that as per last Head Start review needs to be added as Attachment C for Head Start in the Karuk Tribe Personnel Policy Manual. We have been trying to get this added this since August of 2015 so I have written out the entire attachment so that it can be added to the manual with little effort.

I have attached the Head Start Deputy Director Report and the DRS report for information only with no action needed. I also attached a bus monitor/cook assistant job description for review and approval. The only matching job description I could find that had been approved by KCDC Board and Council is from 2007.

Náa Vu’ra Yeéshiiip – We have a 20-hour per week Clinician position description for the Náa Vu’ra Yeéshiiip Program that will need approval. We are currently doing a phone vote for the KCDC Board and if approved I will be asking for approval at the Council meeting and will email it to you.

Energy/Biomass – We have received our draft Strategic Energy Plan from the National Renewable Energy Lab and I will be reviewing it and communicating with them to finalize the Plan before it goes to the KCDC Board and Council for approval. The Plan contains information regarding biomass

8(a) – Information regarding Aah Industries was submitted to Fatima Abbas for her review. We have a meeting set with In House Counsel, Self-Governance, KCDC staff, and prospective partners in February to fine tune documents for review and possible approval by the KCDC Board.

C Store – We have awarded a contract for a feasibility study for a possible C Store in the Yreka area to The Whitener Group from Washington State. This project will take 6-months to complete and upon completion we will have the necessary information to make an informed decision as to whether to move forward or not.

Action Items: Head Start Attachment C approval
Job description – Head Start Bus Monitor/Cook Assistant
Náa Vu’ra Yeéshiiip Clinician

ATTACHMENT C

Karuk Tribe Head Start Personnel Policy Amendments

Policy Changes

Policy Council shall review the Personnel Policies of the Karuk Tribe at the beginning of their yearly term. Approval or any changes regarding Head Start Personnel Policies shall be submitted to the Policy Council and KCDC Board for discussion and approval and to Tribal Council for final discussion or and approval.

Annual Leave

Employees must have met the initiation period as a regular staff member to be considered for the paid vacations. All employees will receive annual leave in the following manner:

- a. Each individual employee shall receive two weeks paid vacation during the Christmas break with the same schedule as the Holiday Schedule of the Head Start Center in which they are employed.
- b. Each individual employee shall receive one week paid vacation during the Spring break with the same schedule as the Spring Break of the Head Start Center in which they are employed.
- c. Exceptions to the individual's time off will be made upon notification to their immediate supervisor and with permission granted by the immediate supervisor Head Start Director or Deputy Director.

Sick Leave

Employees must have met the initiation period as a regular staff member. All employees shall receive sick leave in the following manner as per Head Start Regulations:

- a. Employees shall receive nine-days per school year of paid sick leave.
- b. Additional sick leave shall be granted only when cause has been justified and cleared by the Head Start Director, and/or Policy Council or Deputy Director Tribal Council.

Special Leave

Bereavement Leave for immediate family members shall consist of five additional days to the current nine-days of sick leave.

(These amendments are required as Head Start employees only work 9-10 months a year)

Staff Selection

Staff recruitment, selection, and grievance procedures for Head Start shall follow the procedures of the Karuk Tribe Personnel Policies with the following exceptions:

During job interviews for Head Start positions there shall be a Policy Council member present and/or a parent representative present. Once the selection has been made the Policy Council shall approve or disapprove the decision of the hiring committee. Previous Head Start parents

will be given preference in hiring for Head Start positions provided they meet the requirements of the position. This policy in no way changes or supersedes the TERO Ordinance and this preference will be subordinate to Tribal preference in hiring.

New Hires

All newly hired employees must pass DOJ Criminal Background checks, have a clear TB test, and a physical before the start of employment. Upon employment they must adhere to the Karuk Tribe Personnel Policies and the Karuk Head Start Staff Handbook.

Termination

The termination of a Head Start Director must be approved by the Head Start Policy Council. The termination must be a result of a recommendation of the immediate supervisor or the KCDC Board of Directors and/or Tribal Council. The supervisor must follow the Tribal Karuk Tribe Personnel Policies, Section 8.0 Employee Action.

Grievance

The Head Start employees must follow the Open Door Policy, Section 9.0 of the Tribal Karuk Tribe Personnel Policies.

