

**KARUK TRIBE
COUNCIL MEETING AGENDA**

Thursday, April 27, 2017, 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

IT-Out of State Travel

- Requesting approval for out of state travel for Dennis Donahue to attend the 2017 Spice World Conference in Austin, Texas, October 8th- 12th, 2017

TANF-Out of State Travel

- Requesting approval for out of state travel for Jennifer Goodwin to attend the 2017 National Energy Utility Affordability Conference (NEUAC) in Ft. Lauderdale, FL, June 24th- 29th, 2017

F) APPROVAL OF MINUTES (March 23, 2017)

H) OLD BUSINESS (Five Minutes Each)

1.

I) GUESTS (Ten Minutes Each)

II) DIRECTOR REPORTS (Ten Minutes Each)

1. Laura Mayton, Chief Financial Officer (written report)
2. Dora Bernal, HR Director (written report)

3. Lester Alford, TANF Director (written report)
4. Leaf Hillman, DNR Director (written report)
5. Sandi Tripp, Director of Transportation (written report)
6. Emma Lee Perez, Contract Compliance (written report)
7. Trista Parry, Grants Coordinator (written report)
8. Eric Cutright, IT Director (written report)
9. Sara Spence, Interim KTHA Director (written report)
10. Dion Wood, TERO/Childcare Director
11. Rose Butterfly, Education Coordinator (written report)
12. Karen Derry, KCDC Operations Manager (written report)
13. Scott Quinn, Director of Land Management
14. April Attebury, Judicial Systems Administrator (written report)

K) REQUESTS (Five Minutes Each)

M) PHONE VOTES (Five Minutes Each)

1. Request approval to sign ROI with DCHS. Passed.
2. Request approval of resolution 17-R-045 IMLS basic library grant. Passed.
3. Request approval to donate three rocks to the Yreka Greenway Project. Passed.
4. Request approval to add another youth to the previously approved CalDay event. Passed.
5. Request approval of procurement and allow the purchase of finger-printing equipment from Vigilant. Passed.
6. Request approval of procurement and allow the purchase of equipment from Crossmatch. Passed.
7. Request approval to pay Sullivan invoice in total for work on Tribes legislation and lobbying appointments. Passed.
8. Request approval of agreement 14-A-088 (1). Passed.
9. Request approval to issue insurance for agreement 17-A-031 Fair Agreement. Passed.
10. Request approval of agreement 17-A-031 between the Tribe and Siskiyou Golden Fair. Passed.
11. Request approval of resolution 17-R-043 and press release issuing a moratorium on fishing at Ishi Pishi Falls. Passed.
12. Request approval of resolution 17-R-044 authorizing approval of youth grant. Passed.
13. Request approval of CHS Case #286. Passed.
14. Request approval of CHS Case #284. Passed.
15. Request approval to send Descendant to rehabilitation. Passed.
16. Request approval for youth to attend HSU Conference. Passed.

M) INFORMATIONAL (Five Minutes Each)

N) COMMITTEE REPORTS (Five Minutes Each)

1. KTHA Meeting Minutes
2. NCIDC Meeting Minutes

OO) CLOSED SESSION (Five Minutes Each)

1. Robert Attebery (dinner break)

2. Fatima Abbas
3. Sharon West
4. Angela Baxter
5. Eric Cutright
6. Colleen Goodwin
7. Dion Wood
8. Barbara Snider
9. Tribal Council Members

P) SET DATE FOR NEXT MEETING (May 25, 2017 at 3PM, Happy Camp, CA)

R) ADJOURN

**Karuk Tribe – Council Meeting
March 23, 2017 – Meeting Minutes**

Meeting called to order at 3pm by Vice-Chairman, Robert Super

Present:

Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Arch Super, Member at Large
Josh Saxon, Member at Large
Renee Stauffer, Member at Large (late)
Alvis “Bud” Johnson, Member at Large (late)

Absent:

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

Bud completed a prayer and Robert Super read the Mission Statement.

Agenda:

Renee Stauffer moved and Arch Super seconded to approve the agenda with changes, 5 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Josh Saxon moved and Renee Stauffer seconded to approve the consent calendar, 5 haa, 0 puuhara, 0 pupitihara.

Minutes of February 23, 2017:

Arch Super moved and Michael Thom seconded to approve the minutes, 5 haa, 0 puuhara, 0 pupitihara.

Old Business:

Robert asked about Tribal loans. He asked about the zero balance and how long that stays on. They can be removed anytime.

Guests:

None at this time.

Director Reports:

1) April Attebury, Judicial Systems:

April is present to review her report. She has one action item. She has an out of state travel request for the family violence specialist to attend. The travel is for a fiscal person, administrative person and the house manager for the transitional house.

Josh Saxon moved and Renee Stauffer seconded to approve out of state travel for 3 staff to Scottsdale AZ, May 2-4, 2017, 5 haa, 0 puuhara, 0 pupitihara.

Her other item is informational is the DA roundtable with Humboldt County. April noted that Buster and Josh get the emails for the meetings and they have been discussing sheriff coverage in Orleans. He works in Orleans 2 days a week. April noted that maybe the Council would like to do a formal invitation to him to introduce him to the community. He began working in the

community in January but there have been some reports that he has not been seen 2 days per week in the local area. April has heard this as well, that is why she brought it up to suggest reach out for an invitational meeting.

April then reported that Humboldt County has invited the Tribe to honor national crime victims' rights week. Also April is sexual assault awareness month, child abuse prevention month, and victims of crimes awareness month. Josh advised that confirming a Council Member would be good. Bud and possibly Buster will attend the April 7th candle light vigil.

Josh Saxon moved and Renee Stauffer seconded to approve April's report, 5 haa, 0 puuhara, 0 pupitihara.

April then introduced Marissa Bostik who is the transitional house manager in Yreka. Marisa provided her business cards.

2) Dora Bernal, HR Director:

Dora is present to review her report. She has a few action items. She has a position description for a Natural Resources Technician III.

Bill noted that this is a new position. There has been a technician specific to Food Security, but this position is specific and broad enough to have positions move under different divisions as grant funding is lost or obtained.

Arch Super moved and Renee Stauffer seconded to approve the Natural Resources Technician III with change, 5 haa, 0 puuhara, 0 pupitihara.

She then provided the staff day agenda. It will be discussed in closed session.

She then sought approval for Serena Chavez to attend San Diego NIGA Conference 2017 in San Diego CA. The Council moved it to closed session.

Dora noted that a Tribal Liaison was hired for victim assistance. A second round of fire crew members was done and a total of 16 people will be hired. She received training on live scans and this will be eligible for potential elected candidates.

Renee asked if Dora reviews the delinquent list for persons who may owe the Tribe money to get agreements to repay that. Dora noted that she does.

Renee Stauffer moved and Josh Saxon seconded to approve Dora's report, 5 haa, 0 puuhara, 0 pupitihara.

3) Karen Derry, KCDC OM/ED:

Karen is present to review her report. She noted that there is an alternative to tobacco chew product. On May 24th they are going to have a customer appreciation day, which she invited the Council to attend as well.

Frank has been working with TANF and they are going to begin classes that serve the TANF clients.

She provided an overview of the Head Start Team Meeting. Robert is listed to do possible mock reviews with Head Start sometime in the future. They want to do mock reviews so that the staff is

trained on the process and what the Director and others are responsible for during the review. It will help the staff understand their role in reviews.

She noted that a resolution has been submitted to the Office of Head Start and she will get their feedback and sent to the Tribal Council and KCDC Board for approval.

The biomass feasibility study will be moving along. The total grant received for this study was estimated at \$127,000 for the work and indirect.

She participated in a State Board of Equalization on taxation for a casino. She thought it was just for economic development but it was geared more toward casinos.

Josh asked if there is a KCDC Planning Session coming up. Karen noted that yes on March 27-28, 2017. She is working with Fatima on Tuesday morning on items and both Michael and Robert will be there.

Arch Super moved and Renee Stauffer seconded to approve Karen's report, 5 haa, 0 puuhara, 0 pupitihara.

4) Scott Quinn, Director of Land Management:

Scott is present to review his report. Scott reviewed his report. He noted that regulations allow the Tribe to use a policy during the purchase of the property. This information will be submitted to the solicitor's office. He reviewed the current trust applications and the progress of them.

He then presented a request for a purchase agreement under 17-A-024 for property. It is an offer agreement. Michael asked how much the Tribe paid for the property. Michael commented that this is difficult because the Tribe purchased this property and then the Tribe purchases this property back. Sara noted that the persons fulfilled their loan and it is paid off. Michael noted that the property was purchased by the Tribe and even though paid off, it was to the Tribal Member. Scott was unsure how it works but she is the legal owner.

Josh Saxon moved and Arch Super seconded to approve agreement 17-A-024, 5 haa, 0 puuhara, 0 pupitihara.

Scott added that if the Tribe wants to discuss this in closed session they may to provide a maximum amount.

Scott then presented agreement 17-A-025 with Evans Building & Excavating to provide a temporary road easement. There is a termination of the agreement by September 30th to decommission of the temporary road and everything returned back to normal by the end of time.

Arch Super moved and Renee Stauffer seconded to approve agreement 17-A-025, 5 haa, 0 puuhara, 0 pupitihara.

Scott then continued to review his report. He got a call from Chris Kutskey, noting that space in the Shasta Building is becoming available its 6,000 more square feet. There is an estimated 16-18 rooms. Scott noted that he discussed this with HHS and noted that possibly administration can use it. Eric noted that it cost about \$50k for making the currently rented facility to have it habitual for the staffing. Eric then advised that there were several building updates required to make the facility usable. Laura can provide the current financial information if the Council should want it.

Renee Stauffer moved and Bud Johnson seconded to approve Scott's report, 5 haa, 0 puuhara, 0 pupitihara.

5) Lester Alford, TANF Director:

Lester is present to review his report. He reported on his program summary, currently 43 clients. Orleans made their 50% work participation rate. He has switched to doing more projects. He has a lot of state funding to spend so he is working on projects throughout the community.

Arch asked about a food handler's certification next month. Arch asked if TERO is providing assistance toward this. Dion will work with TANF on this.

Lester then announced that any department can put in for a project. It can be a family or individual. It has to involved Indian people, and basically to provide an outline on what to be successful toward. If the programs include domestic violence or reduce pregnancy then those are very viable. He asked that those project requests be submitted at minimum 2 weeks prior to the event.

Josh suggested that he send a summary of eligibility and a copy of the template project document, to guide the staff in how to complete the necessary requirements for seeking funding toward a project.

Renee Stauffer moved and Arch Super seconded to approve Lester's report, 5 haa, 0 puuhara, 0 pupitihara.

6) Emma Lee Perez, Contract Compliance:

Emma Lee is present to review her report. She highlighted the CSD homeless grant program. The CSD direct funding purchased Orleans t-shirts and basketballs and the youth is very excited about it. It is nice to see the impact of the Tribes funding.

The language RFP has gone out and there are some changes so that will be adjusted. The NOFA for ANA has not been released to date. The goal is to select a grant writer for the proposal before the NOFA is released.

The ICDBG has received its first draft or design for the facility. It is the complete design other than furniture and windows. Josh asked if another meeting will be scheduled for review of the design to provide feedback and comments.

Travois is working on the additional services to their design contract which is a master design plan. This will allow for a plan for building or a second phase.

She then presented a contract for the Harlem Allstars under contract 17-C-051. This is a project funded by TANF in conjunction with the Education Department for two days of 3 hour camps for youth in both Happy Camp and Yreka.

Arch Super moved and Renee Stauffer seconded to approve contract 17-C-051, 5 haa, 0 puuhara, 0 pupitihara.

She then presented agreement with Northland Business Cable for cable services for the casino project under 17-A-029. Eric reviewed them as well.

Arch Super moved and Bud Johnson seconded to approve agreement 17-A-029 with Northland Cable, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve agreement 17-A-028, 5 haa, 0 puuhara, 0 pupitihara.

She then presented procurement and contract with DT Builders for repairs to the roof. M & I funds from Indian Health Services will cover part of the roof and HVAC. Contract is 17-C-050 with DT Builders.

Arch Super moved and Renee Stauffer seconded to approve contract 17-C-050, 5 haa, 0 puuhara, 0 pupitihara.

She then submitted procurement and contract 17-C-048 with DT Builders to complete work on the Orleans Senior Center. The funding will come from Third Party. Josh asked if the Health CEO has a signatory line or knowledge of this. He would like to have the Health CEO sign acknowledging the contract and costs. It will be tabled for Kori to review and sign approving.

She then presented an amendment to agreement 12-A-009 (1) with Indian Health Services. It is reprogramming planning funds to construction funds. This is an administrative pass through.

Josh Saxon moved and Renee Stauffer seconded to approve 12-A-009 (1), 5 haa, 0 puuhara, 0 pupitihara.

She then presented modification (1) to 17-C-034 for a master site plan. Laura Olivas is putting in a request to HRSA for carryover funds, if not approved it would go to Third Party. The cost is not to exceed \$10,000. There is a pay scale attached which estimates not to exceed \$10,000.

Josh Saxon moved and Bud Johnson seconded to approve contract 17-C-034 (1), 5 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Renee Stauffer seconded to approve Emma Lee's report, 5 haa, 0 puuhara, 0 pupitihara.

7) Eric Cutright, IT Director:

Eric is present to review his report. He first sought approval of sole source procurement with Peterson CAT; it is retroactive due to storm weather. The generator needed fixed right away and the invoice went over the procurement quote. It was for work done to repair the data center generator during severe weather and bring the data center back up that operates the clinics.

Josh asked if Laura has reviewed this.

Arch Super moved and Josh Saxon seconded to pay Peterson CAT invoice for generator repairs, 5 haa, 0 puuhara, 0 pupitihara.

He then sought approval for screens and computers that will go on carts at all three clinics. He will bring more procurement for the behavioral health facility which is more extensive. The telemedicine grant is mainly covering these costs along with matching funds.

Josh Saxon moved and Bud Johnson seconded to approve procurement and allow the purchase of equipment from Zones, 5 haa, 0 puuhara, 0 pupitihara.

He explained that several employees are purchasing drop box options for their work. However the Tribe can purchase its own software and equipment for the Tribe to share its own documents. This purchase isn't for transferring files to internal agencies but external agencies. Alex then discussed the struggle for use of iPad in using drop box items to iPad machines to the GIS software. He noted that this would need to be worked out, but Eric doesn't advise to pay for a drop box. This will require staff training but IT can provide that. April asked if the outside agency wants to use drop box as well, instead of purchasing drop box software.

Arch Super moved and Renee Stauffer seconded to approve procurement with Softnet Solutions, 5 haa, 0 puuhara, 0 pupitihara.

His last item is to upgrade the security on the Tribes computers. Avast is currently installed but new software can detect if a computer is getting decrypted and secures it without passing on the virus. He would like to switch to Kaspersky Security. Both Sara and Karen have signed off on their portion of the costs. This is in response to the new IT landscape across the nation.

Josh asked if this company assumes any kind of liability if the Tribe gets hacked. Eric commented that this will be a case by case basis and the company if able to prove the Tribe was negligent then there would be no liability to them directly. This is common practice for any other company.

Arch Super moved and Bud Johnson seconded to approve procurement and allow the purchase of new security software, 5 haa, 0 puuhara, 0 pupitihara

Josh Saxon moved and Arch Super seconded to approve Eric's report, 5 haa, 0 puuhara, 0 pupitihara.

8) Laura Mayton, CFO:

Laura is present to seek approval of her action items. She would like to add two more vehicles to the auction list.

Josh Saxon moved and Renee Stauffer seconded to add the vehicles to the auction list, 5 haa, 0 puuhara, 0 pupitihara.

She then would like to seek approval of a builders risk policy. Contractors have insurance as well, but the Tribe would have their own insurance. She is seeking approval to extend coverage.

Josh Saxon moved and Renee Stauffer seconded to approve insurance coverage in the amount of \$13,628.53, 5 haa, 0 puuhara, 0 pupitihara.

Trista Parry then updated the Council on her Wellness / Health Facilities Project Information. She is continuing to move forward on this project. As items are moving forward she will keep the Council informed. She noted that Kori would like to have a Happy Camp Medical and Dental Clinic combined with two different entrances and expansion in services toward a pain clinic. Trista asked if the Council could determine what naming the project could be. She is hoping to have this potential project is to be submitted to Travois prior to her travel. She also would like to report on jobs retained and sustaining employment through this project. She will provide that information as well.

She would like consensus to submit the action items to Travois. This is a partnering project between several departments. Josh then discussed the notation of Third Party without the Health CEO input. Trista is still working on this, but there is no commitment on this to date. Josh believes that the Happy Camp budget is a moving target. Sara advised to stick to the costs of building in Happy Camp even if Travois wants to lower it. It was an item that KTHA learned when they adjusted their initial cost of construction. Laura would advise to make this project feasible and realistic and not go too large. Trista would like to include different options of funding availability. Laura noted that during training it will help identify the projects and allowable direction to draft a good proposal and have preliminary discussions with Travois.

Consensus: to submit information to Travois for the Tribe Wellness Center/ Health Facilities project.

Michael Thom moved and Renee Stauffer seconded to approve Laura's report, 5 haa, 0 puuhara 0 pupitihara.

Josh Saxon moved and Renee Stauffer seconded to approve Trista's report, 5 haa, 0 puuhara, 0 pupitihara.

9) Sara Spence, Interim KTHA ED:

Sara is present to review her report. She noted that she has heard from Steve Baker. They are continuing to develop the progress on the water agreement for KTHA expansion. A total of 22 homes have been done of the 40 that were negotiated. The COY is stating that they only want to agreement on the 70 homes. However the fee notation implies a tax on the Tribe and each cost is about \$6,500 per home. Steve noted that this conversation has been anticipated over a year ago and the COY has sat on this for a year.

The draft agenda for the KTHA BOC is attached. She included numbers on unit prep. They go 4 done last month, and have a newly added 12 to complete. In Yreka there may be slow movement because two apartments need foundation work. Arch asked about posting notice on a home that states it is under repairs. The KTHA BOC will discuss this. Orleans has two coming up for lock outs and 2 more vacancies. There will be 4 units in Orleans. They will review the wages so that they are getting more applicants.

The tax credit project is behind schedule. She noted that the end date completion must be met. Fiscal Year 17 funding has not been received, which makes them nervous but they are monitoring it. One office, Senator Harris' office would like to schedule a meeting in Sacramento and she will forward that information once it is determined.

The road in Happy Camp is being repaired. It will take a bit to get it moving including better weather.

The Orleans water project will continue. Scott will file a report because the Tribe owns the property and they will evaluate equipment for monitoring of the water. While in DC they learned of infrastructure funding. She is hoping to obtain that information to work toward water system improvement in Orleans.

Staffing is moving along and there is only one vacancy at KTHA.

Arch asked about KTHA being developed at allotted sites. Sara clarified that not the lots, but homes negotiated. Sara clarified that there are 18 more homes to be built and persons should be encouraged to apply.

Arch commented that during the TERO Commission Meeting they were discussing ground moving above the emergency units. Sara noted that there are two playgrounds and two community gardens in the area. Arch also commented that purchasing or building another water tank for Yreka may be an option. Laura noted that Indian Health Services purchased it, not directly the Tribe.

Josh Saxon moved and Renee Stauffer seconded to approve Sara's report, 5 haa, 0 puuhara, 0 pupitihara.

10) Dion Wood, TERO/Childcare:

Dion is present to review his report. He asked about calls from venders and others that want to be a part of the casino project. Dion will refer all calls to Brenda Sanchez. He has an MOU with Caltrans for a project at the Peach Creek Bridge. It is under MOU 17-M-008 between the Karuk Tribe and Caltrans.

Bud Johnson moved and Arch Super seconded to approve 17-M-008, 3 haa, 0 puuhara, 1 pupitihara (Josh Saxon).

TERO will be sponsoring another fire line safety class in Happy Camp. The Regional northwest training is coming up. He would like to send two TERO Commissioners to this training; Lavon Kent and Red Hockaday for out of state travel. The TERO Commission approved this.

Renee Stauffer moved and Arch Super seconded to approve out of state travel for Red Hockaday and Lavon Kent to Washington, 4 haa, 1 puuhara (Josh Saxon), 0 pupitihara.

Dion has arranged to have a food safety manager's class in Yreka. It is a five year certification being held on May 6th. It is limited to 30 individuals. This will help with the fair as well as qualified individual's for the casino project.

Dion would like to work on a sales tax ordinance. This could be a potential way to generate a discretionary pot of funding. Dion believes that this is a project that can be done by the Tribe but all programs should participate in this. Sandi noted that a year ago, she sent Fatima the Sales Tax Ordinance and it is old and outdated. Sandi hasn't heard back on this but she has mentioned it a few times to the Tribal Council. It requires legal assistance. If there is a clear direction then the venders will know what to do and how to use it.

He then commented that the new Administration may unfold new regulations or financial burdens but it is unclear at this time.

Renee Stauffer moved and Josh Saxon seconded to approve Dion's report, 5 haa, 0 puuhara, 0 pupitihara.

11) Rose Butterfly, Education Director:

Rose is not present, report provided.

Renee Stauffer moved and Arch Super seconded to approve Rose's report, 5 haa, 0 puuhara, 0 pupitihara.

12) Leaf Hillman, DNR Director:

Leaf is not present. Bill, Toz and Alex are present. Bill updated the Council on WKRP and it moving along. There is a modification (5) coming forward but since then the Tribe was notified that the National Fish and Wildlife Foundation would like to invest into the project near Somes Bar. The scoping is out now for this project and it's available for review. The Tribe is going to have to have a 1 to 1 match for \$500,000 if the funding from Cal Fish & Wildlife is received for the Elk monitoring.

Toz is present to seek approval of two procurements. He first sought approval for fisheries procurement to purchase radio tags from lotech wireless. It is sole source because they are the only entity that makes them.

Josh Saxon moved and Bud Johnson seconded to approve procurement and allow the purchase for fish tags, 5 haa, 0 puuhara, 0 pupitihara.

