

**KARUK TRIBE
COUNCIL MEETING AGENDA**

Thursday, October 27, 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) APPROVAL OF AGENDA

EE) CONSENT CALENDAR

Health: Student Loan Forgiveness

1. Requesting approval to submit application for student loan forgiveness. The Karuk Tribe is certifying that Kori Novak and Joshua Stanshaw are employed by the Karuk Tribe.

Education: MOU with Yreka High School

2. Requesting approval to modify MOU 16-M-016. Minor changes to the language on page one and to remove the signature line of the Education Program. The original was approved by Council but not YHS.

F) APPROVAL OF MINUTES (September 22, 2016)

H) OLD BUSINESS (Five Minutes Each)

- 1.

I) GUESTS (Ten Minutes Each)

1. Keith Snowflower, College of Redwoods

II) DIRECTOR REPORTS (Ten Minutes Each)

2. Emma Lee Perez, Contract Compliance (written report)
3. Bari Talley, People's Center Coordinator (written report)
4. Leaf Hillman, DNR Director (written report)
5. Sandi Tripp, Director of Transportation (written report)
6. Scott Quinn, Director of Land Management (written report)
7. April Attebury, Judicial Systems Administrator (written report)

8. Karen Derry, KCDC Operations Manager (written report)
9. Lester Alford, TANF Director
10. Eric Cutright, IT Director
11. William Guevara, KTHA Director
12. Laura Mayton, Chief Financial Officer
13. Dion Wood, TERO/Childcare Director
14. Dora Bernal, HR Director

K) REQUESTS (Five Minutes Each)

1.

M) PHONE VOTES (Five Minutes Each)

1. Request approval of resolution 16-R-171 approving the water consortium strategic plan and by-laws. Passed.
2. Request approval of resolution 16-R-170 authorizing approval of agreement to accept \$25,000 through the Tribe / BIA for burning at Red Cap. Passed.

M) INFORMATIONAL (Five Minutes Each)

1.

N) COMMITTEE REPORTS (Five Minutes Each)

1. NCIDC Meeting Minutes

OO) CLOSED SESSION (Five Minutes Each)

1. Enrollment (dinner break)
2. Dion Wood
3. Dora Bernal
4. Fatima Abbas
5. Barbara Snider
6. Tribal Council Members

P) SET DATE FOR NEXT MEETING (November 17, 2016 at 3PM, Happy Camp, CA)

R) ADJOURN

**Karuk Tribe – Council Meeting
September 22, 2016 – Meeting Minutes**

Meeting called to order at 3pm by Chairman Attebery.

Present:

Russell “Buster” Attebery
Alvis “Bud” Johnson, Member at Large
Renee Stauffer, Member at Large
Josh Saxon, Member at Large
Elsa Goodwin, Member at Large

Absent:

Robert Super, Vice-Chairman (travel/excused)
Michael Thom, Secretary/Treasurer (travel/excused)
Arch Super, Member at Large (excused)
Charron “Sonny” Davis, Member at Large (travel/excused)

Prayer was done by Bud Johnson and Buster Attebery read the Mission Statement.

Agenda:

Renee Stauffer moved and Elsa Goodwin seconded to approve the agenda, 4 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

None.

Minutes of August 25, 2016:

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

Guests:

- 1) **Keith Snowflower, CR:**
Not present.

Director Reports

- 1) **Lester Alford, TANF Director:**

Lester is present to review his report. He first sought approval of procurement and the request to purchase a generator. Lester has received ACF approval for the large purchase.

Josh asked if there is a maintenance agreement for continued maintenance. Lester was unsure but Josh will email Eric regarding this.

Elsa Goodwin moved and Renee Stauffer seconded to approve procurement and allow the purchase of the generator, 4 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Renee Stauffer seconded to approve 16-C-109, 4 haa, 0 puuhara, 0 pupitihara.

He then briefed his report. They are done about 15 clients. The work participation rate does not have data reported because they are behind. He believes the projection is at 50%.

CSD is over-budget by about \$3,000. There is data entry that was done in the wrong categories so he is hoping to reconcile that.

Lester expressed his homeless grant and discussions on the deliverables of the grant. Lester noted that the eligibility process is different from CSD and what the grant allows, so he will work on that application process to provide services and maintain compliance.

The Orleans TANF staff has moved to their new location.

Josh asked if there is a schedule of events that are held. Lester noted that he has Phil's schedule and will be including it in his report, moving forward.

Josh asked about Lester's notation of case management and how quality and customer service is measured. Lester explained that they quantify that by building up the working poor and getting them back into the workforce, sufficiently, which stabilizes them in their work environment. Also, clients that get services and then leave the TANF program because they are stable.

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

- 2) **Eric Cutright, IT Director:**
Not present, report provided.

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

- 3) **Jaclyn Ownsbey**
Not present, report provided.

Josh Saxon moved and Renee Stauffer seconded to approve Jaclyn's report, 4 haa, 0 puuhara, 0 pupitihara.

- 4) **Bill Guevara, KTHA ED:**
Bill is present to provide a written report. He has been completing orientation and tours, notification to agencies, IHP 2016, open positions and interviews, wellness center and other meetings. He discussed some communication issues with Danco. He will have additional information for his next report.

The Council welcomed Bill to the Tribe.

Renee Stauffer moved and Bud Johnson seconded to approve Bill's report, 4 haa, 0 puuhara, 0 pupitihara.

- 5) **Laura Mayton, CFO:**
Not present (travel), report provided.

Elsa Goodwin moved and Bud Johnson seconded to approve Laura's report, 3 haa, 0 puuhara, 1 pupitihara (Renee Stauffer).

- 6) **Bari Talley, People's Center:**

Bari is present to review her report. She updated the Council on the NAGPRA documentation grant. They will meet on Tuesday to strategize their deliverables. There is also a PCAC Meeting that day.

The Library Services grant will assist with the digital library for the museum project. That award was \$150,000. The dress making project is moving forward. She and Angela are working on including Yreka participants.

She has begun working on the Now You're Speaking Karuk book. The humidifier is going to be budgeted in for the People's Center.

Renee Stauffer moved and Elsa Goodwin seconded to approve Bari's report, 4 haa, 0 puuhara, 0 pupitihara.

7) Sandi Tripp, Transportation Department.

Not present (travel), report provided.

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

8) April Attebury, Judicial Systems:

April is present to review her report. April has put in for a continuation for one of her grants. She definitely is hopeful for that. Josh recommends having a key pad, sliding gated fence possibly, installed at her transitional home. April feels that it is too late to try for that modification in the grant, but she will keep that in mind.

Family Violence Prevention is being expended. The Tribal Youth Wellness position has been filled. The SARB process is moving forward. Her staff and Cassidy are working well together. Darryl McBride is invested in the Happy Camp Community so it is good to have that resource for the youth.

April provided an agenda for the Court Assessment review that will be coming up. Josh asked about the community meeting the same night as the Health Board Meeting. April was unable to re-schedule but she is hoping to find another venue. April informed the Council that they could use the dinner time. April will continue to work on this and provide additional information as it becomes available.

April then provided the revised position description for her staff. Elsa asked about the removal of "and programs" and April clarified that it is a part of streamlining the language. During preparations for onsite assessment she provided an updated position description that was in line with what is done. Josh commented that there are formatting and spelling issues in the position description. It was noted that both TERO and HR have reviewed it.

Elsa Goodwin moved and Bud Johnson seconded to approve the Deputy Administrator position description with changes, 4 haa, 0 puuhara, 0 pupitihara.

April then noted that she has the Judicial Systems Strategic Plan but Fatima has the resolution for that.

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

9) Bill Tripp, DNR Deputy Director:

Bill is present to update the Council on a few items. He noted that the Huffman visit went very well. They were able to provide an understanding of land legislation. He believes that TREX is moving along and especially the burn permitting that is required. Things are looking promising on KNF and Six Rivers. There are some hiccups on NEPA for Tribal Trust Lands. Tom Fielden is assisting in assignments but they are waiting on burn agreement approval from the BIA and it isn't looking productive. After September 30th it seems that they aren't going to renew the fire agreements, but that isn't an issue because they are not going on fire for the next few weeks. Continued TORT coverage may lapse due to not compacting the program. The Solicitors Office is not providing anything in writing but they may need some assistance on discussions with the fire agreement, because he feels that there is incorrect interpretation on the coverage.

An email was received for Jacobs property and Ish Kayish Ranch, explaining that they may not continue due to NEPA from the BIA. Bill went on to note that the USFS does not have the right to not approve the plan but he believes that there is some flawed in thinking or interpretation. Bill will shift the funding to another location but they still need approved burn plans. Josh believes that this is rising to the level to have a consultation meeting with Fatima and the Council after a good briefing with Fatima and DNR. This may not happen during season but getting to the place of understanding and dealing with the Tribes issues, is important and indicated prior to next fire season.

There are a few people that submitted their reports and some that haven't so he would recommend tabling that report.

Josh Saxon moved and Renee Stauffer seconded to approve the DNR report and defer staff reports to the DNR Meeting as necessary, 4 haa, 0 puuhara, 0 pupitihara.

10) Dora Bernal, HR Director:

Dora is present to provide her report. Josh asked about the Newsletter contract. Dora explained that she has asked KCDC for this but they have not provided it so she has to keep the RAM offset contract. Josh will discuss this with KCDC.

Dora presented the revised Administrative Receptionist position description.

Josh Saxon moved and Renee Stauffer seconded to approve offer to the Self-Governance Coordinator, 3 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Josh Saxon moved and Bud Johnson seconded to approve the revised Administrative position description, 4 haa, 0 puuhara, 0 pupitihara.

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

11) Scott Quinn, Land Director:

No present (vacation), no report.

12) Dion Wood, TERO Director:

Not present, report provided.

13) Karen Derry, KCDC OM:

Not present, no report.

14) Emma Lee Perez, Contract Compliance:

Not present, no report.

Phone Votes:

1. Request approval of resolution 16-R-155 authorizing the Tribe to purchase a mining claim and enter into removing the availability to ever mine at that location. Passed.
2. Request approval of resolution 16-R-156. Passed.
3. Request approval of procurement and allow the purchase of software from Eagle Suns. Passed.
4. Request approval to provide assistance to D03009 for residential treatment. Passed.
5. Request approval to pay Tribal Member #DG respite care. Passed.

Closed Session:

Consensus: to set a mandatory management team meeting.

Josh Saxon moved and Renee Stauffer seconded to approve resolution 16-R-165, 5 haa, 0 puuhara, 0 pupitihara.

16-R-160 Bud Johnson moved and Elsa Goodwin seconded to approve resolution 16-R-160, 4 haa, 0 puuhara, 0 pupitihara.

Employee Drawn: Susan Fricke.

Consensus: to have the TERO Director review prior employee claims and report back to the Tribal Council.

Renee Stauffer moved and Bud Johnson seconded to approve travel for Josh t Portland OR October 4, 2016 for casino meetings, 3 haa, 0 puuhara, 1 pupitihara (Josh Saxon).

Josh Saxon moved and Bud Johnson seconded to update the TANF Director position description to all sites, 3 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Consensus: to refer report of Terminex in Orleans KTHA community spraying. This notice should go to Scott to ensure communication on restrictions on tribal land.

Josh Saxon moved and Renee Stauffer seconded to approve resolution 16-R-163, 4 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Josh Saxon seconded to approve resolution 16-R-167, 4 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Renee Stauffer seconded to approve resolution 16-R-169, 4 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Renee Stauffer seconded to approve the HHS hiring policies and procedures, 4 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Josh Saxon seconded to approve contract 16-C-110 between the Tribe an Darren Modzelewski, 4 haa, 0 puuhara, 0 pupitihara.

Informational: Fatima Abbas advised that the Karuk Tribe is flagged on SAMS and she will work on this to resolve it.

Next Meeting Date: October 27, 2016 at 3pm in Yreka.

Elsa Goodwin moved and Bud Johnson seconded to adjourn 7:49pm

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider

Karuk Community Health Clinic

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

Karuk Tribe

**Administrative Office**

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

Karuk Dental Clinic

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

Karuk Tribe Consent Calendar Tribal Council Meeting – October 27th, 2016

Health: Student Loan Forgiveness

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REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:

- Contract
 MOU
 Agreement
 Amendment

Karuk Tribe Number Assigned: 16-M-016

Funder/Agency Assigned: _____
Prior Amendment: _____

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

Requestor: Jaclyn Ownsbey

Date: 9/16/16

Department/Program: _____

Name of Contractor or Parties: _____

Effective Dates (From/To): 7/1/16 6/30/2021

Amount of Original: _____

Amount of Modification: N/A

Total Amount: _____

Funding Source: N/A

Special Conditions/Terms: _____

Brief Description of Purpose: _____

Ability to work in Evergreen and Jackson Street Elementary Schools

** REQUIRED SIGNATURES **

Requestor: Jaclyn Ownsbey

Date: 9/16/16

Laura Mayton

Date: 10-13-16

**Chief Financial Officer

Date: _____

Shiralee Oles

Date: 9/19/16

**Director, Administrative Programs & Compliance

Date: _____

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

Date: _____

Other _____

Date: _____

Request for Contract/MOU/Agreement
Updated October 25, 2012

This amended version supersedes all previous versions.

Jaclyn Ownsbey

From: Fatima Abbas
Sent: Tuesday, October 04, 2016 4:02 PM
To: Jaclyn Ownsbey
Subject: RE: 16M016 School MOU

Jaclyn,

I reviewed. The indemnifying language in Section D is broad, but not enforceable since the Tribe isn't waiving its sovereign immunity. I think it is important to highlight that purported obligation to Council, but I wouldn't expect YUSD to remove it (cross-indemnifications are common in MOUs).

Fatima Abbas

General Counsel, Karuk Tribe
64236 Second Avenue
Happy Camp, CA 96039
530-643-1873
fabbas@karuk.us

From: Jaclyn Ownsbey
Sent: Tuesday, September 27, 2016 8:27 AM
To: Fatima Abbas
Subject: 16M016 School MOU

Good morning Fatima,

Do you think you could review this MOU. It's pretty basic. It's a minor amendment, but the original we approved was never approved by the School District.

Let me know if you have any comments.

Sincerely,
Jaclyn Ownsbey
Grants Coordinator
Karuk Tribe
(530) 493-1600 ext. 2022

Department of Natural Resources

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

Karuk Tribe



Administrative Office

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

Orleans Medical Clinic

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

**Modification Number
MOU Number # 16-M-016
Karuk Tribe
And
Yreka Union School District**

This Modification shall add and/or modify the following to memorandum of understanding #16-M-016:

Modify the terms of the contract to add the following text under Facility/Access/Equipment/Supplies A.) "In the course of normal daily instruction..."

Also, to remove the signature line of the Education Program as it is an unnecessary signature.

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

YREKA UNION SCHOOL DISTRICT
Dave Parsons, Superintendent
309 Jackson Street
Yreka, CA 96097
(530) 842-1168

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

Signature and Date

Signature and Date

MEMORANDUM OF UNDERSTANDING

Between

THE KARUK TRIBE

And

Yreka Union School District

In order to provide a quality American Indian Education Program and work harmoniously with all students, staff, and community members involved in this goal, **Yreka Union School District (YUSD)** and **THE KARUK TRIBE (THE TRIBE)** enter into this agreement on July 1st, 2016.

This **MEMORANDUM OF UNDERSTANDING** will serve as an agreement between **THE KARUK TRIBE (THE TRIBE)** who shall assist and coordinate to provide advisory, enrichment, and academic remediation services to Native American **YUSD** students as resources allow.

FACILITY/ACCESS/EQUIPMENT/SUPPLIES

- A. In the course of normal daily instruction **YUSD** will provide Teachers, Paraprofessional Aides, culturally relevant Curriculum, Curriculum Supplies, and Educational Equipment, as well as classrooms and project spaces.
- B. **THE TRIBE, Education Department** will provide resources from the following departments:
- At the beginning of each school year and as necessary throughout the school year, Education Program staff shall have students/families complete a release of information form to be signed by their parent/guardian prior to having access to student academic records.
 - Education Coordinator and Student Services Coordinators will provide support services in coordination of services between YUSD and THE TRIBE; Provide tutoring for Native American students to help them meet their academic goals as resources allow; Serve as a liaison as necessary between Native American student families and YUSD when appropriate.

TERMS AND CONDITIONS: This Memorandum of Understanding shall be five years, beginning July 1st 2016 – June 30th, 2021.

- A. Each party agrees to be responsible for the acts and conduct of its own agents, officers and employees, and any and all actions, claims, damages, demands, losses, disabilities, defense costs or liability of any kind or nature, including attorney's fees, that may be asserted by any person or entity arising out of or in connection with the performance of this agreement.
- B. **THE TRIBE** agrees to comply with all applicable Federal, State and Municipal laws, rules and regulations that are now, or may in the future become applicable to YUSD or this agreement.

MEMORANDUM OF UNDERSTANDING

Between

THE KARUK TRIBE

And

Yreka Union School District

- C. Neither party shall assign or delegate any part of this AGREEMENT without the written consent of the other party.
- D. If any claim, expense, demand, cause of action, liability, judgment, loss or injury, regardless of its nature or character, is brought against a party hereto, or its officers, agents or employees (collectively, "Indemnifying Party"), for any act or omission of the Indemnifying Party, arising out of, in any manner whatsoever, the terms and conditions of this Agreement, then the Indemnifying Party shall defend, indemnify, hold the other party, its officers, agents and employees ("Indemnified Party") harmless, and provide all legal defense and related services to the Indemnified Party in connection therewith.
- E. Either party may terminate this MEMORANDUM OF UNDERSTANDING at any time by giving to the other party written notice at least thirty (30) days in advance.
- F. This MEMORANDUM OF UNDERSTANDING is governed by the applicable laws of the State of California and the Karuk Tribe.
- G. Sovereign Immunity: Nothing in this Agreement shall be construed or interpreted to relinquish the sovereign immunity of the Tribe.

Signatures

IN WITNESS WHEREOF, the parties hereto have executed this MEMORANDUM OF UNDERSTANDING the day and year first written above.

Russell Attebery
Chairman
Karuk Tribe

Dave Parsons
Superintendent
Yreka Union School District

**Emma Lee Perez – Contract Compliance Report
For Council Meeting on October 27th, 2016
Reporting Period September 15th – October 20, 2016**

Action Items: None as of October 20th, 2016

Consent Calendar: Submitted 2 items

Contract Compliance Update:

Project Title: Department of Community Services and Development- Homeless Assistance

Deliverables/Line Items:

Salaries-Low-Income Assistance Program Administrator (LIAP) will dedicate approximately 6 hours a week for 6 months to implement this target Initiative for Capacity Building and Homeless Services

Other- Homeless Services

Essential Clothing- LIAP Administrator will work with homeless clients to provide clothing such as winter coats, underwear, socks, hats, and pants.

Daily Hot Meal- A daily hot meal at the Karuk Senior Nutrition Center will be provided.