Internal Dispute Resolution

A procedure for Tribal Council, KCDC Board, and Policy Council disputes and/or a situation such as an impasse, is in the Policy Manual of the Head Start Program.

Tribal Council/KCDC Liaison Member

This is a non-voting, advisory position to the Head Start Policy Council that serves as Liaison to the full Tribal Council and KCDC Board to assist and ensure the Head Start Director and Policy Council is in compliance with Federal laws and regulations and applicable state, tribal, and local laws and regulations.

Liaison Duties and Responsibilities

- a. Review, study and understand the Head Start Program Performance Standards. Take the initiative to obtain information and knowledge about the program in order to offer suggestions and ideas for possible program improvement that is in compliance with Head Start Performance Standards.
- b. Keep Tribal Council and KCDC Board of Directors informed about Head Start issues; keep Head Start informed about relevant Tribal and KCDC topics.
- c. Assists in identifying and mobilizing Tribal and community resources to meet identified needs of the Head Start program.
- d. Keep written materials in an organized, accessible manner and be able to refer to specific Head Start Performance Standards and Program guidelines, directives, memorandums, etc., when appropriate.
- e. Review program Policies and Procedures and Policy Council By-Laws to ensure compliance and assist in the revision process if needed.

- f. Evaluate the Head Start Program components through the self-assessment process outlined in the Head Start Self-Assessment instrument to summarize compliance with Head Start Performance Standards.
- g. Make contact with the Head Start Director or Deputy Director at least once a month.
- h. Conduct oneself in a professional, ethical manner, such as keeping certain program matters confidential.
- i. Serve as an ambassador for the Karuk Head Start Program; be loyal to the program; serve as an advocate for the children and families.
- j. Be willing and able to participate/attend training sessions on a regular basis (locally and regionally).

KARUK HEAD START MONTHLY REPORT

December 2015

Program Governance Training – December 15, 2015

Monitoring – Non-Compliance, Deficiencies, DRS

ALL NON-COMPLIANCES ARE COMPLETED:

- New Software for reporting: Child Plus-To ensure timelines for screening are being met.
- MOU with Siskiyou County Office of Education for IEP (Individual Education Plan) services updated to reflect current date.
- In-kind has been updated to include classroom extensions
- Transportation system revised and updated to ensure proper training is maintained and documented.
- Background checks-amendment to the Tribal Policies completed to ensure new hires must have background checks before work performed in the classroom.
- *A final Plan to Improve Quality has been designed and signed by Chairman Russell Attebery, and sent to the Office of Head Start for a signature by the new Director of the Office of Head Start, Dr. Blanca Enriquez.*

Human Resource – Opening(s), Hiring(s), & Termination(s)

FISCAL STATUS: RECEIVED, EXPENDED, REMAINING-

MONTHLY FINANCIALS TO DATE (THRU 11/30/2015)

CATEGORY	Received	Expended	% Remaining
a. Personnel	\$261,463	\$225,555	14%
b. Fringe Benefits	\$116,703	\$101,241	13%
c. Travel	\$8,722	\$8,722	0.00
d. Equipment	\$22,458	\$34,559	
e. Supplies	\$35,166	\$35,559	0%
f. Contractual		\$3,725	
g. Construction			
h. Other	\$18,469	\$18,469	0%
i. Total Direct Charges	\$465,439	\$428,209	08%
j. Non-Federal Share	\$131,248	\$120,311	08%

KARUK HEAD START MONTHLY REPORT

k. Total (I + j)	\$608,209	\$548,520	10%
Indirect Costs	\$48,032	\$5,713	88%
In-Kind	Monthly: HC \$8,057.11 Yreka \$2,598.50	Total: \$10,655.61 Average:\$5327.80	To Date: \$84,668.97
CACFP Reimbursement	\$2,724.16	Yreka Food- \$905.64 HC Food- \$422.87	Sept/Oct/Nov/Dec \$15,180.59
Breakfast	HC- 212 Yreka AM- 219	Total Breakfast: 431	
Lunch	HC- 210 Yreka AM- 216 Yreka PM- 145	Total Lunch: 571	Total Snacks: 143
Credit Card Expenditures		Balance:	Owed:
Donna- \$0 Rana- \$242.62		Marlene- \$100.12	Kathy- \$171.85
Equipment Costs > \$5,000 @ 1 Item or \$25,000 @ 1 Item		0	0
Admin Costs			
Other:			
Program Income Total			