He then sought approval for the purchase of software needed to read water quality sampling equipment. It is sole source based on the compatibility of the equipment.

Renee Stauffer moved and Bud Johnson seconded to approve procurement and allow the purchase of software equipment for water quality, 5 haa, 0 puuhara, 0 pupitihara.

Alex presented a grant proposal under resolution 17-R-021 to the national Park Service under the Tribal Heritage Division. The Tribe has applied for these funds before and has received them. This year's proposal is to resurvey approximately 8 sites that were identified in 1978. The request is for Arch Tech time and Alex's to go into the field and complete the site updates.

Josh Saxon moved and Renee Stauffer seconded to approve resolution 17-R-021, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve DNR's report, 5 haa, 0 puuhara, 0 pupitihara.

13) Sandi Tripp, Director of Transportation:

Sandi is present to review her report. Sandi has some action items, including Itroop. She discussed the issue on Itroop previously and she had a contract for its repairs. She worked with Federal Highways and the BIA. She was able to show the issues of concerns and offering to provide funding toward fixing the route. It could be more and they will pay actual costs of the repair to the road. She provided documentation on the project and it will also be required to submit to Federal Highways.

She would like to seek approval resolution 17-R-036. Josh asked about this being under a declaration of a state of emergency. Barbara commented that the declaration can be done directly and in combination with the County's declaration. Sandi noted that the road can be included; however this is fast and direct funding through roads avenues.

Arch Super moved and Renee Stauffer seconded to approve resolution 17-R-036, 5 haa, 0 puuhara, 0 pupitihara.

Josh asked about the rock slope protection and where they get that. Sandi noted that they are very expensive and hard to get. Sandi is not sure offhand. Josh noted that there is some rock for sale in Yreka. Sandi noted that she will work on that option and evaluate using casino site rock.

She then sought approval of RFA funding under resolution 17-R-037 for an additional add on to the RFA for amendment (1) to the program agreement.

Josh Saxon moved and Bud Johnson seconded to approve resolution 17-R-037 authorizing approval of amendment (1) to RFA with Federal Highways, 5 haa, 0 puuhara, 0 pupitihara.

She presented a contract for approval for engineering services. The agency works with other tribal agencies. It is under contract 17-C-045.

Josh Saxon moved and Arch Super seconded to approve contract 17-C-045, 5 haa, 0 puuhara, 0 pupitihara.

There is a plan and review for the parcel in Orleans. The focus area is the whole downtown corridor. There is a local coordinator, design team, local government commission and the Karuk Tribe. Sandi will oversee the whole process. They will develop an advisory group and she would like to have Council participation. There is a list of stakeholders that will be involved as well.

Sandi is working with Laura Mayton on an equipment budget. She is evaluating the needs and she will be working on procurement for equipment. She works with her staff to identify needed equipment and she consults them on needs for the program.

Josh asked how Bud's road was moving along. Sandi noted that the County is now moving on that road.

Arch Super moved and Bud Johnson seconded to approve Sandi's report, 5 haa, 0 puuhara, 0 pupitihara.

Phone Votes:

1. Request approval of the Karuk Tribes comments regarding PCUC. Passed.
2. Request approval to provide up to \$300 for assistance to Tribal Member #451. Passed.

Closed Session:

Informational: updated report was received regarding Council investigation into recent actions taken and reported incident.

Josh Saxon moved and Renee Stauffer seconded to approve the Yurok Tribe legislation support letter and the letter shall be provided once the Yurok Tribe provides their letter of support for the Tribes own land legislation, 4 haa, 1 puuhara (Michael Thom), 0 pupitihara.

Josh Saxon moved and Bud Johnson seconded to approve the request for consultation regarding groundwater sustainability, 5 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Renee Stauffer seconded to approve the LEP Policy for the Tribe, 4 haa, 0 puuhara, 1 pupitihara (Arch Super).

Michael Thom moved and Josh Saxon seconded to approve out of state travel for Fatima Abbas to Scottsdale AZ, 5 haa, 0 puuhara, 0 pupitihara.

Informational: to have Committees work with communication to ensure members are being respectful and productive on the Tribes time.

Next Meeting: April 27, 2017 at 3pm in Yreka.

Renee Stauffer moved and Josh Saxon seconded to adjourn at 10:03pm, 5 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider



KARUK TRIBE JUDICIAL

Administrative Office

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COUNCIL REPORT 4/27/2017

I. GRANTS AND PROGRAMS ADMINISTERED BY JUDICIAL SYSTEM

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

Program Code: 5094-05 **Awarded \$725,366.00 Term Dates:** 10/1/2012 -03/31/2017
Extended to 09/30/2016: Extended to 03/31/17: Extended to 09/30/2017.
Month to Date: \$7,725.90 Year to Date: \$82,278.47 Unencumbered Balance: \$63,530.61

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 | 302 |
| 2.) # of Victims/Served | 12 |
| 3.) # of Services Provided | 189(161 transportation)(18 peer counseling)(8 house meetings)(1 referral) |
| 4.)Inquiries/applications out/applications in | 0 (inquiries)/0(applications handed out)/ 0 (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 |

GRANT#2: G-16QNCAVPS- Family Violence Prevention Services Program

Program Code: 5052-03 **Awarded \$53,000 Term Dates:** 10/1/2016-09/30/2018 **Year to Date: \$7,535.44**
Month to Date: \$703.24 Year to Date: \$14,429.62 Unencumbered Balance: \$38,645.38

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

Deliverables/Tasks Updates:

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

GRANT#3: CTAS 2014–TW-AX-0040-DOJ/OVAW Grants to Indian Tribal Governments Program

Program Code: 5094-11 **Awarded:** \$543,525.00 **Term Dates:** 10/1/2014-09/30/2017
Month to Date: \$305,008.17 **Year to Date:**\$82,636.03 **Unencumbered Balance:** \$208,266.91

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 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 | 5 |
| 2.) # of Services Provided | 13(10advocacy/courtaccompaniment)(1transportation)(2counseling/support) |
| 2.5) # of Referrals | 3 |
| 3.) Screenings | Not reported this month by program staff |
| 4.) Community Education | 7 |
| 5.) CCR | 1.Yav Pa Anav 2. Pikyav DV Advisory Committee 3. NCTCC |
| 6.) Outreach Activities | |
| 7.) Healthy Relationship-School Talking Groups | Not reported this month by program staff (94)students –groups/Orleans, Junction and Happy Camp Elem |

GRANT#4 2015 VRGXX048-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:\$6,372.30 **Year to Date:** \$33,943.11 **Unencumbered Balance:** \$225,176.71

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 Rudy Aguirre, Tribal Liaison started 4/4/17 |
| 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 | 1 |
| 4.) Trainings | New Hire completed ISSA 4/11/17 and began VAT required online modules Shadowed with Youth Wellness Court |
| 5.) Collaboration/partnerships | Attended YavPaAnav meeting in Happy Camp 4/11/17 4/13/17 Introduction to Director and Dept. Director SDVCC Yreka |

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: \$4,519.61 Year to Date: \$54,144.53 Unencumbered Balance: \$195,160.90 | | |

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 | Compliance Officer. Darryl McBride started September 13, 2016. |
| Community of Practice "Strategic Planning Toolkit - Sessions" | Completed |
| Activity Performed | |
| 1. Continued updates to the The Yav Pa Anav Resource Guide. | |
| 2. Youth Wellness Compliance Officer Program Data collection/case management | |

Youth Wellness Compliance Officer Program Data

3/17/17- Attended program training “Athletes Committed” (Redding, CA)

3/22-3/28- Attended the UCLA Youth Conference and Basketball tournament where 4 youth registered in our youth wellness program participated. This event helped give these youth an opportunity to participate in college tours on the route to So Cal as well as give them exposure to other tribes and different cultural learning’s. This event definitely impacted our youth in cases which some were thrilled to see that there was so much opportunity outside of Siskiyou County & some being overwhelmed never being around so many people in their life. Overall I think that the youth in our program really appreciated the opportunity given to them seen what and where living positive lives can get them in life.

Our Youth Wellness Court Program -6 Youth total enrolled in Youth Wellness Program

Compliance Officer and staff have been in constant contact with our youth to ensure they are complying with school requirements and good behavioral standings. In meeting with all the students involved in our program there seems to be a strong need in Math/English tutoring which will be facilitated through our education department. Youth in our program have been receptive to speaking to other facilitators should they seek treatment or other needs met by other departments within our tribe.

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 – April 27th, 2017****IT-Out of State Travel**

- Requesting approval for out of state travel for Dennis Donahue to attend the 2017 Spice World Conference in Austin, Texas, October 8th- 12th, 2017

TANF-Out of State Travel

- Requesting approval for out of state travel for Jennifer Goodwin to attend the 2017 National Energy Utility Affordability Conference (NEUAC) in Ft. Lauderdale, FL, June 24th- 29th, 2017

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Karuk Tribe Consent Calendar

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KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Dennis R. Donahue Jr. **Destination:** Austin, TX
Departure Date: 10/8/2017 **Time:** _____ **Return Date:** 10/12/2017 **Time:** _____
Program Charged: Information Technology **Account:** 1020-15-7300
Description & Purpose of Travel: To attend the 2017 SpiceWorld Conference

**** CHECK ITEMS NEEDED ****

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

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

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

Tribal Vehicle Personal Vehicle

FROM: Orleans, Ca TO: Medford, OR

OTHER:

| | | | |
|---|--------|---|--|
| <input checked="" type="checkbox"/> Registration | | | |
| Submitted Yes <input type="checkbox"/> No <input type="checkbox"/> | \$ 299 | - | |
| <input checked="" type="checkbox"/> Airfare: (If yes, which airport?) | \$ - | | |
| <input checked="" type="checkbox"/> Baggage | \$ - | | |
| <input type="checkbox"/> Shuttle/Taxi/Tolls: | \$ - | | |
| <input type="checkbox"/> Gasoline: | \$ - | | |
| <input checked="" type="checkbox"/> Parking: | \$ - | | |
| <input type="checkbox"/> Other: | \$ - | | |
| TOTAL: | \$ - | | |

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above

I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 business days of my return from this trip.

Traveler: _____

Date: 3/23/17

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

Is this travel reimbursable by another agency? Yes No

If yes, which agency? _____

Contract modification required? Yes No

***** MANDATORY AUTHORIZATIONS *****

Supervisor Approval: Gris Wright Date: 3/23/17

Program Director (if different): _____ Date: _____

Tribal Chairman Approval: _____ Date: _____

(/spiceworld/)

[HOME \(HTTPS://WWW.SPICEWORKS.COM/SPICEWORLD/\)](https://www.spiceworks.com/spiceworld/)

[AGENDA \(HTTPS://WWW.SPICEWORKS.COM/SPICEWORLD/AGENDA/\)](https://www.spiceworks.com/spiceworld/agenda/)

[TRAVEL \(HTTPS://WWW.SPICEWORKS.COM/SPICEWORLD/TRAVEL/\)](https://www.spiceworks.com/spiceworld/travel/)

[INFO](#)

THE AGENDA

[REGISTER \(HTTPS://WWW.CVENT.COM/EVENTS/SPICEWORLD-AUSTIN-2017/REGISTRATION-754113B342D341588251F4B2CAA23B8C.ASPX\)](https://www.cvent.com/events/spiceworld-austin-2017/registration-754113b342d341588251f4b2caa23b8c.aspx)

Our three-day event is jam packed with loads of practical sessions to help you do your job better. Get a glimpse into what to expect at SpiceWorld this year – full agenda details to come this summer.



DAY 1

October 9

Beat the rush! Pick up your badge today and start game planning your SpiceWorld agenda. Catch up with SpiceWorld attendees old and new, meet up with a SpiceBuddy, explore Austin, or even take a tour of Spiceworks HQ (where all things spice... come to life!). Be sure to join us back at the Austin Convention Center this evening for the Welcome Shindig and Sponsor Showcase. You'll get a first look at the SpiceWorld expo hall, access to awesome swag, and a chance to chat with tech vendors and fellow IT pros over a cold one. Cheers!



DAY 2

October 10

Come early, fuel up with breakfast, and get pumped for a full day of technical content: 20+ sessions from tech experts, Spiceworks, and tech vendors. You'll also have time to mingle with other IT pros and check out sponsor booths between sessions, over breakfast and lunch, and during the happy hour. We'll wrap up the night on a high note with the SpiceWorld Party at Austin City Limits at Moody Theater – don't miss it!

Want a flavor for what SpiceWorld sessions are all about? Checkout our hottest sessions from last year below.

**DAY 3**

October 11

Kick-start your morning with breakfast and plenty of coffee! We've got another jam-packed day full of sessions, the vendor expo, and hanging with your peers. Make sure to stick around for the final general session – your chance to win \$15k+ in prizes by participating in the Passport to Prizes program. After that, grab a drink and toast another SpiceWorld in the books!

Want a flavor for what SpiceWorld sessions are all about? Checkout our hottest sessions from last year below.

What can you expect from SpiceWorld sessions? Check out our top rated 2016 sessions below.

**A Brave New World: Windows 10 Security Unleashed** by Andy Malone

Windows 10 is here. But behind all the glitz and the glamour, what really matters to customers is security. Join Andy Malone as he delves deep into a selection of Windows 10's top security secrets. From Credential Guard and Device Guard to Microsoft Passport, Security Auditing and Enterprise Data Protection. With the Windows 10 platform now spanning multiple devices, it's more important than ever that security and

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Jennifer Goodwin **Destination:** Medford Airport Ft. Lauderdale, FL
Departure Date: 6/24/17 **Time:** 8:00 AM **Return Date:** 6/29/17 **Time:** 5:00 PM
Program Charged: TANF **Account:** 5150 20 7300.00
Description & Purpose of Travel: 2017 National Energy Utility Affordability Conference

**** CHECK ITEMS NEEDED ****

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

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

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

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

Tribal Vehicle **Personal Vehicle**

FROM: H.C. **TO:** Medford

OTHER:

- Registration Submitted Yes No
- Airfare: (If yes, which airport?)
- Baggage
- Shuttle/Taxi/Tolls:
- Gasoline:
- Parking:
- Other:

| | | |
|---------------|------|--|
| \$ - | | |
| \$ - | | |
| \$ - | | |
| \$ - | | |
| \$ - | | |
| \$ - | | |
| \$ - | | |
| TOTAL: | \$ - | |

I certify that the estimated costs are reasonable and needed to conduct program activities. In the event I fail to complete this travel or if I terminate employment, I authorize the Karuk Tribe to deduct actual costs of this travel from any monies due me at termination of employment. I also certify that any travel for which I have requested an advance/reimbursement was completed as outlined above

I authorize the Karuk Tribe to deduct from my payroll check any part of this advance not substantiated by original receipts within 10 business days of my return from this trip.

Traveler: Jennifer Goodwin **Date:** 3/29/17

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

Is this travel reimbursable by another agency? Yes No

If yes, which agency? _____

Contract modification required? Yes No

***** MANDATORY AUTHORIZATIONS *****

Supervisor Approval: [Signature] **Date:** 3/29/17

Program Director (if different): _____ **Date:** _____

Tribal Chairman Approval: _____ **Date:** _____

Jennifer C. Goodwin

From: Brittany Souza
Sent: Tuesday, November 01, 2016 8:04 AM
To: Lester Alford; Jennifer C. Goodwin
Subject: FW: Save the Date - NEUAC 2017 Conference

FYI

From: Susan Gove [<mailto:events@gove.org>]
Sent: Monday, October 31, 2016 8:08 AM
To: Brittany Souza
Subject: Save the Date - NEUAC 2017 Conference



[Save the Date](#) (Click this link to view the flyer)

NEUAC 2017 Conference

Please mark your calendar today for the **2017 National Energy Utility Affordability Conference** to be held **June 26-28** at the Harbor Beach Marriott in Ft. Lauderdale, Florida.

Our 2017 conference will feature attendees' regional interests, water affordability issues, seniors' needs, renewable energy options, disaster planning / recovery and much, much more. You'll have about 600 colleagues to network with, learn from and share your successes.

The beautiful Marriott is right on the beach, so think about staying a couple of extra days to enjoy the sunshine Florida has to offer!

We will be sending the full conference brochure and hotel reservation information in January.

Tell friends --- please feel free to forward this message to colleagues!

If you have any questions right now, please contact our conference manager Sue Gove at sgove@gove.org.

neuac

National Energy and Utility
Affordability Coalition

2017 Annual Conference Sunny Solutions to Self Sufficiency



SAVE THE DATE

This conference is for those whose mission is to strengthen the **ENERGY SAFETY NET** of the people they serve.

JUNE 26-28, 2017



WHAT: Proven and Innovative approaches to serving **low-income energy consumers**, including

- Vulnerable Populations
- Energy Efficiency and Renewables
- Energy Policy and Advocacy
- Energy Assistance and Education
- Fundraising for Energy Assistance Agencies
- Tribal Issues
- Utility and Regulations

WHERE: Marriott Harbor Beach Hotel (\$199/night)
Ft. Lauderdale, FL

Watch your mail for a registration brochure in early spring, or visit www.neuac.org

Please direct inquiries to
NEUACconference@gove.org



ABOUT...

neuac

NEUAC is a broad-based coalition of diverse organizations with a mission to increase awareness and understanding of the needs of low-income energy consumers; formulate and advance low- and moderate-income energy policy; and provide information, data and technical assistance in the creation and development of fuel funds and statewide fuel fund networks.

Special Topics this Year

- Focusing attention on our seniors' needs
- Successful techniques for increasing self-sufficiency
- Viable solutions for low-income consumers safe and affordable water
- Examining renewables as options for low-income consumers
- Attendee collaboration on regional issues
- Disaster planning / post disaster recovery

NEADA June 24-25, 2017

National Energy Assistance Directors' Association

NEADA, the primary education and policy organization, supports state and tribal LIHEAP directors by providing information about effective, efficient Home Energy Assistance Services. NEADA also builds awareness and works to resolve issues related to home energy-related constraints facing the low-income public.



Karuk Tribe Council Report

From: Laura Mayton
Meeting Date: April 27, 2017
Location: Orleans

ACTION ITEMS

I do not have any action items at this time.

2018 INDIRECT COST PROPOSAL

I am about two thirds of the way finished with the Tribe's fiscal year 2018 Indirect Cost Proposal. Sinead Tally's job description is being changed so she will be included in the indirect cost pool for fiscal year 2018. Fatima's new staff attorney will also be added to the pool. Although we are adding additional positions to the pool, I am still hoping to keep the rate consistent with the past few years.

I hope to have the proposal ready for Tribal Council approval in time for the regular May Council meeting.

EMPLOYEE EVALUATIONS

Most of the evaluations for my employees are complete, but I still need to schedule time to meet with each of them to review their evaluations. It has been difficult to find time for this, but I am committed to having it done by the end of the second week of May.

CASINO PROJECT

The Casino Project is moving forward.

The 5th pay application for this project has been processed. The total amount borrowed to date for this project is \$6.1 million.

GAMING COMMISSION

Serena Chavez, Dora Bernal, Michael Thom and I attended two and a half days of excellent gaming commissioner training at the Blue Lake Casino. Fatima joined us for the 1st day of training. Jason Ramos and his staff were great. They took us on tours of their surveillance room and the back of the house. They covered the licensing and internal audit functions and provided Title 31 training. They let us sit in while they screened two applicants for licensing and much more.

NAFOA

Buster, Arch and I will be attending NAFOA training in San Francisco on Monday April 24th and 25th. Thank you for nominating me for the NAFOA Executive of the Year Award. Although I am not looking forward to talking in front of so many people, I really do appreciate the recognition. The awards ceremony will take place during a luncheon on April 25th.

Dora Bernal
Human Resource Director
Tribal Council Report
April 27, 2017

Hires:

- Student Services Specialist – Yreka – Frederick Schantz
- Judicial Court – Tribal Liaison – Rudy Aguire
- Sipunuk Library Assistant – Happy Camp – Elaine Spence
- DNR – Crewmember: Franklin Donahue
Will Harling
Ronald Reed Jr
Brendan Tweig
Scott Harding
Karuna Greenberg
Melissa Van Scoyoc
Luna Latimer

Interviews/Advertisements Pending:

- Maintenance Worker – Deadline: March 20, 2017
- KTHA – Executive Director – Open Until Filled
- Self-Governance – interview: March 21, 2017 (Open Until Filled)
- People Center Coordinator – Open Until Filled
- KTHA – Construction Crew Member II
- KTHA – Landscape Architect/Maintenance Engineer
- Cultural Resource Technician I
- Domestic Violence Service Specialist
- Youth Education & Outreach Services Specialist (Interview May 2, 2017))
- Natural Resource Technician III (Interview May 2, 2017)
- People Center Coordinator

Action Items:

1. Approval of job descriptions: KCDC – Economic Developer/Operation Manager
2. Approval of staff nomination sheet – Finalize
3. Approval to move forward with training for Next Management Team Meeting

Meetings/Training/Other:

- Siskiyou County – Oath for Notary
- KCDC Strategic Planning – Canyonville, CA
- April 4, 2017 Gaming Commission Meeting – Yreka
- April 10-12, 2017 Blue Lake Gaming Commission

- April 12, 2017 KCDC Board Meeting
- April 14, 2017 Live Scan

Policies: Ongoing discussions

-

Native Nations Events – Stephanie Licata

Team Building for Managers

Does your team operate like a well-oiled machine? Underestimating the power of team building is a critical blind spot for most managers. *Your ability to build trust and cohesiveness within your team is a key measure of your success as a manager in any setting. Whether you are a manager or an HR professional, this course gives expert insight into how to incorporate team building into the culture of your organization.*

In this 60-minute course, you'll

- Understand how to build trust amongst your team.
- Discover small activities and exercises that increase team cohesion.
- Learn how to train other managers in team building.
- Explore designing team building initiatives to solve communication challenges.
- Understand how to leverage team building to increase productivity.