Winter Shelter- LIAP Administrator will work with homeless clients to provide tents and sleeping bags for the winter.

Achieved during report period:

Funds will be distributed through the LIAP office. The next report is due: November 20th, 2016

Expenditure/ Progress Chart –

Program	Code	Total Budget	Expenses to date	Balance	% Expended
CSD	6060-07	\$17,000	\$0	\$17,000	0
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
05/01/2016-12/31/2016	12	7	2.5	0%	Y
Progress Report Due Date	Completed?	Date Completed	Fiscal Report Due Date	Completed?	Date Completed.
11/20/2016	No	11/18/2016	11/20/2016	No	11/18/2016
Comments: CSD Homeless grant will receive an additional \$15,000. Compliance is meeting with staff to figure out a plan for spending the funds.					

Date: 10/20/2016
Time: 9:18:59AM

Grant Expenditures, Encumbrances & Appropriations

User: EPEREZ
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KARUK TRIBE

For Period From 05/01/2016 To 09/30/2016
Selecting on DIV from 606007 to 606007

ACCOUNT ACCOUNT DESCRIPTION	APPROPRIATIONS	SEPTEMBER EXPENDITURES	MAY - SEP EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
6060-07-7015.00						
LIAP COORD WAGES	2,250.00				2,250.00	
6060-07-7101.00						
FICA/MED	172.13				172.13	
6060-07-7102.00						
SUTA	139.50				139.50	
6060-07-7103.00						
WORKERS COMP	13.73				13.73	
6060-07-7105.00						
RETIREMENT	112.50				112.50	
6060-07-7300.00						
TRAVEL	3,056.40				3,056.40	
6060-07-7501.00						
CLOTHING	1,100.00				1,100.00	
6060-07-7502.00						
HOT MEALS	6,600.00				6,600.00	
6060-07-7503.00						
WINTER SHELTER	1,500.00				1,500.00	
6060-07-7601.05						
HEALTH INSURANCE	930.74				930.74	
6060-07-7999.00						
IDC	1,125.00				1,125.00	
Totals for :	17,000.00				17,000.00	
6060 (STATE-DEO DIRECT)						
Report totals	17,000.00				17,000.00	

Project Title: Department of Community Services and Development

Deliverables/Line Items:

Salaries and Wages-The Karuk LIAP Administrator salary will be charged to the program at 15%.

Education Tutoring Program/Tutoring - The costs included in the expense line item is for support for tutoring services in the Education Program.

Youth Winter Warmth- The Karuk Tribe has determined winter needs for youth in low-income families.

Youth Physical Activities- The Karuk Tribe has determined a need for physical activities (Flag Football, Basketball and Baseball) for youth.

Elders Community Needs – Funds will support Elders activities; community gardens, basket weaving.

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.

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.

Achieved during report period:

Funds continue to support team sports, safety net services for LIHEAP program and partial wages of the LIHEAP coordinator. The next report is due: November 20th, 2016

Expenditure/ Progress Chart –

Program	Code	Total Budget	Expenses to date	Balance	% Expended
CSD	6063-12	\$42,000	\$30,102.38	\$11,897.62	71.67%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
01/01/2016-12/31/2016	12	10	2.5	0%	Y
Progress Report Due Date	Completed?	Date Completed	Fiscal Report Due Date	Completed?	Date Completed.
11/20/2016	No	11/18/2016	11/20/216	No	11/18/2016
Comments:					

Date: 10/20/2016
Time: 9:20:43AM

Grant Expenditures, Encumbrances & Appropriations

User: EPEREZ
Page: 1

KARUK TRIBE

For Period From 01/01/2016 To 09/30/2016
Selecting on DIV from 606312 to 606312

ACCOUNT	APPROPRIATIONS	SEPTEMBER EXPENDITURES	JAN - SEP EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
6063-12-7015.00						
WAGES	4,500.00	253.40	4,181.13		318.87	92.91
6063-12-7101.00						
FICA/MED	344.25	20.97	304.53		39.72	88.46
6063-12-7102.00						
SUTA	279.00	17.00	180.00		99.00	64.52
6063-12-7103.00						
WORKERS COMP	72.00	1.59	22.07		49.93	30.65
6063-12-7105.00						
RETIREMENT	225.00		189.16		35.84	84.07
6063-12-7500.00						
TUTORING	2,500.00				2,500.00	
6063-12-7501.00						
SENIOR NUTRITION PROGRAM	3,100.00				3,100.00	
6063-12-7503.00						
YOUTH PHYSICAL ACTIVITY	5,000.00	1,000.00	2,000.00		3,000.00	40.00
6063-12-7504.00						
SAFETY NET SERVICES	18,220.00	1,349.33	17,947.33		272.67	98.50
6063-12-7600.00						
ELDERS COMMUNITY NEED	3,500.00		2,392.97		1,107.03	68.37
6063-12-7601.00						
WINTER WARMTH	1,500.00				1,500.00	
6063-12-7601.05						
HEALTH INSURANCE	509.75	1.78	794.19		284.44	155.80
6063-12-7999.00						
IDC	2,250.00	127.00	2,091.00		159.00	92.93
Totals for : 6063 (CSD DIRECT)	42,000.00	2,771.07	30,102.38		11,897.62	71.67
Report totals	42,000.00	2,771.07	30,102.38		11,897.62	71.67

Project Title: National Science Foundation – Language Grant

Deliverables: Project Goal #1: The project will bring together fluent Karuk language speakers for six meetings to which they and other members of the Karuk language community will bring audio recordings, photographs to be described and/or Karuk language materials that they would want to donate to the Karuk Language Archives.

Project Goal #2: The second goal involves archival processing of the materials created by the Karuk Tribe’s Language Program. The PI will write a finding aid to be published on the Karuk Dictionary and Texts website for the Tribe’s materials using *Describing Archives: A Content Standard* (2013), the guide

book for writing archival finding aids, and the PI will write a finding aid for the Karuk language materials created and collected by the Karuk Tribe's Language Program.

Expenditure/ Progress Chart – separate chart required for each grant

Program	Code	Total Budget	Expenses to date	Balance	% Expended
NSF-Language	4063-00	\$100,000	\$73,935.56	\$26,064.44	73.94%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed	Extension Option Y/N
06/15/2015 -11/30/2016	18		6	0	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
11/30/2016	No	N/A		No	N/A
Comments:					

Date: 10/20/2016
Time: 9:38:42AM

Grant Expenditures, Encumbrances & Appropriations

User: EPEREZ
Page: 1

KARUK TRIBE

For Period From 06/01/2015 To 09/30/2016
Selecting on FUND from 4063 to 4063

ACCOUNT	APPROPRIATIONS	SEPTEMBER EXPENDITURES	JUN - SEP EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
ACCOUNT DESCRIPTION						
4063-00-7015.00						
WAGES	27,200.00	3,835.92	25,543.74		1,656.26	93.91
4063-00-7015.01						
LANG COORDINATOR	16,200.00	1,639.00	14,124.00		2,076.00	87.19
4063-00-7101.00						
F/B FICA/MED	3,320.10	418.84	3,034.63		285.47	91.40
4063-00-7102.00						
F/B SUTA	2,890.80		868.00		1,822.80	32.26
4063-00-7103.00						
F/B WORKERS COMP	1,892.10	19.81	202.14		1,689.96	10.68
4063-00-7105.00						
RETIREMENT	2,170.00				2,170.00	
4063-00-7300.00						
TRAVEL	4,200.00		363.90		3,836.10	8.66
4063-00-7500.00						
SUPPLIES	5,540.00				5,540.00	
4063-00-7500.01						
PUBLICATION COST	500.00		50.00		450.00	10.00
4063-00-7500.02						
DATA STORAGE FEES	1,000.00				1,000.00	
4063-00-7600.00						
CONTRACTUAL	3,500.00	2,262.28	2,262.28		1,237.72	64.64
4063-00-7600.01						
PARTICIPANT COST	10,087.00	3,639.75	7,652.87		2,434.13	75.87
4063-00-7999.00						
INDIRECT COST	21,700.00	2,738.00	19,834.00		1,866.00	91.40
Totals for : 4063 (NATIONAL SCIENCE FOUNDATION)	100,000.00	14,553.60	73,935.56		26,064.44	73.94
Report totals	100,000.00	14,553.60	73,935.56		26,064.44	73.94

Achieved during report period:

On September 10, 2016, the Karuk Language Documenting Endangered Languages Project hosted our fourth and final language gathering, training with Preservation Archivist Rebecca Elder. From 9-12 pm, Rebecca explained the properties and preservation techniques for materials that people likely to be working on language preservation activities might be working with. In the afternoon, Rebecca had one-

on-one consultations with Karuk language teachers, documenters, and learners. During those consultations, Rebecca examined their materials and advised us on how to re-house those materials. Susan Gehr took notes on Rebecca's recommendations and will be purchasing supplies based on those recommendations.

September 13- 15, 2016 was the Administration for Native Americans Project Development training. The remaining objectives for the Karuk Language Documenting Endangered Languages Project include a collection guide (in progress, an example of a similar guide can be viewed at <<http://library.humboldt.edu/humco/holdings/BuckleyAid.html>>, purchasing the supplies for Karuk language teachers, documenters, and learners. Crystal Richardson began a PhD program in linguistics at UC Davis last month. Susan anticipates finishing Karuk Language DEL project activities in January 2017.

**Administration for Native Americans
Project Planning & Development Training
September 13-15, 2016
Holiday Inn Bayside
San Diego, California
Susan Gehr, Karuk Language**

The pre-award training walked participants through a description of what ANA sees as an effective community planning and project development processes. Susan Gehr requested to be sent to the training in anticipation of being part of a team that works on the next ANA Language Grant. She attended their pre-application training nearly ten years ago, and it was so helpful and so specific to the ANA application process that she wanted to attend again in part to see what has changed at ANA in that time. One thing that has changed is that ANA Western Region has added so much content to their trainings that they now offer a separate three-day training workshop dedicated to writing the application. The dates have not yet been announced, but they will likely be held after the funding announcement has been published, sometime in January 2017. Typically, the deadline for the application is sometime in April.

Day One Highlights: identifying and conducting appropriate types of community input. Incorporating recent strategic plans and discussions about language at community meetings will demonstrate community input.

Day Two Highlights: Writing SMART Objective and Activity processes on one of the top priorities identified in community meetings earlier this year: language pods, groups of 4-6 intermediate to advanced learners who speak Karuk at regular meetings.

Day Three: Highlights: Getting a new definition for sustainability. The presenters said that sustainability does not always have to mean 100% equal activities at the end of the funding cycle. Sustainability can also mean sustained interest in a mission and goals

Project Title: Indian Community Development Block Grant (ICDBG)

Deliverables: To construct 4600 square foot Family Services Center.

Expenditure/ Progress Chart – separate chart required for each grant

Program	Code	Total Budget	Expenses to date	Balance	% Expended
ICDBG	4063-00	\$605,000	\$0	\$605,000	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed	Extension Option Y/N
06/15/2015 -11/30/2016	18		6	0	
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
11/30/2016	No	N/A		No	N/A
Comments:					

Achieved during report period:

Contract Compliance is working with staff to revise the request for proposal documents. The RFP will be advertised by October 27th. A pre-bid meeting is scheduled for November 8th. Proposals for build-design are due December 7th, 2016. The project is on schedule. The next deadline is to have a contract awarded by March 2017.

Contract Compliance is preparing for the audit by following up on pending contracts, resolutions and agreements. Compliance continues to review, monitor and post RFPs and review and approve contracts, grants, agreements and other related documents as requested by staff.

Submitted,
Emma Lee -Contract Compliance Specialist

Bari Talley, People's Center Coordinator
Report for Tribal Council Meeting on October 27, 2016
Reporting Period to September 14, 2016 to October 20, 2016

Action Item:

1. Out-of-state travel request to Field Museum of Natural History in Chicago, Illinois, **November 10-11, 2016**. The initial meeting on the 10th is to explore collaborations on the traditional knowledge (tk) license and label project with Helen Robbins (Field Museum Repatriation Director), Emily Hayflick (Field Museum Repatriation Specialist), Dr. Jane Anderson (Assistant Professor of Anthropology and Museum Studies at New York University), Leaf and Lisa Hillman. A private tour to see first-hand what is within the Museum is scheduled on the 11th. This meeting fits the scope and deliverables of IMLS Museum Services grant and will spotlight Sípnuuk and our work on intellectual property rights. Attached is more information about the License and Labels project.

Grants

NAGPRA

- **2015 NAGPRA Consultation/Documentation Grant (#NG-05-15-0107-15)** Peabody Museum of Archaeology and Ethnology)– 10/01/2015 to 11/30/2017. Karuk NAGPRA Peabody team (Bari Talley/People's Center Coordinator; Verna Reece/Female Cultural Expert; Brittany Souza/Female Cultural Practitioner; Leaf Hillman/Male Cultural Expert; Phil Albers/Male Cultural Practitioner) will meet to look at the existing documentation and strategize our repatriation efforts: October 25, 2016, 9 a.m. to noon. (last meeting was canceled for family emergency)
- **NAGPRA Repatriation Grant 06-12-R54/P12AP10343 (Benton County Historical Society & Museum)** – 10/01/2012 to 7/01/2016. Interim and Final reports are due 10/31/2016.
- **2012-2015 NAGPRA Grant 06-12-GP-570 (Karuk Autry)** – The Autry Interpretation and Research Committee is still scheduled to meet in October, at which point they will review the Notice of Intent to Repatriate and give their feedback.
- Forwarded letter and thumbdrive from Oregon Parks and Recreation (OPRD) about active NAGPRA consultation grant to accommodate travel costs and stipends for 2 tribal cultural specialists to Leaf Hillman.

IMLS

- **2016 IMLS Native American Library Services Enhancement Grant** – 10/01/2016 to 09/30/2018. "Xahávik: Digital Enhancement for Karuk Tribal Libraries' Web" –
 - Sípnuuk Coordinator 35% (vacant)
 - People Center Coordinator 20% (Bari Talley)
 - Sípnuuk Library Assistant - Panamnik 20% (Angela McLaughlin)
 - Sípnuuk Library Assistant - Peoples Center 1040 hours a year @\$12.00 per hour (vacant)

Lisa and Bari will meet with Tamara Barnett and Emma Lee Perez next week to make plans to fly these unoccupied positions and adjust PANs.

- Attended **American/Native Hawaiian Museum Services Awardee Meeting, Monday, October 10th, 8:00AM-5:00PM** at the ATALM conference.
- **Sípnuuk Archives, Libraries & Museum** – Lisa and Angela will present on Sípnuuk Digital Libraries, Archives and Museum to an HSU class on environmental writing with Carly Marino, HSU Special Collections Librarian on October 26. Dr. Jane Anderson (NYU) and Maria Montenegro (WSU) will be holding a Traditional Knowledge License and Labeling Workshop in Orleans at the DNR Community Room on November 4 and 5.
- **IMLS BASIC GRANT NG-05-15-0107-15** – 08/01/2015 to 07/31/2016. Final report due 10/31.
- **IMLS Basic Grant NG-05-16-0111-16** – awarded for August 1, 2016 – July 31, 2017. \$7,000, including \$1,000 for educational component (conference).

Cultural Resource Fund – Traditional Dressmaking *Pamukunyafusayêpsha vúra uum yâamach ukyâahahitih* “Their good dresses were made pretty” project.

- Angela McLaughlin and Bari provided Mukurtu Mobile training and iPad loans to 3 dressmaking apprentices at the Yreka Education Center on October 5.
- Siskiyou County Museum tour with Lisa Giola, Director, and staff on the 6th.
- Also on the 6th - Pine Nut gathering trip on Hwy 299 with Autumn Allgier, dressmaking apprentice, to document by film and video; however, we did not find the plethora of pine cones we expected and will have to reschedule.
- Holly Phillips from Humboldt County Health & Human Services 707-296-8980 – said it would be possible for DHHS to help fund cultural activities, like dressmaking supplies, so remember to reach out if we have identified need.

Other People's Center activities and programs:

Chartkoff Artifact Review: Alex Watts-Tobin and arch team worked on photo and spreadsheet documentation of the repatriation on October 10 at the People's Center.

Part-time and On-Call Gift Store Clerk Vacancies – People's Center will be closed on Saturdays until these positions are filled and trained.

Respectfully submitted,

Bari G.M. Talley

JANE E ANDERSON

Intellectual Property | Indigenous Peoples Rights | Policy | Ethics | Practice

HOME LOCAL CONTEXTS POLICY PROJECTS PUBLICATIONS

ABOUT CV CONTACT



Local Contexts: Traditional Knowledge Labels is a project developed with Kim Christen Withey, and consists of an online platform aimed at addressing the unmet needs of Indigenous, local and traditional communities to manage their intellectual property and cultural heritage specifically within digital environments. The project recognizes that Indigenous, traditional and local

communities have different access and use expectations in regards to their knowledge and cultural expressions. These different expectations of access and use depend heavily on the cultural material itself and the local context from which it derives.



The TK Labels are a community-based tool that offers an educative and informational strategy to help non-community users of traditional knowledge understand the importance and significance of cultural materials, even when these are in the public domain and appear as though can be shared and used by everyone. This is often not the case for traditional knowledge, and labeling is designed to identify and clarify which

material has community-specific, gendered, and high-level restrictions. This is especially with respect to important sacred and/or ceremonial material, material that has seasonal conditions of use and materials specifically designed for sharing and outreach with others. The TK Labels provide an option for correcting the public historical record. For instance, they can be used to include information that might be

considered 'missing,' including the name of the community who remains the cultural custodian of the material, what conditions of use are deemed appropriate, and how to contact the relevant family, clan or community to arrange appropriate permissions.

RELATED PUBLICATIONS:

"Chuck a Copyright on it": Dilemmas of Digital Return and the Possibilities for Traditional Knowledge Licenses and Labels.