Equipment Line Item over due to adding in the Installation of the playground equipment

Audit Findings, Corrective Action, Status

No Audit Findings-per KCDC Audit 2014

ERSEA

CATEGORY	HEAD START	
Number of Classrooms:	3	
Number of Children	56	20-HC (1child is enrolled with his own aide) 19-Yreka AM

KARUK HEAD START MONTHLY REPORT

Mental Health Screenings:	HC - 21	Y-AM 20	Y-PM 18
Height and Weight (2x)	HC Fall 21	Y-AM 20	Y-PM 18
Children w/Diagnosed Disabilities %	HC - 2	Y-AM - 1	
45 day Dev. Screenings-ESI-%	HC – 20 1 child IEP exempt	Y-AM 20	Y-PM 17
Referrals			

Family Engagement

Parent Planning Meeting	December 9 4 Parents attended	December 14 5 Parents attended	December 14 3 Parents attended
Family Day	40 family members	13 family members	22 family members
Fatherhood/Male involvement	17 – males attended	12 – males attended	
Classroom Volunteers	5	17	4

Child Development & Education

CATEGORY	HC	YREKA AM	YREKA PM
Educational Assessments Complete %	20 1 child IEP	20	18
1st November 7, 2015			
Comments		Started	

KARUK HEAD START MONTHLY REPORT

Parent Teacher Conference Complete %		HC – 100%	AM -100%	PM –100%
Individual Ed Plan (IEP)	HC - 2		AM - 1	
Family Partnerships		HC-21	Yreka AM 20	Yreka PM 18

School Readiness Goals & Status (Completed-Home visits in May-Last Parent Conference) –all classes

Physical Development- Children will demonstrate control of large muscles, for movement, balance, and navigation-Ongoing

- Children will demonstrate basic health and hygiene knowledge including skills in hand washing and teeth-brushing.

Social Emotional Development-Children will have healthy attachments with peers and other adults.

- Children will demonstrate appropriate levels of self-awareness, self-regulation, and personal identity

Language and Literacy Development-

Children will use and understand more complex words and use expressive and receptive language and vocabulary with proficiency.

- Children will recognize alphabet, sound out letters, print their name, and letters of the alphabet, display interest in books and knowledge that comes from books.

Approaches to Learning-

- Children will make independent choices in their learning and discoveries. Children will demonstrate flexibility, imagination in tasks and activities.
- Children will develop skills and maintain interest and concentration on a project, task, or activity until completed.

Creative Arts Expression-

- Children will explore vocal and simple instrumental skills, rhythms, role play, use imagination, color and marks to express a feeling or mood, inventive movement.
- Children will develop skills and maintain interest and concentration on a project, task, or activity until completed.

Cognitive and General Knowledge- Reasoning, Problem Solving, and Symbolic Representation-

Children will recognize and name numbers to ten with increasing accuracy, identify without counting, the number of objects in a collection of up to three. Children will sort and classify with increased accuracy.

- Children will identify two dimensional shapes and use shapes to represent different elements. Children will begin to recognize or begin to identify simple repeating patterns. (AB, ABA, ABB, ABC)
- Children will demonstrate awareness that objects can be compared by length, weight, or capacity.

Cultural Activities: Elders and/or Tribal members will share their knowledge and teaching in all domains as much as they participate with each Head Start classroom.

KARUK HEAD START MONTHLY REPORT

Cognitive Domain-Science Knowledge and Skills-100% met their goals

- Children will have increased understanding of how to gather information and make predictions in the environment. Children will observe, explore, investigate and record findings.
- Children will identify characteristics of a variety of animal, plants, living, and non-living objects and materials, including their appearance, behaviors, compare and contrast.

Cognitive and General Knowledge-Social Studies Knowledge and Skills- 100% met their goals

- Children will have increased understanding of history, events, family roles, community roles.
- Children will understand the relationship between family and community, people and the environment where they live. Children will increase their understanding of past events and how they relate to their personal self, family, peers, and community.

CLASS Scores, Improvement Plans, Status

INITIAL OBSERVATIONS	EMOTIONAL SUPPORT	CLASSROOM ORGANIZATION	INSTRUCTIONAL SUPPORT
CLASS	7	6.777	3.111

Training and Technical Assistance will be providing additional training on Observation and Assessment, Instructional Support in April.