Coaching & Feedback Skills

Keeping employees motivated is a challenge for every organization regardless of size or industry. The key is tapping into the individual's INNER motivation to go above and beyond. *This course teaches you the secrets to finding unique ways to increase the motivation of employees, while increasing engagement, productivity and profitability simultaneously!*

In this 60-minute course, you'll

- Understand the importance of employee motivation.
- Explore differences between intrinsic and extrinsic motivation.
- Uncover motivation myths.
- Review tips on motivating employees.
- Discover the impact of appreciation from an organizational perspective.
- Understand different ways to express appreciation in the workplace.
- Connect motivation to employee engagement.



NATIVE NATION EVENTS

Leadership Solutions Group

April 17, 2017

Dora,

Thank you for reaching out to inquire about team building and conflict management training for your staff. Team building is a unique approach to solving communication and organizational challenges that support building trust, deepening work relationships and improving collaboration between individuals for the future. The following is a proposed statement of work based on your request.

Your success is important to the NNE Leadership Solutions Group and we look forward to the opportunity of working with you to bring these plans to life.

Sincerely,

Stephanie Licata

Managing Director of Training & Business Development
Native Nation Events Leadership Solutions Group

www.nativenationevents.org

201-857-5333

Stephanie@nativenationevents.org



NATIVE NATION EVENTS
Leadership Solutions Group

Native Nation Events, LLC

CONFIDENTIAL and PROPRIETARY INFORMATION

**INFORMATION TO BE USED ONLY FOR THE PURPOSE OF
QUALIFYING FOR THE PROJECT HEREIN SPECIFIED AND KEPT
CONFIDENTIAL BY RECIPIENT
NOT TO BE DISTRIBUTED UNLESS SPECIFICALLY
AUTHORIZED BY NNE, LLC.**



NATIVE NATION EVENTS Leadership Solutions Group

Project Outline

Goals and Objectives

The primary goals of this program are to:

- Plan a 1-day Team Building Communication Training for the Karuk Tribe Management Staff.
- Design an anonymous feedback survey to increase an understanding of the training population's needs.
- Customize existing team building communication training content to serve the needs of Karuk Tribe Management Staff.
- Facilitate an interactive team building communication training.
- Provide follow up support tools to secure implementation of communication processes.

Services

Discovery and Training Design Phase

Our process begins with a discovery period. We will work with key members of The Karuk Tribe and review relevant information that you provide.

This includes:

- The design and analysis of an anonymous survey for the training population in preparation for designing the training content.
- Consultations with representatives of the Karuk Tribe to provide feedback and input in the customization of training and support tools
- Instructional Design of all training content, resources and handouts.

Should new requirements or requests emerge that change the scope of this proposal, we will request a change order in writing at subsequent meetings.

Delivery of Training

We will use the information gathered during the discovery and design phase to deliver a customized interactive and hands-on 1-day team building training at a date and time mutually agreeable between NNE LSG and The Karuk Tribe

This includes:

- o Training Facilitation.
- o All materials and resources for during and post training
- o Training Survey Feedback Design and Execution.



NATIVE NATION EVENTS

Leadership Solutions Group

Training Plan

Module 1: Leadership Communication Foundations

Participants will:

- Explore different leadership styles to be used in specific situations.
- Explore strategies for working effectively with others possessing differing communication styles.
- Understand how to deal with people that have differing communication styles.
- Integrate the mission and vision of the tribe into communication styles and personal motivation.

Module 2: Team Building For Managers

Participants Will:

- Understand how to build trust amongst your team.
- Discover small activities and exercises that increase team cohesion.
- Learn how to train other managers in team building.
- Explore designing team building initiatives to solve communication challenges.
- Understand how to leverage team building to increase productivity.

Module 3: Conflict Management Part 1

Participants will:

- Take the Thomas-Kilmann Conflict Assessment (provided by our organization)
- Debrief their results: understand their current conflict style in working on joint projects and tasks
- Understand how they communicate in a group/project setting and its impact on themselves, others and the tribe's short and long term goals

Module 3: Conflict Management Part 2: Simulation - Dealing with Differing Conflict Styles

Participants Will:

- Work collaboratively on a small group project to completion
- Observe and evaluate their own behavior in a collaborative situation
- Observe and evaluate their reactions to the behaviors of others in a collaborative situation
- Reflect on how to work effectively with differing conflict styles

Module 5: Personal & Collective Communication Development Plan

Participants will:

- Work together to create a communication charter for the team that they will adhere to.
- Share their own personal commitment to communicating and collaborating effectively.
- Set and commit to 2 main organizational communication goals.
- Be coached in designing actions to achieve those goals.
- Design structures to hold each other accountable for goals over time.



NATIVE NATION EVENTS Leadership Solutions Group

***Additional topics may be added to support data collected from survey data**

Resource for follow up support

Training participants will receive a workbook of resources to help support the practice of skills learned in the training for future use. Resources will correspond to each training module.

Project Management

Project planning and scheduling, status meetings, email updates and supports change management guidance and communication.

Investment Quote

| Project Phase | Description | Total |
|---|---|----------------|
| Discovery and Training Design Phase | Consultation calls, instructional design, review of provided information, discuss details and desired outcomes, design and analysis of survey feedback. | NONE |
| Delivery of LIVE On-Site Training for Up to 20 Participants | Facilitation of 1- day custom manager communications, resources, tools, design of post training survey, | \$5,500 |
| Design and production and provide follow up training resources | Design of a communication resource guide for each participant with tools that correspond to each training module. | NONE |
| Project Management | All communications, tracking of project, email and phone support. | NONE |
| Total | | \$5,500 |

Terms

Terms of this project and contract for signature will be provided when The Karuk Tribe and NNE LEADERSHIP SOLUTIONS GROUP have agreed upon the scope and deliverables. If additional services are requested, we will communicate to client potential changes to estimate via written change order.



NATIVE NATION EVENTS Leadership Solutions Group

The Karuk Tribe is responsible for providing the following:

- All relevant documents and processes to facilitate the project
- All travel, lodging and meal expenses for 1 lead trainer (to be invoiced after training event and due within 14 days)
- Training Facility
- Projector
- Podium
- Flip Chart and Markers

Payment Schedule

- \$2,500 to secure contract and begin work
- \$3,000 14 days prior to Live Training

Department of Natural Resources

39051 Highway 96
Post Office Box 282
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**DEPARTMENT OF NATURAL RESOURCES
TRIBAL COUNCIL REPORT
April 2017**

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**

Travel Status

**DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill
Tripp**

Fire Adapted Communities Pilot/Fire Learning Network Projects

In April I attended the annual meeting of FAC Network partners. It was a very productive workshop and we have coordinated some potential activities to help build our workforce development actions and activities. We received high praise for our Reserved Treaty Rights Lands Report from the National Fuels Program Manager at the Office of Wildland Fire. It was the only example forwarded on from BIA-NIFC to the OWF. In talking to folks from both OWF and both sides of the Forest Service Washington Office (State and Private Forestry and National Forest System) it appears that we may be able to coordinate the formulation of a Workforce Development Program Manager Position to serve as a shared position for the Western Klamath Restoration Partnership.

Additionally, we have coordinated with our friends from the Tahoe Fire and Fuels Team to send some folks to their Leadership Training (L-280) as well as to pilot a Workforce Development Exchange project that I hope will grow into something larger. The idea being that we will send 2 or 3 people to work with them for a week or two and get experience working in more populated community with other organizations on defensible space project; and they will send 2 or 3 people our direction so as to work in a more rural/forest environment with more of an ecological focus.

I also prepared a perspective paper to send to an assembly meeting to inform this year's Cal-Fire program/budget development. This was a follow-up to our Sacramento meeting with Cal-Fire. Reports came in from folks attending the assembly meeting and many were surprised at the statements made by Cal-Fire asking to scale up prescribed burning, establish shared liability mechanisms for burning together, and to establish partnerships with federal, tribal, and local government, NGO's, and academic institutions.

Food Security Project

Dan Sarna and Craig Tucker have been working on comments to the State Elk Herd Management Plan revisions; I have been working closely with them in the formulation of comments into this process. Adding another layer of supervisory duties to my schedule (Sipnuuk Division Coordinator) has been a challenge but I am starting to adjust into the role. It has been quite the learning curve getting familiar with People's Center projects well enough to oversee their implementation. With any luck, we will be able to transition out of those roles and focus on Pikyav Field Institute activities with that position in the near future.

Western Klamath Restoration Partnership (WGRP)

Public Scoping has closed, not many submitted comments, which is a good thing. There has been a lot of work getting things together for this field season. Mod's #5 #6 have come in and we are working out a few minor miscommunications prior to hiring for the season. We are on track to get the treatment units "flagged and tagged" this season so we can hopefully begin treatment this fall or next spring. Equipment exclusion zones for mushroom and other sensitive resource areas are also being identified for protection.

The Salmon River and Happy Camp projects are also progressing to the initial stages of planning, though funding is not as likely on the Klamath National Forest side of the line, there have been discussions as to securing some small amounts to begin to coordinate more closely on getting these projects underway.

For updated information on the Western Klamath Restoration Partnership go to: <https://www.facebook.com/WesternKlamathRestorationPartnership/>

To learn more on the Cultural Resources survey approach to using Traditional Ecological Knowledge as our foundation see:

<http://mapabing.org/2017/01/13/the-western-klamath-restoration-partnership/>

Organizational Leadership and Capacity Building

A couple more attempts at fundraising for the Endowment for Eco-cultural Revitalization have occurred via Booster.com, however the minimum orders have not come in. It may be time to use another platform, or establish lower pricing for shirts. Taking pre orders is another option but may be labor intensive to manage during the work week. Renee donated a handmade quilt for a fundraiser raffle in support of the Endowment for Eco-Cultural Revitalization. Ticket sales have been underway and they seem to be quite popular. If anyone is interested in helping to sell tickets or is interested in purchasing some, please contact Romney Beck at the Department of Natural Resources.

We are nearing completion of the design and engineering services contract. We will have a final review of the documents on the 19th so they can be completed by the end of the month and the information will be available for incorporation into the ICDGB grant proposal.

For updated information on the Endowment for Eco-Cultural-Revitalization go to:

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

For more information on the launch of Rallyup.com campaign see:
<https://go.rallyup.com/eco-cultural-endowment-1>

To share a link to the Humboldt Area Foundation for the purposes of soliciting donations to the Endowment use:
<https://www.hafoundation.org/EcoCultural>

Travel

See Fire Adapted Communities Pilot/Fire Learning Network Projects section above.

WATER QUALITY COORDINATOR/ Susan Fricke

Participated in the following meetings/processes:

- Facilitated a CCHAB quarterly meeting in Sacramento and participated in co-chair and GUS subcommittee calls.
- Participated in Cultural Beneficial Uses meetings with Tribal caucus. Adoption hearing will be held May 2nd in Sacramento.
- Participated in a meeting with the SWRCB, ODEQ, and USGS to discuss timelines and the monitoring and science needs for the 401 for dam removal.
- Attended and helped chair the biannual KBMP meeting in Klamath.
- Met with the Korean environmental group at Iron Gate to discuss water quality, dams, and toxic algae.
- Participated in a DNR coordination meeting.
- Participated in FASTA team calls.
- Attended Harmful Algae Bloom webinars.

Reports

- Council Report
- Comments on EPA recreational standards for cyanotoxins

Water Quality Crew Update

- Our full crew is back on now and super busy. They are getting all of our sondes up and running and real-time on our website: waterquality.karuk.us
- The crew is closely coordinating with OSU to get fish disease samples to the lab even faster this year. Samples are collected Monday, shipped to OSU on Tuesday, received and processed by OSU on Wednesday, and then the results are reported to the FASTA group on Thursday. This is the fastest the results have been available before, and this will help inform flow releases if fish disease levels exceed designated thresholds.

FISHERIES PROGRAM/Toz Soto

Over the past 30 days the Fisheries Program has begun spring monitoring in projects that include out migrant juvenile fish trapping on the lower Salmon River and mainstem Klamath near Big Bar. The lower Salmon Trap was installed a few weeks later than normal because of high flows. This season we are working collaboratively with the Salmon River Restoration Council with operation of the traps. Besides collecting normal data additionally we will be collecting genetic samples for UC Davis. Samples will be tested by Dr. Mike Millers and his lab. He will be looking for the early migration genetic marker for spring run chinook as part of his studies on the genetic difference between races of Chinook Salmon. The data is important because it could support actions for greater protection and conservation of Spring Run Chinook. His studies could lead to Endangered Species Act listing for Spring Chinook.

The Lamprey Radio Telemetry study began in early April. Lampreys are beginning to be caught in some of the down river trapping locations.

Tribal biologists are working collaboratively with agencies and local nonprofits on restoration planning across the Klamath Basin. Collaboration with Middle Klamath Watershed Council is ongoing with several large projects. They range from large scale floodplain habitat assessments to large scale stream channel restoration planning and fish passage projects. Planning is being done on a large in stream project along Horse Creek where approximately a mile of stream channel is proposed to be restored including floodplain and off channel habitats. Work continues on the lower Seiad Creek habitat project that we expect to be implemented this summer. Karuk Fisheries biologists are working with the Salmon River Restoration Council on three large projects including flood plain work along the mainstem North Fork Salmon River at Kelly's Bar and Red Bank Campground. A fish passage project is also being designed for Hoteling Creek where a culvert replacement with a bridge and channel realignment is proposed. We are also assisting with design of a habitat project in lower Knownothing Creek and Methodist Creek where the use of engineered wood structures is proposed. Field reviews and sit down meeting occurred during April with more meeting planned as the field season gets underway.

A group of instream habitat restoration practitioners, including myself, toured restoration sites in Washington State in late March. The group of Klamath people visited other rivers and tribal territories as part of the ongoing Klamath Field Exchange program sponsored by MKWC. We looked at many rivers along the Olympic Peninsula including the Elwha River and dam removal site. Also toured some large scale wood structures on the Clearwater and Quinault Rivers where methods are being pioneered by a group of tribal sponsored engineering and river morphology experts. New methods of instream restoration were explored and could be implemented in the Klamath Basin.

Other work included our annual updates to the Pacific Coastal Salmon Recovery online reporting database for projects funded during fiscal years 2015 and 2016. Reporting to this database is required twice per year.

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

NATURAL RESOURCES POLICY ADVOCATE/ Craig Tucker

WATERSHED RESTORATION PROGRAM/ Earl Crosby

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

- Horse Creek Project

The Draft EIS is scheduled to be released on April 28th. I will provide a briefing with Council once the alternatives are closer to being finalized. I anticipate this to occur by the May Council/DNR Meeting.

- Westside

All salvage activity is on-hold until weather and road conditions improve.

- Lower Seiad Creek Restoration

Working with Humboldt County, Dept of water Resources and the NCRP in an attempt to reallocate Prop 84 Grant funds toward this project. Anticipated to begin this work in July once Seiad Creek goes subsurface throughout the project area.

- Seiad Creek Road Decommissioning

In discussions with KNF on possible Cost Share Agreement for work in Seiad Creek drainage.

- Happy Camp Community Wildfire Protection Plan Update

In the initial phase of working with the Happy Camp Fire Safe Council on the update.

- Inter Tribal Work Group-Humboldt County Commercial Medical Cannabis Ordinance/Trespass Grows

We set up a meeting in Blue Lake with the Humboldt County Tribal Staff to discuss in Humboldt County Commercial Medical Cannabis Ordinance and Trespass Grows.

- North Coast Regional Water Quality Control Board Cannabis Cultivation Waste Discharge Regulatory Program

Setting up a meeting with NCRWB Staff to present to DNR Staff to clarify Tribal input mechanism in regards to proposed policy development.

- USFS and Trespass Marijuana Grows

Initial discussions and arranging meeting with necessary staff from both entities to explore an agreement mechanism for closer coordination and collaboration with USFS.

- Sudden Oak Death

Working with Mid Klamath watershed Council on identifying monitoring sites and educational outreach in the Orleans/Somes Bar area.

- Climate Change USFS and EcoAdapt

Assisting other DNR staff in reviewing and commenting on climate change assessment being conducted by USFS via a contract with EcoAdapt.

- WKRP: Orleans/Somes Bar and Happy Camp
Attended WKRP Core Team Meeting in Orleans.

In conclusion, we would like to thank the Tribal Council for their continued support. If you have any questions, please do not hesitate to call me at (530) 469-3454 or email me at ecrosby@karuk.us

Earl Crosby
Watershed Restoration Coordinator

THPO/ARCHAEOLOGIST/Alex Watts-Tobin

The THPO-Archaeologist is working on reports for various projects. At the DNR Council meeting in March, the request for quarterly closed session reports was reestablished. The KRAB report at the April meeting included the urgent deficiencies of the EA for the Rustic Inn property Family Wellness Center.

- The April KRAB meeting took place on 4-4-17. Caltrans representatives attended from District 1 and District 2; District 1 discussed the Camp Creek bridge and cultural vegetation, and we tied them in with Food Security Techs to give them a tour of the herbarium. We supplied various ethnobotany sources. District 2 staff discussed a number of updates, and in particular the culvert maintenance projects, in response to a consultation letter sent March 27th; another consultation letter per AB52 was sent on April 17th. The main theme of these letters is to reemphasize that the Tribe should be involved in the planning process and to do maintenance work in sensitive cultural spots
- The THPO submitted the Tribal Heritage grant, with a great contribution from Sinead Talley. For this initiative we were able to get signed support letters from Mavis McCovey and from the Six Rivers NF Supervisor.
- The THPO was involved in outreach, giving a guest lecture at a field archaeology class at HSU, on Tribal Ecological Knowledge and cultural resource concerns of Tribes.
- The THPO attended a meeting on March 29th with Humboldt County staff, concerning the commercial Medical Marijuana legislation, and discussing what would be necessary for performing reviews for that ordinance. A North coast tribal meeting was held on that topic on April 14th, which four staff including the THPO attended. Staff from three Wiyot tribes, as well as Hoopa and Yurok attended.
- The Portland NEPA training was very instructive in outlining the requirements for compliance with that law. It is very timely, in view of the EA report work for the Rustic Inn, the Fee to Trust project, and the WKRP NEPA report. The first draft of the Cultural Resources Specialist Report was issued on March 23rd; final draft is expected April 27th, ready for distribution to KRAB.
- The Archaeologist has taken on the EA Cultural Resources work for the Rustic Inn property - Family Wellness Center. Field surveys were completed on April 10th, and the Information Center visit on April 11th. The report work is nearing completion.

- Monitors were dispatched to Red Cap Road, Rustic Inn, and Clear Creek on Hwy 96. Contract work is still ongoing on contracts with the Office of Historic Preservation and with Humboldt County.

ASSISTANT FIRE MANAGEMENT OFFICER/David Medford

The Fire and Fuels crews status

- On Monday, March 13th we brought on a five person module to start back on project work.
- On Monday, March 20th we brought on a five person burn module to start burning those piles in Happy Camp tribal housing area for projects; FEMA and Lower Indian Creek.

Fuel Reduction Projects

- NRCS-Lower Indian Creek is 90-95% complete and inspection of unit F2-CIN4-16.4 acres will be inspected on Thursday, April 20, 2017
- NRCS-KTHA is 70-75% complete- NO CHANGE
- KNF-Elk Creek Project 38 Acres is 95% complete.
- Tishanik is complete and final paper work in process.
- Shivshaneen is complete and final paper work in process.
- FEMA is complete and final paper work in process.
- NFWF is ~35% complete

Proposals Pending

- Pre-proposal for Resilient Landscapes submitted-NO CHANGE
- Prescribed fire Interagency Agreement with KNF-Pending-NO CHANGE
- Working on a proposal to KTHA to treat Tribal Trust and Fee land-Pending. This proposal I was working with the previous housing director before she left and it was approved by her but now they are not able to locate the document.
Pending- NO CHANGE

EMT Class

Our two Tribal crewmembers in the EMT class are finishing up this month.

GIS SPECIALIST/DATA STEWARD/Jill Beckmann

- I am taking classes at Humboldt State from January 17 until May 12 as part of work on a graduate degree in Natural Resources, Forest, Watershed, and Wildland Sciences. I am only taking one class this semester (high level statistics), but it requires me to be in Arcata four days per week. I am available by phone and email and am working approximately 20-30 hours per week during this time.
- Continue to work with CoDA on progress on the Karuk Tribe Cultural Resources database and geographic application, serving as Technical Assistance.
- Help facilitate getting WKRP area LiDAR datasets to LANDFIRE for them to use in future edits to their topographic and vegetation mapping layers (used for fuels modelling projects by virtually all fuels specialists nationwide).

- Provide limited technical assistance to Happy Camp Fire Safe Council for an update to their CWPP. I am mainly transferring knowledge from the 2014 version of the CWPP that I helped them with. They have funding to support my participation in this effort.
- Work with Roberto Beltran and Brendan Twieg on furthering prescriptions for the SBIFMP.
- Work on drafting Chapter Two, which describes the Proposed Action, for the draft Environmental Assessment of the WKRP Somes Bar Integrated Fire Management Project.
- Work on creating simple visualizations that communicate SBIFMP's impact to the public for the SBIFMP draft Environmental Assessment.
- Help plan for the 2018 Klamath River TREX by leading up the Situation Unit, including Monitoring.
- Work closely with the Karuk and USFS Archeology Team and Karuk Food Crew on TEK integration into the SBIFMP's prescriptions and implementation strategy.
- Work with Carol Spinos and Corrine Black on coordinating data, relevant literature, and information among the SBIFMP NEPA team as the Environmental Assessment is drafted.
- Work on strategy for creating marking guides and stand cards for the SBIFMP.
- Created map book for 2018 TREX Stevens Funding Proposal.
- Create maps for Craig Tucker regarding the Proposed Karuk Sacred Lands Management Area
- Assist Kenny with his projects (see below).
- Continue to update and manage draft treatments for the Somes Bar Integrated Fire Management project.
- Provide needed data and documents to WKRP members as requested.