'Options for the Future Protection of GRTKTCES: The Traditional Knowledge License and Labels Initiative'

'Tribal Archives, Traditional Knowledge, and Local Contexts: Why the "s" Matters'

'TK Licenses and Labels'

SUPPORT FOR THIS PROJECT COMES FROM:

World Intellectual Property Organization

Intellectual Property Issues in Cultural Heritage

Arcadia Foundation

New York University Graduate School of Arts and Sciences

Technical Support:

Michael Ashley and CoDA

Research Support:

Maria Montenegro

Angelo Baca

<u>Fiscal Year</u>	<u>Total Revenue</u>	<u>Total Expenses</u>	<u>Profit (Loss)</u>	<u>Inventory Balance 9/30</u>	<u>Cash Balance 9/30</u>
2002	2,082.00	5,876.70	(3,794.70)	0.00	(5,051.69)
2003	23,489.31	14,569.77	8,919.54	15,929.00	(9,478.85)
2004	26,826.13	34,642.52	(7,816.39)	24,471.25	(26,664.64)
2005	30,987.64	42,911.04	(11,923.40)	33,858.24	(46,213.20)
2006	24,808.40	40,263.77	(15,455.37)	31,362.43	(61,686.47)
2007	25,810.06	30,356.05	(4,545.99)	32,013.49	(67,247.29)
2008	109,116.45	109,925.01	(808.56)	56,803.57	(87,090.29)
2009	275,158.58	250,955.22	24,203.36	60,129.72	(60,563.20)
2010	292,624.86	280,519.37	12,105.49	50,215.78	(47,516.04)
2011	270,318.27	268,237.84	2,080.43	47,934.13	(38,329.53)
2012	260,370.76	258,871.52	1,499.24	49,201.48	(39,010.11)
2013	253,367.11	257,695.69	(4,328.58)	45,071.32	(45,067.11)
2014	255,600.86	247,190.16	8,410.70	48,903.82	(40,716.11)
2015	274,238.60	248,621.15	25,617.45	55,800.43	(14,898.82)
9/30/16	267,985.69	233,277.71	34,707.98	55,800.43	13,426.87
Totals	2,392,784.72	2,323,913.52	68,871.20		

Department of Natural Resources

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

Karuk Tribe



Administrative Office

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

Orleans Medical Clinic

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

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

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

**DIRECTOR OF NATURAL RESOURCES AND ENVIRONMENTAL
POLICY/Leaf Hillman**

-No Report

WATER QUALITY COORDINATOR/ Susan Corum

October 19, 2016

Participated in the following meetings/processes:

- Participated in a fish disease meetings involving the coho biological opinion.
- Attended the CCHAB quarterly meeting remotely.
- Chook-chook attended a SWRCB meeting in Sacramento to support the development of the Cultural Beneficial Use and Subsistence Fishing Use.
- Participated in KBTWQWG meetings.
- Participated in KBMP SC meetings, getting ready for the November meeting in Yreka.
- Participated in IMIC calls and reviewed and commented on draft study plans.
- Participated in CCHAB meetings.
- Participated in KFHAT calls.
- Participated in FASTA team calls.

Reports

- Council Report

Water Quality Crew Update

- Crew is out actively sampling for nutrients and keeping all our equipment running. The fall weather and rain has dropped water temperatures although there is still a bit of a toxic algae bloom in the mainstem from Iron Gate down to Seiad. Crew evaluations were completed, and we discussed trainings for the upcoming year.

FISHERIES PROGRAM/Toz Soto

Fisheries Program Council Report

August 16, 2016

The fisheries program is working on mid-summer projects including: Collection of juvenile chinook salmon for disease monitoring, out-migrant trapping on the lower Salmon River, Spring Chinook and Summer Steelhead Counts in the Mid Klamath Tributaries and Salmon River, Pacific Lamprey Radio Tracking Study, Coho Ecology Studies /PIT tagging, monitoring stream flows and water temperatures in Mid Klamath tributaries and Piezometer Well Monitoring in lower Seiad Creek/Habitat Restoration Project Planning.

Program staff is participating in collaborative meetings related to fish and water management including; FASTA team meetings regarding Klamath flows, KFHAT meetings regarding fish health, Iron Gate Hatchery Coordination Team meetings regarding the steelhead and Coho salmon programs, Long Term Lower Klamath Fish Health Plan/EIS process, Fish Disease Management Plan and Klamath Flow Agreement Meetings and other issues such as the Shasta River/MID settlement process and Scott River EDT Modeling efforts.

Our PIT tagging crew has been training staff with NOAA Fisheries and Scott River Watershed Council in the application of PIT tags and basic stream Sampling using fyke and seine nets. Our crews are assisting with PIT tagging on the Scott River in and around habitat restoration projects in an effort to quantify benefits to juvenile Coho salmon and learn more about their survival in the Scott Valley. So far landowners have granted us access to everywhere we requested access and collaboration between our program and NOAA Fisheries staff and Watershed Council staff has been a positive experience.

During the past 6 weeks we have been utilizing Tribal Youth Workers. They worked alongside our normal field crews doing standard fieldwork tasks. This summer we had a large variety of projects and a good opportunity for the Youth Workers to gain work experience doing diverse tasks.

Years of drought and poor ocean conditions (lower food supply) are having a negative effect on Salmon runs. Droughts are especially harmful because the demand for water resources is typically much higher than normal years all causing fish survival to be low..

Results of recent spring chinook and summer steelhead counts show this year's runs to be below average, but to put it into perspective, it's slightly better than the past two years when drought conditions were having a negative effect on survival. We saw very few sick or dead fish this summer, indicating that water quality has improved.

The incoming Fall Chinook run is predicted to be very low and therefore harvest quotas are only a fraction of what they were last years. Our crews will be again counting salmon this fall in an effort to estimate the actual run size which will be used to formulate a harvest plan for next year's run. Scale samples are collected and analyzed to formulate age composition of the current run as a method to forecast the size of next year's run. Most chinook salmon return to freshwater as three and four year old fish. For more information regarding the Fisheries Program contact Toz Soto at tsoto@karuk.us.

NATURAL RESOURCES POLICY ADVOCATE/ Craig Tucker **Karuk Tribal Council Report**

S. Craig Tucker, Ph.D.
Natural Resources Policy Advocate
October 19, 2016

Updates

- **KHSA (Dam Removal Agreement) Update**
- **Klamath BiOp**
- **Wolf Restoration Presentation**
- **BOR Misappropriation of Funds**

KHSA (Dam Removal Agreement) Update

Several weeks ago, PacifiCorp filed a motion with FERC asking that the agency grant conditional Authorization to Transfer Assets, pursuant to the Klamath Hydroelectric Settlement Agreement. In addition, PacifiCorp and the Klamath River Renewal Corporation (KRRC, the non-profit dam removal entity) jointly file a license surrender application.

Thus, so far the new KHSA appears to be progressing according to our best laid plans. The KRRC will be using environmental documentation developed by Interior for their dam removal EIS and other documents. This means that not a lot more needs to be done to meet NEPA requirements. In other words, this is set up to move quickly.

In addition, Secretary Jewell, Congressman Huffman, and Senators Merkley and Feinstein have written letters to FERC supporting the dam surrender application.

Klamath BiOp

We have collaborated with NMFS, USFWS, and BOR to develop a series of technical memos describing essentially everything that we currently know about the relationship between flow and fish disease on the Klamath. From here, we are working with the Yurok Tribe’s technical team to develop a recommendation for changes to the current operational plan. Soon we will need to discuss next steps as it relates to our Notice of Intent to Sue pursuant to the ESA.

Wolf Restoration Presentation

Recently, we had opportunities to comment on a wolf restoration plan developed by CA DFW. Staff generally has little to no experience with wolves. I recently had an opportunity to help developed some expertise by working with the Wolf Restoration Center to have Richard Thiel give a presentation at DNR. Thiel wrote and managed Wisconsin’s Wolf Reintroduction Plan. In his career at Wisconsin DWR, Thiel oversaw wolf population there go from 0 to nearly 1,000 animals. His presentation was informative and we included local non-profits, the community, and USFS.

BOR Misappropriation of Funds

Recently, whistle blowers at US FWS shared an Inspector General Report with the media that found that BOR misappropriated \$32 million in funds slated for fish and wildlife restoration. The money funded the Water Use Management Program (WUMP). Essentially, BOR paid farmers to either fallow land or pump groundwater during the drought. Arguably this had some wildlife benefits as without the pumping the wildlife refuges would have received even less water than they did, but I would argue that fish and wildlife certainly did not get \$32 million worth of benefits.

BOR will have to abandon the program, creating even greater water insecurity for upper basin farmers.

FOOD SECURITY PROGRAM COORDINATOR /Lisa Hillman

Pikyav Field Institute Program Manager’s Council Report

Lisa Hillman

Tribal Council Meeting 10/27/16

Please note information/activities are for the period of: 08/18/16 through 10/19/16.

No action items this month.

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This past month, most of my time has been spent making arrangements to transition from the Food Security Project to the Pikyav Field Institute Program. As the interim Program Manager, I worked to move human resources and project objectives within DNR to maintain our timelines and deliverables for the Food Security Project's many objectives, and to begin building DNR's capacity to support the newly funded U.S. Department of Education's Pikyav Field Institute Program.

As of October 14, 2016, I was officially hired as Pikyav's Program Manager. Juggling these two programs and working with the interim Food Security Project Coordinator, DNR and Karuk Tribal Administrative staff has been very time-consuming, yet productive. I have also had a number of travel commitments through my previous position that I must meet, as well as an additional travel required by my current position. In short, I am in overdrive and hope you continue to be understanding.

Please note that with approval from the Principal Investor for the USDA funded Food Security Grant, Jennifer Sowerwine, the Pikyav Field Institute Program Manager will be replacing the Food Security Project Coordinator's lead on the K-12 Native Food System, the Pikyav Field Institute, and the Sípnuuk Digital Library, Archives and Museum objectives. The Food Security Project Coordinator will remain the lead on the Food Crew, Seasonal Food and Youth Camps, and Native Foods Workshops objectives, as well as co-lead the Community Gardens, Ishkêesh'túnviiv, and Orchard Revitalization objectives.

Out-of-State Travel Reports:

Phoenix, AZ. – International Association of Tribal Archives, Libraries and Museum Conference. This was incredibly enriching. Not only did I attend the required IMLS Museum Services Grantee meeting, but also six other presentations on a host of projects being implemented across the Tribal nations. I also delivered a PowerPoint presentation on *Preserving Traditional Knowledge through Digitization and Sharing of Personal Cultural Items: A Model Project of the Karuk Tribe*

This presentation demonstrated the immense value of sharing personal archives to enrich cultural heritage, expand contemporary forms of expression, empower the Karuk people, and reclaim control of the way their story is told. The Department of Natural Resources Director Leaf Hillman and I shared the successes and challenges of the community-driven project, including project design, training tribal community members to capture digital images, and the engagement of the community in determining how cultural items are accessed through the Sípnuuk Digital Library, Archives, and Museum.

Albuquerque, NM. – The Grants and Agreements Division Coordinator Sinead Talley and I are currently attending the Western Region’s Training and Technical Assistance Center – Administration for Native American’s meeting. We are both working on separate ANA grants and have been able to use the technical expertise of the meeting facilitators to improve our understanding of the grant requirements and format, and develop our project ideas further.

Sípnuuk – September 26, the Sípnuuk Assistant Angela McLaughlin and I will be presenting our perspectives on digital preservation and tribal library and archival needs to an HSU undergraduate studies program on cultural preservation. We will also use this day to further digitize and explore the depth of HSU’s archival material on Karuk cultural heritage, and work with Library staff Carly Marino to strategize on repurposing our pre-proposal to National Archives to meet internal programmatic needs, digitize and inventory Karuk Digital Heritage Collections materials, allow for student assistance in our digital return efforts and historical media processing, and develop our partnership with HSU under the Pikyav Field Institute’s Sípnuuk Division.

WATERSHED RESTORATION PROGRAM/ Earl Crosby

-No Report

ADMINISTRATIVE OPERATIONS MANAGER /Donalene (Sissie) Griffith

Regular Council Meeting – October 27, 2016

GSA information:

Still waiting for two GSA vehicles that have been on order – doing follow up on

Daily Tasks:

This month has been hectic, trying to close grants out and participating in the 2016 TREX for two weeks.

Continue to work daily on processing invoices for payment. Do up Budget Modifications as needed for all coordinators at DNR, helping with Budget preparation for proposals, tracking budget line items, tracking In-Kind Match for grants.

DNR – Leaf Hillman

Working on EE&A’s for Coordinators review.

Processed invoice for CoDA 15-C-050 (Invoice No. 1)

DNR – Bill Tripp

WKRP – Bill Tripp

Processed invoice for SRRC contract 15-C-016 (Invoice No. 5)
Processed invoice for MKWC contract 15-C-015 (Invoice No. 7)
Processed invoice for KFA contract 15-C-012 (Invoice No. 9)
Processed invoice for Jessica Stauffer 15-C-052 (Invoice No. 101)

BIA Climate Change

Processed all invoices for Kirsten Vinyeta contract 16-C-036 (Invoice #5), & Dr. Kari Norgaard – This grant has closed as of 9/30/16
Processed invoice for Jenny Staats 16-C-054 (Invoice No. 2) Final
Processed JV's for billable hours to close this fund out

FAC – New Grant

Nothing to Report

NFWF Grant – New Six Rivers Resiliency Project

Set up budget modification – New EE&A

Resolution 16-R-170 – Agreement

Agreement 16-A-099 approval to accept \$25,000. With BIA/USFS – Burning at various locations in Orleans, Red Cap, etc. – Approved by phone vote

Watershed – Earl Crosby

JV to close fund code 2130-80
Processing JV's to close 5060 fund codes

Water Quality – Susan Corum

Processed invoice for Aquatic Ecosystem contract 15-C-024 (Invoice No. 16-05)
Processed JV's to close fund code 5060 by end of FY 2016

FISHERIES – Toz Soto

Processed budget mod. for new fund code – 2080-74 USFWS Klamath Basin Water Related Project
Processed budget mod. for new fund code – 2080-73 – USFWS 2016 Klamath River Fall Chinook Redd Survey
Processed budget mod. for new fund code – 2136-22 – NFWF – Klamath Coho Refuge Habitat Project
Processed budget mod. for new fund code – 2136-21 – MKWC – Habitat Improvement
Processed budget mod for new fund code – 2136-20 - MKWC – Horse Creek Habitat Planning Project

Food Security:

Processed invoice for Wilverna Reece Contract 16-C-062 - 9/30/16 – (Invoice No. 3)
Processed invoice for Weston Stroud (Invoice No. 2) 16-C-068
Processed invoice for Jenny Staats (Invoice No. 2) 16-C-087
Processed invoice for Stormie Polmateer (Invoice No. 2) 16-C-093

Policy Advocate – Craig Tucker

Processed invoice for Western Environmental Law Center 15-A-087

Processed invoice for Biostream Environmental 14-C-086 (Invoice No. 11)

THPO – Alex Wattz-Tobin

Processed JV of wages to specific projects.

FUELS/FIRE - David

Nothing to Report

THPO/ARCHAEOLOGIST/Alex Watts-Tobin

Council Report 10/19/16

The THPO-Archaeologist has been working with five Arch Techs. Of these Cathy Meinert has recently resigned, because of personal reasons. Together with training and absences from work for TREX, the On Call Arch Techs have been continuously occupied on the WKRP project, TREX surveying, and Westside. A passthrough is being done to the Westside budget to that Westside work can be charged through KCDC.

- The WKRP Arch team has held meetings on September 14th and September 28th to develop Project Design Features for Cultural Resources. The particular mission for these meetings was to reconcile differences in prescriptions for cultural resources and wildlife values. The meeting was a great success, and resulted in a sample prescription written for both sets of values, and it is due to be field tested on October 25th.
- The THPO-Archaeologist has completed the training period for the two On-Call Arch Tech positions held by Gabriel Montgomery and Pihneftuuf Elston. These two have worked for about two weeks on WKRP, for a day on TREX, and have lately just moved to Westside. They have been learning the data management side as well as the fieldwork duties..
- The THPO is attending the NAHC meeting in Sacramento, to give cultural resources advice to Buster, who is a commissioner to the NAHC. The THPO is working with the legal department to iron out problems with legal input into THPO comments, such as to ACHP. These problems surfaced this month.
- The THPO has held meetings with Bill, and Leaf with representatives from HSU and Caltrans to accomplish the nomination of the Trail Home, near Somes Bar, to the National Register. The Arch Techs are working of reaching out to the list of potential interviewees. The THPO has also recovered a box of old interview tapes

done by John Salter with a number of older Karuk individuals. Funds have been set aside to conserve, digitize, and transcribe these valuable resources. They promise to be a great addition to the ethnographic record.

- The THPO attended the government-to-government meeting with Caltrans Districts 1 and 2. Working groups are being formed for a new version of the MOU between Caltrans, Six Rivers NF, and the Karuk Tribe, that sets out standard activities and responsibilities on shared projects. Work is also being done to rationalize the billing process
- The THPO is working to rationalize the job descriptions and job duties of Arch Techs and Cultural Monitors into the categories Cultural Tech I, II and III. The Level II position would be for those with field training. The level III position for those with experience to supervise other Arch Techs. An MOA for them to work with housing is necessary for Cultural Tech I.

DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill

Tripp

Council Report August 2016, Bill Tripp, Deputy Director of Eco-Cultural Revitalization
Fire Adapted Communities Pilot/Fire Learning Network Projects

One blog post on the [4 Rights Campaign](http://fireadaptednetwork.org/4-rights-campaign-prescribed-fire-right-4-environment/) has been delivered and published to the fire adapted communities learning network website (see <http://fireadaptednetwork.org/4-rights-campaign-prescribed-fire-right-4-environment/>). All subaward documentation has been completed and signed. The contract for pass through dollars to Salmon River Restoration Council is drafted and ready for approval at the August 22nd council meeting. We discussed putting this action item off until the DNR council meeting, but determined that it would best be approved and signed before the end of the fiscal year so an invoice for services rendered can be generated by the end of October. I had a trip planned to hopland to present on fire and cultural use species at the permaculture convergence conference, but I was directed to cancel that trip due to an unexpected invite to a Saturday meeting in Orleans with Congressman Huffman. My project officer approved of the cancelation as did the conference organizer. I made contact with a colleague at Round Valley Tribe and they are coordinating a replacement for my time slot at that conference.

Prescribed Fire Training Exchange (TRES)

It appears that TRES may be a go for this October 3, through October 14, 2016. Even without rain the Cal-Fire Humboldt unit is looking to approve burn permits and the Six Rivers is looking to lift fire restrictions as early as next week. We will not know how the Siskiyou Unit decision will be just yet but temperatures are down and humidity is up. Over the past 24 hours, less than 8 hours were out of prescription in our burn plans. Even with this being the case we are reviewing burn units that have some pre-treatment for some added level of safety and comfort for our community members. We have not heard back from the BIA on burn plan approval or NEPA documentation for the tribal trust

properties, but we hope that will also be resolved in the next few weeks. Meetings with the air districts are planned, and some youth engagement opportunities are in the works. If anyone on Council would like to address the TREX participants this year, let David Medford or I know at your convenience.

Food Security Project

I have been working with the food crew, the arch techs, and the WKRP prescription group to progress how we plan to highlight TEK related to our focal food and fiber resources in the prescriptions for the project. We have developed a good plan of action for addressing differences in traditional resource management needs and regulatory hurdles in the NEPA process, particularly those that relate to Spotted Owl territories and deficit habitats.