Professional Development & Technical Assistance/Training Program Instructions (PI) & Information Memorandums (IM)

Activities:

- Kristy Harmon is enrolled in College courses at Simpson University.
- Tamara Alexander is enrolled in College courses at Simpson University
- Karen and Donna participated in Governance/ERSEA Training by our T/TA provider Gilbert Gonzales

Respectfully submitted by,

Donna Goodwin-Sanchez
Deputy Director



Plan to Improve the Quality of Head Start/Early Head Start Programs

Karuk Tribe of California

The purpose of the Plan to Improve Quality (PIQ), developed in partnership with the Office of Head Start and Karuk Tribe of California, is to improve the overall performance of the Karuk Tribe of California Head Start. The PIQ identifies action steps, key staff, and timelines required to support grantees in the development of policies, procedures, and systems of quality assurance. Training and technical assistance resources are available to support the goal of ensuring high quality and comprehensive Head Start services are provided to children and families and prevent the grantee from meeting any of the seven (7) conditions outlined in 45 CFR 1307.3.

DRS Condition to Be Addressed	Goals/Actions	List Key Grantee Staff	List T/TA staff/Resources Identified to Support Goals	Timeline
1307.3 (a): Deficiency identified in monitoring review	1. To provide Performance Standards: Human Resources orientation to new Human Resource staff and Head Start staff. Action(s): 1. T/TA will provide Performance Standards: Human Resources orientation to new Human Resource staff and Head Start staff.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist Betsy McDougall, Grantee Specialist	Proposed Dates based upon T/TA contract/transitoning: July 10, 2015 August 17-21, 2015 (Northern California Pre-Service) October 9, 2015
1307.3 (b): School Readiness Goals	Action(s): 1. No T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Tribe will notify the Office of Head Start of any requests for T/TA support around the condition stated in 1307.3(b).

DRS Condition to Be Addressed	Goals/Actions	List Key Grantee Staff	List T/TA staff/Resources Identified to Support Goals	Timeline
1307.3 (c): CLASS	Action(s): 1. No T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Tribe will notify the Office of Head Start of any changes in 1307.3 (c): CLASS status.
1307.3 (d): License revocation	Action(s): 1. T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Tribe will notify the Office of Head Start of any changes in licensure status.
1307.3 (e): Suspension of Head Start program	Action(s): 1. No T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Office of Head Start will issue notification to the Head Start agency regarding any suspension of services.
1307.3 (f): Federal debarment or disqualification from CACFP	Action(s): 1. No T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Tribe will notify the Office of Head Start of any change in status within two weeks of notification by any state of federal agency regarding any debarment of disqualification.
1307.3 (g): Determination of risk of failing to continue functioning as a going concern	Action(s): 1. No T/TA Support is requested at this time.	Patty Brown, Head Start Director	WJ Strickland, Program Specialist	The Tribe will notify the Office of Head Start within two weeks of being notified of a determination of being at risk to continue functioning as a going concern.

Additional Area(s) for T/TA	Action(s)	List Key Grantee Staff	List T/TA staff/Resources Identified to Support Goals	Timeline
<p>Data Collection, Aggregation, and Reporting</p>	<p>Goal(s): Program will become more knowledgeable about data collection, aggregation, and reporting to improve systems effectiveness.</p> <p>Action(s): 1. T/TA will provide training and technical assistance in the area of data collection, aggregation, and reporting to improve systems effectiveness.</p>	<p>Patty Brown, Head Start Director</p>	<p>W.J. Strickland, Program Specialist Betsy McDougall, Grantee Specialist</p>	<p>Proposed Dates based upon T/TA contract/transitioning: July 10, 2015 August 25-26, 2015 (Northern California Pre-Service) October 9, 2015</p>

Position Description

Title: Head Start Bus Monitor/Cook Assistant

Reports To: Head Start Director and Cook

Location: Yreka Center

Salary: \$10.00-\$12.00 per hour DOE

Summary: Bus Monitor will assist the Bus Driver in ensuring the safety of the children while riding, boarding, or exiting the vehicle and will assist the driver during emergencies. Shall assist the teacher/center supervisor and Cook and follow detailed instructions and maintains a harmonious working relationship with other employees, and parents/guardians.