Jill Beckmann Meetings/Training Attended:

- 3/1 – WKRP SBIFMP Cultural Resources Team meeting
- 3/1 – WKRP SBIFMP Public Scoping meeting
- 3/2 – Happy Camp Fire Safe Council, Community Wildfire Protection Plan Update Coordination Conference Call
- 3/2 – LiDAR workshop for MKWC employees
- 3/7-3/17 – Out on Leave due to Getting Married!
- 3/23 – TREX Planning Conference Call
- 3/31 – Happy Camp FSC CWPP Update Coordination Meeting
- 3/31 – Happy Camp WKRP Common Stand Exam protocol planning and coordination meeting
- 4/3 – DNR Coordinator's Meeting
- 4/6 – Karuk Cultural Resources Database and Geographic Application update conference call with CoDA
- 4/7 – Meet with Corrine Black and Carol Spinos regarding task list and timeline for drafting SBIFMP draft Environmental Assessment

- 4/10 – Serendipity versus Strategy webinar on the National Seed Strategy, including possible opportunities to collect and multiply native seed for use in future restoration projects
- 4/11 – Meet with Karuk Tribe Food Crew and ex-Arch Crew to map areas to be evaluated for equipment exclusion during implementation of the SBIMFP due to presence of tan oak mushrooms or other particularly sensitive cultural resources
- 4/13 – WKRP SBIMFP Archeology Team Meeting to discuss Project Design Features and overall strategy for completing mechanical treatments within sensitive archeological sites and particularly vulnerable resource areas.
- 4/17 – Conference call with WKRP SBIFMP Fire and Fuels team and NEPA planner to discuss possibility of including increased decision space for wildland fire use of wildfire ignitions within the footprint of the SBIMFP (upshot: doesn't look possible).

Jill J. Beckmann
 GIS Specialist / Data Steward
 937-751-9940 (cell)

GIS TECHNICIAN II/Kenny Sauve

Kenny Sauve Projects (March):

- Provided GIS support for USFS wildlife biologist, in the development of NSO habitat for WKRP.
- Provided GIS support for USFS forester, editing/maintain WKRP forestry layout data.
- Provided GIS support for USFS fire and fuels specialist.
- Provided GIS support for our THPO.
- Provided GIS support for DOT, creating strip maps.
- Continued GIS support on road analysis for USFS fisheries biologist.
- Continued to update/edit WKRP geodatabase.
- Continued working on the CSE photos, the end goal are to make all CSE photos available in GIS.
- Continued to process the food crews 2016 field season data.
- Printed maps for the WKRP public meeting in Orleans

Kenny Sauve Projects (April):

- Provided GIS support for USFS wildlife biologist, in analysis of NSO habitat for WKRP.
- Provided GIS support for USFS forester, editing/updating WKRP forestry layout data.
- Provided GIS support for USFS fire and fuels specialist.
- Provided GIS support for USFS hydrologist, editing/updating GIS data.
- Provided GIS support for USFS fisheries biologist.
- Provided GIS support for Karuk DOT, creating strip maps.
- Provided GIS support for MKWC staff, making maps for 2017 field season.
- Made maps for Earl Crosby.

- Continued to update/edit WKRP geodatabase along with other discipline's geodatabases.
- Worked with several USFS WKRP IDT members to finish delineating the proposed action and notating rationale for the SBIFMP.
- Updated 2016 Karuk food crew data.
- Created map templates for WKRP.
- Updated Avenza subscriptions on Karuk Ipads.

Kenny Sauve Meetings/Training Attended:

- 2/16 WKRP Workshop in Orleans
- 2/17 Meeting with USFS wildlife biologist at the Supervisors Office in Eureka
- 2/22 National Wildland Fire Coordinating Group webinar
- 3/1 WKRP Public Scoping meeting in Orleans
- 3/2 Meeting with USFS hydrologist and fisheries biologist in support of WKRP at the Supervisors Office in Eureka
- 3/21 WKRP meeting with MKWC Mike Hentz and Brenden Tweig
- 3/22 WKRP meeting with USFS Fish biologist LeRoy Cyr
- 3/23 TREX planning call
- 3/30 WKRP Meeting with USFS Forester Roberto Beltran
- 4/6 – 4-13 WKRP IDT meetings at the USFS Supervisors Office in Eureka
- 4/14 WKRP field day with USFS, NMFS, and California Water Board.
- 4/18 ISSA Training
- 4/19 North Coast GIS user group

Kenny Sauve
GIS Technician II

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

ADMINISTRATIVE OPERATIONS MANAGER /Donalene (Sissie) Griffith

Daily Tasks:

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. Currently working of an excel budget worksheet for coordinators to review. Processing all JV for coordinators.

DNR – Leaf Hillman

Working on EE&A's for Coordinators review, for the month of Mar. 2017

Processed invoice for CoDA 16-C-050 (Invoice 1005) 3/27/17

Processed invoice for Mt. Shasta Engineering 17-C-012 (Invoice 0090) 4/17/17

Processed invoice for Mt. Shasta Engineering 17-C-012 (Invoice 0123) 4/17/17

Processed invoice for GSA –vehicle lease for Mar. 2017 4/12/17

DNR -WGRP – Bill Tripp

Processed invoice for Sophie Neuner (Invoice No. 2) 16-C-095 3/20/17

Processed purchase req. for Humboldt Area Foundation (second deposit for investment) from the Eco-Cultural Endowment Fund.

Processed Invoice for SRRC 15-C-016 (Invoice No. 7) 3/28/17

Processed invoice for Sophie Neuner 16-C-095 (Invoice No. 3) 4/4/17

Processed invoice for MKWC 17-M-001 (Invoice No. 3) 4/12/17

Processed expenditure plan, voucher for reimbursement – Invoice No. 7

Processed modification No. 1 for BIA/USFS – Six Rivers Prescribed Burns- \$60,000.

Processed modification No. 2 for BIA/USFS – Six Rivers Prescribed Burns - \$190,000.

FAC – New Grant

Nothing to report at this time

NFWF Grant – New Six Rivers Resiliency Project

Nothing to report at this time

Watershed – Earl Crosby

Nothing to Report at this time

Water Quality – Susan Corum

Processed invoice for Aquatic Ecosystem Sciences 15-C-024 (Invoice No. 17-03) 4/3/17

Working on closing fund code 4070-09 out, grant closed 3/31/17

Request for new contract for Dentons – TAS application

FISHERIES – Toz Soto

Did JV's to fund codes to move overages to correct codes.

Set up new budget for AFA 2017 BOR

Request for new contract for SRRC – Monitor rotary traps on weekend

Food Security:

Processed invoice for Jenny Staats 16-C-087 (Invoice No. 8) 3/28/17

Processed invoice for Wilverna Reece Contract 16-C-062 – (Invoice No. 17-006) 3/30/17

Processed invoice for Suzanne Burcell 17-C-031 (Invoice No. 1) 3/29/17

Processed invoice for Stormie Jackson-Polmateer (Invoice No. 17-004) 16-C-093 4/3/17

Processed Modification No. 1 for Wilverna Reece contract 16-C-062 4/4/17

Processed Modification No. 1 for Stormie Jackson-Polmateer contract 16-C-093 4/4/17

Mailed out contract for Julian Lang for signature 17-C-054

Policy Advocate – Craig Tucker

Mailed out Modification No. 2 for ICF Jones & Stokes, Inc. 14-C-088 for signature 3/20/17

THPO – Alex Watts-Tobin

Sent out modification for signature - KTJUSD

Modification No. 2 for KRRBI –KCDC already approved, ready for DNR meeting

FUELS/FIRE - David

Working with David close out projects – final documentation

Humboldt County RAC – Slip on Unit - closed

Elk Project – Fuels Reduction – needs to be closed out

ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

GRANTS AND AGREEMENTS DIVISION COORDINATOR/ Sinéad Talley

1. Worked regularly to research potential grant sources that can help meet DNR needs and further strategic planning of the Department.
2. Completed the mandatory annual online security and privacy (ISSA) training as requested by the Karuk Tribal Council.
3. In coordination with Leaf Hillman and Alex Watts-Tobin, finalized and submitted application for the NPS Tribal Heritage Grants Program after receiving Council approval at the Orleans Tribal Council meeting 3.23.
4. With Council approval, submitted a grant application to the California Department of Fish and Wildlife's Big Game Management Account on 3.16. If funded, this project will support research on population dynamics of the Marble Mountain elk herds in partnership with UC Berkeley, and Humboldt State University.
5. After submitting a pre-proposal to the NFWF Monarch Butterfly Conservation Fund on 3.13, I received a notification (4.10) stating that the Karuk Tribe was not invited to submit a full proposal for the 2017 funding cycle. In the coming weeks, I will be coordinating with their program representative to get feedback on how we can strengthen our application for next year.
6. Attended Indian Country's Indirect Cost Summit with Laura Mayton in Phoenix, AZ (3.28-3.31). Hosted by the Falmouth Institute, this training was an excellent opportunity to gain familiarity with the concept of indirect costs and to learn how they are applied as part of the Tribe's financial management system. I appreciate that Laura was willing to walk me through several important concepts to better my understanding, as the subject matter was above my level of comprehension in some instances. Overall, this training was a good learning experience for me and I really appreciate that I was able to attend. Yôotva for allowing me this opportunity!
7. Coordinated with Kari Norgaard, Frank Lake, and Bill Tripp to prepare and submit a proposal to the USDA Climate Hubs program on 4.13. If funded, this proposal will support monitoring work to be completed this fall as part of the WKRP's Somes Bar Project and a subsequent preliminary climate adaptation plan document for future inclusion in a Karuk Climate Adaptation Plan.
8. Coordinated with Bill Tripp and Kari Norgaard to prepare an application for the upcoming PG&E Resilient Communities funding opportunity in partnership with the U.S.

Forest Service, which will be due 5.12. This proposal is on schedule to be presented for approval at the DNR Council Meeting 5.3. If funded, this grant would support the mapping and identification of prescribed burn units that fall within the boundaries of both the WKRP Planning Area and PG&E's Northern California service area.

9. Researched an upcoming opportunity offered by the First Nations Development Institute and Robert Wood Johnson Foundation, called the Forward Promise: Empowerment Projects. In 2017, this funding source offers six awards of up to \$450,000 to support organizations that work directly with boys and young men of color (ages 12-24) to help empower them to heal from trauma using both Western science as well as culturally responsive care and healing modalities. Attended an informational webinar (4.12) and later a phone conference with Lisa Hillman, Leaf Hillman, and Kori Novak (4.18) to discuss preliminary ideas and create a work plan. Pre-proposals are due 5.2.

10. HUD Indian Community Development Block Grant Program

I would like to extend my deepest apologies in advance for the strained timeline and coordination of this application process. Even with the diverse and complicated applications I have been fortunate enough to work on in my first nine months at the Tribe, as a first time grant writer with no previous experience working with HUD or the ICDBG program, preparing the necessary materials for this application has been difficult. As such, I will likely need to present the proposal to Council at a planning meeting (5.11). I intend to send the finished application to Council in advance of that meeting so that there will be adequate time to review.

Below, I would like to detail the work I have been completing thus far, and what I am planning to accomplish in the coming weeks leading to the ICDBG deadline in order to effectively prepare and submit the proposal. In the past month, I have been working on the following tasks:

- a. Communicated regularly with Sue Burcell about the progress of the application, including an in-person meeting in Willow Creek
- b. Scheduled, advertised for, and hosted a public input meeting at the Department of Natural Resources Community Room on 4.11, but had zero attendees. Due to this, we will need to reschedule a second duly noticed public meeting, which may coincide with an upcoming Tribal Council Meeting. Once I consult with Sue about how to proceed, I will likely reach out to Barb to find out about availability at upcoming meetings so that I can make the needed arrangements.
- c. Coordinated with Scott Quinn to arrange a land appraisal for DNR, which is in progress. He has contacted an appraiser about both the DNR site and Shelly's property in Orleans, and we are awaiting more information.
- d. Drafted sections of the proposal narrative, which is still in progress. I have spoken with Emma Lee and Trista, who have kindly expressed that they are willing to review and edit the draft narrative before it is sent to Council for a final review and approval.
- e. Communicated with members of the ICDBG Management Team to confirm that they would be willing to participate in this year's project and exchange information needed for the proposal. For the upcoming application, our Management Team will include Project Manager Sandi Tripp, Fiscal Manager Laura Mayton, Contracts Compliance Manager Emma Lee Perez, and Construction Manager Fred Burcell.
- f. Discussed options for match with Leaf Hillman, Bill Tripp, Lisa Hillman, and Donalene Griffith. Two identified resources were the value of the land, the value of

which will be known after the upcoming appraisal, and Sandi's contributions to the new parking lot, which she has kindly agreed to donate and create an Opinion of Probable Costs for.

g. Attended an ICDBG teleconference (4.13) to learn more about the NOFA and how to compile a successful proposal in preparation for the ICDBG NOFA Training Workshop I will be attending next week (4.24-4.26) in Reno, NV.

Because this proposal is due 5.18, and in the interest of ensuring that the Tribal Council and Management Team have sufficient time to review the proposal in advance of my Council presentation (5.11), I have planned out a timeline for the weeks leading up to the application deadline which will be managed as follows:

i. Wednesday, April 19: Attend Karuk DNR Building Remodel (Online Design Review) teleconference meeting with Mt. Shasta Engineering contractors and several Tribal staff. Clarify the cost estimates, get information for the implementation schedule, and request a cost-effectiveness rationale to incorporate into the proposal narrative.

Continue drafting sections of the proposal.

ii. Thursday, April 20: Meet with Sue Burcell to review the draft proposal narrative, identify areas for improvement, and develop a plan to fulfill the public participation requirement (likely at an upcoming Council meeting). Incorporate her edits and mark where sections could be strengthened. Create announcement and advertise for selected Council Meeting date to complete public participation component.

iii. Monday, April 24 – Wednesday, April 26: Travel to and attend ICDBG NOFA Training Workshop in Reno, NV. Work on proposal draft throughout, ask questions in relevant sections, and improve application to adhere to HUD guidelines and reviewer expectations.

iv. Thursday, April 27: Attend Yreka Council Meeting to discuss ICDBG and fulfill the public participation requirement (tentatively scheduled, may be a different meeting). Send draft to members of the DNR leadership, Management Team, Sue Burcell, and Trista Parry for review and revisions.

v. Wednesday, May 3: Update the Council on ICDBG application process; provide a summary of pertinent information from the proposal and a budget. Make final edits.

vi. Thursday, May 4: Send final ICDBG application package to Compliance and Council for review in advance of the 5.11 meeting date.

vii. Thursday, May 11: Present ICDBG to Tribal Council for authorization to submit application to HUD. Incorporate any edits requested by Compliance.

As of this morning (4.19), the plan detailed above is my best estimate of how this project will need to proceed moving forward. As things are adjusted, I will inform and update the Council at relevant points to ensure efficiency and clarity throughout. Yôotva for your time in reading this, and I look forward to completing this application and presenting it for your approval in the coming weeks!

PIKYAV FIELD INSTITUTE PROGRAM MANAGER /Lisa Hillman

Action Items: DNR/Council Special Meeting, May 3, 2017

Requesting approval of five lesson plans, two of which are double session lessons, for the Nanu'avaha Curriculum. These U.S. Fish and Wildlife Services-funded lesson focus on

the topic of climate change. Hard copies will be sent to you via interoffice mail by April 21 or 24.

Requesting approval of an MOU between the Karuk Tribe and the Field Museum of Natural History, pending Mr. Modzelewski's, Ms. Abbas', and Ms. Perez' review. There are no budget considerations for this agreement.

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Activities Summary of the Píkyav Field Institute:

Cross-Departmental Activities: Program Manager and Grants and Agreements Division Coordinator are currently collaborating with the Karuk Tribe's Health and Human Services Program to develop a pre-proposal to the First Nations Development Institute – Robert Wood Johnson Foundation for a project that would support our Native Youth to grow up healthy, obtain a high-quality education, and find meaningful employment. The Forward Promise funding targets boys and young men of color and existing programs.

Cross-divisional Activities: Food Security Division Coordinator, Grant Gilkison, has been working with the Higher Education and K-12 Division Coordinators to help support (and supervise) the Tribal Youth that have been going with us on College Tours and Environmental Science events. In addition, he championed the Native Youth Food Sovereignty event that we had hosted for this inter-tribal youth STEM, political engagement and higher education promoting event in collaboration with the Northern California Tribal Court Coalition and the Yurok Tribe. These efforts represent his 200% engagement and has been an extremely valuable asset to our activities: yóotva, Grant!

Píkyav Field Institute: We have also had the first two presentations for what we've dubbed the "Píkyav Lecture Series." These two were done in collaboration with UC Cooperative Extension and MKWC's Brendan Tweig. Together with DNR's Heather Rickard and Vikki Preston, Mr. Tweig lectured on Sudden Oak Death in both Orleans and Happy Camp earlier this month. Conceptualized to occur at least once a month, our academic Project stakeholders have committed to sharing out their research in STEM fields with our tribal community, and targeting our AI/AN high school students. April 20, Dr. Sybil Diver will present her research findings in "Co-management as a Catalyst: Pathways to Post-Colonial Forestry in the Klamath Basin" and Dr. Dan Sarna will present his research findings in "Decentering Watersheds and Decolonizing Foodscapes: Eco-cultural Approaches to Scale for Klamath Environmental Governance." Both Stanford's Dr. Diver and Berkeley's Dr. Sarna have been long-time DNR collaborators.

The first of 2 college tours was completed the end of March: Project Director, Higher Education and K-12 Coordinators have collaborated with the Karuk Education Department in taking 28 local youth to Humboldt State University and to attend the 2017 Regional American Indian Science and Engineering Society. Next, we will be taking a tour of UC Berkeley's environmental science departments on April 21, joining the Native American Student Development program for a focused half day program followed by a more general visit to Cal Day on April 22, and visiting the UC Gill Tract Farm on April

23 before returning to Karuk Country. The Píkyav Program Manager will present on an indigenous foodways panel at the Earth Day Celebration.

Travel Report: Funded by the Endowment for the Humanities, Leaf Hillman and I traveled to New York March 15-17, 2017 to participate in the Tribal Partners Meeting. The focus of this meeting was for the tribal cohort partners to report out on their TK Labels developments. This was a very informative and inspiring set of meetings, and I am happy to say that I learned a great deal that I could take with on the next out-of-state travel that followed directly thereafter.

The Sípnuk Division Coordinator joined Leaf and I for the Field Institute-funded trip to the Chicago-based Museum of Natural History. Here, we were able to revisit the Karuk Cultural Heritage that we had seen in the trip there a few months back, and work more intensely with the museum's NAGPRA Director, the North American Collections Manager and IT Department staff to think our collaborative work on the Karuk TK Labels project through.

Both of these two travels have helped me to advance some of the work that I've been doing on intellectual property rights issues. Hopefully, our legal support staff will have been able to process one of the two documents I've requested review on by the time we have our next meeting. I would like to also ask that they assist me in drafting a License for publishing works that are now, thanks to our IP protocols, under Karuk copyright. Both Stanford and U.C. Berkeley have requested licenses from the Karuk Tribe for publishing research papers.

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K-12 ENVIRONMENTAL EDUCATION DIVISION COORDINATOR/
Nicole Woodrow

Travel

FOOD SECURITY PROJECT COORDINATOR/Grant Gilkison

Travel

FOOD SECURITY BIO TECH/Ben Saxon

All week we were learning from Frank Lake how to prep and fire a Traditional Pit Oven. We did a "cooking rock" test at Dolan's Bar. Five kids and seven adults were in attendance. A fire was built and rocks were collected then heated in the fire to test the integrity of these rocks when doused in water. The rocks with more density and smoothness tended to be the more optimal cooking rocks. Safety glasses were worn by all just in case of a rock shattering either in the fire or while being doused in the cold water. This was a fun yet very educational exercise. We learned about geology and heat transfer, a good science lesson, not learned inside classroom walls. The next day Frank gave a presentation to twelve adults on how to actually dig, fire, and layer a Traditional Pit

Oven. He explained that it was a heavy learning process from the first pit oven, done at a Following the Smoke event with basket weavers to now.



Fire tested rocks

On Tuesday I also had the privilege of explaining the Karuk Botany Herbarium to a botanist from Cal Trans that the Tribe is working with in collaboration on some projects. He was very excited about what the Karuk Tribe is doing to preserve our Culture through plant data collecting. It was also very cool to find out that the botanist world is so interwoven with friendships and connections, as we knew some of the same botanists and what they have been working on to learn about fire effects and climate change on plant life in Northern California.

Monday the whole crew attended the monthly Pikyav Field Institute meeting from 8:30am to 10:30am. We had a crew meeting after that from 10:30 to 12pm. The rest of the day was spent prepping for the following day's activities with Orleans Elementary School at the Orleans Community Garden.

Tuesday Heather and I taught four groups of kids to plant fruit trees. Each group planted one tree. Two apple trees and two pear trees were planted at the Senior Center Garden. The kids loved it and will have a sense of stewardship with these trees that will last a lifetime.



Planting the Etter Knownothing Apple

On Wednesday Heather and I went up to Happy Camp to work with Lisa Aubrey on transplanting our TANF Garden starts into bigger pots. This meant that we needed more space for the graduating plant babies. As Lisa and Heather started transplanting, I designed and built an extra shelf to set on top of the table to make room for more trays. 150+ Tomatoes, 36 Cabbage, and 50+ Lettuce got transplanted. Thursday I worked on the Karuk Herbarium project studying plants and getting ready for a tour of our plants next Tuesday. Friday was dedicated to office work.

SIPNUUK DIVISION COORDINATOR/Bari Talley

Attended NYCP-STEP Webinar 3/16 11-12:30

Traditional License and Labels project at Field Museum in Chicago, March 19-23.

Interviewed elder Lillian Rentz with volunteer Pamela Rentz at Basketweavers Gathering using StoryCorps training and equipment for future Sípnuuk post on historic Honolulu School on Klamath River near Oak Knoll on March 24.