Western Klamath Restoration Partnership (WKRP)

We had our quarterly whole group meeting in Happy Camp and toured the Doolittle area. we identified many areas where we want to focus more efforts in the future while building off other efforts already implemented in the Happy Camp Focal Area. We will be meeting with the Klamath Forest Leadership Team to discuss how we make the transition to increasing our collaborative efforts into the realm of planning for the happy camp and salmon river pilot projects. The Somes Bar pilot project continues to move toward scoping. There is a lot of work to do, but we started implementation on the NFWF project after a well attended field trip opening prayer and round robin partner perspective discussion. We are looking forward to expanding upon this partnership into the future. Congressman Jared Huffman invited Key WKRP players to a luncheon in the Orleans DNR Community Room on Saturday August 17, 2016. The focus of the invite is to get a sense of continued partner enthusiasm, learn more on the barriers we are overcoming, and see if there is anything he can do to help us retain our increasingly well known success.

For more information on the Western Klamath Restoration Partnership go to:

<https://www.facebook.com/WesternKlamathRestorationPartnership/>

<http://yubanet.com/california/klamath-communities-collaborate-to-manage-forests-and-work-with-fire/>

Organizational Leadership and Capacity Building

It looks like we may be getting some assistance from the transportation department in establishing a secure parking area in Orleans as per our strategic plan. Our GIS staff is preparing a strip map for review and assessment to see if it can be included in ongoing project plans for the year. We got one response for the site planning RFP we have been advertising for months. I am not familiar with construction type contracts, so the I have a meeting scheduled for a walk through with Fred Burcell so as to identify how we should respond to the potential contractor for design services related to our facilities remodel in the strategic plan.

The Generation 2 WKRP tshirt booster was a great success. We raised over \$1,000 for the Eco-Cultural Endowment Fund!!!!. We are getting requests for more shirts so we plan on extending the event soon, but want it to still be online during our upcoming fundraiser event next month. The Peoples Center ordered a couple of each size and style of shirt if you are interested in buying on and supporting the Peoples Center gift shop. A Spaghetti dinner fundraiser is being planned by volunteers for October 15th 2016 at the Mid Klamath Watershed Council in Orleans. Please attend if you can and help raise

funds for this effort. We canned 9 gallons of homemade garden fresh Spaghetti Sauce for the event over the three day weekend and will be having a silent auction and dance following the meal.

The agreement and resolution for establishing the endowment fund at the Humboldt Area Foundation is under legal review and we hope to get it processed for approval at our regular DNR Council Meeting next month.

For more information on fundraising efforts for the Endowment for Eco-Cultural-Revitalization go to: <https://www.facebook.com/The-Endowment-for-Eco-Cultural-Revitalization-578452808997062/>

Travel

I did not travel this reporting period.

ASSISTANT FIRE MANAGEMENT OFFICER/David Medford

Overview for September/October 2016:

- The Fire and Fuels crews status
 - Crew 1 (K1) has demob from the Gap Fire and on some days off. There is the possibility that they will return to the fire with the chipper for another tour.
 - Crew 3 (10-Person Fire/Fuels crew) are working on a National Fish and Wildlife Foundation (NFWF) handline unit on the Six Rivers National Forest.

Fire Readiness:

- K1 is up and available and have been on 6 dispatches so far this year.
 - Pony Fire, Wilderness Fire, Offfield Fire, back on the Pony Fire, 2016 KNF Preposition (backfill to cover for initial attack) and 2-rolls on the Gap Fire

New Hires

- We are going to fly the crewmember position again to beef up our crews due to all the project work we currently have.

Fuel Reduction Projects

- KNF-Elk Creek Project 38 Acres
- Tishanik Unit 5 acres
- Shivshaneen Unit 10 acres

- SRF-Orleans Community Fuel Restoration (OCFR) funded through NFWF
 - NFWF is a project we have been awarded. The Tribe's DNR-Fire/Fuels program is managing 248 acres of fuel reduction and 50,440 lineal feet of handline construction. Out of the 248 acres the Tribe will treat 100 acres and MKWC will treat 100 acres and the 48 acres will be contracted out by the Tribe. All of the 50,440 lineal feet handline will be completed by the Tribe. The Tribe will inspect, report, and manage all areas of this project.

Proposals Pending:

- BIA National Funding for K1-was denied
- RTRL – 20 person Prescribed Fire Training-was denied for this fiscal year.
- Pre-proposal for Resilient Landscapes submitted
- Prescribed fire Interagency Agreement with SRF-Pending
- Prescribed fire Interagency Agreement with KNF-Pending
- Working on a proposal to KTHA to treat Tribal Trust and Fee land-Pending

GIS SPECIALIST/DATA STEWARD/Jill Beckmann

-No Report

GIS Technician II

Kenny Sauve Projects:

- Lead GISS for preparing for Klamath River TREX. Processed field data and transferred data into a geodatabase for TREX.
- Common stand examine forestry data collection with MKWC.
- Worked with Sandi Tripp to update and create strip maps for submission to the BIA.
- Updated/edited fuel Breaks and Burn Units for WKRP

- Updated/edited stream delineation layer for WKRP
- Updated/edited forestry layout data for WKRP. This includes identification of existing and new landings, as well as existing Temp roads that may be used during implementation of the SBIFMP.
- Provided GIS support to Karuk Archeologists Technicians for WKRP treatments, prioritization of treatments, and data management protocols for 2016 season.
- Set up Ipad for TRES
- Analyzed Deer Creeks LiDAR report to develop percentages by focal area, for basal area, stems per acre, and ladder fuels. The analysis of the data was requested by Andrew Spain for WKRP purposes.

Kenny Sauve Meetings/Training Attended:

- 8/23-24 – WKRP workshop in Happy Camp.
- 8/22-Common Stand Exams with MKWC
- 9/23- Met with Roberto Beltran USFS Forrester to transfer and edit/organize GPS layout data for landings and temp roads.
- 9/26-Situation and Monitoring call for TRES
- 9/28- Met with Roberto Beltran USFS Forrester to transfer and edit/organize GPS layout data for landings and temp roads.
- 10/3-10/14 Participated in the 2016 Klamath River TRES as a Fire Fighter Type 2 and Geographic Information Systems Specialist Trainee.
- 10/19- Met with Roberto Beltran and his forestry o update and edit forestry layout data for WKRP

Kenny Sauve
GIS Technician II

ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

EPA GAP & PPG

- Site visit scheduled for September 20th 1-4pm
- Meeting the PPG Grant Program Objectives
- FY 2017 PPG awaiting award letter

- Quarterly reporting & prep for site visit

Regional Tribal Operation Council

- Region 9 Northern California outreach
- Prepping for RTOC San Fran Annual conference in October.

Tribal Science Council

- TSC Conference call (s) none this summer.
- Prepping for Fall meeting
- October newsletter conference calls

GRANTS AND AGREEMENTS DIVISION COORDINATOR/ Sinéad Talley

Sinéad Talley / Grants and Agreements Division Coordinator

Tribal Council Report

October 19, 2016

1. Coordinated with Dr. Kari Norgaard on final revisions for the DOE Climate Change proposal. Presented to Tribal Council for approval after finalizing grant application. Submitted to DOE's EERE web portal 10/10 (due 10/20)
2. Assisted Lisa Hillman in developing grant proposal for BIA's Forestry and Tribal Youth Initiative program. In progress; intending to complete and present to Tribal Council by the beginning of November at DNR's Tribal Council Special Meeting.
3. Attended conference call with Lisa Hillman and Cinzia Perlingieri (CoDA) in developing preliminary ideas and strategies for a potential grant application to the National Park Service for their 2017 Preservation Technology and Training program. In progress.
4. Participated in conference calls and meetings involving a potential grant funding source from National Science Foundation. If pursued, opportunity would provide Jill Beckmann with hours to be used toward research related to WKRP project needs.
5. Drafted a template letter for applicable foundations requesting support for the Endowment for Eco-Cultural Revitalization, per a previous request from Bill Tripp to cast a wider net in the hopes of gaining support from potential funding sources. Needs review from BT. Currently in the process of compiling an additional document listing relevant foundations whose geographic scope and fields of interest may align with Endowment focus.

6. Currently attending ANA Project Planning and Development Training in Albuquerque, NM with Lisa Hillman (10/18-10/20) to enhance understanding of ANA application process and begin to expand upon existing project design.

7. Attended and presented at DNR Tribal Council Special Meeting (10/5)

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 October 27, 2016
Reporting Period – September 16, 2016 to October 20, 2016
TRIBAL TRANSPORTATION IMPROVEMENT PROGRAM (TTIP)
PROJECT SUMMARIES

Project Title: Red Cap Road Bike Way

Phase 1 - Complete 2015

Phase 2 – Construction to be completed by September 2016 (Extended to October 30, 2016)

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 is in progress and nearly complete. We have a few issues with the AC surface unraveling in a few places and I will ensure that the contactor removes and replaces the failing AC. The signage and striping phase is being implemented currently and this project will be completed by the end of October, 2016.

I would like to do a ribbon cutting ceremony with Council, FHWA, Humboldt County and the State DOT in November. I will begin the event planning and offer some dates to ensure attendance at your convenience.

Project Title: Happy Camp Complete Streets Project

Description: Reconstruction - Safety Project

Status: In Process – As you are aware this project is located 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. This month we have met again in Yreka with Caltrans, Siskiyou County and our Consultant to coordinate the compilation of health related data and public involvement. These two categories are part of what we anticipate to be required for the ATP Grant application that we will be submitting in May or June 2017. I will soon be coordinating with Tribal Council and other interested stakeholders to work with our team to ensure we rank as high as possible in the scoring rubrics for this very competitive grant program.

As noted previously, we have worked on this project for at least five years, and we have ensured the project is identified and programmed in several transportation related planning documents. Recently, Caltrans informed us of an Active Transportation Program (ATP) *earmark* for projects that are submitted by Caltrans. With Caltrans submitting our application for the Happy Camp Complete Streets Project we expect to be afforded a considerable advantage in acquiring award.

The upcoming Cycle 4 ATP Grant NOFA will be solicited in the spring of 2017, and this may in fact be the most important phase of the overall project. If we are successful in award for Cycle 4, it will almost ensure that we receive future phases of funding to complete the project.

Plan for completing this project by 2019-2020: We will start by submitting for Cycle 4 PA&ED Application (2017); Cycle 5 - PS&E Development(2018); and finally for Cycle 6- Construction Implementation (2019).

I will ensure Council is informed on the progress of this Project as we move forward.

Happy Camp - TRIBAL TRANSPORTATION SAFETY AUDIT MEETING:

As noted in previous Tribal Council reports, I submitted an application for a [Tribal Transportation Safety Assessment \(T2SA\)](#) sponsored by the [Caltrans Native American Liaison Branch](#), and we were fortunate to have been selected to participate in this unique opportunity with transportation experts from [UC Berkeley Tech Transfer](#). The T2SA proposes to provide a technical report highlighting the results of a site visit to Happy Camp (the project area), analysis completed for the site, and a list of potential recommendations for safety improvements, including potential funding sources for proposed improvements.

We plan to meet and discuss State Route 96 in Happy Camp (Downtown Corridor). We will then gather for a walking tour to assess current conditions of the route. Please feel free to obtain additional information on this process through the web-links listed above.

Your participation will be instrumental in ensuring a positive outcome for this process:

Date: October 27, 2016

Time: 9:00am – 12:00pm

Place: Headway Meeting Room

Project Title: Orleans Community Safety Corridor Project

Description: Planning

Status: In Process

As you may recall this project has several anticipated Phases, the first phase of the project is entitled the Orleans Community Center Connectivity Project (OCCC), this project is associated with the three acre parcel in Orleans (the old Hotel Property) that we received a Caltrans grant to complete. Since receiving the Caltrans grant we worked on and were successful in developing a 202(a)(9) Fund Transfer Agreement (202(a)(9)FTA). The other phases will be funded through grant funds and TTP funds as available. We now have a final RFQ to solicit for a planning and design firm and additionally we have a RFP Local OCCC Coordinator and we are currently soliciting the advertisements the project will begin spring of 2017.

Orleans - TRIBAL TRANSPORTATION SAFETY AUDIT MEETING:

I would also like to invite you participate in the T2SA meeting in Orleans. This is basically the same type of process, as noted above for the Happy Camp area, only that it will be held in Orleans as follows:

At this meeting we will review current written data and anecdotal safety concerns on State Route 96 in Orleans (PM 37.63 to PM 38.98). We will then gather for a walking tour to assess current conditions of the route.

Your participation will be instrumental in ensuring a positive outcome for this process:

Date: October 28, 2016

Time: 10:00am to 12:00pm

Place: Tribal Council Chamber / Transportation offices

Project Title: Somes Bar Work Cnt. Road & PF

Description: Repair and Overlay

Status: Complete

I expect this maintenance will extend the life of this facility for at least another 5 years.

Project Title: 2% Planning

1.) General Project Coordination and Planning Efforts

Status: In Process

I will be developing a RFP for Project Planning to ensure we have expert knowledge to assist us in obtaining funding to accomplish our DOT goals. All projects associated with the Karuk Tribe Transportation Department require extensive coordination and collaboration.

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

Status: In Process near completion- The Karuk Tribe DOT is working on updating the current LRTP. I will have a draft document for your review by January 2017.

3.) Tribal Transportation Improvement Program (TTIP) Update

Status: I worked with FHWA and during this reporting period they completed our TTIP and I recently received our Official 2015-2020 TTIP.

Committee Participation:

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, Caltrans Native American Advisory Committee (NAAC), Quarterly National Tribal Transportation Program Coordinating Committee Meeting (TTPCC), Siskiyou County LTC Social Services TAC, Meeting with National Transit Data Base Rep., met with UC Berkeley Tech Transfer/Transportation Safety Assessment.

Project Title: Road Maintenance

I am very proud of the work our DOT Maintenance crew completes; they are a fine example of well managed coordination, team work and professionalism.

The Crew has been able to accomplish many force account projects. Our goal is to accomplish most all of our maintenance Projects in house; the following maintenance projects will be completed in during field season 2016:

- **Tishawnik Roads Project – Construction Management**
- **Somes Bar Work Center – Surface Maintenance**
- **Red Cap Road Review and Assist**
- **Crack filling and sealing on transportation facilities in Yreka**

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

- Equipment repair and maintenance, street sweeping, debris and brush removal from roadside and gutters, crack sealing, minor roadway patching, curb painting.

**The DOT Maintenance Crew attended the Annual Tribal Transportation Conference and participated in multiple Transportation innovation and maintenance forums. I feel the effort and*

cost of attending was well worth it. We also have a great opportunity to network at this annual meeting.

Current numbers are not available due to issues with our internet connection, I will ensure a complete update at next months meeting.

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Federal Highway Administration (FHWA)	2231	\$3,528,723	\$747,030	2,781,692	21.17%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/15 – 9/30/16	12	12	0	100%	Allows for annual carryover of all unused TTP funds
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
	yes	3/16	3/16	yes	3/16

No Action Items at this time

SCOTT QUINN, DIRECTOR OF TRIBAL LANDS MANAGEMENT
Directors Report for Council Meeting on
October 27, 2016

(September 28, 2016 to October 18, 2016)

LAND MANAGEMENT PROJECTS

1. 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: NO CHANGE: On 6/28/2016 the BIA requested two surveys of the property. On 7/21/2016 I sent BIA the requested surveys. On 10/18, I asked the BIA for an update.

Remaining: With the new Rule, MST may needs to issue a Title Commitment. BIA is checking with the Solicitor. Once the application is deemed complete; the BIA will initiate the Fee to Trust Process per 25CFR 151, including; the BIA will publish a Notice of Application (NOA), NEPA compliance, Title Opinion, Legal Description review, Notice of Decision (NOD), Recording Instructions to the Title Co., Acceptance of Conveyance (AOC), and final recording of the new deed at the BIA and County. A final Title Policy will also be issued by the Title Co.

2. 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 6/6/16 we received the Limited Phase II Env. Site Assessment from VESTRA. A FTT Application needs to be drafted and sent to the BIA (See attached resolution 16-R-099). On 6/24/2016, I completed and sent the FTT Application to the BIA. On 7/21/2016 I emailed BIA to confirm receipt of the Fee to Trust (FTT) Application. On 7/21/2016 the BIA sent a letter requesting additional surveys mentioned in the legal description and a resolution accepting title exceptions. On 7/22/2016 I requested the above surveys from Mt. Shasta Title and rechecked with them on 8/17/2016. Council approved the resolution on 8/11/2016. On 8/31/2016 I received an estimate from VESTRA to clean up the soil and sent it to the BIA on 10/6/2016. On 10/13/2016 the BIA indicated they would like it cleaned up prior to accepting it into trust and that they may have funds available.

Remaining: Once the application is deemed complete; the BIA will initiate the Fee to Trust Process per 25CFR 151 (see above). Remove potentially contaminated soils.

3. Project Title: Orleans Community Center Fee to Trust

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

Status: On 7/21/2016 and 6/28/2016, I checked with Arvada on the Solicitor's review of the Title Commitment and if she will accept Exception #10 which states the title company will not insure against *"any assertion of a trust in favor of the USA or other restrictions*

affecting said land or any other adverse claims that would be disclosed by an examination of the BIA records”.

Humboldt Land Title Company (HLTC) 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. On 2/17/2016 I talked to the BIA who said they would check on the status. I also checked with HLTC on 5/21/2016, 5/31/2016, and 6/16/2016. On 7/26/2016 Arvada said everything looks good to the Solicitor. On 10/3/2016 I received the BIA's published Notice of Application.

Remaining: BIA to complete the Fee to Trust Process per 25CFR 151 (see above).

4. Project Title: Bunker Hill Fee to Trust

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

Status: I requested a new title commitment from MST on 1/21/2016. I checked the status at Mt. Shasta Title Company on 5/21/2016, 5/31/2016, and 6/16/2016. On 6/29/2016 I asked MST to review the docs I sent. On 7/11/2016 Sheila said she needs Caltrans to sign an additional Deed, which I requested of Caltrans on 7/12/2016. On 7/12/2016 I sent the Deed and Acceptance to Chris Schaller with Caltrans for Directors signature. On 7/21/2016 I followed up with a call to Caltrans. Quitclaim have been signed and notarized. On 7/22/2016 Caltrans indicated they sent original docs to Sheila.

Remaining: Updated Commitment without legal description exception. BIA needs to complete the Fee to Trust Process per 25CFR 151 (see above).

5. Project Title: Old Somes School Purchase Agreement

Description: Work with multiple parties to draft a purchase agreement and potential easements, etc.

Status: On 6/24/2016 we opened escrow. On 6/30/2016 we sent signed agreement, resolution, etc. On 7/20/2016 I sent MST signed initial docs. On 8/8/2016 MST said they had not received signed opening docs from seller, so I gave them the sellers contact info. On 8/18/2016 Bill Tripp asked if we would like to have a surveyor survey the parcel we are purchasing. On 10/18/2016 the seller indicated he would like additional language on the deed to cover the easements and water rights.

Remaining: Sign Escrow Package once received, close escrow.