Classification: 7-hours per day, Part-Time, Non-Exempt, Non-Entry Level

Responsibilities:

1. Assists children in boarding and exiting the bus.
2. Assist driver in completion of daily sign-on and off sheets, accounting by name, all children getting on or off the bus.
3. Ensure that all children are secured in appropriate seatbelts or restraints and that while seated, all adults use available seat belts.
4. Visually observes the health of each child on the bus and as a mandated reporter, immediately reports signs of abuse or neglect to supervisor.
5. Ensure that any behavioral issues do not compromise the safety of any child on the bus or the ability of the bus driver to safely operate the vehicle.
6. Ensure that an authorized, responsible adult signs the child on and off the bus.
7. Ensure that no child is ever left unattended while on the bus, following all procedures put in place to prevent a child being left behind.
8. Assists bus driver with any emergency situations following all rules and regulations as they pertain to school bus safety and child health.
9. Assist with paperwork flow between homes and site and relay information to appropriate parties as needed.

10. Assists and provides nutritional, well-balanced meals and snacks for Head Start children and parent activities and substitutes for cook in her/his absence.
11. Assists cook in maintaining compliance with all applicable federal, state, Tribal, and local food safety and sanitation laws, including those related to the storage, preparation and service of food and the health of food handlers.
12. Participates in all trainings/workshops and meetings as may be required.
13. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

Qualifications:

1. Cultural Competency: Ability to work effectively with Native American people in culturally diverse environments and knowledge of the Karuk culture.
2. Professionalism: Is aware of the potential impact of own attitudes and behaviors and makes appropriate adjustments to assure that communication with children and parents is purposeful and appropriate. Demonstrates respect, honesty, integrity, and fairness to all. Follows policies and procedures, and is knowledgeable of the Head Start Program Performance Standards.
1. Teamwork: Strives to be “solution-focused” and presents challenges with recommendations for solutions that best meet the needs of Karuk Head Start children, parents, and staff. Maintains constructive team relationships, coordinates effective goals and identifies/plans ways to successfully work together. Demonstrates flexibility and adaptability to change.
2. Program Support: Supports, cooperates and assists to meet the goals of all components of the Karuk Head Start Program in accordance with the Head Start Program Performance Standards. Establishes and maintains an effective working relationship with parents and staff.
3. Professional Development: Participates in ongoing professional development including training and meetings as determined by the Head Start Director and/or Deputy Director.

Requirements:

1. High school diploma or GED.
2. Experience working with preschoolers (ages 3-5) or a minimum of 6 units of child development coursework.
3. Ability to occasionally lift up to 50lbs and ability to carry or drag a child in an emergency situation out of the bus to a safe area in the event of an emergency.

4. Ability to bend at the neck, waist and knees in order assist small children.
5. Ability to write clearly and complete forms, reports, and daily logs.
6. Must possess or be willing to obtain and maintain a Food Handlers Permit within 1-month of hire date.
7. Must maintain confidentiality, adhere to the Karuk Tribe Personnel Policy and must sign the Karuk Head Start Employee Conduct and Confidentiality document.
8. Must submit to a TB test and medical examination and periodic re-examination as required by a Health Care Professional. 1304.53 (j)(i) and successfully pass a pre-employment drug screening test and a fingerprint criminal background check.