Chaperoned 5 tribal youth to AISES Conference at HSU on March 30.

Reported at DNR Coordinators meeting on April 3.

Facilitated Community Library Tech Trainings: April 4, Orleans Panámnik Library & Computer Center, April 5, Yreka Education Center, April 6 Happy Camp Community Computer Center.

Represented Karuk Tribe at Indian Policies and Procedures meeting with KTJUSD Board at Orleans Elementary on April 11.

Elaine Garcia, started as People's Center Sípnuuk Library Assistant (8 hours) on 4/12 in addition to her 16 hours in the Gift Clerk position. She will continue to work as Gift Store Clerk on Monday and Tuesday, then train for Library Assistant position with Bari at the People's Center on Wednesday and with Angela and Bari at the Panámnik Center on Thursday.

Worked with Trista Parry and PCAC to complete IMLS Basic Native America Library Services grant application, which was submitted April 17.

Prepared flyer to promote Pikyav Field Institute Lecture Series with Dan and Sibyl on Thursday in Orleans at the Tribal Council Chambers.

Working with IT, Stormy, Tamara and Tawnia for equipment purchase of work station for Panámnik Library.

Met 4/18 with Lisa and Adrienne to plan and develop Sípnuuk Presentation for Archives Conference in Portland in July.

SIPNUUK DIGITAL LIBRARY ASSISTANT/Angela McLaughlin

Queenie Mertle Collection Update: Since my last report I am saddened to hear that our dear Queenie has passed away.

Reprocessing: I'm working on editing the rest of the PDF's that were given to us by UC Berkeley so that they are ready for future upload. I am also going through the PDF's in Sípnuuk to make sure all PDF's that were loaded are reading correctly on the site.

Brian Tripp Collection: Bari and I were able to talk with Mr. Tripp on March 2nd and obtain a Deed of gift and permission to load certain images with watermark into Sípnuuk.

AFRI Food Security Collection: We are at 873 items in the collection as of this morning. This is down due to cleaning up our reprocessing files and removing unused duplicated and error documents.

People's Center Collection of Historic Photographs: We are at 133 items in the collection as of this morning.

Karuk K-12 Curriculum: We are at 80 items in the collection as of this morning.

How To: We are at 28 items in the collection as of this morning.

Youth Collection: We are at 24 items in the collection as of this morning.

Map Collection: We are at 16 items in the collection as of this morning.

Community Collections: We are at 253 items in the collection as of this morning.

Karuk Language: We are at 13 items in the collection as of this morning.

White Wolf: We are at 10 items in the collection as of this morning.

Video Collection: We are at 4 items in the collection as of this morning.

Humboldt State University Special Collection: We are at 15 items in the collection as of this morning.

Karuk Holdings at Field Museum Collection: We are at 0 items in the collection as of this morning.

Sípnuuk Total items are at: 1,449

Yootva,
Sípnuuk Assistant; Angela McLaughlin (530) 627-3115

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Sandi Tripp
Department of Transportation Director
For Council Meeting on April 27, 2017
Reporting Period – March 17, 2016 to April 20, 2017

**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 September 30, 2017)

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.

I will be coordinating with the County to ensure the contractor comes out soon to make repairs to the route as we have been notified of potholes and loss of shoulder backing.

I will keep the contractor on task and additionally I will ensure Tribal Council informed as this whole process evolves. **In speaking with the County they reaffirm that the Project will start back up when weather permits.**

Project Title: Happy Camp Complete Streets Project

Description: Reconstruction - Safety Project

Status: In Process – As you are aware this project is located on SR96 in Happy Camp from the west end of town at the intersection of Second Avenue and SR 96, to the east end of town at the intersection of Old Highway 96 and SR96.

During this reporting period the ATP Team did not meet, but we are meeting on Monday, April 24, 2017, in Yreka. In working with Kori Novak, ED Karuk Tribal Health we developed a Health Survey and it is now ready for distribution. We will be meeting with the School Boards for Siskiyou Union High School District on May 10th and with the Happy Camp Elementary School District to give them an overview of our plan and request approval to broadcast deliver the household health/wellness surveys.

Additionally, we recently received the Happy Camp Tribal Transportation Safety Assessment! This document is going to provide so much more clear safety data and we will have even more opportunity for receiving funding for this project.

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

Plan for completing this project by 2020-2022: We will start by submitting for Cycle 4 PA&ED Application (2018); Cycle 5 - PS&E Development (2018); and finally for Cycle 6- Construction Implementation (2019).

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. We now have all the core team in place; the Karuk Tribe, Caltrans, Eckert Environmental, Local Government Commission and GreenDOT Transportation Solutions.

We recently had a project conference call that provided the core team an opportunity to coordinate on the list of names for the Advisory Committee and an opportunity to review and revise a template letter that our Local Coordinator developed. The letters of invitation are all delivered to the Advisory Group and our first group meeting is scheduled for April 25, 2017 starting at 2:00pm. We do have tentative Charrette meetings planned for September. As soon as we make a more solid plan for the Charrette I will check with Council to ensure you have an opportunity to participate.

What is a Charrette: A charrette is an intensive planning session where community members, designers and others collaborate on a vision for development. It provides a forum for ideas and offers the unique advantage of giving immediate feedback to the designers. More importantly, it allows everyone who participates to be a mutual author of the plan.

We would be honored if Tribal Council will participate throughout this project as members of the Advisory Group.

Sharps Road Project

Description: Construction

Status: In Process

The portion of Sharps Road that was funded by TTP funds has been completed. I received all the certified payroll and recently submitted for payment. This project is complete.

ICDBG - Karuk Tribe Family Services Center

Description: Planning/Bid Development

Status: In Progress

Travois Architecture and Blackwolf Construction were awarded the bid and during this reporting period we met with the team and preformed a detailed kickoff meeting. Tasks are moving along on schedule and on budget.

Emma Lee is a pleasure to work with and she is doing a great job managing this ICDBG project. I'm glad to be part of the team. This project is on track for a timely completion.

Project Title: 2% Planning

1. General Project Coordination and Planning Efforts

Status: In Process

We now have our On-call Engineering Company, Red Plains Professional, on contract and I am currently working with them to complete a revised DSR document for our ERFO Project.

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

Status: In process and near completion- The Karuk Tribe DOT is working on updating the current LRTP. We are still waiting for the maps etc., I don't expect to ever work with this company again.

3. **Karuk DOT Committee Participation:**

Attended QA/QC TTPNFI Advisory Team Meeting; Member participant Tribe on the National Tribal Transportation Program Coordinating Committee Meeting (TTPCC), 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 Native American Advisory Committee (NAAC), 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

Road maintenance funding provides staff and operational coverage for facility maintenance activities. During this reporting period the crew has accomplished multiple maintenance projects. Currently they are working on:

Activities:

- Assisting with emergency repairs on Itroop Road.
- Performed equipment inspections for potential purchase and obtained quotes.
- Assessing storm and snow removal damage to Tribal transportation facilities.
- Identifying departmental equipment needs and obtaining quotes for equipment as identified.
- Winter maintenance and snow removal in Yreka and Happy Camp areas, equipment repair and maintenance, street sweeping, debris and brush removal from roadside and gutters, minor roadway patching, curb painting.
- Road repair and crack seal on all routes within the Yreka KTHA Housing community.

| Program | Code | Total Budget | Expensed to date | Balance | % Expended |
|---------------------------------------|--------------|---------------------------|------------------------|--------------|---|
| Federal Highway Administration (FHWA) | 2231 | \$2,086,894 | \$887,108 | 1,199,786 | 42.51% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 10/1/16 – 9/30/17 | 12 | 7 | 5 | 60% | Allows for annual carryover of all unused TTP funds |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 6/30/2017 | Partly | May 2017 | 6/30/2017 | Partly | May 2017 |

Action Items:

Action Item #1 – Approval of equipment purchase – 2010 International Dump Truck 10 Wheeler, Clean Air Emission Certified, Cummins Motor – Low miles for this type of motor, High lift gate, very clean and well maintained: Purchase Price \$43,000

Action Item #2 – Approval of equipment purchase –2007 John Deere 210 LE Skip Loader 4 in 1 Bucket, Gannon Box with Rippers/ well maintained: Purchase Price \$35,000

Action Item #3 – Approval of equipment purchase – 2002 Ingersoll-Rand Roller - DD24 Tandem Vibratory Smooth Drum Roller, well maintained: Purchase Price \$13,000

Action Item #4 - Approval of equipment purchase – 2015 Woodsco Challenger 40’ Lowboy Trailer, new tires, well maintained: Purchase Price \$36,000

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Karuk Tribe

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Administrative Office
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 64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

Ishpook
 Leasing
 March 27, 2017

Requestor: Sandi Tripp

Date: March 27, 2017

Dept/Program: Department of Transportation

Funding Source: 2231-03-7803.20

Check One: Small Purchase (less than \$5,000) Large Purchase (more than \$5,000)**
 Construction Contract Other:
 Independent Contractor Under \$2,000
 Independent Contractor Over \$2,000**

**Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.

Procurement Dumptruck Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)

| Company Name | Date | Price | Contact/Phone | Indian Y/N |
|----------------------------|-----------|---------------|---------------|------------|
| Whipple, Inc. | 3/24/2017 | \$ 43,000.00 | 530-598-7366 | N |
| ER Truck & Equipment | 3/27/2017 | \$ 66,900.00 | 305-306-0605 | N |
| DSU Peterbuilt & GMC, Inc. | 3/16/2017 | \$ 185,000.00 | 800-232-7383 | N |

Name of Selected Vendor: Whipple, Inc.

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

Comments: See attached quotes

**** REQUIRED SIGNATURES ****

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

Sandi Tripp
 Requestor

Date 4-3-17

Raine Olson FOR LAURA MATTHEW (TRAVEL)
 **Chief Financial Officer

Date 4-12-2017

Qualeo Query
 **Director, Administrative Programs & Compliance

Date 4/16/17

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

Date

 Other

Date

Todd Whipple

3/22/17

530-598-7366

1201 S. Main, C

Yreka CA 96097

- Clean Air – Emission Certified Truck – Sticker on Door
- 2010 International Pro Star 10-Wheeler Dump Truck
- Cummins Motor ISX 425 Horsepower 670,000 Miles
- 4 New Tires – 6 Tires with Tread Wear at 50%
- New Alternator & Fan Belt
- New Power Take Off & Pump
- All New Hydraulic Lines for Dump Box
- New Hydraulic Fluids, Oil & Transmission Fluids
- New Drive Line & U-Joints (Done by Walker)
- Used High-Lift Gate Box (Like New Condition)
- Replaced all 3 batteries with New Batteries
- White Cab – Gray Dump Box
- Very Clean Interior, Dual Air Sets
- New Air Controllers for Dump Box
- \$45,000.00 discounted to \$43,000.00 for any minor maintenance needed.



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GVW HEAVY DUTY **ENGINE** CUMMINS ISM

FUEL
AXLE TYPE

DIESEL
TRI-AXLE

TRANS TYPE 10 SPD



DSU PETERBILT & GMC, INC

D103-01

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(800)556-4998

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www.dsutrucks.com

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(800) 810-1205

PURCHASER'S NAME **KTOC**

ADDRESS _____ BUS. _____

CITY, STATE **KLAMATH F** RES./FAX **530-627-3042**

VEHICLE BEING PURCHASED

STOCK NO. **ED232185**

PLEASE ENTER MY ORDER FOR THE FOLLOWING

NEW USED GAS DIESEL

YEAR **2014** MAKE **PETE** MODEL **365**

BODY TYPE **CONV.** COLOR **PURPLE**

LIMITED WARRANTY

CASH SALE PRICE \$ **185,000.00**

DUMP TRUCK ONLY

5000 MILES AS

1NPSLJ9X3ED232185

Expected Delivery Date: _____ SALES REP **BWOOD**

USED VEHICLE TRADED-IN AND/OR OTHER CREDITS

| STOCK NO. 1 | YEAR | MAKE | MODEL |
|-------------|------|------|-------|
| | | | |
| STOCK NO. 2 | YEAR | MAKE | MODEL |
| | | | |

BALANCE OWED TO **PACCAR FINANCIAL**

ADDRESS _____

USED TRADE-IN ALLOWANCE (1&2) _____

BALANCE OWED ON TRADE-IN (1&2) _____

NET ALLOWANCE ON USED TRADE-IN (1&2) _____

DEPOSIT OR CREDIT BALANCE _____

DOWN PAYMENT _____

TOTAL CREDIT (TRANSFER TO RIGHT COLUMN) _____

DOC. FEE _____

CASH PRICE OF VEHICLE & ACCESSORIES \$ **185,000.00**

STATE & LOCAL 1 RATE _____

TITLE FEE _____

TOTAL PRICE OF UNIT _____

TOTAL CREDIT (TRANSFERRED FROM LEFT) _____

GMAC FINANCE LEASE PACCAR

TERM **APR** % _____

LIEN _____

CONTACT/ _____

ADDRESS _____

DL # _____ DOB _____

INS NAME _____

AGENT _____

PHONE _____

RETAIL COMM DPP

FLEET OTHER # OF DAYS _____

NEED DATE _____ TIME _____

PAPERWORK BY _____

INCENTIVES TO BE APPLIED FOR: _____

UNPAID CASH BALANCE DUE ON DELIVE \$ **185,000.00**

face and reverse side hereof, that this Order cancels and supersedes all previous agreements, promises or representations made by any party hereto, and as of the date hereof, the subject matters covered hereby, and that **THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DSU OR ITS AUTHORIZED REPRESENTATIVE.**

Purchaser by their execution of this Order certifies he is of majority age and acknowledges that they have read its terms and conditions and has received a true copy of this ORDER.

ACCEPTED BY _____

DEALER OR AUTHORIZED REPRESENTATIVE

NOTES & SPECIAL INSTRUCTIONS

Karuk Community Health Clinic
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Ishpool
Leasing
April 11, 2017

Requestor: Sandi Tripp

Date: April 11, 2017

Dept/Program: Department of Transportation

Funding Source: 2231-03-7805.20

- Check One:**
- | | |
|--|---|
| <input type="checkbox"/> Small Purchase (less than \$5,000) <input type="checkbox"/> Construction Contract <input type="checkbox"/> Independent Contractor Under \$2,000 <input type="checkbox"/> Independent Contractor Over \$2,000** | <input checked="" type="checkbox"/> Large Purchase (more than \$5,000)** <input type="checkbox"/> Other: |
|--|---|

**Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.

Procurement Skip Loader Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)

| Company Name | Date | Price | Contact/Phone | Indian Y/N |
|------------------|-----------|--------------|---------------|------------|
| I-5 Rentals | 4/5/2017 | \$ 35,000.00 | 530-226-8081 | N |
| Mike Peters LLC | 4/11/2017 | \$ 39,300.00 | 530-598-8342 | N |
| Machinery Trader | 4/11/2017 | \$ 28,500.00 | 209-599-8634 | N |

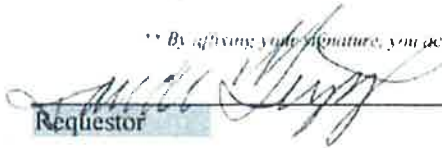
Name of Selected Vendor: I-5 Rentals

- Basis:**
- | | |
|--|--|
| <input type="checkbox"/> Lowest Price <input checked="" type="checkbox"/> Superior Product/Service <input type="checkbox"/> Based on Annual Price Comparisons <input type="checkbox"/> Sole Source Provider (MUST Attach Detailed Justification) <input type="checkbox"/> Only Qualified Local Provider Due to Geographic Disadvantage | <input type="checkbox"/> Best Qualified Vendor <input type="checkbox"/> Delivery Service Provided |
|--|--|

Comments: Lowest miles and in the best shape for the price.

**** REQUIRED SIGNATURES ****

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


 Requestor

4/11/17
Date


 **Chief Financial Officer

4-12-2017
Date


 **Director, Administrative Programs & Compliance

4/12/17
Date

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

Date

Other _____

Date

I-5 Rentals

8443 Commercial Way
Redding CA 96002-3902
Phone (530) 226-8081 / Fax (530) 226-8083

2
1st
Choice

“PURCHASE QUOTE”

KARUK TRIBE

4/5/17
ATTN: SAL 514-4527

EQUIPMENT

2007 JOHN DEERE 210 LE SKIP LOADER
4IN1 BUCKET, GANNON BOX WITH RIPPERS
1712HRS

PURCHASE

\$35,000.00

FOB REDDING, CA

Please note: This quote is good for 30 days. After 30 days quotation is subject to revision.
Quote subject to availability of equipment. Sales / Rentals subject to sales tax.

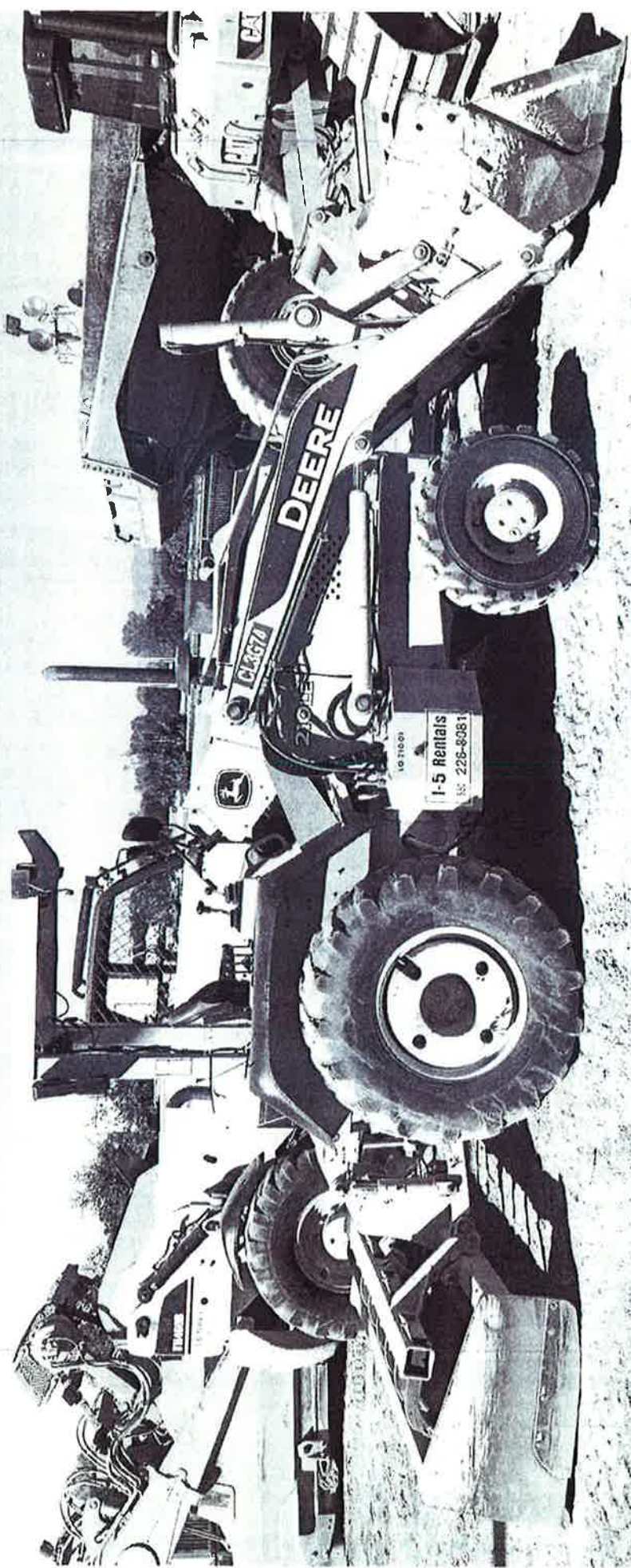
Thank you for the opportunity to quote your equipment needs. We look forward to working with you on this and future projects. Please give me a call if you have any questions

LOGAN PHILLIPS
EQUIPMENT SALES MANAGER

I-5 Rentals, Inc.
530-226-8081 Office
530-226-8083 Fax
530-356-6136 Cell
Logan@i5rentals.com

1745
1785

STILL AVAILABLE ✓ Choice



Mike Peters LLC

contact information

(530) 598-8342

609 Shasta Ave, Yreka Ca.

96097

For sale 2007 deere 210 LE 4x4 4-1 bkt. Skip loader

Specifications

YEAR 2007

Model 210 LE

Condition used

Hours 4930

Four wheel drive

diesel

\$ 39,300.00





2007 DEERE 210LE



Photos (12)



For Sale Price: USD \$28,500

Contact Information

**Pacific Rents and
Equipment Co., Inc.**

📍 Modesto, California 95356

Phone: (209) 602-9984

OR (209) 599-8634

Fax: (209) 254-7099

Contact: Bryan Le Blanc

8873 warrenville
OAKDALE CA

Description

2007 Deere 210LE 4x4 Skip Loader
4-in-1-bkt, Canopy, 88" Hyd Box Scraper,
Rear Wheel Weights, Rear Weights

Specifications

Year 2007
Model 210LE
Condition Used
Hours 5,730

Manufacturer DEERE
Serial Number T0210LE888209
Stock Number 08-1076
Drive 4 WD

high
miles

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

Karuk Tribe

Karuk Dental Clinic
 64236 Second Avenue
 Post Office Box 1016
 Happy Camp, CA 96039
 Phone: (530) 493-2201
 Fax: (530) 493-5361

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

Ishpook Leasing

Requestor: Sandi Tripp

Date: March 27, 2017

Dept/Program: Department of Transportation

Funding Source: 2231-03-7803.20

- Check One:
- Small Purchase (less than \$5,000)
 - Construction Contract
 - Independent Contractor Under \$2,000
 - Independent Contractor Over \$2,000**
 - Large Purchase (more than \$5,000)**
 - Other:

****Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.**

Procurement Roller Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)

| Company Name | Date | Price | Contact/Phone | Indian Y/N |
|------------------------|-----------|--------------|---------------|------------|
| Kathleen Cash | 3/22/2017 | \$ 13,000.00 | 530-905-0708 | N |
| M. Adams Equipment Co. | 3/2/2017 | \$ 14,881.82 | 815-968-0818 | N |
| United Rentals | 3/16/2017 | \$ 15,471.00 | 575-762-2677 | N |

Name of Selected Vendor: Kathleen Cash

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

Comments: See attached quotes

**** REQUIRED SIGNATURES ****

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

Sandi Tripp
Requestor

4-3-17
Date

Laura Mayton
**Chief Financial Officer

4-19-17
Date

Renaele Olesz
**Director, Administrative Programs & Compliance

4/6/17
Date

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

Date

Other

Date

Kathleen M. Cash
804 Pumphouse Road
Grenada, CA 96038



530-905-0708 phone



Bill To: Karuk Department of Transportation
P.O. Box 1016
Happy Camp, CA 96039

Invoice Date: 3/22/17

Invoice # K1

| DATE OF WORK | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|--------------|--|----------|------|------------|--------------------|
| 3/22/17 | 2002 Ingersoll-Rand DD24 Tandem Vibratory Smooth | | | | |
| | Drum Roller s/n: 171427 | | | | 13,000.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL | | | | | \$13,000.00 |



TERMS: Balance due within 10 days of receipt of this invoice

M. Adams Equipment Co.

2100 N. Central Ave. Rockford, IL 61101 815/968-0818

USED EQUIPMENT SPECIALISTS

| | | | | |
|--------------------------------|-------------------------|--------------------------------|-----------------|----------------------|
| S O L D T O | KARUK TRIBE - DOT _____ | S H I P T O | _____ | Office: 530-627-3016 |
| | _____ | | 1836 APSUN ROAD | Fax: _____ |
| | ORLEANS, CA | | YREKA, CA 96097 | Cell: _____ |

| | | | |
|---------------------------|-------------------------------|------------------------|--------------|
| DATE OF ORDER 3-2-2017 | CUSTOMER'S ORDER NO. MISTY | SALESMAN FRED ADAMS | Other: _____ |
|---------------------------|-------------------------------|------------------------|--------------|

| QUANTITY | DESCRIPTION | AMOUNT |
|----------|--|-------------|
| 1 | INGERSOLL RAND DD24 TANDEM VIBRATORY COMPACTOR STOCK# 10206 S/N 161920 <i>HRS 2800</i> | \$12,500.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Description of trade-in: _____

| | | |
|------------------------|--------------------|---------------------|
| Terms of Payment _____ | Price of Equipment | \$ 12,500.00 |
| | Less trade-in | _____ |
| | Cash Difference | _____ |
| | Tax | \$ 781.25 |
| | Delivery Charges | \$ 1,600.00 |
| | Other | _____ |
| | Total Due | \$ 14,881.82 |

Any used equipment sold to the purchaser by dealer under this Order is sold at the time of delivery by dealer without any warranty or guarantee, expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose, as to its condition or the condition or any part thereof except as may be otherwise specifically provided in writing on the face of this Order. It is agreed upon by both parties that any legal litigation regarding this rental and/or purchase will be handled in Winnebago County, Rockford, IL. **ALL USED EQUIPMENT SOLD AS IS.**

The purchaser, before or at the time of delivery of the equipment covered by this Order, will execute such other forms of agreement or documents as may be required by the terms and conditions indicated on this Order.