6. Miscellaneous:

- a. Review/Approve Casino Invoices for CGI
- b. Zoning and gate info to April Attebury.
- c. Processed Humboldt & Siskiyou Co. Property Taxes. And got info to KTHA.
- d. Participated in weekly casino construction calls.
- e. Reviewed PCI consulting agreement for the operation of Rain Rock Casino.
- f. 10/6/2016 - Met with a developer named Al Pully in Yreka.
- g. Participated in multiple calls regarding the TRB review of the Casino Construction Plans and helped our engineer answer some of the questions.

- h.** White Mtn. Estate Mobile Home Park Rentals and Invoices. The park grossed \$2,100 last month. We have three trailers I would like to give away since we could not sell them (see attached).

7. Action Items:

- a. Approve Resolution 16-R-172**
- b. Approve Resolution 16-R-174**
- c. Approve Resolution 16-R-176**
- d. Approve giving away trailers below:**
 - 1.** Single Wide Atwood 1970s – Very Bad Condition
 - 2.** 1979 Silverstreak (electrical on one side non-functional and needs showerhead)
 - 3.** 2000 Coachman – Bad Condition

RESOLUTION OF THE
KARUK TRIBE

Resolution No: 16-R-~~172XXX~~
DATE APPROVED: ~~[DATE APPROVED]~~ October 27, 2016

RESOLUTION REQUESTING THAT SECRETARY OF THE INTERIOR ACCEPT THE SALSTROM AND SHIVSHANEEN PROPERTIES (APNS 529-141-038 AND 529-282-010), CONSISTING OF APPROXIMATELY 56.08 ACRES, INTO TRUST ON BEHALF OF THE KARUK TRIBE AND AUTHORIZING THE TRANSFER OF DEED TO THE UNITED STATES OF AMERICA IN TRUST FOR THE KARUK TRIBE PURSUANT TO THE INDIAN LAND CONSOLIDATION ACT OF JANUARY 12, 1983 (96 STAT. 2517; 25 U.S.C. §2202), SECTION 5 OF THE INDIAN REORGANIZATION ACT, 25 U.S.C. SEC. 465.

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

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

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

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

WHEREAS; the Karuk Tribe Housing Authority (KTHA) is a Tribal entity recognized by the U.S. Department of Housing and Urban Development (HUD) as the Karuk Tribe's tribally designated housing entity (TDHE) established for the purpose of providing housing for low and moderate income citizens; and

WHEREAS; In 2005, the KTHA and the Karuk Tribe, with assistance from HUD funding, purchased one (1) parcel of land comprising approximately twenty-three point twenty-two (23.22) acres situated in the town of Orleans, Humboldt County, known as Humboldt County Assessor's Parcel No. 529-282-010 ("Shivshaneen"); and

WHEREAS; On December 20, 2007, the Karuk Tribe acquired one (1) parcel of land comprising approximately thirty-two point eight six (32.86) acres situated in the town of Orleans, Humboldt County, known as Humboldt County Assessor's Parcel No. 529-141-038 ("Salstrom"); and

WHEREAS; the Karuk Tribe has identified the Salstrom parcel as the historical site of tribal ceremonies and events held by its ancestors, and therefore has the need to place the Salstrom parcel into trust for the purpose of protecting the land; and

WHEREAS; the Karuk Tribe has the need to place the Shivshaneen parcel into trust for the purpose of providing housing for the Tribe and its members, as it is already being used for residential housing purposes; and,

WHEREAS; the Bureau of Indian Affairs policy for fee to trust applications states that each application must contain the legal description of the property to be put into trust; and,

WHEREAS; the land description for Salstrom is attached herein as **Exhibit A**; and

WHEREAS; the land description for Shivshaneen is attached herein as **Exhibit B**; and

WHEREAS; the Tribe desires that these two (2) parcels be conveyed to trust status, to be held by the United States for the collective benefit of the Tribe; and

WHEREAS; previously, the Tribe enacted Resolution 16-R-096 in relation to Shivshaneen and Salstrom; now

THEREFORE BE IT RESOLVED; the Karuk Tribe, through the Karuk Tribe Housing Authority, will continue use of the Shivshaneen Property (APN 529-282-010) for housing and related purposes for the benefit of Karuk Tribal Members; and

THEREFORE BE IT FURTHER RESOLVED; the Karuk Tribe, through the Karuk Tribe Housing Authority, will continue to use the Salstrom property (APN 529-141-038) for ceremonial purposes; and

~~**THEREFORE BE IT FURTHER RESOLVED;** that the Karuk Tribal Council requests that the Secretary of Interior accept trust title to Salstrom and Shivshaneen Properties (APNs 529-141-038 and 529-282-010), consisting of approximately fifty six point zero eight (56.08) acres and as further described in Exhibits A and B which are incorporated herein, on behalf of the Karuk Tribe; and~~

THEREFORE BE IT FURTHER RESOLVED; that the Karuk Tribal Council authorizes the transfer of deeds to the United States of America in trust for the Karuk Tribe pursuant to the Indian Land Consolidation Act of January 12, 1983 (96 Stat. 2517; 25 U.S.C. §2202); ~~the Section 5 of the Indian Reorganization Act, 25 U.S.C. Sec. 465;~~ and

THEREFORE BE IT ~~FINALLY FURTHER~~ RESOLVED; that this resolution supersedes Karuk Tribe Resolution 16-R-096, which is no longer in effect; now;

~~**THEREFORE BE IT FINALLY RESOLVED;** -The Karuk Tribe requests the Secretary of the Interior accept the Salstrom and Shivshaneen Properties (APNs 529-141-038 And 529-282-010), consisting of approximately 56.08 acres, into trust on behalf of the Karuk Tribe and authorizing the transfer of deed to the United States of America in trust for the Karuk Tribe pursuant to the Indian Land Consolidation Act of January 12, 1983 (96 Stat. 2517; 25 U.S.C. §2202).~~

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution 16-R-172~~[Resolution Number]~~ which was approved at a Regular Council Meeting ~~[type of meeting or phone vote]~~ on October 27, 2016~~[Date]~~, was duly adopted by a vote of ____ AYES, ____ NOES, ____ ABSTAIN, and said resolution has not been rescinded or amended in any way. The Tribal Council is comprised of 9 members of which ____ voted.

Russell Attebery, Chairman

Date

Michael Thom, Secretary/Treasurer

Date

EXHIBIT A

Land Description of Salstrom Property

DESCRIPTION

That real property situate in the County of Humboldt, State of California, described as follows:

Parcel 2 as shown on Parcel Map No. 3553, filed in Book 35 of Parcel Maps, Pages 42, 43, 44 and 45 inclusive, Humboldt County Records.

EXCEPTING therefrom any veins or lodes of quartz, or other rock in place bearing gold, silver, cinnabar, lead, tin, copper or other valuable deposits within the land above described, which may have been discovered or known to exist on or prior to the 8th day of February 1927.

APN: 529-141-038

EXHIBIT B

Land Description of Shivshaneen Property

DESCRIPTION

That real property situate in the County of Humboldt, State of California, described as follows:

Parcel 1 and that portion of Parcel 3, as shown on Parcel Map No. 531, filed in the Office of the Humboldt County Recorder, in Book 4 of Parcel Maps, Page 145, which lies Northerly and Westerly of the County Road known as Red Cap Road, as said road is shown on said Parcel Map.

EXCEPTING therefrom that portion thereof lying within Parcel 1, as shown on Parcel Map No. 2229, filed in the Office of the Humboldt County Recorder, in Book 19 of Parcel Maps, Page 124.

Said land being designated "Remainder" on said Parcel Map No. 2229.

APN: 529-282-010

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 16-R-174
DATE APPROVED: 10/27/2016

RESOLUTION REQUESTING THAT SECRETARY OF THE INTERIOR ACCEPT THE COMSTOCK AND STERK PROPERTIES (APNS 062-061-060 AND 062-061-140), CONSISTING OF APPROXIMATELY FOUR (4.00) ACRES, INTO TRUST ON BEHALF OF THE KARUK TRIBE AND AUTHORIZING THE TRANSFER OF DEED TO THE UNITED STATES OF AMERICA IN TRUST FOR THE KARUK TRIBE PURSUANT TO THE INDIAN LAND CONSOLIDATION ACT OF JANUARY 12, 1983 (96 STAT. 2517; 25 U.S.C. §2202).

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

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

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

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

WHEREAS; the Karuk Tribe Housing Authority (KTHA) is a Tribal entity recognized by the U.S. Department of Housing and Urban Development (HUD) as the Karuk Tribe's tribally designated housing entity (TDHE) established for the purpose of providing housing for low and moderate income citizens; and

WHEREAS; in 2011, the KTHA purchased a parcel of land comprising approximately point nine (0.90) acres situated in the town of Yreka, Siskiyou County, known as Siskiyou County Assessors Parcel No. 062-061-060 ("Comstock"); and

WHEREAS; in the same year of 2011, the KTHA purchased a parcel of land comprising approximately three point one (3.10) acres situated in the town of Yreka, Siskiyou County, known together as Siskiyou County Assessor's Parcel No. 062-061-140 ("Sterk"); and

WHEREAS; both the Comstock and Sterk properties are contiguous to the Karuk Tribe's current trust lands; and

WHEREAS; the Karuk Tribe has the need to place the Comstock and Sterk properties into trust for the purpose of providing housing-related services for the Tribe and its members; and,

WHEREAS; the Bureau of Indian Affairs policy for fee to trust applications states that each application must contain the legal description of the property to be put into trust; and,

WHEREAS; the land description for the Comstock property is attached herein as **Exhibit A**; and

WHEREAS; the land description for the Sterk property is attached herein as **Exhibit B**; and

WHEREAS; the Tribe desires that the Comstock and Sterk properties be conveyed to trust status, to be held by the United States for the collective benefit of the Tribe; and

WHEREAS; previously, the Tribe enacted Resolution 16-R-097 in relation to the Comstock and Sterk properties; now

THEREFORE BE IT RESOLVED; the Karuk Tribe, through the Karuk Tribe Housing Authority, will continue to use the Comstock and Sterk properties (APNs 062-061-060 and 062-061-140) for housing and related purposes for the benefit of Karuk Tribal Members; and

THEREFORE BE IT FURTHER RESOLVED; that this resolution supersedes Karuk Tribe Resolution 16-R-097, which is no longer in effect; now

THEREFORE BE IT FINALLY RESOLVED; that the Karuk Tribal requests that the Secretary of Interior accept trust title to the Comstock and Sterk properties (APNs 062-061-060 and 062-061-140), consisting of approximately four (4.00) acres and as further described in Exhibits A and B which are incorporated herein, on behalf of the Karuk Tribe pursuant to the Indian Land Consolidation Act of January 12, 1983 (96 Stat. 2517; 25 U.S.C. §2202).

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution 16-R-174 which was approved at a Regular Council Meeting on October 27, 2016, was duly adopted by a vote of _____ AYES, _____ NOES, _____ ABSTAIN, and said resolution has not been rescinded or amended in any way. The Tribal Council is comprised of 9 members of which _____ voted.

Russell Attebery, Chairman

Date

Michael Thom, Secretary/Treasurer

Date

EXHIBIT A

Land Description of Comstock Property

Real property in the City of Yreka, County of Siskiyou, State of California, described as follows:

PARCEL 1:

That certain parcel entitled "RHINE 0.75 ACRE" as shown on the map for Bob Rhine being a portion of the Northwest 1/4 of Section 35, Township 45 North, Range 7 West, M.D.M., filed in the Siskiyou County Recorder's Office on September 20, 1989 in Parcel Map Book 10, page 178.

PARCEL 2:

TOGETHER WITH AN EASEMENT for the use, maintenance, and repair of a residential driveway over a portion of the Northwest quarter of Section 35, Township 45 North, Range 7 West, M.D.M., in the City of Yreka, Siskiyou County, California, described as follows:

Commencing at the Southeast corner of the Rhine Parcel according to the map filed September 20, 1989 in Book 10 of Parcel Maps at Page 178, Siskiyou County Records; thence West along the South line of the said Rhine Parcel a distance of 194.62 feet to the True Point of Beginning for the sideline of easement herein described, being a point on a circular curve concave to the North and having a radius of 52.00 feet, from which the center of said curve bears N 22° 36'22" W, 52.00 feet; thence Westerly along said curve through a central angle of 45°12'44", an arc distance of 41.03 feet to a point on the said South line of the Rhine Parcel; thence East 39.98 feet to the True Point of Beginning.

APN: 062-061-060

EXHIBIT A

Land Description of Sterk Property

All that real property situate in the State of California, County of Siskiyou, described as follows:

All that portion of the following described parcel lying within the Northeast quarter of Section 35, Township 45 North, Range 7 West, M.D.M.

A fractional portion of the Southwest quarter of Section 26 and of Section 35, Township 45 North, Range 7 West, M.D.M., described as follows:

Beginning at the corner common to Sections 26, 27, 34 and 35, said Township and Range;
thence North 61°05'07" East 307.09 feet;
thence South 40°36'12" East 1009.17 feet;
thence East 180.00 feet;
thence North 616.54 feet to a point which lies South 515.0 feet from the Northwest corner of the lands conveyed to Albert Sterkin, et ux by deed recorded in Book 522 Official Records, page 798, Siskiyou County Recorders office;
thence East 230.0 feet;
thence South 74°00' East 340.00 feet;
thence South 08°00' West 590.0 feet;
thence South 29°00' West 380.00 feet;
thence South 39°00' East 220.0 feet;
thence South 77°00' East 240.0 feet;
thence South 30° 00' East 450.00 feet;
thence East 367.62 feet to the Westerly line of Unit No. 2 of Yreka Estates Subdivision;
thence South 10°29'59" East 93.16 feet to the beginning of a tangent curve concave Easterly having a radius of 330.00 feet;
thence Southerly along said curve through a central angle of 21°43'58" an arc length of 125.17 feet;
thence South 32°13'59" East 204.82 feet to the beginning of a tangent curve concave Westerly having a radius of 270.00 feet;
thence Southerly along said curve through a central angle of 07°16'36" an arc distance of 34.29 feet to a point from which a radial line bears South 65°02'37" West;
thence South 12°22'40" East, 550.80 feet;
thence North 87°43'16" East 1024.46 feet;
thence South 02°16'44" East 176.63 feet;
thence South 89°10'02" East 397.61 feet
thence South 02°36'54" East 1340.86 feet;
thence South 89°19'48" East 1320.11 feet to the East line of Section 35;
thence South 02°21'15" East 668.37 feet;
thence North 89°24'44" West 1316.95 feet;
thence South 02°36'54" East 670.43 feet to the South line of Section 35;
thence North 89°29'41" West 1313.80 feet;
thence North 02°52'27" West 426.65 feet;
thence North 45°45'01" West 882.70 feet;
thence North 19°11'24" West 460.72 feet;
thence North 16°57'03" East 468.80 feet;
thence North 02°29'28" East 810.43 feet to the East-West centerline of Section 35;
thence South 89°49'00" West 822.25 feet;
thence North 39°59'00" East 517.24 feet;
thence North 50°33'00" West 775.11 feet;
thence North 06°23'00" West 448.37 feet;
thence North 22°43'00" West 652.31 feet;
thence South 86°45'00" West 558.83 feet
thence North 84°55'00" West 297.38 feet;
thence North 46°28'36" West 52.58 feet to the West line of Section 35;
thence North 00°42'17" East 675.00 feet to the point of beginning.

APN: 062-061-140

**RESOLUTION OF THE
KARUK TRIBE**

**Resolution No: 16-R-176
DATE APPROVED: 10/27/2016**

RESOLUTION REQUESTING THAT SECRETARY OF THE INTERIOR ACCEPT THE SINGLETON PROPERTIES (APNS 014-470-130, 014-470-140, 014-470-160, 014-470-210, 014-470-230, AND 014-470-270), CONSISTING OF APPROXIMATELY 13.1 ACRES, INTO TRUST ON BEHALF OF THE KARUK TRIBE AND AUTHORIZING THE TRANSFER OF DEED TO THE UNITED STATES OF AMERICA IN TRUST FOR THE KARUK TRIBE PURSUANT TO THE INDIAN LAND CONSOLIDATION ACT OF JANUARY 12, 1983 (96 STAT. 2517; 25 U.S.C. §2202).

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

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

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

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

WHEREAS; the Karuk Tribe Housing Authority (KTHA) is a Tribal entity recognized by the U.S. Department of Housing and Urban Development (HUD) as the Karuk Tribe's tribally designated housing entity (TDHE) established for the purpose of providing housing for low and moderate income citizens; and

WHEREAS; in 2000, the KTHA purchased several parcels of land comprising approximately thirteen point one (13.1) acres in the unincorporated area near Yreka in Siskiyou County, known as Siskiyou County Assessors Parcel Nos. 014-470-130, 014-470-140, 014-470-160, 014-470-210, 014-470-230, and 014-470-270 ("Singleton"); and

WHEREAS; the Karuk Tribe has the need to place the Singleton properties into trust for the purpose of providing housing-related services for the Tribe and its members; and,

WHEREAS; the Bureau of Indian Affairs policy for fee to trust applications states that each application must contain the legal description of the property to be put into trust; and,

WHEREAS; the land description for the Singleton properties is attached herein as **Exhibit A**; and

WHEREAS; the Tribe desires that the Singleton properties be conveyed to trust status, to be held by the United States for the collective benefit of the Tribe; and

WHEREAS; previously, the Tribe enacted Resolution 16-R-094 in relation to the Singleton properties; now

THEREFORE BE IT RESOLVED; the Karuk Tribe, through the Karuk Tribe Housing Authority, will continue to use the Singleton properties (APNs 014-470-130, 014-470-140, 014-470-160, 014-470-210, 014-470-230, and 014-470-270), for housing and-related services to benefit Karuk Tribal Members; and

THEREFORE BE IT FURTHER RESOLVED; that the Karuk Tribal Council authorizes the transfer of deeds to the United States of America in trust for the Karuk Tribe pursuant to the Indian Land Consolidation Act of January 12, 1983 (96 Stat. 2517; 25 U.S.C. §2202); and

THEREFORE BE IT FURTHER RESOLVED; that this resolution supersedes Karuk Tribe Resolution 16-R-094, which is no longer in effect; now

THEREFORE BE IT FINALLY RESOLVED; The Karuk Tribe requests that Secretary of the Interior accept the Singleton Properties (APN's 014-470-130, 014-470-140, 014-470-160, 014-470-210, 014-470-230, And 014-470-270), consisting of approximately 13.1 acres, into trust on behalf of the Karuk Tribe and authorizing the transfer of deed to the United States of America in trust for the Karuk Tribe pursuant to the Indian Land Consolidation Act of January 12, 1983 (96 Stat. 2517; 25 U.S.C. §2202).

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution 16-R-176 which was approved at a Regular Council Meeting on October 27, 2016, was duly adopted by a vote of _____ AYES, _____ NOES, _____ ABSTAIN, and said resolution has not been rescinded or amended in any way. The Tribal Council is comprised of 9 members of which _____ voted.