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

KCDC Approved: _____

Council Approved: _____

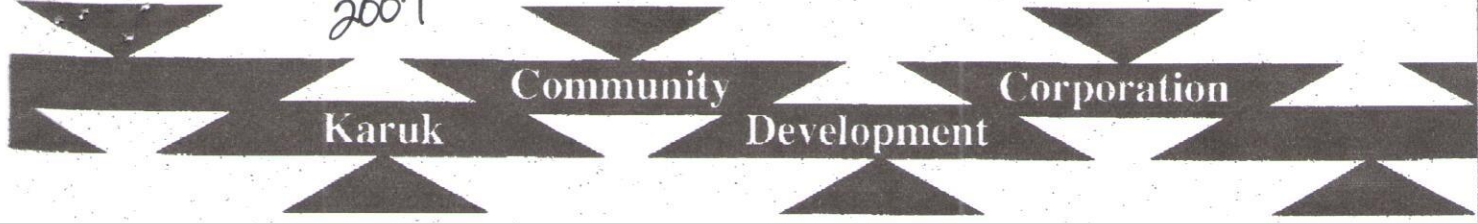
Policy Council Approved: 1/15/2016

Employee Signature: _____ **Date:** _____

KCDC Chair Signature: _____ **Date:** _____

Chairman Signature: _____ **Date:** _____

2007



POSITION DESCRIPTION

Title: Head Start Bus Monitor/Cook Assistant

Reports To: Teacher/Center Supervisor

Location: Yreka Center

Salary: \$8.00 to \$8.88, depending on experience

Summary: Under the supervision of the Teacher/Center Supervisor will assist the Head Start Bus Driver in ensuring the safety of the children while riding, boarding, or exiting the vehicle and assisting the driver during emergencies. Under the direct supervision of the Teacher/Center Supervisor, will be responsible for assisting the Center Cook in preparing meals and snacks, support nutrition activities, assist with cooking, clean-up, shopping, paperwork, ordering supplies, and assist in the special dietary needs of Head Start children. May act as substitute in the absence of the cook. Shall follow detailed instructions and maintains a harmonious working relationship with other employees, and parents/guardians.

Classification: Full Time, Non-Entry level, Non-Exempt

Bus Monitor Responsibilities:

- ✓ 1. Provides safety at all times for children.
- ✓ 2. Monitors children and adults while being transported.
- ✓ 3. Assists in emergency situations to assure they are handled quickly, calmly, and effectively.
- ✓ 4. Checks messages before each trip.
- ✓ 5. Assures children are properly seated and secured in safety belts.
- ✓ 6. Assures child is signed on and off the bus by a responsible adult.
- ✓ 7. Distributes "take home" material with coordination of teacher, and teacher aid.
- ✓ 8. Assures no food or drinks are consumed on the bus.
- ✓ 9. Assists in daily health observations of children.
- ✓ 10. Reports suspicions of physical, social, and emotional or sexual abuse or neglect of children.
- ✓ 11. Assists bus driver in conducting evacuation drills.
- ✓ 12. Participates in staff meetings, conferences and training sessions and workshops as assigned.
- 13. The Bus Monitor will be trained in the following areas:
 - a. Child boarding and exiting procedures.
 - b. Use of child restraint systems.
 - c. Any required paperwork.
 - d. Responses to emergencies.
 - e. Emergency evacuation procedures.
 - f. Use of special equipment.
 - g. Child management skills.
 - h. Child pick-up and release procedures.

- i. Pre and Post Trip vehicle checks.
 - j. First Aid and CPR Training.
14. Other job related duties as assigned.

Cook Assistant Responsibilities:

1. Must adhere to the sanitation and safety requirements of the nutrition component of the Indian Health Services Environmental Health Survey, Food Handlers Permit regulations and Head Start regulations.
2. Must attend training conferences/workshops with site staff to keep abreast of the current nutritional requirements.
3. Assist cook and staff in planning nutrition activities.
4. Must provide safety at all times for children to help prevent choking, burns and food borne illnesses. Must have knowledge of children's food allergies.
5. Assist cook in menu planning, food purchases, and paperwork.
6. Assist cook in providing breakfast, lunch and snack on a time schedule.
7. Provide input into cultural foods into menu planning.
8. Assist with food preparation for field trips.
9. Assist cook in maintaining kitchen in an orderly fashion and keep sanitary. Assists in cleaning kitchen appliances, food service equipment, floors, countertops, and tables.
10. Must be available for local and out of town travel for job related training and meetings.
11. ~~Other job duties as assigned.~~
12. Must be able to adhere to a flexible work schedule Tuesday through Friday.

Qualifications:

- ✓ 1. Have the ability to work Native American children and families.
- ✓ 2. Have the ability to manage time well and work under stressful conditions with an even temperament.
- ✓ 3. Have the ability to establish and maintain a harmonious and positive working relationship with staff, parents, children and public.
- ✓ 4. Must be able to follow verbal and written instructions.