THANK YOU - WE APPRECIATE YOUR BUSINESS 23528

Purchaser's Signature _____

 (name and title)

ACCEPTED FOR Adams Equipment - by: _____

 Date _____

QUALITY USED EQUIPMENT FOR SALE

2010 WACKER RD27-120

| | |
|---------------------|-------------------------------------|
| Description: | ROLLER 3-5 TON DOUBLE DRUM SMOOTH |
| Meter: | 988 |
| Serial #: | 1940214 |
| Equipment #: | 821702RA |
| Price: | Special Deal! \$15,471 (USD) |

United Rentals (Store H81)
1016 SANTE FE AVE
CLOVIS, NM 88101

Mon-Fri: 7:00AM-5:00PM Sat: CLOSED Sun: CLOSED

Sales Contact:
TROY JOHNSTON
(575) 762-2677
tjohnsto@ur.com



2010 WACKER RD27-120
PRICE: \$15,471 (USD)
CLOVIS, NM (575) 762-2677



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

Karuk Tribe

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

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

Ishpook Leasing

Requestor: Sandi Tripp

Date: March 29, 2017

Dept/Program: Department of Transportation

Funding Source: 2231-03-7803.20

- Check One:
- Small Purchase (less than \$5,000)
 - Construction Contract
 - Independent Contractor Under \$2,000
 - Independent Contractor Over \$2,000**
 - Large Purchase (more than \$5,000)**
 - Other:

****Tribal Council approval is required for: all purchases exceeding \$5,000, all Agreements and all Contracts exceeding \$2,000.**

Procurement Lowboy Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)

| Company Name | Date | Price | Contact/Phone | Indian Y/N |
|------------------------------|-----------|--------------|---------------|------------|
| <u>Keith Darrah Logging</u> | 3/20/2017 | \$ 36,000.00 | 541-535-1446 | N |
| Commercial Truck Sales, Inc. | 3/28/2017 | \$ 37,500.00 | 812-623-3089 | N |
| Whipple, Inc. | 3/28/2017 | \$ 45,000.00 | 530-598-7366 | N |

Name of Selected Vendor: DSU Peterbuilt & GMC, Inc.

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

Comments: See attached quotes

**** REQUIRED SIGNATURES ****

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

Sandi Tripp
 Requestor

Date 4-3/17

Laura Olinos FOR LAURA MERTON (TRAVEL)
 **Chief Financial Officer

Date 4-12-2017

Awalee Dewey
 **Director, Administrative Programs & Compliance

Date 4/10/17

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

Date

 Other

Date

DIMENSIONS - ?

| | | |
|--|--|---|
| PO BOX 3486 Portland, OR 97208 Phone (503)285-7771 (800)556-4998 | DSU PETERBILT & GMC, INC 3727 N. Phoenix Rd. Phoenix, OR 97535 Phone (541) 535-1446 (800) 232-7383 www.dsutrucks.com | D103-01 2408 Talley Way Kelso, WA 98626 Phone (360) 425-5856 (800) 810-1205 |
| PURCHASER'S NAME _____ | | |
| ADDRESS _____ | | |
| CITY, STATE BROOKING _____ | | BUS. _____ RES./FAX 530-627-3042 |

| VEHICLE BEING PURCHASED | | | | LIMITED WARRANTY | |
|---|---|---|---|---|---------------------|
| STOCK NO. FS000152 | PLEASE ENTER MY ORDER FOR THE FOLLOWING | <input type="checkbox"/> NEW <input checked="" type="checkbox"/> USED <input type="checkbox"/> DEMO | <input type="checkbox"/> GAS <input type="checkbox"/> DIESEL | CASH SALE PRICE | \$ 36,000.00 |
| YEAR 2015 | MAKE WOODSCO CHALLENGER | MODEL LOWBOY | | AS IS NO WARR | |
| BODY TYPE | | COLOR BLACK | | | |
| 1W8A11C29FS000152 | | | | | |
| NPRL | SALES REP BWOOD | | | | |
| STOCK NO. 1 | YEAR | MAKE | MODEL | | |
| STOCK NO. 2 | YEAR | MAKE | MODEL | | |
| BALANCE OWED TO PACCAR FINANCIAL | | | | | |
| ADDRESS | | | | | |
| USED TRADE-IN ALLOWANCE (1&2) | | | | DOC. FEE | |
| BALANCE OWED ON TRADE-IN (1&2) | | | | CASH PRICE OF VEHICLE & ACCESSORIES \$ 36,000.00 | |
| NET ALLOWANCE ON USED TRADE-IN (1&2) | | | | STATE & LOCAL 1 RATE | |
| DEPOSIT OR CREDIT BALANCE | | | | TITLE FEE | |
| DOWN PAYMENT | | | | TOTAL PRICE OF UNIT | |
| TOTAL CREDIT (TRANSFER TO RIGHT COLUMN) | | | | TOTAL CREDIT (TRANSFERRED FROM LEFT) | |
| GMAC <input type="checkbox"/> FINANCE <input type="checkbox"/> LEASE <input type="checkbox"/> PACCAR <input type="checkbox"/> | | | | UNPAID CASH BALANCE DUE ON DELIVE \$ 36,000.00 | |
| TERM _____ APR % | | | | | |
| LIEN | | | | face and reverse side hereof, that this Order cancels and supersedes all previous agreements, promises or representations made by any party hereto, and as of the date hereof, the subject matters covered hereby, and that THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DSU OR ITS AUTHORIZED REPRESENTATIVE. Purchaser by their execution of this Order certifies he is of majority age and acknowledges that they have read its terms and conditions and has received a true copy of this PURCHASER | |
| CONTACT/ | | | | | |
| ADDRESS | | | | | |
| DL # _____ DOB _____ | | | | | |
| INS NAME | | | | | |
| AGENT | | | | | |
| PHONE | | | | | |
| RETAIL <input type="checkbox"/> COMM <input type="checkbox"/> DPP <input type="checkbox"/> FLEET <input type="checkbox"/> OTHER <input type="checkbox"/> # OF DAYS _____ | | | | | |
| NEED DATE _____ TIME _____ | | | | | |
| PAPERWORK BY _____ | | | | | |
| INCENTIVES TO BE APPLIED FOR: | | | | | |
| _____ _____ _____ _____ _____ _____ | | | | | |

40' x 8.5



03.15.2017 12:00

2016 WITZCO CHALLENGER RG50

For Sale Price: USD \$37,500



Contact Information

Commercial Truck Sales, Inc.

📍 Bretzville, Indiana 47542

Phone: (888) 461-1846

Fax: (812) 623-3089



Description

Like new 48x102 Ground Bearing Detachable Lowboy! 22' Deck. 90" Pin to Front. Self Contained with Pony Motor!

Call Jeff @ (812) 639-7360

or Ron @ (812) 881-9585

Specifications

| | | | |
|-------------------|---------------|-----------------------|-------------------|
| Quantity | 1 | Stock Number | 000239 |
| Year | 2016 | Manufacturer | WITZCO CHALLENGER |
| Model | RG50 | Condition | Used |
| Suspension | Spring | Length | 48 ft |
| Width | 102 in . | Floor Type | Wood Floor |
| Tires | 11R22.5 LoPro | Wheels | All Steel |
| Axle Type | Fixed | Composition | Steel |
| Flip Axle | No | Hydraulic Tail | No |

3/28/17

FOR SALE

2015 LOW BOY TRAILER 44' X 102"

DUAL AXLE

GOOD TIRES

WOODEN DECK

EXCELLENT CONDITION

\$45,000.00

CALL IF INTERESTED – WHIPPLE INC. 530-598-7366

**Emma Lee Perez – Contract Compliance Report
For Council Meeting on April 27th, 2017
Reporting Period March 16th, 2017- April 20th, 2017**

Consent Calendar:

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 essential winter clothing.

Daily Hot Meal- A daily hot meal will be provided at the Karuk Senior Nutrition Center or other restaurant depending on location and availability.

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

Achieved during report period:

Funds will be distributed through the LIAP office. The next report is due: May 20th, 2017

Expenditure/ Progress Chart –

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| CSD | 6060-07 | \$32,000 | \$17,778.27 | \$13,653.43 | 57% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 06/01/2016-05/31/2017 | 12 | 1 | 1 | 0% | Y |
| Progress Report Due Date | Completed? | Date Completed | Fiscal Report Due Date | Completed? | Date Completed. |
| 04/20/2017 | Yes | 04/19/2017 | 04/20/2017 | Yes | 04/19/2017 |
| Comments: | | | | | |

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: May 20th, 2017

Expenditure/ Progress Chart –

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| CSD | 6063-13 | \$42,000 | \$7,387.35 | \$34,487.65 | 18% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 01/01/2017-12/31/2017 | 12 | 3 | 9 | 0% | Y |
| Progress Report Due Date | Completed? | Date Completed | Fiscal Report Due Date | Completed? | Date Completed. |
| 03/20/2017 | Yes | 3/20/2017 | 03/20/2017 | Yes | 03/20/2017 |
| Comments: | | | | | |

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 | \$80,165.47 | \$19,834.53 | 75% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed | Extension Option Y/N |
| 06/15/2015 -11/2017 | 18 | | 4 | 0 | |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 06/2017 | No | N/A | | No | N/A |
| Comments: | | | | | |

Susan Gehr has been selected to write the ANA Language Grant. She will begin meeting with Council to start developing the proposal with their guidance. The NSF Language grant is moving forward, the objectives are being met and all reports have been filed in a timely manner.

Project Title: Indian Community Development Block Grant (ICDBG)

Deliverables: To construct 4680 square foot Family Services Center.

Expenditure/ Progress Chart – separate chart required for each grant

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| ICDBG | 5087 | \$605,000 | \$12,244.20 | \$592,755.80 | 2% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed | Extension Option Y/N |
| 10/1/2016- 9/30/2019 | 36 | | | 0 | Yes |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 11/15/2016 | Yes | 11/14/2016 | 03/30/2017 | Yes | 03/30/2017 |
| Comments: | | | | | |

Achieved during report period:

ICDBG – Family Services Center

Progress continues on the Family Service Center. Trinity Valley should be able to deliver the base drawing with existing topo, utilities, property, and all other existing improvements by the week of May 1st. Travois hopes to go to the County by the week of May 8th. This will likely be delayed because the County has a backlog on permitting and review. Black Wolf Construction took their contractor’s license exam on April 14th so we’re on schedule for them to be licensed in California.

Travois provided a progress design set of plans April 9th and should have an 80% within the next few weeks. The original bid based on the RFP did not include a 50 year metal roof so Travois/Black Wolf will be sending updated pricing and I’ll present this information to Council.

Alex will be providing his determination on the cultural component for the EA this week. After I have that information I can present to Council for approval. The EA needs to be available for 30 days for public comment. Assuming there aren’t any comments then we are able to submit to HUD. After HUDs approval we are then able to draw down funds and begin construction. I don’t anticipate the recent delay in the EA delaying the entire project since the County is further behind on their projects.

Progress continues on the Master Site plan, see attached draft site plan. The Family Services Center is mirrored and rotated, so that the entry could share the parking with the future clinic and still provide a drop off area and a connection to a back door exit, if needed by clients. It would also allow for a future expansion of that building if need be.

Travois included some additional potential future housing that could be part of the Skyline property and/or potentially a Karuk Homes 2 tax credit project. Travois needed to increase the number of houses

if it is to be a LIHTC project, so this may be one possible way to do so. Please let me know if you have comments and I can pass those on to Travois.

ABC Logging will provide a quote for demoing the brick building. I should have this by Thursday so I can ask Council for approval to modify their current contract.

Hazard Mitigation Projects- FEMA

About a month ago the Chairman, Vice Chairman and I met with Randy Brawley and Linda Ortiz from FEMA regarding Hazard Mitigation projects and our recently declared disaster from the winter storms. Since the tribe declared a disaster and submitted costs to the County and request for assistance to the state we are eligible for Hazard Mitigation grant projects. The tribe should begin identifying possible projects and then I can send those to Linda Ortiz for consideration when the funding becomes available. Examples of projects include: Wildfire defensible space, catch water basins, environmental restoration, and flood control. Funding can be used to mitigate any of the qualifying examples.

Submitted,

Emma Lee
Contract Compliance Specialist

**Emma Lee Perez – Contract Compliance Report
For Council Meeting on April 27th, 2017
Reporting Period March 16th, 2017- April 20th, 2017**

Consent Calendar:

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 essential winter clothing.

Daily Hot Meal- A daily hot meal will be provided at the Karuk Senior Nutrition Center or other restaurant depending on location and availability.

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

Achieved during report period:

Funds will be distributed through the LIAP office. The next report is due: May 20th, 2017

Expenditure/ Progress Chart –

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| CSD | 6060-07 | \$32,000 | \$17,778.27 | \$13,653.43 | 57% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 06/01/2016-05/31/2017 | 12 | 1 | 1 | 0% | Y |
| Progress Report Due Date | Completed? | Date Completed | Fiscal Report Due Date | Completed? | Date Completed. |
| 04/20/2017 | Yes | 04/19/2017 | 04/20/2017 | Yes | 04/19/2017 |
| Comments: | | | | | |

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: May 20th, 2017

Expenditure/ Progress Chart –

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| CSD | 6063-13 | \$42,000 | \$7,387.35 | \$34,487.65 | 18% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 01/01/2017-12/31/2017 | 12 | 3 | 9 | 0% | Y |
| Progress Report Due Date | Completed? | Date Completed | Fiscal Report Due Date | Completed? | Date Completed. |
| 03/20/2017 | Yes | 3/20/2017 | 03/20/2017 | Yes | 03/20/2017 |
| Comments: | | | | | |

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 | \$80,165.47 | \$19,834.53 | 75% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed | Extension Option Y/N |
| 06/15/2015 -11/2017 | 18 | | 4 | 0 | |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 06/2017 | No | N/A | | No | N/A |
| Comments: | | | | | |

Susan Gehr has been selected to write the ANA Language Grant. She will begin meeting with Council to start developing the proposal with their guidance. The NSF Language grant is moving forward, the objectives are being met and all reports have been filed in a timely manner.

Project Title: Indian Community Development Block Grant (ICDBG)

Deliverables: To construct 4680 square foot Family Services Center.

Expenditure/ Progress Chart – separate chart required for each grant

| Program | Code | Total Budget | Expenses to date | Balance | % Expended |
|--------------------------|--------------|---------------------------|------------------------|--------------|----------------------|
| ICDBG | 5087 | \$605,000 | \$12,244.20 | \$592,755.80 | 2% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed | Extension Option Y/N |
| 10/1/2016- 9/30/2019 | 36 | | | 0 | Yes |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 11/15/2016 | Yes | 11/14/2016 | 03/30/2017 | Yes | 03/30/2017 |
| Comments: | | | | | |

Achieved during report period:

ICDBG – Family Services Center

Progress continues on the Family Service Center. Trinity Valley should be able to deliver the base drawing with existing topo, utilities, property, and all other existing improvements by the week of May 1st. Travois hopes to go to the County by the week of May 8th. This will likely be delayed because the County has a backlog on permitting and review. Black Wolf Construction took their contractor’s license exam on April 14th so we’re on schedule for them to be licensed in California.

Travois provided a progress design set of plans April 9th and should have an 80% within the next few weeks. The original bid based on the RFP did not include a 50 year metal roof so Travois/Black Wolf will be sending updated pricing and I’ll present this information to Council.

Alex will be providing his determination on the cultural component for the EA this week. After I have that information I can present to Council for approval. The EA needs to be available for 30 days for public comment. Assuming there aren’t any comments then we are able to submit to HUD. After HUDs approval we are then able to draw down funds and begin construction. I don’t anticipate the recent delay in the EA delaying the entire project since the County is further behind on their projects.

Progress continues on the Master Site plan, see attached draft site plan. The Family Services Center is mirrored and rotated, so that the entry could share the parking with the future clinic and still provide a drop off area and a connection to a back door exit, if needed by clients. It would also allow for a future expansion of that building if need be.

Travois included some additional potential future housing that could be part of the Skyline property and/or potentially a Karuk Homes 2 tax credit project. Travois needed to increase the number of houses

if it is to be a LIHTC project, so this may be one possible way to do so. Please let me know if you have comments and I can pass those on to Travois.

ABC Logging will provide a quote for demoing the brick building. I should have this by Thursday so I can ask Council for approval to modify their current contract.

Hazard Mitigation Projects- FEMA

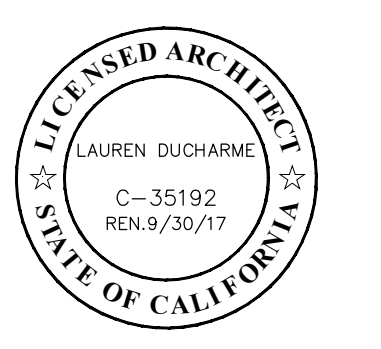
About a month ago the Chairman, Vice Chairman and I met with Randy Brawley and Linda Ortiz from FEMA regarding Hazard Mitigation projects and our recently declared disaster from the winter storms. Since the tribe declared a disaster and submitted costs to the County and request for assistance to the state we are eligible for Hazard Mitigation grant projects. The tribe should begin identifying possible projects and then I can send those to Linda Ortiz for consideration when the funding becomes available. Examples of projects include: Wildfire defensible space, catch water basins, environmental restoration, and flood control. Funding can be used to mitigate any of the qualifying examples.