Russell Attebery, Chairman

Date

Michael Thom, Secretary/Treasurer

Date

EXHIBIT A

Land Description of Singleton Properties

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF SISKIYOU, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

All that real property situated in the County of Siskiyou, State of California, described as:

PARCEL I: All that portion of the Southeast quarter of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., more particularly described as:

BEGINNING at a point from which the corner common to Sections 2, 3, 10 and 11 of said Township and Range bears South 10°22'50" East, a distance of 3212.94 feet; thence South 9°32'00" East a distance of 9.0 feet; thence South 48°48'53" West a distance of 241.64 feet to a point from which the monument opposite Highway Engineers Station 484+10.99 of the 1919 survey bears South 66°55'00" West 301.00 feet; South 22°00'00" East 73.50 feet; South 76°42'00" West 58.76 feet and North 62°17'00" West 853.48 feet; thence North 1°15'24" West a distance of 65.20 feet; thence North 33°09'00" West a distance of 49.05 feet; thence North 55°45'47" East a distance of 237.71 feet thence South 9°32'00" East a distance of 73.00 feet to the POINT OF BEGINNING.

PARCEL II: An undivided 1/2 interest in the following described land; being a fractional portion of the East half of Section 3, Township 44 North, Range 7 West, Mount Diablo Base and Meridian, and more particularly described as follows, to wit:

BEGINNING at a point from which the corner common to Section 2, 3, 10 and 11, Township 44 North, Range 7 West, bears South 10°22'50" East 3212.94 feet; thence South 60°29'00" West 208.7 feet and North 33°09'00" West 41.55 feet to the TRUE POINT OF BEGINNING; thence South 62°45'00" West 434.54 feet to a point; thence North 22°14'00" West 15.0 feet to a point; thence North 62°45'10" East 431.69 feet to a point; thence South 33°09'00" East 15.0 feet to the TRUE POINT OF BEGINNING.

TOGETHER with an undivided one half interest in that certain well, pump, pump house and pipeline located in the above described property to be used to convey water for household and domestic purposes.

PARCEL III: A portion of the Southeast one-quarter of the Northeast one-quarter of Section 3, Township 44 North, Range 7 West, Mount Diablo Meridian, described as follows:

BEGINNING at an iron pin from which the Southeast corner of said Section 3 bears South 10°22'50" East 3212.94 feet as per Map No. 5102, filed in the Siskiyou County Surveyor's Office; thence South 9°32'00" East 9.00 feet to the TRUE POINT OF BEGINNING; thence South 9°32'00" East 29.00 feet; thence South 55°02'13" West, 227.76 feet; thence North 48°48'53" East, 241.64 to the TRUE POINT OF BEGINNING.

PARCEL IV: Being a portion of the South half of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.B. &M, and more particularly described as follows, to wit:

BEGINNING at concrete Highway Monument on Easterly line of U.S. Highway #99 and opposite Engineer Station 484+10.99 of 1919 Survey. Thence South 60°50'00" East 356.21 feet; thence South 23°44'00" East 265.46 feet; thence North 62°45'00" East 264.55 feet; Thence North 22°14'00" West 15.0 feet; thence North 62°45'00" East 429.88 feet; thence North 33°09'00" West 128.80 feet to the TRUE POINT OF BEGINNING. Thence North 66°11'37" West 30.09 feet; thence North 32°58'15" West 233.97 feet; thence North 41°14'09" West 38.68 feet; thence North 80°12'00" East 23.0 feet; thence South 33°09'00" East 288.37 feet to the TRUE POINT OF BEGINNING.

PARCEL V: All that portion of the Southeast quarter of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., described as BEGINNING at a point from which the Southeast corner of said Section 3 bears South 10°22'50" East 3212.94 feet thence South 60°29'00" West 208.7 feet to the TRUE POINT OF BEGINNING; thence North 33°09'00" West 56.55 feet; thence South 62°45'10" West 431.69 feet; thence South 22°14'00" East 15.00 feet to the North line of the Burton property per the Deed recorded in Volume 384 of Official Records of Siskiyou County, page 152; thence North 62°45'00" East along line of said Burton property 117.04 feet to a Northeast corner thereof; thence South 22°00'00" East along a East line of said Burton property 78.29 feet; thence North 66°55'00" East 301.00 feet; thence North 1°15'24" West 65.20 feet to the TRUE POINT OF BEGINNING.

Excepting therefrom the following described land; being a fractional portion of the East half of Section 3, Township 44 North, Range 7 West, Mount Diablo Base and Meridian, and more particularly described as follows, to-wit:

BEGINNING at a point from which the corner common to Section 2, 3, 10 and 11, Township 44 North, Range 7 West, bears South 10°22'50" East 3212.94 feet; thence South 60°29'00" West 208.7 feet and North 33°09'00" West 41.55 feet to the TRUE POINT OF BEGINNING; thence South 62°45'00" West 434.54 feet to a point; thence North 22°14'00" West 15.0 feet to a point; thence North 62°45'10" East 431.69 feet to a point; thence South 33°09'00" East 15.0 feet to the TRUE POINT OF BEGINNING.

As to parcels I thru V above:

A. Together with a non-exclusive Right of Way for ingress and egress over all that portion of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., described as: BEGINNING at a point in the Easterly line of the Old California State Highway U.S. 99 (1919 Survey) from which the monument opposite Highway Engineers Station 484+10.99 of said survey bears South $18^{\circ}57'00''$ East a distance of 126.42 feet, said point of beginning

being the Northwest corner of the John L. Cooley and Estella V. Cooley lot as described in Liber 387 Official Records, page 554; thence North $80^{\circ}28'00''$ East a distance of 214.33 feet to the Northeast corner of the Cooley Lot; thence North $80^{\circ}12'00''$ East a distance of 622.83 feet more or less along the Northerly line of the A. F. Singleton parcel as described in Liber 346 Official Records, page 464 to the Westerly line of the A. F. Singleton and Alice M. Singleton lot as described in Liber 346 Official Records, page 181; thence North $33^{\circ}09'00''$ West a distance of 13.0 feet more or less to the Southerly line of the Singleton lot as described in Liber 220 Official Records page 401; thence South $80^{\circ}28'00''$ West a distance of 845.00 feet more or less to the Southwest corner of the last mentioned Singleton lot; thence Southeasterly along the East line of the Old State Highway a distance of 13.85 feet more or less to the POINT OF BEGINNING.

B. Also together with a non-exclusive Right of Way of ingress and egress over a strip of land in the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., described as BEGINNING at a point from which the Southeast corner of said Section 3 bears North $55^{\circ}45'47''$ East, 237.71 feet; South $9^{\circ}32'00''$ East 73.00 feet and South $10^{\circ}22'50''$ East 3212.94 feet; thence North $33^{\circ}09'00''$ West 136.3 feet; to the TRUE POINT OF BEGINNING; thence South $33^{\circ}09'00''$ East 136.3 feet; thence North $55^{\circ}45'47''$ East 15.0 feet; thence North $33^{\circ}09'00''$ West 147.45 feet; thence North $66^{\circ}11'37''$ West 27.51 feet to the Northwest corner of the Cummins lot per Deed recorded in Volume 358 of Official Records of Siskiyou County, page 145; thence South $33^{\circ}09'00''$ East to the TRUE POINT OF BEGINNING.

Parcel VI:

All that certain real property located in the County of Siskiyou, State of California and more particularly described as follows:

A fractional portion of the Northeast one-quarter of Section 3, Township 44 North, Range 7 West, M.D.M., described as follows:

BEGINNING at the Southeast corner of that certain parcel described in the indenture between Frances R. Zylstra, Robert Schantz and Selma Jean Schantz, husband and wife; and Earl R. Cummins and Mary I. Cummins, husband and wife, recorded February 14, 1961 in Liber 455 of Official Records at page 586, in the Office of the Siskiyou County Recorder; thence North $55^{\circ}02'13''$ East on an extension of the Southerly line of said parcel to the East line of said Section 3, and a Point hereby designated as Point A; thence Northerly along the East line of Section 3 to the Southeast corner of Rolling Hills Subdivision on said Section line; thence Westerly along the Southerly boundary of said Subdivision to the Northeast corner of the property described in the Decree of Distribution of the estate of Otis D. Terrill, recorded March 1, 1963 in Liber 513 of Official Records at page 710, in the Office of the Siskiyou County Recorder; thence South $1^{\circ}25'00''$ West, 96.8 feet along the West bank of an old mining ditch; thence South $17^{\circ}01'00''$ East, 59.3 feet along said West bank; thence South $24^{\circ}42'00''$ East, 265.3 feet along said West bank of said mining ditch; thence South $26^{\circ}51'00''$ East, 111.20 feet along said West bank to the Southeast corner of said property; thence North $80^{\circ}58'00''$ East, 9.67 feet along the Northerly line of the A.F. Singleton and Alice M. Singleton property to the Northeast corner of said property on a ditch bank; thence South $18^{\circ}33'00''$ East, 76.64 feet to ditch bank; thence South $36^{\circ}22'00''$ East, 123.36 feet to ditch bank; thence South $80^{\circ}28'00''$ West, 183.09 feet along the Southerly line of said Singleton property to the Northeast corner of that certain parcel described in the indenture between Charles M. Zylstra and Frances R. Zylstra, his wife, and A.F. Singleton and Alice M. Singleton, his wife, tenants in common, recorded March 9, 1955 in Liber 346 of Official Records at page 181, in the Office of the Siskiyou County Recorder; thence South $9^{\circ}32'00''$ East, 408.35 feet along the Easterly line of said Singleton property and an extension of said line to the **POINT OF BEGINNING**.

EXCEPTING THEREFROM all that portion described as:

BEGINNING at a Point hereinabove designated; thence Northerly along the East line of Section 3 to the Southeast corner of Rolling Hills Subdivision on said Section line; thence Westerly along the Southerly line of said Subdivision 20 feet; thence South $0^{\circ}28'18''$ West 670 feet \pm , parallel to and 20 feet Westerly on the perpendicular from the East line of Section 3, to a point which bears South $55^{\circ}02'13''$ West from hereinabove designated Point A; thence North $55^{\circ}02'13''$ East to said Point A.

Together with those rights of way described as Parcels A and B above.

Parcel C:

ALSO TOGETHER WITH a non-exclusive Right of Way for ingress and egress over a portion of the South half of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.B.&M., and more particularly described as follows, to wit:

BEGINNING at a concrete Highway Monument on the Easterly line of U.S. Highway #99 and opposite Engineer Station 484+10.99 of 1919 Survey.

Thence South 60°50'00" East 356.21 feet; thence South 23°44'00" North 265.46 feet; thence North 62°45'00" East 264.55 feet; thence North 22°14'00" West 15.0 feet; thence North 62°45'00" East 429.88 feet; thence North 33°09'00" West 128.80 feet to the TRUE POINT OF BEGINNING. Thence North 66°11'37" West, 30.09 feet; thence North 32°58'15" West 233.97 feet; thence North 41°14'09" West 38.68 feet; thence North 80°12'00" East 23.0 feet; thence South 33°09'00" East, 288.37 feet to the TRUE POINT OF BEGINNING.

Parcel D:

ALSO TOGETHER WITH a non-exclusive easement for ingress and egress 30 feet in width lying adjacent to and Easterly and Southerly of the following described line:

BEGINNING at a point on the Easterly line of that certain parcel of land described in the deed from Yreka Transit Mix Concrete, Inc., to Earl R. Cummins and Mary A. Cummins dated August 27, 1970 and recorded September 2, 1970 in Book 599 of Official Records, page 350, Siskiyou County Recorder's Office, said point being North 8°55'00" West 83.02 feet from the Southeasterly corner of said parcel; thence North 8°55'00" West 92.77 feet; thence North 66°55'00" East 184.21 feet; thence North 55°02'13" East,

227.76 feet; thence North 55°02'13" East to a point which lies 20 feet West at right angles from the East line of said Section 3; thence along said Right of Way to be 20 feet in width lying Easterly of the following described line from said last point North 0°28'18" East parallel to and 20 feet Westerly from the East Line of Section 3 to a point on the South Line of Rolling Hills Subdivision.

Parcel E:

ALSO TOGETHER WITH a 30 foot Easement for ingress and egress described as BEGINNING at the present existing gate on the East line of Section 3, Township 44 North, Range 7 West, M.D.M.; said gate being approximately 650 feet South of the Northeast corner of the Southeast quarter of the Northeast quarter of said Section 3; thence Westerly 350 feet more or less to an intersection with the above described 30 foot easement.

Parcel F:

ALSO TOGETHER WITH a non-exclusive easement for ingress and egress 20 feet in width across a portion of the Southeast quarter of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., being more particularly described as lying 10 feet on each side of the following described centerline:

BEGINNING at a point on the Easterly line of that certain parcel of land described in the deed from Yreka Transit Mix Concrete, Inc., to Earl R. Cummins and Mary A. Cummins dated August 27, 1970 and recorded September 2, 1970 in Book 599 of Official Records, page 350, Siskiyou County Recorder's Office, said point being North 8°55'00" West 98.02 feet from the Southeastly corner of said parcel; thence South 34°30'00" West 21.0 feet; thence South 11°45'00" West 50.0 feet; thence South 47°45'00" West 52.0 feet more or less to the Northerly line of the present existing access road near the end of Schantz Lane.

Parcel VII:

All that portion of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., described as:

Beginning at a point from which the Southeast corner of said Section 3 bears South 10° 19' 44" East 3421.62 feet; thence North 9° 32' 00" West 10.49 feet; thence South 62° 51' 20" West 297.73 feet; thence South 33° 09' 00" East 218.76 feet; thence South 1° 15' 24" East 65.20 feet; thence North 48° 48' 53" East 241.64 feet; thence North 9° 32' 00" West 217.7 feet to the Point of Beginning.

EXCEPTING THEREFROM all the portion of the Southeast quarter of the Northeast quarter of Section 3, Township 44 North, Range 7 West, M.D.M., more particularly described as:

BEGINNING at a point from which the corner common to Sections 2, 3, 10 and 11 of said Township and Range bears South 10°22'50" East a distance of 3212.94 feet; thence South 9°32'00" East a distance of 9.0 feet; thence South 48°48'53" West a distance of 241.64 feet to a point from which the monument opposite Highway Engineers Station 484+10.99 of the 1919 survey bears South 66°55'00" West 301.0 feet; South 22°00'00" East 73.50 feet; South 76°42'00" West 58.76 feet and North 62°17'00" West 853.48 feet; thence North 1°15'24" West a distance of 65.20 feet; thence North 33°09'00" West a distance of 49.05 feet; thence North 55°45'47" East a distance of 237.71 feet; thence South 9°32'00" East a distance of 73.0 feet to the POINT OF BEGINNING

ALSO EXCEPTING THEREFROM all that portion of the East half of Section 3, Township 44 North, Range 7 West, M.D.M., more particularly described as:

COMMENCING at the Section corner common to Sections 2, 3, 10 and 11, Township 44 North, Range 7 West, M.D.M., thence North 10°22'50" West 3212.94 feet; thence North 9°32'00" West 219.19 feet to the TRUE POINT OF BEGINNING; thence South 62°51'20" West 297.73 feet; thence South 33° 09'00" East 162.21 feet; thence North 32°58'28" East 323.80 feet to the TRUE POINT OF BEGINNING.

Together with rights of way for ingress and egress described as Parcels A, B and C above.

APNs: 014-470-130, 014-470-140, 014-470-160, 014-470-210, 014-470-230, and 014-470-270



KARUK TRIBE JUDICIAL

Administrative Office

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

COUNCIL REPORT 10/27/2016

I. ACTION ITEMS:

II. TRIBAL COURT REPORT DATA

Month-Year	Jul y- 15	Aug -15	Spt -15	Oct 15	Nov 15	Dec 15	1/ 16	2/ 16	3/ 16	4/ 16	5/ 16	6/ 16	7/ 16	8/ 16	9/ 16
# Of Cases	1	5			7	5	7	1	5	2	4	5	2	2	2
TYPES OF CASES															
Guardianship	1	3			3	2	3		1	1		1	1	2	1
Custody/Visitation		1			4	3	1	1	3	1	3	3	1		1
Child Welfare		1					3		1		1	1			
Legal Access Center				4	3	1	7	3	10	5	9	12	9	4	4

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
FY1: 9/30/2013-\$127,326.71
FY2:9/30/2014-\$71,887.16
FY3:9/30/2015-\$192,579.25 FY4:10/01/2015-9/16/2016 – n/a
Unencumbered Balance: n/a

Project Title: Karuk Transitional Housing Program

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

Deliverables/Tasks Updates:

1.) # of bed nights	185																
2.) # of Victims/Served/Rfrals	8																
3.) # of Services Provided	105(80 transportation)(20 peer counseling)(5 house meetings)																
4.)Inquiries/applications out/applications in	3 (inquiries)/3(applications handed out)/ 1 (applications turned in)																
5.) Coordinated Community Response Meetings	Partner-N.California Tribal Court Coalition-Non-profit, non-governmental; Tribal Victim/Court services organization; Pikyav 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																
7) STATUS OF REUEST FOR NO COST EXTENSION	<table border="1"> <thead> <tr> <th>ID</th> <th>GAN Type</th> <th>Multipl e Awards</th> <th>Progra m Office</th> <th>Status</th> <th>Award Number</th> <th>Project Title</th> <th>Date Submitte d▼</th> </tr> </thead> <tbody> <tr> <td><u>753312</u></td> <td>Projec t Pd.</td> <td>No</td> <td>OVW</td> <td>Pending</td> <td>2012-TW-AX-0023</td> <td>Transition al Housing</td> <td>08/30/16</td> </tr> </tbody> </table>	ID	GAN Type	Multipl e Awards	Progra m Office	Status	Award Number	Project Title	Date Submitte d▼	<u>753312</u>	Projec t Pd.	No	OVW	Pending	2012-TW-AX-0023	Transition al Housing	08/30/16
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<u>753312</u>	Projec t Pd.	No	OVW	Pending	2012-TW-AX-0023	Transition al Housing	08/30/16										

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
Month To Date: n/a	Year to Date: n/a	
Outstanding Encumbrances n/a	Unencumbered Balance: n/a	% Used:n/a

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 eligible 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	6
2.) # of Services Provided	26
2.5) # of Referrals	1
3.) Screenings	Not reported
4.) Community Education	
5.) Coordinated Community Response	1. Project Connect Meeting-Hoopa 2. Yav Pa Anav 3. Pikyav DV Advisory Committee 4. DA Roundtable Humboldt 5. NCTCC
6.) Outreach Activities	
7.) Webinars/Trainings	

GRANT#3 G-16QNCAFPVS- Family Violence Prevention Services Program

Program Code: 5052-03	Awarded \$53,000	Term Dates: 10/1/2016-09/30/2018	Year to Date: n/a
Unencumbered Balance: n/a	Used: n/a		

Project Title: FVSP **Objectives:** Provide assistance to eligible victims of family violence & deliver outreach & education.