Requirements:

1. Must be willing to obtain a Food Handlers Permit within 6 months of job responsibility.
2. Maintain knowledge of the California Child Care Food Program requirements, Early Childhood Nutrition and Head Start Performance Standards.
3. Experience in food service and meal times for small and large groups.
4. Experience in sanitary janitorial service.
5. Must have good time management skills and sound judgment.
6. Ability to complete forms, reports and daily logs.
7. Must be able to read and write clearly and be proficient in basic math skills.
8. Must possess a valid driver's license, good driving record, and be insurable by the KCDC insurance carrier.
9. Must submit to a initial TB test and medical examination and on- going every two years.
10. Must successfully pass a pre-employment drug and alcohol screening test and criminal background check.
11. Must sign the Karuk Head Start Employee Conduct and Confidentiality Document.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal Preference will be observed in hiring.
Council/KCDC Board Approved: June 2007

Chairman's Signature: _____
Employee's Signature: _____



KARUK TRIBE
Judicial System & Programs
Administrative Office

Phone: (530) 841-3143 Ext 2 • Fax: (530) 842-4889
 1836 Apsuun • Post Office Box 629 • Yreka, California 96097

COUNCIL REPORT 1/28/2016

I. ACTION ITEMS:

- 1.) Resolution and Operational Agreement Siskiyou DA/OVC
- 2.) Resolution and Operational Agreement Humboldt DA/OVC
- 3.)

II. TRIBAL COURT REPORT DATA

Month-Year Activity	July-15	Aug-15	Sept-15	Oct-15	Nov-15	Dec-15
# Of Cases	1	5			7	5
TYPES OF CASES						
Guardianship	1	3			3	2
Custody/Visitation		1			4	3
Child Welfare		1				
Access Center				4	3	1

III. GRANTS AND PROGRAMS ADMINISTERED BY JUDICIAL SYSTEM

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

Program Code: 5094-05 Awarded \$725,366.00 Term Dates: 10/1/2012 *Extended to 09/30/2016*
 Appropriations:\$333,572.88 Month To Date:\$3,941.99 Year to Date: \$35,033.61
 Outstanding Encumbrances \$2,094.94 Unencumbered Balance: \$296,444.33 % Used: 11.13%

Project Title: Karuk Transitional Housing Program

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

Deliverables/Tasks Updates:

1.) # of bed nights	74
2.) # of Victims/Survivors Served	7
3.) # of Services Provided	24
4.) Community Education	0
5.) Outreach Activities	
6.) Coordinated Community Response -Monthly Meetings Attended:	Partner-Northern California Tribal Court Coalition-Non-profit, non-governmental Tribal Victim/Court services organization; Pikyav Women's Advisory Partner-SisQ D.V & Crisis Center D.A.'s Round Table/Humboldt County- Law Enforcement(local/state) Tribal Court/State Court Forum-(court/local/state/tribal) Karuk YavPaAnav -Social Service Organization

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

Program Code: 5094-11 Awarded: \$543,525.00 Term Dates: 10/1/2014-09/30/2017
 Appropriations:\$449,876.69 Month To Date:\$8,643.32 Year to Date: \$53,559.97
 Outstanding Encumbrances \$2,361.30 Unencumbered Balance: \$393,955.42 % Used: 12.43%

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

Objectives: Increase access & availability of culturally appropriate counseling/support and advocacy services to eligible victims and provide culturally relevant outreach, awareness and educational activities to the teen population and Tribal community; Provide assistance via our “legal access centers” to victims of domestic violence, dating violence, sexual assault or stalking who need assistance with legal issues that are a result of the abuse.

Deliverables\Tasks Updates:

1.) Victims/Survivors received services	14
2.) # of Services Provided	66
2.5) # of Referrals out	1
3.) Screenings	14
4.) Community Education	27-girls served via Talking Circles
5.) Coordinated Community Response	1. Project Connect Meeting-Hoopa 2. Navura Yee Shiip/Yav Pa Anav 3. Pikyav DV Advisory Committee
6.) Outreach Activities	
7.) Webinars/Trainings	3
8.) Meetings/	3

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

Program Code: 5094-12 Awarded \$74,975 Term Dates: 10/1/2014-03/31/16
 Appropriations:\$28,332.14 Month To Date:\$1,817.85 Year to Date: \$3,267.33
 Outstanding Encumbrances \$0 Unencumbered Balance: \$25,064.81 % Used: 11.53%

Project Title: Karuk Tribal Justice System Strategic Plan

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

Deliverables\Tasks Updates:

Establish Planning Team	Completed in months 1-3
RFP Consultant Strat Plan PESTEL&SWOT	Completed
Consultant hired	Done (consultant contract approved 2/26/2015 and project period /contract ended July 30, 2015. PESTEL & SWOT completed.
Draft prepared and reviewed by council	2 st revision presented at July 2015 Council Meeting 10/15/15 Planning Meeting with Council discussed incorporating Mediation, Clerk Project & CASA into Strat plan. (Court Enhancement Infrastructure under area 3).
Make Necessary revisions after draft review	Project Manager has had emails, phone conversations’ with technical provider from Center for Court Innovation (CCI) and consultant from Fox Valley Technical College.
Meeting with Partners/Stakeholders	Technical Assistance Provider and Administrator are coordinating a site visit for FEBRUARY 10 th , 2016. We will discuss the Tribes Judicial Strategic Plan, timeline & strategize on how we to further develop partnerships with stakeholder/partners & fine tune the plan.

GRANT#4 G-15QNCAFPVS- Family Violence Prevention Services Program

Program Code: 5052-02 Awarded \$45,098.65 Term Dates: 10/1/2014-09/30/2016
 Appropriations:\$45098.65 Month To Date:\$1,817.85 Year to Date: \$4,232.96
 Outstanding Encumbrances \$0 Unencumbered Balance: \$40,865.69 % Used: 9.39%

Project Title: FVPSP **Objectives:** Provide assistance to victims 'of family violence & outreach & education.

Deliverables\Tasks Updates:

1.) #of Victims/Survivors Served	10
2.) # of Services Provided	39
3.) Outreach and Education Provided	

GRANT#5 2015 VRGXK048-DOJ/OJP/OVC-Tribal Victim Witness Assistance Program

Program Code: 5094-13 Awarded \$353,757.00 Term Dates: 10/1/2015-09/30/2018
 Appropriations:\$353,757.00 Month To Date:\$373.12 Year to Date: \$2227.40
 Outstanding Encumbrances \$0 Unencumbered Balance: \$351,529.60 % Used: .63%

Project Title: Tribal Victim Witness Assistance Program

Objectives: 1.) Collaborate with key stakeholders to achieve a victim centered response, 2.) Identify critical needs of crime victims and gaps in existing community response, 3.) Collaborate with technical assistance provider and other grantees throughout the life of the project

Deliverables\Tasks Updates:

1.) Recruit, interview, hire and train Tribal Liaison	1.) Job Description for Tribal Liaison approved by Council 12/30/15 Flown, cut off 1/11/16 with Interviews on 1/15/16. New Hire scheduled for Orientation 1/22/16.
2.) Attend Required CTAS/OVC trainings and orientations.	2.) Administrator to be in Reno, Nevada, on February 1st and 2nd, 2016, and PA 7 (Office for Victims of Crime): February 3rd and 4th
3.)Activities	3-10 to begin January 22, 2016

GRANT#6 2015 DCBC 0012-DOJ/OJP/OJJDP-Tribal Juvenile Justice Wellness Court

Program Code: 5094-14 Awarded \$ 320,000 Term Dates: 10/1/2015-09/30/2018
 Appropriations:\$320,000 Month To Date:\$1,504.06 Year to Date: \$1,854.28
 Outstanding Encumbrances \$0 Unencumbered Balance: \$318,145.72% Used: .58%

Project Title: Tribal Victim Witness Assistance Program

Objectives: 1.) Collaborate with key stakeholders to achieve a victim centered response, 2.) Identify critical needs of crime victims and gaps in existing community response, 3.) Collaborate with technical assistance provider and other grantees throughout the life of the project.

Deliverables\Tasks Updates:

1.) Recruit, interview, hire and train Tribal Liaison	1.) Job Description for Compliance Officer approved and flown end date 1/11/2016. Job Description for Wellness Court Coordinator approved and flown end date 1/21/16. Extended Posting new close date: 1/21/2016.
2.) Attend Required CTAS trainings and orientations.	2.) To be in Reno, Nevada, on February 1st and 2nd, 2016. The OJJDP Webinar for Grantee will be
3.)Activities	Wellness Team Meetings: 12/10/15 Orientation Webinar attended by Fiscal, AOD and Judicial 1/12/16 Meeting set in Happy Camp/Mental Health, AOD & Judicial. 1/26/16 OJJDP TTA Center Virtual Community Practice at 11:00 a.m.