Submitted,

Emma Lee
Contract Compliance Specialist

Karuk Tribe Family Services Center
Happy Camp, California

TRAVOIS ARCHITECTURE, PC
310 W. 19TH TERRACE
KANSAS CITY, MO 64108
P 816.994.8970
F 816.994.8974

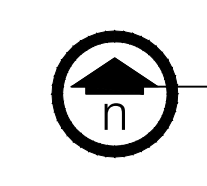
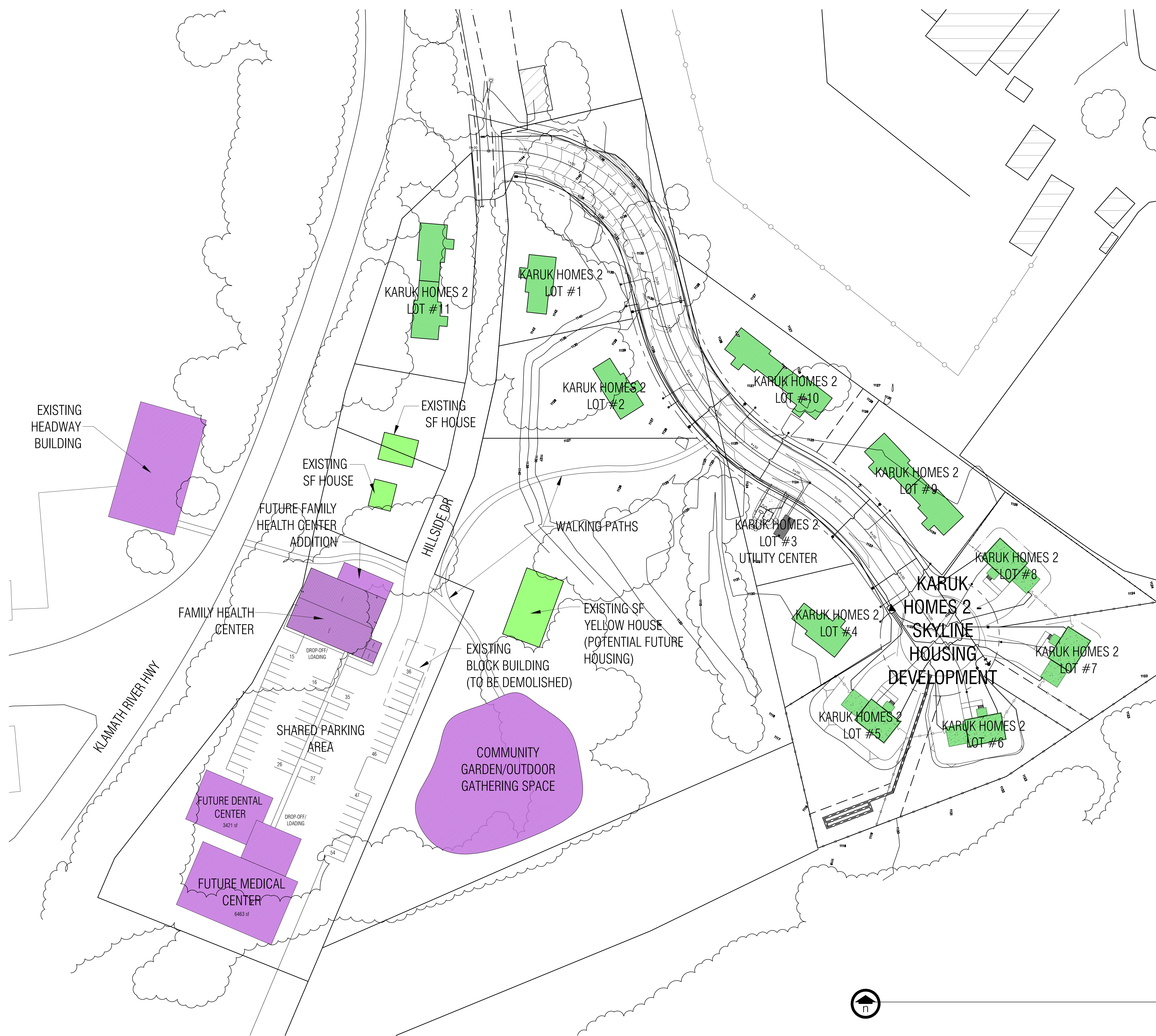


| REVISION | DATE |
|-----------|----------|
| SCHEMATIC | 04/4/17 |
| 50% DDs | 04/09/17 |

SHEET

A100

SITE PLAN



SITE PLAN 1
Scale: NTS

Grants Department
Council Report
April 20, 2017
Trista Parry

As I have been able to meet with you fairly regularly to give you updates on my projects as well as correspond via email I do not have a lot of additional information to provide for my council report. I have drafted a brief report as a summary of this month's events.

Grants Reviewed/Submitted:

- IMLS Basic Library Services Grant \$7,000 Submitted/Pending

Awarded

- CRIHB Mini Grant: 6 months \$3,000 Approved
Proposal was coordinated with Dr. Lew for dental equipment for Orleans Clinic.

Siskiyou County Behavioral Health Planning:

The Siskiyou County Behavioral Health planning session with Camy Rightmier turned out to be a very positive thing. She is eager to collaborate with the Karuk Tribe for Behavioral Health prevention and early intervention activities.

On April 19th, I was able to facilitate a meeting between the Siskiyou County Behavior Health Program and Pat Hobbs. They discussed multiple areas of potential collaboration for intake and case management of our clients. I am optimistic that they will be able to create a long-term relationship including contract funding which can be used to hire Tribal employees to meet these needs. Additionally, I was able to introduce Camy to Angela Baxter and encourage them to schedule time to have a full meeting regarding possibly a future funding relationship with the AOD program as well as possible assistance from the county in the creation of the men's transitional house in Yreka. Again, it seems a great opportunity for future growth and collaboration. I have offered to be available should anyone need assistance drafting agreements or a scope of work that could be used in these agreements.

Additionally, if we have additional ideas for prevention and early intervention activities that you would like to see implemented please let me know what those are and I will put them in writing and submit them to the County for review. She seemed open to considering activities for the Happy Camp and Somes Bar (maybe even Orleans) areas as well.

New Markets Tax Credit Program

As we discussed earlier today we will be pursuing a New Market Tax Credit request for the completion of the Resident Services Center as well as the funding gap in the Family Services Center. The site visit with Travois is scheduled for May 9th for Yreka and Happy Camp. I will be coordinating with Michael from Travois, Laura, Sara, Fatima, the Council and the Housing Board to identify what time and location that will work best for everybody for our question and answer session with him. The QEI or total project deal size is set for \$6.4 million.

California Endowment, Happy Camp Medical/Dental Clinic

Before leaving for Texas I was able to meet with Sandra Dodgson, the HC Clinic Manager. She gave me the staff's ideas for the new clinic. I have taken these into consideration and should we find funding will make sure that these sheets get passed along to the project manager.

I heard back from Eva with Travois regarding her review of our request for consideration. She will be contacting me tomorrow 4/21 to go over our request for consideration with California Endowment so she can give us her input before we actually meet with California Endowment. It sounds like she is going to try to facilitate a face to face meeting between us and California Endowment but I haven't heard for sure yet. I have attached the draft proposal.

Humboldt Area Foundation

As I reported earlier, our video conference with Humboldt Area Foundation went well and I will solicit their priorities and service area in our next correspondence and forward that to you as well.

Happy Camp Community Health Clinic A Rural Communities Request for Consideration

Introduction

The Karuk Tribe is continually working to improve access to health care for our people. As the sole provider of medical and dental services for the Happy Camp area the health of our communities is of the highest priority. The nearest alternative provider of medical or dental care is over 70 miles away in Yreka, CA. The nearest hospital is also in Yreka, although it is a small community hospital and any specialty care needs require our patients to travel either to Medford, Oregon (a 2-hour one way drive) or Redding, California (a 3-hour one way drive). The Karuk Tribe is committed to providing a comprehensive system of care for our families. We are presently completing a multi-phase Community Wellness Project designed to meet the health and wellness needs of our community.

The Karuk Tribe is requesting \$2,990,000 in grant funding from the California Endowment to improve access to primary care through the construction of a Community Health Clinic as phase III of our Community Wellness Project which is outlined below.

Phase I of the Community Wellness Project was implemented through collaboration with the Karuk Tribe Housing Authority to purchase real estate in the Happy Camp community that would accommodate the construction of multiple health and wellness community facilities as well as to be the future site of a low-to-moderate income housing neighborhood. We were able to secure 8.3 acres of land in the Hillside Road area in Happy Camp. This property is conveniently located in town, yet is set back into the trees providing a beautiful wooded setting that is near the elementary school, community-park, river-front walking path and the community's only pharmacy.

Phase II of the project is designed to meet the behavioral health and social service needs of our community by constructing the Family Services Center, a 4,700 sq. ft. facility where families can access multiple human services programs including cash aid (burial, emergency, home energy, TANF), behavioral and substance abuse counseling, job training and employment assistance and social services. The design and construction of this facility has been funded through the Department of Housing and Urban Development, 2016 Indian Community Development Block Grant (ICDBG) award, with additional contributions to this phase being provided by the Karuk Tribe Transportation Department and Tribal Discretionary Funds. Additionally, a funding proposal is pending with the Ford Family Foundation to close the final funding gap for this facility. We are also looking to partner with Travois and the New Market Tax Credit Project for additional funding on this site should it be necessary. The budget for Phase II is \$1,241,281 and construction is expected to begin during the summer/fall of 2017.

Phase III of the Community Wellness Project will construct a comprehensive Community Health clinic which will provide preventative, ambulatory, pediatric, geriatric, and emergent care to the community of Happy Camp and the surrounding areas. Presently, the entire medical clinic is located in a small section of the Tribal Administration Office that has been temporarily remodeled to house the medical clinic until funding can be identified to construct a community health center. The existing space has proved to be too small and has inhibited the growth of

services to our families. Additionally, the present location is within the flood plain and hampers our ability to provide life-saving services in the event of a flood.

The construction of the Happy Camp Community Health Clinic will not only allow us continue providing medical and dental service to the Happy Camp community; it will allow us to expand and enhance our existing services. This new facility will include a prevention/nutrition area equipped with a kitchen to implement a Diabetes Education/Intervention Program. This program will include nutritional training and diabetic educational luncheons. Another area of expansion will be in the area of pain management, many of our patients struggle to balance the management of their pain with the need to live a healthy non-addictive life. The number of people struggling with addiction has led us to the decision to create a pain management clinic. The pain clinic will be housed in the Happy Camp Community Health Clinic but will have a separate entrance to ensure continuity of care while maintaining client confidentiality. We will also begin providing diagnostic x-ray services not presently available on the river. With no local hospital, the triage/emergent services we provide to patients experiencing medical emergencies often stabilizes the patient prior to their transfer to an out of area hospital either via ambulance or helicopter. The construction of this facility will allow for expanded access to care as well as the ability to implement new services to our community.

All services provided by the Karuk Tribe Health Program are available to anyone in the community without regard to ethnicity or their ability to pay. Our commitment to provide quality care for our entire community is represented in our patient count data which indicates that an estimated 70% of our patients at the Happy Camp Clinic location are non-native.

Construction Costs

Construction cost estimates have been developed based on assistance from Indian Health Service Facilities Division as well as through coordination with Lauren DuCharme, Architect. Ms. DuCharme is the Architect who designed the master plan for this site and as well as the Family Service Center. We have identified funds to expand and pave Hillside Road as well as to purchase the adjacent property in order to improve access to the site.

Request to California Endowment:

| | | |
|--|-----------------------------|--------------------|
| Comprehensive Medical & Dental Facility | 11,500 sf x \$260 sf | \$2,990,000 |
|--|-----------------------------|--------------------|

Funding Identified:

| | |
|---|-----------------|
| Karuk Tribe Dept. of Transportation Widening and Resurfacing of Hillside Road | \$360,000 |
| Karuk Tribal Funding: purchase adjacent parcel to improve access | <u>\$55,000</u> |
| | \$415,000 |

Funding proposal to be submitted to IHS

| | |
|-----------------|--------------------|
| Equipment | \$300,000 |
| Total Phase III | \$3,705,000 |

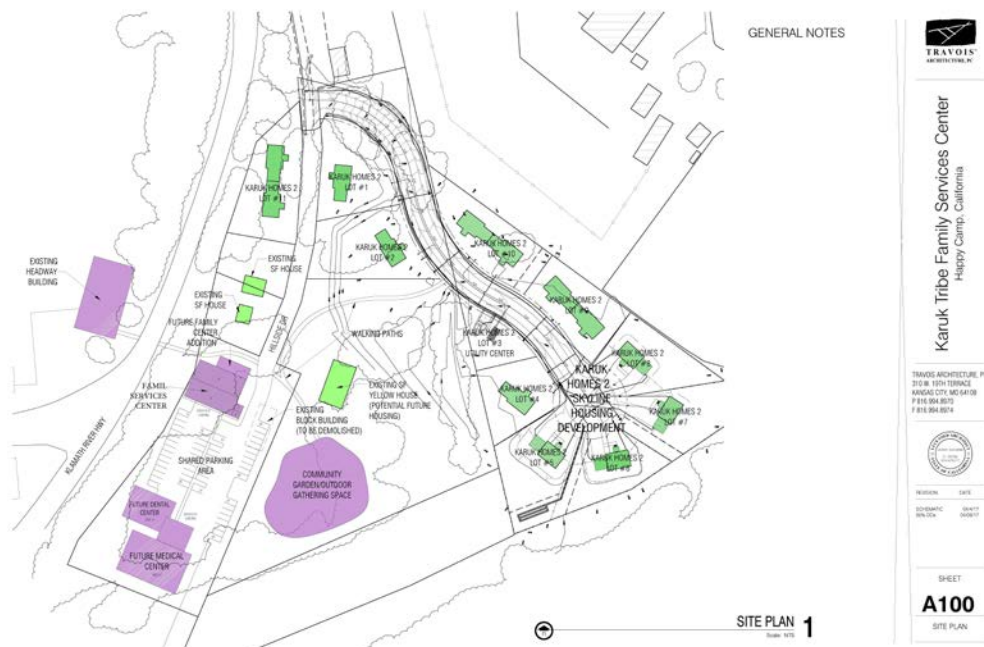
Changing lives through healthy diet is one of our most recent initiatives. **Phase IV** of the project will be a collaborative approach between the Pikyav (Karuk for “Fix it”) Field Institute Program staff, the Karuk Tribe Health Program and the funding through the California Rural Indian Health Board, Inc. Acorn grant program. We will create walking paths, an obstacle course, as well as create a community garden/orchard that will be scattered amongst the grounds connecting Phase II & III with the planned housing community. The Pikyav staff offer

knowledge and training regarding various healthy, traditional and local foods. They have offered local classes to all community members in the Happy Camp, Somes Bar and Orleans areas on topics including fruit tree trimming, bee keeping, gardening, canning, juicing and dehydrating food. Additionally, they offer a rototiller lending program and a free seed exchange. Once funding is secured for the implementation of Phase III we will begin implementing Phase IV.

Our Housing Authority will collaborate with Travois to complete a Low-Income Housing Tax Credit Project to construct a neighborhood of nine (9) low- to moderate-income homes between the Happy Camp Community Health Clinic and the community park. This will be the **phase V**, the final phase of the project. Below you will find both a photograph and an architectural site plan of our Community Wellness Project.



Photo of Community Wellness Project Site



Architectural Site Plan Community Wellness Project Site

In addition to the Community Wellness Project on Hillside Road, we are also expanding our physical fitness and prevention activities through the construction of a Resident Service/Community Center which will include a full-sized basketball court (the only one in the community with the exception of the High School District basketball court) and an exercise room. This center will also include an unstaffed computer lab and residential sized kitchen area. This project has been fully designed and the construction bids have been solicited.

Community Partnerships

The Karuk Tribe has stepped up to be the main service provider in the Happy Camp area. Our isolated location makes service delivery by the County very difficult. Additionally, the independent nature of the people in our area creates an environment where the County's lack of services to our area is simply accepted as the norm. Siskiyou County currently offers services through a legal-aid representative, a social security representative and a behavior health staff member which rotate into the community one day per week. The Karuk Tribe provides their staff office space for their client visits. In an effort to expand our partnership with Siskiyou County, the Karuk Tribe Child & Family Services Director is currently entering discussions with the Siskiyou County Behavioral Health Program to implement a more collaborated partnership for outreach and preventative behavioral health services to the Happy Camp area. Additionally, the Karuk Tribe is an annual donor of the Happy Camp Breast Cancer Fighters Funds local grass-roots fundraising as well as a sponsor for their first annual Mammograms in May event scheduled for May of this year, which will provide free mammograms in Happy Camp through a mobile mammogram services.

The Karuk Tribe is committed to ensuring that no one goes without access to health care due to their financial situation or their lack of insurance. In addition to providing direct patient care services to our indigent population, we also employ a full-time outreach worker who is trained and authorized to assist clients and community members with their Covered California Health Insurance applications. She attends community events and seeks out individuals, children, and family that are at risk of being uninsured. Additionally, in the last two years we have worked hard to be more active in the school system. We were a participant in the Presidential Active Lifestyle Award program and have partnered with the Happy Camp Elementary School after-school program to implement fun physical fitness activities. Our Education Services staff also collaborates with parent and school officials to provide tutoring, college tours, financial aid application assistance, and education advocacy for students and their families. Additionally, we collaborate with the High School to oversee the Youth Leadership Council which allows any interested students to participate. They conduct meetings, assist with family movie nights for the younger students, they hosted an elders' appreciation dinner where they cooked and served dinner to the elders in our community just to name a few activities.

Commitment to Sustain Activities

The Karuk Tribe Health and Human Service Program receives funded through compact and grant agreement with Indian Health Services to provide direct care services to the Native American population as well as grant funding through Health Resources Service Administration (HRSA) to provide medical, dental and behavior health care to low-income, uninsured and underinsured indigent population. Additionally, the Karuk Tribe maximizes its resources through third party billing. The Karuk Tribe agrees to be fully responsible for any and all ongoing costs

associated with the operation and maintenance of the Happy Camp Community Health Clinic and commits to utilize these facilities solely for their intended purposes.

Area Information

The service delivery area of the Karuk Tribe encompasses all of Siskiyou County and a small portion of northeastern Humboldt County, this area covers more than 6,400 square miles of land. Many of the families in our county reside in small outlying communities and unincorporated townships spread out along the rivers and valleys of the area. Our Services area is immediately adjacent to Del Norte County which is one of the focus areas of the California Endowment.

The economic situation in our area is extreme. We have seen our people struggle with historic unresolved grief, multi-generational trauma, post-traumatic stress, and other behavioral and mental health issues that still have devastating effects on children, youth, adults, and families. In the past 20 years, historic adverse impacts have been exacerbated by the extreme socioeconomic distress that followed the collapse of the timber industry in the mid-1990s, severely reducing employment opportunities. Until that time, the economy of California’s remote mid-Klamath River region had been 80% timber-dependent, and jobs were abundant in the forests and local sawmills. Following closure of Happy Camp’s last lumber mill in 1994, the National Association of Counties declared it “one of the ten most economically endangered communities in the United States.” In the extremely remote and mountainous mid-Klamath River region—where the timber industry once supported virtually every worker and local business—the most promising future opportunities remain natural resource related; e.g., co-management of public lands, forests, and fisheries; recreation and tourism, and related small businesses. To support new industry, though, the Tribe first must redevelop basic community infrastructure and retrain local workers—both long-term endeavors.

The poverty and hardships endured by our people is demonstrated in the United States Census Department and the Bureau of Labor Statistic reports below. The 2015 report is the most current local data available and is reprehensive of the current conditions.

| | <u>Unemployment Rate</u> | <u>Median Household Income</u> | <u>(%) Living in Poverty</u> |
|---------------------|--------------------------|--------------------------------|------------------------------|
| Happy Camp | 12.4% | \$29,688 | Not Reported |
| Siskiyou County | 9.4% | \$37,170 | 22.6% |
| State of California | 6.1% | \$61,818 | 15.3% |
| United States | 5.3% | \$53,889 | 13.5% |

The annual median income for Happy Camp is roughly half that of the state average and 20% lower than that of Siskiyou County. The unemployment rate is 103% of higher than the State of California and 133% higher than the United States overall. A 2009 Community Needs Assessment report concluded: *“We have profiled a community of Native American families a majority of whom are barely surviving their poverty conditions and cannot improve their condition (or weather the next storm, whether it’s a natural disaster or personal crisis) without significant help....children are at risk, emotionally and physically, as a result of chronic, long-term poverty conditions that have given way to anxiety, depression, despair, and self-medication with alcohol and drugs.”*

Administration and Capacity

The Karuk Tribe was federally recognized on January 15, 1979 and adopted its constitution on April 17, 1985. With 3,749 enrolled members and 4,422 enrolled descendants the Karuk Tribe is the second largest tribe in the State of California. At the same time, it is one of the few Tribes in California which is not a land-based or reservation tribe. The Karuk Tribe has worked hard to raise funds and purchase its present land base.

In the past three decades, the Karuk Tribe has grown into a strong organization with a total revenue equaling \$36 million in grants, contracts and some discretionary funds. Each year the Karuk Tribe undergoes a complete Financial and Compliance Audit by an independent audit firm. The Karuk Tribe's most recent audit was performed in February of 2017 for fiscal year 2016, no material weaknesses or significant deficiencies were identified and we continue to qualify as a low-risk auditee.

The Karuk Tribe Health Program is accredited by the Accreditation Association for Ambulatory Health Care, Inc. We strive to operate facilities of the highest standards of care.

Future Partnerships

In summary, we are requesting consideration for a total amount of \$2,990,000 to construct the Happy Camp Community Health Clinic. We would like to thank you for taking the time to review our request. We hope that you will be compelled to collaborate with us on this project and possibly request a full proposal or schedule a site visit for our area. However, even if your grant-making program is not a match for our project, we believe that bringing awareness to the struggles that exist for our families and all of the hard work that is going into improving the health and happiness of the people in our area is the only way that we will perpetuate positive change in our community.

We admire California Endowment's commitment to the health and wellness of underrepresented people of California. Your work to improve the lives of those less fortunate is truly inspiring.

Yootva! (*Translation: Thank you!*)

Information Technology Council Report

Eric Cutright, April 20, 2017

Pending Action Items:

- Procurement for reimbursement to the Yurok Tribe for conduit for KRRBI
- Travel for Dennis Donahue to attend a software conference in Texas (consent calendar)

Expenditure/ Progress Chart – IT Dept Indirect Budget April 20, 2017

| Program | Code | Total Budget | Expensed to date | Balance | % Expended |
|---|--------------|---------------------------|--------------------|--------------|----------------------|
| IT Systems | 1020-15 | \$347,888.44 | \$226,166.92 | \$121,721.52 | 65.01% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 10/1/2016 to 9/30/2017 | 12 | 6.5 | 5.5 | 54% | N |
| Comments: | | | | | |
| This is the budget to maintain the IT Department and the IT resources spread throughout tribal offices. The majority of the budget goes to salaries for IT personnel. | | | | | |

IT Department On-Going Projects:

- We are waiting for delivery of the telemedicine carts in order to roll out the upgrades to our telemedicine equipment in the Karuk Medical and Child & Family Services Clinics. The carts are scheduled to be delivered April 24. All the other ordered equipment has arrived.
- The IT department is consulting with KTHA on the phase 2 construction of the Yreka Wellness Center, for data and communication wiring.
- In an effort to provide streamlined management of our computer systems, and to improve protection against modern threats such as ransomware, the Karuk Tribe has purchased Kaspersky Advanced Endpoint Protection to install on all of our computers. Installation is scheduled for later in April.
- The IT Department working with the Dental Department to procure and install a new digital x-ray system. The equipment is currently installed and being tested in Happy Camp. Once testing is complete, we will install the digital x-ray systems to Yreka and Orleans.
- The IT department has consulted with the Dental Department to start seeing patients in the Orleans clinic. The initial hardware installation occurred on April 19, and the software testing is ongoing.
- In preparation for offering Dental services in Orleans, the IT department is working with dental staff to test paperless document management in the Dentrix server.