Deliverables\Tasks Updates:

1.) #of Victims/Survivors Served	6
2.) # of Support Services Provided	18
3.) Outreach and/or Education	
4.) Referrals	2

GRANT#4 2015 VRGXK048-DOJ/OJP/OVC-Tribal Victim Assistance Program

Program Code: 5094-13	Awarded \$353,757.00	Term Dates: 10/1/2015-09/30/2018
Month To Date: n/a	Year to Date: n/a	
Outstanding Encumbrances : n/a	Unencumbered Balance: \$265,898.52	Used: n/a

Project Title: Tribal Victim 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 staff	Completed
2.) Attend Required CTAS/OVC trainings and orientations.	Completed-Administrator and Fiscal attended February 1st and 2nd, 2016,and PA 7 (Office for Victims of Crime): February 3rd and 4th
3.) Intake/Screenings-Victims served	3

GRANT#5 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
Month To Date: n/a	Year to Date: n/a	Unencumbered Balance: n/a Used: n/a

Vision Statement: Empowered tribal youth and families that have taken control of their destiny, they are utilizing their culture and traditional support systems.

Mission Statement: Provide access to culturally responsive behavioral health/ support services and activities to eligible Karuk Youth and their families who are out of balance, with their mind, body and spirit.

Goal 1: *Design an operational Tribal Juvenile Healing to Wellness Court Program that offers culturally informed, holistically structured and phased alcohol and drug abuse treatment and rehabilitative services, to eligible at-risk involved tribal youth within 36 months*

Objective 1(A) *By the end of 36 months 45 low risk juvenile offenders and re-entering offenders residing within Karuk communities will have been provided culturally appropriate Juvenile Wellness Court Program Services.*

Objective 1(B) *By the end of 36 months the number of formal collaborative partners, community partners, and culturally informed stakeholders that can benefit and enhance the overall quality of services offered through the Juvenile Wellness Court Program will increase from five (5) to twelve (12).*

Objective 1(C) *By the end of 12 months Community of Practice Series focusing on Strategic Planning Toolkit will be completed.*

Deliverables\Tasks\Activity-Updates:

Recruit, interview, hire and train Compliance Officer	A.) <u>1/21/16</u> , Completed-Compliance Officer hired. July 12, 2016- Compliance Officer Position vacant. August 12, 2016 Screening Applications B.) 9/1/16: Interviews set for 2 nd Compliance Officer. Darryl McBride started September 13, 2016.
Community of Practice "Strategic Planning Toolkit - Session 9"	Partnership Development-Communication Planning "Planning for Sustainability" Tuesday September 27, 2016 Time: 1:00 pm - 2:30 pm Central/11:00 am - 12:30 pm Pacific/2:00 pm - 3:30 pm Eastern
Required Trainings/Meetings	The National Tribal Youth Conference will be held December 5th - 7th, 2016 in Palm Springs CA. The purpose of the gathering is to bring together programs for Tribal youth that are funded through the Office of Juvenile Justice and Delinquency Prevention, to learn from their peers and from leaders in the fields of youth development, juvenile justice, trauma-informed care and culturally.

SUMMARY:

- 1.) This Administrator fielded 13 emails pertaining to OJJDP/TTA and or Grants Manager during the month of August.
- 2.) This Administrator and the Compliance Officer worked with various stakeholders this reporting period pertaining to the implementation of the Youth Wellness Court Program. Darryl has been working closely with the Tribes Education Program in order to get acclimated to the community. Attendance at the Yav Pa Anav by the Court has been consistent. We have begun work on agreements (drafts) with Happy Camp High, Probation, Siskiyou County Behavioral Health , Karuk AOD and Karuk Mental Health and 2nd meetings are being coordinated.

KCDC Council Report

10/27/2016

Amkuuf – The Amkuuf Shop is fully staffed and supplies are coming in on a regular basis. Inventory was completed on 9/30/2016 in preparation for the upcoming audit.

Computer Centers – Frank has agreed to stay on at the Computer Center so we will not have a lapse in service at the Center. He does an excellent job and has been coordinating with the Student Services Coordinator to provide an ACT Prep Night, Financial Aid/Scholarship Night, and a Computer Coding Club that will run until December 15th. The Computer Center also hosted the Karuk Head Start program staff for 3-days training for the ChildPlus software which 13 staff members attended. Additional classes scheduled include a SAT Prep Night, and Microsoft Office tutorials.

In September there were 77 individual users for a total of 233 visits. Two of the individuals are using the Center for higher education purposes and 1 young student utilizes the Center for the Khan Academy. We have 1 regular volunteer that opens the Center on Saturday and are always looking for more volunteers so please spread the word.

Head Start – We recently had 4-days of T/TA as directed by the Office of Head Start (this is residual from our 2014 DRS for in-kind). Al Prince met with our Head Start team and staff during the 4-day time period. We had a conference call with our Head Start Specialist and 2 others on Thursday September 13th to discuss the visit and report. Unfortunately they didn't realize the report that was to be discussed during the call hadn't been sent to us so it was a short conference call. They stated they are very satisfied with the "progress" we are making. We have updated policies, procedures, and forms for Head Start in-kind and fiscal related data.

Interviews were held for the Head Start Cook position in Yreka; the position was offered and accepted. Once the training for the cook is completed we can begin bus service in that area.

With a lot of coordination and teamwork the Head Start grant was submitted on-time. Thank you to Priscilla, Donna, and Deanna for their hard work on the grant and to Tribal Council and the KCDC Board for being available for reviewing and approving the grant application and all of its many components.

The governance training for Head Start is scheduled for the 27th of October in Happy Camp from 10:00 – 1:00 p.m. with lunch provided. Those that need to attend from the Council are Josh Saxon and Renee Stauffer but we do realize it's on the same day as the Council meeting and understand if it's not possible to attend. We have parents and Policy Council members that will attend the training as well.

I have completed updating job descriptions (please see attached) for a Bus Driver/Classroom Assistant and a Head Start Teacher that need Council approval.

C Store – I recently attended a Tribal Summit Group meeting for C Stores held in Corning at Rolling Hills Casino. The Group is trying to get a Summit Group started for Northern California Tribes. Other tribe's attending included Pit River and Susanville Rancheria, both of which have C stores already.

The Tribal Summit Group was started in Washington State 2009 to share best practices with one another. Their mission is to encourage economic success in Indian Country by uniting tribes in the sharing of best practices, building effective relationships with partners and leveraging the strength of their members. As a result they have also leveraged buying power for Native American C stores.

As directed by Council at a KCDC board meeting the C store is now on hold until further notice.

Energy/Biomass – I received notice on Monday October 3rd that the BIA EMDP grant for a biomass/biofuel feasibility study was approved (see attached). The letter stated that they needed additional information which I resent to them. The additional documents needed were sent to them on August 12th and August 29th and I received delivery notification at that time, so somehow they just missed them in the many emails they received. As soon as everything is finalized we will be working on a contract with the Schatz Energy Resource Center as they were written into the grant to do the work.

Attachments: Head Start Teacher job description
 Head Start Bus Driver/Classroom Assistant job description
 BIA Grant
 KCDC Program Budget Worksheet

Action Items: Head Start Teacher job description
 Head Start Bus Driver/Classroom Assistant job description

KCDC Job Description Approval

Human Resources: *Alicia L Bernal* Date: *10.7.16*

^{TERO}
Program Director: *Alicia Wood* Date: *10.11.16*
~~Program Director:~~ *Alicia Wood* Date: *10.14.16*

Policy Council: _____ Date: *10.17.2016*

Meeting Phone Vote

KCDC Board: *[Signature]* Date: *10/17/16*

Meeting Phone Vote

Tribal Council: _____ Date: _____

Meeting Phone Vote

Requested by: *Karen Derry* Date: *10.5.2016*

Please note: This form must accompany all job description approval requests.

TERO - Please sign off by signing:

POSITION DESCRIPTION

Title: Head Start Teacher

Reports To: Head Start Director/Deputy Director

Location: Happy Camp Center or Yreka Center

Salary: \$12.00 to \$16.00 per hour, DOE

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

Summary: Under the general supervision of the Head Start Director or Deputy Director, the teacher will be responsible for implementing all Head Start Performance Standards. Provide general classroom oversight and monitoring, data entry, and participation in classroom operations including but not limited to; planning, assessments, organizing and maintaining accuracy in all paperwork related to program requirements within required timelines; provide assistance to support staff and program volunteers; follow established policies and procedures.

Responsibilities:

1. Shall complete all forty-five and ninety-day requirements as mandated by the Office of Head Start and in compliance with the Head Start Performance Standards and shall enter data into the Child Plus data entry system.
2. Shall create a developmentally appropriate educational plan for each child that includes the following components: problem solving, language acquisition, self-regulation, social skills, group cooperation, independence, social, emotional and cognitive and physical development; shall ensure the curriculum is culturally appropriate, implements school readiness goals, and is a reflection of the cultural population of the children served.
3. Shall screen/assess children using assigned developmentally appropriate tools to identify children who may be at risk in cognitive and emotional, physical, and social development, and will share the information with the parents/guardians in an appropriate manner.
4. Shall create and maintain a safe, engaging, and positive classroom environment that facilitates active learning, self-expression, and that encourages parent/guardian involvement.
5. Shall prepare weekly lesson plans and monthly teachers report to be submitted to the Director by the appointed time each month.
6. Shall work with the Head Start Cook to plan and implement nutrition education activities for the children; to provide nutritional education and information to the parents/guardians; to encourage parent/guardian participation in the classroom.
7. Shall provide or assign staff to provide oversight of and supervision for meal times and tooth brushing.
8. Shall seek out and provide community resources to enhance the daily program operation and make information accessible to the parents/guardians.
9. Shall work with the parent committee representative to support effective communication with parents/guardians.

10. Shall provide in-kind activities for parent/child engagement and encourage parent/guardian participation. Shall collect in-kind documentation weekly and provide documentation to the Director/Deputy Director as required.
11. Shall ensure that no child is ever left alone; shall provide supervision of the children at all times ensuring that all children are safe and in the teacher's line of sight at all times.
12. Shall coordinate with the Director and/or Deputy Director to implement emergency drills according to the Emergency Plan (i.e. fire drills, bus evacuation, earthquakes or other natural disasters).
13. Shall conduct and document a minimum of two (2) parent home visits and two (2) parent conferences per year.
14. Shall report suspicions of physical, social and emotional abuse or neglect of children to the Head Start Director and/or Deputy Director and the appropriate county and/or law enforcement agency.
15. Shall be available for local and out of the area travel as required for job related training, conferences, or workshops. Shall attend all required meetings and functions as requested.
16. 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 some 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, parents, and other staff 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.
3. 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.
4. 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, co-workers, and KCDC staff.
5. Professional Development: Participates in ongoing professional development including training and meetings as determined by the Head Start Director and/or Deputy Director.

Requirements:

1. Must have an AA in Early Childhood Education with 24 ECE units completed or be willing and able to obtain an AA in Early Childhood Education within 1-year of hire date.
2. Two (2) years experience teaching Head Start or preschool children including three (3) years as a volunteer or teacher's aide.
3. Must be certified or able to be certified in First Aid and Child CPR within three-months of hire and must have the ability to be recertified as required.
4. Must possess valid driver's license, good driving record, and be insurable by KCDC's insurance carrier.

5. Must sign and adhere to the Karuk Head Start Handbook, Employee Conduct and Confidentiality Statement, and the Karuk Tribe Personnel Policies.
6. Must be able to bend over, squat, lift, and carry up to 50lbs.
7. Must complete annual HIPPA training.
8. Must successfully pass a TB test (with negative result), pre-employment drug and alcohol 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.

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

Policy Council Approved: _____

KCDC Approved: _____

Tribal Council Approved: _____

KCDC Chair Signature:  _____

Date: 10/17/16

Chairman's Signature: _____

Date: _____

Employee's Signature: _____

Date: _____

POSITION DESCRIPTION

Title: Head Start Teacher

Reports To: Head Start Director/Deputy Director ~~Deputy Director/Executive Director~~

Location: Happy Camp Center or Yreka Center

Salary: \$12.00 to \$16.00 per hour DOE

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

Summary: Under the general supervision of the ~~Head Start Director or Deputy Director~~ ~~Deputy Director in Happy Camp, Center Supervisor on Yreka,~~ the teacher will be responsible for ~~meeting or exceeding~~ **implementing all** Head Start Performance Standards. Provide general **classroom** oversight ~~of the bus monitor/Classroom Assistant,~~ and monitoring, **data entry**, and participation in classroom operations including but not limited to; planning, assessments, ~~organization~~ **organizing** and maintaining accuracy in all paperwork related to program requirements within required timelines,; provide assistance to support staff and program volunteers,; and follow established **policies and** procedures ~~and assigned duties~~.

Primary Responsibilities:

- ~~1. Shall conduct intake and initial assessment on child using enrollment forms within forty five calendar days of start of school, and subsequent assessments as required by the Office of Head Start.~~ **Shall complete all forty-five and ninety-day requirements as mandated by the Office of Head Start and in compliance with the Head Start Performance Standards and shall enter data into the Child Plus data entry system.**
2. Shall create a developmentally appropriate educational plan for each child ~~to stimulate that~~ **includes the following:** problem solving, ~~encourage~~ language acquisition, self-regulation, social **skills**, group cooperation, independence, social, emotional, **and** cognitive and physical development; ~~making sure~~ **shall ensure** the curriculum is culturally appropriate, **implements school readiness goals**, and **is** a reflection of the cultural population of the children served.
3. Shall ~~screen/assess children using assigned developmentally appropriate~~ **evaluate students using assigned** tools to identify children who may be at risk in cognitive **and** emotional, physical, and social development, and ~~to~~ **will** share the information with the parents/**guardians in an appropriate manner.**
4. Shall create and maintain a safe, engaging, and positive classroom environment that facilitates active learning, self-expression, and **that encourages involvement of parent/guardian involvement.**

5. Shall prepare a ~~daily, weekly/~~ and monthly lesson plans ~~/calendar,~~ and monthly teachers report and submit to be submitted to the Head Start Executive Director by the 5th of appointed time each month.
6. ~~Shall seek out and provide community resources to enhance the daily program operation and make information accessible to the parents.~~ Shall work with the Head Start Cook to plan and implement nutrition education activities for the children; to provide nutritional education and information to the parents/guardians; to encourage parent/guardian participation in the classroom.
7. ~~Shall conduct developmental screening of children using approved tools within the required timeframe.~~ Shall provide or assign staff to provide oversight of and supervision for meal times and tooth brushing.
8. ~~Shall provide supervision in the classroom, bathroom, and playground, insuring that all children are safe and in the teacher's line of sight at all times.~~ Shall seek out and provide community resources to enhance the daily program operation and make information accessible to the parents/guardians.
9. ~~Shall develop and carry out an emergency plan for emergencies (i.e. fire drills, bus evacuation, earthquakes or other natural disasters) with the administrative team.~~ Shall work with the parent committee representative to support effective communication with parents/guardians.
10. ~~Shall conduct a minimum of two (2) parent contacts per school year and two (2) parent conferences.~~ Shall provide in-kind activities for parent/child engagement and encourage parent/guardian participation. Shall collect in-kind documentation weekly and provide documentation to Director/Deputy Director as required.
11. ~~Shall report suspicions of physical, social and emotional abuse, or neglect of children to the appropriate agency.~~ Shall ensure that no child is ever left alone; shall provide supervision of the children at all times ensuring that all children are safe and in the teacher's line of sight at all times.
12. ~~Shall attend workshops, trainings, and conferences and be available for local and out of the area travel as required for job related training.~~ Shall attend all required meetings and functions as requested. Shall coordinate with the Director and/or Deputy Director to implement emergency drills according to the Emergency Plan (i.e. fire drills, bus evacuation, earthquakes or other natural disasters).
13. ~~Other job related duties as assigned.~~ Shall conduct and document a minimum of two (2) parent/guardian home visits and two (2) parent/guardian conferences per year.
14. Shall report suspicions of physical, social and emotional abuse or neglect of children to the Head Start Director and/or Deputy Director and the appropriate county and/or law enforcement agency.
15. Shall be available for local and out of the area travel as required for job related training, conferences or workshops. Shall attend all required meetings and functions as requested.
16. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

Nutrition:

- ~~1. Shall be responsible for planning and implementing nutrition education activities with the Nutrition Coordinator/cook.~~
- ~~2. Shall provide oversight of/ and supervision for meal times, and tooth brushing.~~
- ~~3. Shall be responsible for providing nutritional education and information to the parents and community.~~

Administration:

- ~~1. Shall integrate and implement health related activities, nutrition education, and parent involvement in the daily program activities.~~
- ~~2. Shall work with the center parent committee representative to support practical communication to parents.~~
- ~~3. Shall be responsible for all monthly paperwork and submitted in the required time frame to the Head Start Executive Director/Deputy Director.~~
- ~~4. Shall meet with teaching staff on a weekly basis to plan activities.~~

Qualifications:

- ~~1. Must have the ability to work effectively with Native American people in culturally diverse environments and knowledge of the Karuk culture.~~
Cultural Competency: Ability to work effectively with Native American people in culturally diverse environments and knowledge of the Karuk culture.
- ~~2. Must have time management skills and work effectively under stressful conditions with an even temperament.~~
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.
- ~~3. Must have the ability to establish and maintain harmonious working relationships with other employees and the public.~~
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.
- ~~4. Must have the ability to understand and follow oral and written instructions.~~
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.
- ~~5. Must possess a depth of knowledge of the practices, principles, and objectives of the Head Start program or best practice in early childhood development.~~
Professional Development: Participates in ongoing professional development including training

and meetings as determined by the Head Start Director and/or Deputy Director.

6. ~~Must have the ability to plan and implement program activities, promote parent involvement, speak and write effectively, maintain records, assessments, and prepare parent conference reports, and maintain cooperative working relationships. Must have knowledge of computer and data entry skills.~~
7. ~~Have the ability to read, write, and perform mathematical calculations.~~

Requirements:

1. ~~Must be working towards~~ **have** an AA in Early Childhood Education with 24 ECE units completed by October 2013. ~~BA/AA in Early Childhood Education preferred.~~ **or be willing and able to obtain an AA in Early Childhood Education or related field within 1-year of hire date.**
2. Two (2) years experience teaching Head Start or preschool children including three (3) years as a volunteer or teacher's aide.
3. ~~Must be certified or able to be certified in~~ **obtain** a First Aid and Child CPR ~~Certification~~ within three-months of hire, and **must have the ability to be recertified as required** ~~recertification to remain current.~~
4. Must possess valid driver's license, good driving record, and be insurable by KCDC's **insurance** carrier.
5. Must **sign and** adhere to the **Karuk Head Start Handbook, Employee Conduct and Confidentiality Statement, and the Karuk Tribe Personnel Policies** ~~and sign the Karuk Tribal Head Start Employee Conduct and Confidentiality Statement.~~
6. ~~Must submit to a TB test annually and medical examination once every two (2) years.~~ **Must be able to bend over, squat, lift, and carry up to 50lbs.**
7. **Must complete annual HIPPA training.**
8. Must successfully pass a **TB test (with negative result)**, pre-employment drug **and alcohol** 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.

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

Policy Council/~~KCDC Board~~ Approved: August 2010
Revised: September 2013

KCDC Approved:

Tribal Council Approved:

KCDC Chair Signature:

Date:

Chairman's Signature: _____

Date:

Employee's Signature: _____

Date:

KCDC Job Description Approval

Human Resources: Alora L Bernal **Date:** 10.7.16

TERO Program: Deon Wood **Date:** 10-11-16

Program Director: Rebecca Stuck **Date:** 10.14.16

Policy Council: _____ **Date:** 10.17.2016

Meeting

Phone Vote

KCDC Board: [Signature] **Date:** 10/17/16

Meeting

Phone Vote

Tribal Council: _____ **Date:** _____

Meeting

Phone Vote

Requested by: Aaren Derry **Date:** 10.7.2016

Please note: This form must accompany all KCDC job description approval requests.

Position Description

Title: Bus Driver/Classroom Assistant

Reports To: Director/Deputy Director

Location: Yreka or Happy Camp Center

Salary: \$12.00 to \$16.00 per hour, DOE

Classification: Full Time, Non Exempt, Non Entry Level

Summary: Under the general supervision of the Director/Deputy Director and as part of the Head Start team, the bus driver has the primary responsibility for ensuring the health, safety and welfare of the children, and adults during bus transportation to and from the center and on field trips. It is also the role of the bus driver to communicate appropriately with children/parents/guardians, family members, and staff; guarantee that the bus is clean and in proper working condition at all times; determine and follow safe and efficient bus routes; ensure all children are in age appropriate child safety restraints; assist in ensuring child/staff ration is maintained on the bus and provide day to day guidance to the bus Monitor; maintain all required transportation records; ensure bus evacuation drill are held as required; shall assist in the classroom as directed; shall complete reports and data entry as required.

Responsibilities:

1. Inspect school bus daily at the beginning of each AM bus route using approved bus inspection sheet and ensure that the bus has sufficient fuel, all first aid supplies and safety equipment has been inventoried, communication device (cell phone, two-way radio) is in proper working order, and the bus is clean and free of debris. Report any concerns to the Director/Deputy Director before transporting children. Provide all inspection sheets to the designated person as required.
2. In coordination with the Director/Deputy Director or California Highway Patrol, develop and follow efficient and safe bus routes that ensure no child will be on the bus for more than one hour.
3. Ensure the safety and well-being of children and adults being transported to and from the program and on field trips. This includes working with the Bus Monitor to ensure all children are in appropriate child safety restraints at all times during transportation, aisles remain clear and emergency exits remain unobstructed at all times.
4. Follow all procedures to guarantee no child is left alone on the bus without adult supervision at any time, including insuring all children have departed the bus at the end of all bus routes (morning, afternoon, and during field trips or other special trips).
5. Provide oversight for the Bus Monitor and with the assistance of the Bus Monitor, ensure that child/staff ratios are maintained on the bus at all times and that safe bus loading and unloading procedures are followed.

6. Follows all procedures including signing children on and off of the bus, delivering them to the school or to persons authorized in writing by the parent/guardian and shall communicate with parents/guardians and family members in an appropriate manner at all times.
7. Arrange for and ensure accurate completion of all required inspections, maintenance and repairs and provide documentation to the Director/Deputy Director as required.
8. In coordination with the Bus Monitor and Teachers, shall ensure bus evacuation drills are completed as required and accurate documentation is submitted to the Director/Deputy Director.
9. In the event of an accident, assures that medical emergency procedures are followed; completes a written accident report as may be required law enforcement and in accordance with Karuk Head Start policies.
10. Assist in the supervision of children in the classroom, bathroom, on the playground, and on field trips as needed.
11. Assist in the preparation of lesson plans for field trips and other activities related to the school bus.
12. Report suspicions of physical, social and emotional abuse or neglect of children to the Director and/or Deputy Director and the appropriate county agency and/or law enforcement agency.
13. Shall be available for local and out of area travel for job related training, conferences or workshops. Shall attend all required meetings and functions as requested.
14. 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 have some 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.
3. 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.
4. 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.
5. Professional Development: Participates in ongoing professional development including required bus driver training and meetings, conferences and workshops as determined by the Head Start Director and/or Deputy Director.

Requirements:

1. Must possess a valid Class B driver's license with a passenger endorsement, current school bus driver certificate, good driving record, and be insurable by KCDC's carrier. Employee will be subject to random drug testing as per California law.
2. Must have a minimum of a CDA (Child Development Associate) or enrolled in a CDA credential program to be completed within two years, or enrolled in a program that will lead to an Associate Degree (as per Head Start regulations). A combination of training and/or experience which demonstrates a potential to perform the duties of the position will be considered.
3. Must be certified or able to be certified in First Aid and Child CPR within 30-days of hire and must have the ability to be recertified as required.
4. Must sign and adhere to the Karuk Head Start Handbook, Employee Conduct and Confidentiality Statement, and the Karuk Tribe Personnel Policies.
5. Must be able to bend over, squat, lift, and carry up to 50lbs.
6. Must successfully pass a TB test (with negative result), pre-employment drug and alcohol 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.

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

Policy Council Approved: _____

KCDC Approved: _____

Tribal Council Approved: _____

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

Chairman's Signature: _____ **Date:** _____

Employee's Signature: _____ **Date:** _____

Position Description

Title: Bus Driver/Classroom Assistant

Reports To: ~~Director/Deputy Director/Center Supervisor~~

Location: Yreka and or Happy Camp Centers

Salary: ~~\$9.00 to \$12.00~~ \$12.00 to \$16.00 per hour, DOE

Classification: Full Time, Non Exempt, Non Entry Level

Summary: Under the general supervision of the ~~Teacher/Center Supervisor~~ Director/Deputy Director, the bus driver ~~will be~~ has the primary responsibility for ensuring the health, safety and welfare of the children, staff and volunteers during bus transportation to and from the center and on field trips. ~~responsible for the safe transportation and delivery to and from the Head Start Center and field trips. Other responsibilities include: appropriate guidance and assistance in monitoring classroom activities, playground, and field trip supervision. Be able to participate and guide children appropriately and assist in providing a safe and sanitary environment for children. Must be able to communicate effectively and appropriately with children, parents/guardians /family members, and staff and act as a link between parents/guardians and the Head Start program. Must be able to follow detailed instructions and procedures, be proficient and accurate in all required paperwork, bus routes, school bus regulations and laws. Provide appropriate and general supervision and guidance for the Bus Monitor (Aide). It is also the role of the bus driver to: guarantee that the bus is clean and in proper working condition at all times; determine and follow safe and efficient bus routes; ensure all children are in age appropriate child safety restraints; assist in ensuring child/staff ratio is maintained on the bus and provide day to day guidance to the Bus Monitor; maintain all required transportation records; ensure bus evacuation drills are held as required; shall assist in the classroom as directed; shall complete reports and data entry as required.~~

Bus Driver Responsibilities:

1. ~~Shall inspect School Bus at the beginning of each AM bus route, using assigned bus inspection sheet.~~ Inspect school bus daily at the beginning of each AM bus route using approved bus inspection sheet and ensure that the bus has sufficient fuel, all first aid supplies and safety equipment has been inventoried, communication device (cell phone, two-way radio) is in proper working order, and the bus is clean and free of debris. Report any concerns to the Director/Deputy Director before transporting children. Provide all inspection sheets to the designated person as required.
2. ~~Shall fuel bus as needed with no children aboard.~~ In coordination with the Director/Deputy Director or California Highway Patrol, develop and follow efficient and safe bus routes that ensure no child will be on the bus for more than one hour.
3. ~~Shall be responsible for safe pick up and delivery of Head Start children to and from the Center and field trips.~~ Ensure the safety and well-being of children and adults being transported to and from the program and on field trips. This includes working with the Bus Monitor to ensure all children are in appropriate child safety restraints at all times during transportation, aisles remain

clear and emergency exits remain unobstructed at all times.

4. ~~Shall develop and follow approved route to pick up and delivery of children.~~ Follow all procedures to guarantee no child is left alone on the bus without adult supervision at any time, including insuring all children have departed the bus at the end of all bus routes (morning, afternoon, and during field trips or other special trips).
5. ~~Shall monitor and appropriately supervise children while on the bus.~~ Provide oversight for the Bus Monitor and with the assistance of the Bus Monitor, ensure that child/staff ratios are maintained on the bus at all times and that safe bus loading and unloading procedures are followed.
6. ~~Shall use sign in and out sheets for safety of children and family assurance.~~ Follows all procedures including signing children on and off of the bus, delivering them to the school or to persons authorized in writing by the parent/guardian and shall communicate with parents/guardians and family members in an appropriate manner at all times.
7. ~~Shall keep interior and exterior of bus clean and free of unsafe hazards.~~ Arrange for and ensure accurate completion of all required inspections, maintenance and repairs and provide documentation to the Director/Deputy Director as required.
8. ~~Shall maintain records and arrange for required maintenance checks and repairs.~~ In coordination with the Bus Monitor shall ensure bus evacuation drills are completed as required and accurate documentation is submitted to the Director/Deputy Director.
9. ~~Shall work directly with vehicle maintenance mechanic(s).~~ In the event of an accident, assures that medical emergency procedures are followed; completes a written accident report as may be required law enforcement and in accordance with Karuk Head Start policies.
10. Assist in the supervision of children in the classroom, bathroom, on the playground, and on field trips as needed.
11. Assist in the preparation of lesson plans for field trips and other activities related to the school bus.
12. Report suspicions of physical, social and emotional abuse or neglect of children to the Director and/or Deputy Director and the appropriate county agency and/or law enforcement agency.
13. Shall be available for local and out of area travel for job related training, conferences or workshops. Shall attend all required meetings and functions as requested.
14. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

~~Early Education Responsibilities:~~

1. ~~Shall assist in daily health observations of children and report observations to the Teacher.~~
2. ~~Shall observe students emotional, physical, and social behavior and report to Teacher.~~
3. ~~Shall assist in maintaining a positive environment that facilitates active learning, self-expression, and involvement of parents.~~

4. ~~Shall contribute to the preparation of lesson plans for field trips and activities related to the school bus.~~
5. ~~Shall provide information and communicate with parents/families about program related events.~~
6. ~~Shall provide safety at all times for children.~~
7. ~~Shall assist center staff in the supervision of children in the classroom, bathroom, playground and field trips.~~
8. ~~Shall report suspicions of physical, social and emotional abuse or neglect of children to the teacher, Deputy Director, or Director.~~
9. ~~Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings, trainings and functions as requested.~~
10. ~~Shall provide appropriate and general supervision and guidance to the Bus Monitor (Aide).~~
11. ~~Other job related duties as assigned.~~

Qualifications:

1. **Cultural Competency:** ~~Have the a~~Ability to work effectively with Native American people in culturally diverse environments and have **some** knowledge of Karuk culture.
2. ~~Have the ability to manage time well and work under stressful conditions with an even temperament.~~ **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.
3. ~~Have the ability to establish and maintain harmonious working relationships with other employees, Head Start families and community.~~ **Teamwork:** Strives to be “solution-focused” and present 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.
4. ~~Have the ability to understand and follow oral and written instructions.~~ **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.
5. ~~Have the ability to relate to 3, 4, and 5 year old children.~~ **Professional Development:** Participates in ongoing professional development including required bus driver training and meetings, conferences and workshops as determined by the Head Start Director

and/or Deputy Director.

6. Have the ability to read, write, and perform mathematical calculations.

Requirements:

1. ~~Must possess high school diploma or equivalent.~~ Must possess a valid Class B driver's license with a passenger endorsement, current school bus driver certificate, good driving record, and be insurable by KCDC's carrier. Employee will be subject to random drug testing as per California law.
2. ~~Must have one (1) year experience working with children. A combination of training and/or experience which demonstrates a potential to perform the duties of the position will be considered.~~ Must have a minimum of a CDA (Child Development Associate) or enrolled in a CDA credential program to be completed within two years, or enrolled in a program that will lead to an Associate Degree (as per Head Start regulations). A combination of training and/or experience which demonstrates a potential to perform the duties of the position will be considered.
3. ~~Must be able to demonstrate sound and mature judgment.~~ Must be certified or able to be certified in First Aid and Child CPR within 30-days of hire and must have the ability to be recertified as required.
4. ~~Must possess a First Aid and Child CPR Certification.~~ Must sign and adhere to the Karuk Head Start Handbook, Employee Conduct and Confidentiality Statement, and the Karuk Tribe Personnel Policies.
5. ~~Must possess a valid Class B driver's license with a passenger endorsement, current school bus driver certificate, good driving record, and be insurable by KCDC's carrier.~~ Must be able to bend over, squat, lift, and carry up to 50lbs.
6. ~~Must adhere to confidentiality policy.~~ Must successfully pass a TB test (with negative result), pre-employment drug and alcohol screening test, and a fingerprint criminal background check.
7. ~~Must submit to a TB test and medical examination once every two (2) years.~~
8. ~~Must successfully pass a pre-employment drug screening test, criminal background check, and be subject to random drug testing.~~

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

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

Policy Council/ KCDC Board Approved: August 2010

Chairman's Signature: _____

Employee's Signature: _____



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

SEP 30 2016

The Honorable Russell Attebery
Chairman, Karuk Tribe
P.O. Box 1016
Happy Camp, California 96039

Re: Approval of Karuk Tribe; 7/8/2016 P.L. 93-638 Self-Determination Contract Proposal for the EMDP

Dear Chairman Attebery:

On behalf of the Division of Energy and Mineral Development (DEMD), I am pleased to inform you that your P.L. 93-638 proposal for a FY 2016 Energy and Mineral Development Program (EMDP) has been reviewed and approved in the amount of \$107,287 for your project *KCDC Renewable Energy Grant*. A copy of this letter with the proposal is being forwarded to the Awarding Official for negotiation and award. Please note this approval does not give you authority to start incurring costs. The approved funding amount does not include contract support costs (CSC), such as indirect. CSC will be calculated and added to the contract by the Awarding Official.

This award should be considered committed pending receipt of the items requested in the attached letter sent July 28, 2016.

The DEMD has assigned Winter Jojola-Talbert, Electrical Engineer to serve as project monitor. Ms. Jojola-Talbert can be reached directly at (720) 407-0668 or at winter.jojola-talbert@bia.gov. The project monitor will be available to discuss or advise on technical issues of the project. In addition, all written correspondence concerning the project should be addressed to the project monitor, including required quarterly progress reports. All final decisions to approve or decline a request are the responsibility of the Awarding Official.

Congratulations on being approved for this funding and thank you for working to pursue economic development for your community. We wish you every success in your EMDP project this year. Please contact your project monitor if you have questions.

Sincerely,

Jack Stevens
Acting Director, Office of Indian Energy and
Economic Development

cc: Regional Director, Pacific Region
Karen Derry, Karuk Community Development Corporation

Enclosure

FINANCE SUMMARY EXPENDITURE REPORT
8/31/20136

PROGRAM FUND	BUDGET	August EXPENDITURES	YTD		REMAINING FUNDS	% EXPENDED
			EXPENDITURES			
Grant Funds						
CAL OES	\$ 125,000.00	\$ 8,302.19	\$ 86,327.24	\$ 38,672.76	69.06%	
EDA PLANNING GRANT	\$ 55,000.00	\$ 3,789.71	\$ 40,304.49	\$ 14,695.51	73.28%	
FEMA HAZARD MITIGATION	\$ 66,693.00	\$ 148.75	\$ 46,932.42	\$ 19,760.58	70.37%	
HEAD START	\$ 534,235.00	\$ 18,426.21	\$ 228,997.44	\$ 305,237.56	42.86%	
KLAMATH CAMPAIGN COORDIN.	\$ 103,187.00	\$ 10,775.86	\$ 95,842.38	\$ 7,344.62	92.88%	
SUBTOTAL Federal Grants	\$ 884,115.00	\$ 41,442.72	\$ 498,403.97	\$ 385,711.03		
FUELS REDUCTION PROJECTS						
KTHA FUELS REDUCTION II	\$ 103,604.70	\$ -	\$ 103,604.70	\$ -	100.00%	
WESTERN KLAMATH RESTORATION (WKRFP)	\$ 116,000.00	\$ 5,621.19	\$ 99,277.11	\$ 16,722.89	85.58%	
WESTERN KLAMATH RESTORATION (TREX)	\$ 128,000.00	\$ 14,273.21	\$ 14,273.21	\$ 113,726.79	11.15%	
WESTERN KLAMATH RESTORATION (HANDLINE)	\$ 50,400.00	\$ -	\$ 33,028.33	\$ 17,371.67	65.53%	
NRCS LOWER INDIAN CREEK	\$ 57,840.00	\$ -	\$ 57,887.74	\$ (47.74)	100.08%	
KRRBI	\$ 6,000.00	\$ 484.58	\$ 2,534.58	\$ 3,465.42	42.24%	
EIK PROJECT	\$ 64,352.00	\$ 7,206.47	\$ 7,206.47	\$ 57,145.53	11.20%	
WKRFP SHIVSHANEEN	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%	
WKRFP NFWF	\$ 131,000.00	\$ -	\$ -	\$ 131,000.00	0.00%	
WKRFP 2016 TREX	\$ 20,731.43	\$ -	\$ -	\$ 20,731.43	0.00%	
SUBTOTAL FUELS REDUCTION PROJECTS	\$ 697,928.13	\$ 27,585.45	\$ 317,812.14	\$ 380,115.99		
BIA FIRES						
ROUGH FIRE	\$ 79,162.90	\$ -	\$ -	\$ -	0.00%	
ROUTE FIRE	\$ 70,210.72	\$ -	\$ -	\$ -	0.00%	
PONY FIRE I	PENDING					
PONY FIRE II	PENDING					
OFFFIELD FIRE	PENDING					
WILDERNESS FIRE	PENDING					
PONY FIRE III	PENDING					
GAP FIRE	PENDING					
SUBTOTAL BIA FIRES	\$ 149,373.62	\$ -	\$ -	\$ -	0.00%	
ADMINISTRATIVE	\$ 540,638.11	\$ 34,851.64	\$ 379,339.02	\$ 161,299.09	70.17%	
AMKJUF	\$ 1,200,753.80	\$ 96,683.37	\$ 1,092,094.98	\$ 108,658.82	90.95%	
NOTES						
SUBTOTAL OTHER	\$ 1,731,416.75	\$ 359,254.96	\$ 878,519.96	\$ 852,896.79		
GRAND TOTAL	\$ 1,731,416.75	\$ 359,254.96	\$ 878,519.96	\$ 852,896.79		