Project Title: Áan Chúuphan Internet Service in Orleans

A commercial services quote has been presented to the Klamath Trinity Joint Unified School District in response to their official e-rate solicitation to continue providing service to Orleans Elementary School. If KTJUSD accepts the quote, a contract will need to be approved for services.

Áan Chúuphan Business status as of February 16:

- 9 anchor institutions are receiving complementary service through the USDA grant
- 117 active customers
- 96 customers have internet access installed
- 3 customer in the queue to have service installed
- 18 customers are awaiting radio improvements to receive service

Expenditure/ Progress Chart – Áan Chúuphan Budget April 20, 2017

| Program | Code | Income | Expenses | Balance | % Expended |
|--|--------------|---------------------------|--------------------|--------------|----------------------|
| Áan Chúuphan | 2661-00 | \$95,549.55 | \$72,305.84 | \$23,243.71 | 75.67% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 10/1/2016 to 9/30/2017 | 12 | 6.5 | 5.5 | 54% | N |
| Comments: | | | | | |
| This budget reflects the broadband business operations in Orleans. | | | | | |

Expenditure/ Progress Chart – USDA Community Connect Grant

| Program | Code | Total Budget | Expensed to date | Balance | % Expended |
|---|--------------|---------------------------|------------------------|--------------|----------------------|
| USDA RUS | 2061-00 | \$1,141,870.00 | \$970,868.82 | \$171,001.18 | 85.02% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 10/24/2011-10/24/2017 | 72 | 66 | 6 | 92% | N |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due Date | Completed? | Date Completed. |
| 03/31/2017 | Yes | | 10/17/2017 | No | |
| Comments: | | | | | |
| This grant funds the construction of broadband infrastructure to Orleans. | | | | | |

Construction and Network Projects:

- In order to serve up to 14 of the 18 customers who have submitted applications but cannot receive Áan Chúuphan service, I recommend the Karuk Tribe purchase white space radios from Carlson Wireless. Unlike the current radios we use, white space radios use lower frequencies which do not require line of sight. A procurement for white space radios will be submitted soon. The white space radios are a new technology, due to be released to the market in May.

Reimbursement Status:

- \$970,868.82 has been spent. \$930,428.00 has been reimbursed.
- The final reimbursement request needs to be submitted after all expenses are committed, but before November 24. The last day to make purchases on this grant is October 24, 2017.

Project Title: Klamath River Rural Broadband Initiative (KRRBI)

Project Management Services:

- The 1st quarter progress report was submitted on April 11, 2017.
- The Certificate of Public Convenience and Necessity, or CPCN, issued to the Karuk Tribe to operate as a phone company in California needs to be revised to allow the Tribe to install facilities and conduct CEQA environmental reviews on non-Tribal land. Marashlian & Donahue have drafted a new tariff, which is being reviewed.
- A new budget is being drafted for review by the CPUC to address changes in the scope of KRRBI. This budget will be sent through the grant review process before coming to the council.
- On April 19 I travelled to Klamath and met with Yurok Tribe council members and executives to give an update on the status of the KRRBI project.

Permitting Services:

- A permit will need to be requested from CalTrans once the CEQA process is complete
- A proposal was submitted on April 26, 2016 to the forestry company Green Diamond Resources (GDR) for permission to install fiber optic facilities near the Pacific coast in their private land. A new letter has been drafted and is under review to resubmit a request for an easement.
- A revised proposal to the USDA Forest Service was submitted June 2, 2016. No response has been received yet.
- An application to Humboldt County for an encroachment permit was submitted on June 10. Humboldt County acknowledged the application and has started processing.
- An application to California State Lands for a Klamath River crossing permit is being drafted.
- An application to the Northern California Joint Pole Association has been submitted and is awaiting processing.

Cultural Review:

- The Karuk THPO and cultural review is complete.
- In order to assist the Yurok Tribe with section 106 compliance for this project, an outside archeologist is being contracted. Negotiations are underway.

Environmental Review:

- The Proponent’s Environmental Assessment (PEA) draft was submitted to the funder, the California Public Utility Commission (CPUC) on October 14. A data request was received on November 15 with extension questions and requests for more information. A response to this data request is in progress, and is waiting on the Yurok Tribe cultural documents.
- Once the lead state and federal agencies, the California Public Utility Commission and the Bureau of Indian Affairs, receive and accept the final PEA, a review of the environmental impact of the entire project will commence. A joint NEPA/CEQA document will then be prepared.

Engineering Services:

- The engineering firm selected for the KRRBI project is Trinity Valley Consulting Engineers (TVCE), which has partnered with the engineering firm N-Com. N-Com is currently conducting an on-site survey of the coastal part of the project. Work on the initial project plans has started.
- Wireless engineering primarily consists of distribution for the town of Orick. One location is now the preferred tower site, due to Humboldt County permitting requirements. A reasonable offer for a permanent easement on the property has been prepared and will be presented to the landowner soon.

Expenditure/ Progress Chart – KRRBI – California Advanced Services Fund (CASF)

| Program | Code | Total Budget | Expensed to date | Balance | % Expended |
|---|--------------|---------------------------|--------------------|----------------|----------------------|
| KRRBI - CASF | 6661-00 | \$6,602,422.00 | \$445,061.74 | \$6,157,360.26 | 6.74% |
| Term Dates | Total Months | Month # for report period | # Months Remaining | % Completed. | Extension Option Y/N |
| 10/17/2013-10/17/2020 | 84 | 42 | 42 | 50% | Y |
| Progress Report Due Date | Completed? | Date Completed. | Fiscal Report Due | Completed? | Date Completed. |
| 04/10/2017 | Yes | | At 25% Expended | No | |
| Comments: | | | | | |
| This grant expands on the Orleans Broadband Project and partners with the Yurok Tribe to provide internet service to several unserved and under-served communities in Northern Humboldt County. | | | | | |

Report Attachments:

- Cell phone usage report for March 2017 billing period
- Procurement for reimbursement to the Yurok Tribe for conduit for KRRBI

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

Requestor: Eric Cutright **Date:** April 13, 2017

Dept/Program: Klamath River Rural Broadband Initiative **Funding Source:** CASF

Check One: Small Purchase (less than \$3,000) Large Purchase (more than \$3,000)**
 Construction Contract Other: Reimbursement for costs incurred for KRRBI.
 Independent Contractor Under \$3,000
 Independent Contractor Over \$3,000**

****Tribal Council approval is required for: all purchases exceeding \$3,000, all Agreements and all Contracts exceeding \$3,000.**

Procurement _____ Three quotes Sealed Bid Competitive Proposal

| COMPARATIVE SUMMARY (Minimum of Three Required) | | | | |
|---|-----------|---------------|---------------|------------|
| Company Name | Date | Price | Contact/Phone | Indian Y/N |
| Yurok Tribe | 4/11/2017 | \$ 513,250.73 | | |
| | | | | |
| | | | | |
| | | | | |

Name of Selected Vendor: Yurok Tribe

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

Comments: See attached sole source documentation. This procurement is for the KRRBI specific conduits and bridge attachments installed by PG&E for the Yurok Tribe's highway 169 Electrification project.

**** REQUIRED SIGNATURES ****

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

Requestor _____ Date _____

**Chief Financial Officer _____ Date _____

**Director, Administrative Programs & Compliance _____ Date _____

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

Other _____ Date _____

Karuk Tribe of California
For Internal Use Only

**PURCHASE
REQUISITION**

Date: April 13, 2017

Terms:

Needed by:

Ship Via:

Special Instructions:
See attached invoice and sole source procurement documentation

To: Yurok Tribe
190 Klamath Blvd | PO Box 1027
Klamath, CA 95548

Ship To:

| Quantity Ordered | Description | Unit Price | Total |
|------------------|--|--------------|--------------|
| 1 | PG&E Conduit and Trenching Costs for KRRBI | \$371,251.00 | \$371,251.00 |
| 1 | Engineering and Administrative Costs | \$37,193.00 | \$37,193.00 |
| 1 | 22% CPUC ITCC Tax | \$89,857.68 | \$89,857.68 |
| 1 | 3% TERO Tax | \$14,949.05 | \$14,949.05 |
| | | | \$0.00 |
| | | | \$0.00 |
| | | | \$0.00 |
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| | | | \$0.00 |
| | | | \$0.00 |
| | | | \$0.00 |

| Accounting Data | | |
|-----------------|--------------|-----------|
| Fund Number | Amount | Approvals |
| 6661-00-7610.00 | \$513,250.73 | |
| | | |
| | | |
| | | |
| | | |

ATTENTION VENDORS:
THIS IS NOT A PURCHASE ORDER, THIS IS AN INTERNAL FISCAL DOCUMENT. IT DOES NOT CREATE ANY FINANCIAL AUTHORIZATION FOR PURCHASES.

Signature of Individual Requesting P.O.

Sole Source Justification for the KRRBI Yurok Wautec Line Extension Reimbursement in the amount of \$513,250.73

The Klamath River Rural Broadband Initiative, or KRRBI, is a joint broadband project between the Karuk Tribe and the Yurok Tribe. The Karuk Tribe is the fiscal agent and project lead, while the Yurok Tribe provided significant matching funds for the project. KRRBI will serve both Karuk and Yurok Tribal lands with high speed broadband access.

KRRBI plans to install over 100 miles of fiber optic cable in Humboldt County, and divides the project into 5 segments for administrative purposes. Segment 2 of KRRBI runs along highway 169 from Weitchpec to the end of highway near Wautec, a distance of about 20 miles. In the California Advanced Services Fund (CASF) grant application which funded KRRBI, the Karuk Tribe specified that the highway 169 installation would occur along the PG&E infrastructure that was recently installed or planned to be installed through the Yurok Tribe's USDA High Energy Grant. The Yurok's High Energy Grant was used as matching funds for KRRBI.

The Yurok Tribe's USDA High Energy Grant funds the Yurok Tribe's Wautec Line Extension project, where PG&E will provide electric power to the homes in Wautec for the first time. The Wautec Line Extension will install 5.7 miles of infrastructure, which includes about 6,500 feet of buried conduit to avoid culturally sensitive areas. PG&E is scheduled to begin work on the Wautec Line extension in the spring of 2017.

Where the Wautec Line Extension installs utility poles, KRRBI may attach fiber optic cable directly to the poles, and no additional infrastructure is needed. However, where the Wautec Line Extension goes underground, in order for KRRBI to utilize the joint underground trench, an additional conduit must be installed specifically for KRRBI's use. The invoice sent by the Yurok Tribe specifically covers the costs associated with installing the additional conduit necessary for KRRBI.

If KRRBI chooses not to utilize the joint underground trench and not pay for this additional conduit, then KRRBI would be required to dig an additional trench to install fiber along the 6500 feet of the underground portion of the Wautec Line Extension. The cost to dig a trench would be far greater than the cost to install an additional conduit in an existing trench. Also, a new trench would have to receive approval from the Yurok Tribe's council and cultural department, and also receive easements from private landowners in the area, a process that would slow down the project and raise the question of why KRRBI didn't go for the faster, less expensive option.

The Yurok Tribe has already incurred the cost of the KRRBI underground conduit, because PG&E required the Yurok Tribe to pay for the entire cost of the Wautec Line Extension in advance. The Yurok Tribe has invoiced the Karuk Tribe to receive reimbursement for KRRBI's portion of the costs. The Karuk Tribe will be able to receive reimbursement for

this invoice from CASF once KRRBI has submitted the Proponent's Environmental Assessment (PEA) to the CASF funder. The PEA is nearly complete and is expected to be submitted to the funder in late summer of 2017.

I recommend that the Karuk Tribe approve paying the Yurok Tribe's Wautec Line Extension invoice for Conduit Trenching for KRRBI, in the amount of \$513,250.73.

Yootva,

Eric Cutright



KARUK TRIBE

Overview of lines

User name: Eric Cutright

Structure name: Default; Location: Default

Date from: Mar-17 Date to: Mar-17

Summary by wireless number

| Wireless number | Billing cycle date | User name | Minutes | Total allowance minutes | Data usage |
|-----------------|--------------------|-------------------------|---------|-------------------------|-----------------|
| 530-598-4615 | 03/18/2017 | ANN ESCOBAR | 1,921 | 400 | 19,007,124.00KB |
| 530-598-3414 | 03/18/2017 | SUSAN CORUM | 1,863 | 400 | 2,757,656.00KB |
| 530-598-7940 | 03/18/2017 | LESTER ALFORD | 1,777 | 400 | 4,258,467.00KB |
| 530-643-2092 | 03/18/2017 | DARRYL MCBRIDE | 1,578 | 400 | 14,041,323.00KB |
| 916-207-8294 | 03/18/2017 | CRAIG TUCKER | 1,398 | 400 | 2,042,224.00KB |
| 530-215-8192 | 03/18/2017 | JOSHUA SAXON-WHITECRANE | 890 | 400 | 1,113,358.00KB |
| 530-598-6829 | 03/18/2017 | TANYA BUSBY | 849 | 400 | 3,475,065.00KB |
| 530-643-0259 | 03/18/2017 | LETHA JERRY | 831 | 400 | -- |
| 530-598-7926 | 03/18/2017 | SCOTT QUINN | 812 | 400 | 698,513.00KB |
| 530-598-9992 | 03/18/2017 | LESLIE MOORE | 810 | 400 | 442,348.00KB |
| 530-598-7067 | 03/18/2017 | LISA AUBREY | 805 | 0 | -- |
| 530-643-3786 | 03/18/2017 | DEBBIE BICKFORD | 745 | 400 | 4,784,065.00KB |
| 530-643-2565 | 03/18/2017 | ANNIE SMITH | 682 | 400 | 1,751,074.00KB |
| 530-643-1873 | 03/18/2017 | FATIMA ABBAS | 630 | 400 | 8,883,945.00KB |
| 530-598-7966 | 03/18/2017 | KORI NOVAK | 580 | 400 | 382,305.00KB |
| 530-598-8654 | 03/18/2017 | MELODEE BREWINGTON | 570 | 0 | -- |
| Total | | | 31,530 | 39,400 | |

Sara Spence
Executive Director
Council Report
April 27, 2017

Yreka NAHASDA Cooperative Agreement Amendment:

The letter and memo from our attorney was sent to Steven Baker for review by his City attorney, Dohn Henion. Their response, in summary, was that they have never waived the fees for a project to date and that they feel they are reasonable as compared to other municipalities (I have confirmed that is true).

Ed, Fatima, and I reviewed their response. I contacted Travois to determine if the fees can be absorbed by the project budget and confirmed they can and there is still additional contingency funding to cover it.

As the Tribe does not pay property taxes on Trust Land and the NAHASDA fee paid annually of \$150 per unit is considerably less than would be paid in property taxes, it is not completely unreasonable to submit the fee, now that all units included in the original negotiations have been constructed. Ed has included language that payment/agreement does not indicate we concede the fees are valid for Tribes.

In preparation for future negotiations we will have to work with them for additional water services so I feel that although everyone has reservations about it, I recommend we pay the fee and move on without a lengthy, ugly, and expensive fight.

The proposed amendment is included for your approval along with the Resolution 17-R-047.

IHP Planning Session April 10-13, Canyonville:

I feel the session went great and streamlining into two days was better than the longer version. Since the Planning Session wrapped up, I can *almost* see my desk!

Next year, I would like to cut back on the length of some staff presentations, and how many employees travel to the session. We have implemented planning meetings with the staff/Board quarterly so attendance at the session could be changed to make it move faster for purposes of only summarizing and providing programmatic statistical data to Council. I think the budgeting session went much better than in years past. Do you have any thoughts or feedback on this?

Annual O-Link Negotiations

The annual negotiations between the eleven Tribes will be held on Thursday, May 11, 2017 in Yreka. We are co-hosting with Siletz this year so I am coordinating with Sami to prepare.

Yreka Apartment Foundations:

The contract was awarded to repair the foundations, work will begin in May. The tenants can remain in their units so the potential relocation was not necessary.

Land Acquisition / Orleans Water:

An appraisal for the Orleans RV Park was scheduled by Scott Quinn since he had needs in the community as well for the Tribe. The Tribe will bill KTHA.

We are still waiting on a response on the Salstrom North appraiser approval from Delaney (*we need to again discuss the cost share agreement with the Tribe for the water research discussed at the session, there were never any final amounts decided*). The bulk of the 2018 funding will be allocated to land acquisition, water system infrastructure research and potential improvements, or any other avenues that will get us closer to being able to build in Orleans. I am keeping tabs on the attorneys to ensure that he does not purposely cause delays by holding this up.

Happy Camp Resident Center:

Trista continues to work on incorporating our Resident Center in the Market Tax Credit project for the Tribe. It has been up and down since we last discussed it but still looks promising that or project will remain a portion of

that. The formation of the partnership and closing with the investor are similar to the Housing Tax Credit program. The actual project is less intensive though since there is no occupancy or other cumbersome compliance terms. The Tribe is looking to us to be a lead on this project since we have the most experience. She is coming to speak to the Board about it Monday further to see what their thoughts are.

A site visit from Travois has been scheduled for Tuesday, May 9. They will tour the Yreka sites, then come to Happy Camp to see those sites. There will be time made available that afternoon for interested Board and Council Members to inquire about the project and how it differs from a Housing project.

Summer Youth:

I will be requesting a budget for Summer Youth again this year. The program has been very successful in all areas but Orleans (we were informed that MKWC pays more so that explains that mystery). The positions are funded with Crime Prevention funds.

Karuk Homes I:

The project continues to move forward, I am hopeful that DT Builders will make some progress and get us back on schedule. I am pushing the key staff to be proactive in monitoring the project. There have been instances lately where miscommunications could have been prevented by simply asking, rather than waiting for someone to come to them with additional information. There were 5 units behind schedule in Phase III that can be caught up in Phases IV and V.

NAHASDA Reauthorization / Budget Projections:

Everyone is still waiting to see what will happen with the remainder of 2017 and the upcoming 2018 appropriations. We will continue to monitor this.

Wellness Center:

I have been contacted by a Tribal Member who was previously suspended from using the facility for violating the rules several times. I was actually in Erin's office during their phone call regarding the suspension because I could hear the individual yelling at her on the phone from my office and went in to see what was going on. Erin advised the individual that they needed to come into the office, meet with her, review the rules that were violated and discuss how they can comply before use would be reinstated. They did not show up for the meeting, and then later stated they did not get her letter. I will be making contact to setup a meeting to pick up where she left off and see if they can agree to follow the rules (their specific violations were bringing pets to the center, and using/ having marijuana on their person while at the center).

Fee to Trust:

Nothing new, the consultant is wrapping up the environmental and we will await acceptance.

Personnel:

The Executive Director position remains open until filled. The Construction Crew Member II and Orleans Maintenance positions were both advertised. We are still monitoring the Custodian position in Happy Camp to see where that leads.

AMENDMENT No. 1 to
NAHASDA COOPERATIVE AGREEMENT BETWEEN
THE KARUK TRIBE,
THE CITY OF YREKA,
AND
COUNTY OF SISKIYOU

This Amendment No. 1 to the NAHASDA Cooperative Agreement between the Karuk Tribe, The City of Yreka, and the County of Siskiyou dated December 14, 1999 (“NAHASDA Agreement”) is hereby entered into this _ day of _____, 20__, and is intended to amend the NAHASDA Agreement only to the extent of the terms and conditions set out herein. All terms and conditions of the NAHASDA Agreement not addressed in this Amendment No. 1 remain in full force and effect.

1. The Karuk Tribe Housing Authority, due to obtaining funding under the federal Low Income Housing Tax Credit program, will be constructing a total of 12 additional low-income affordable housing units on the lands described in the NAHASDA Agreement, above and beyond those units already referenced in the NAHASDA Agreement as the 70-unit project. These 12 units are within the City limits and located on Karuk Tribal Trust Land.
2. Notwithstanding Section III, Paragraph 6 of the NAHASDA Agreement, the Karuk Tribe agrees to pay the City of Yreka the Development Impact Fees established by the City for the additional 12 units referenced in paragraph 1, above, provided that the Tribe’s agreement to pay such fees may not be construed as the Tribe conceding that such fees are validly applied to it.
3. Notwithstanding Section VI, Paragraph 5, the Tribe shall report all units (rather than “occupied” units) covered by the NAHASDA Agreement, upon request of the County each year as of January 1.
4. Except as otherwise stated in this Amendment No. 1, the identical terms and conditions of the NAHASDA Agreement applicable to the units described in the NAHASDA Agreement as the 70-unit project will incorporate these additional 12 units. All references to the 70-unit project shall include and incorporate these additional 12 units.

IN WITNESS WHEREOF, this Amendment No. 1 to the NAHASDA Agreement is executed to be *effective on the date first above written* on behalf of the Karuk Tribe by the Tribal Chairman, on behalf of the City by its Mayor, and by the County, acting by and through the Chair of the Board of Supervisors, pursuant to authority delegated thereto.

Signature blocks

| | |
|---------------|-------------|
| CITY OF YREKA | KARUK TRIBE |
|---------------|-------------|

| | |
|--|---|
| By: _____ Mayor of the City of Yreka Signature authorized by City Council Resolution _____, date: _____ | By: _____ _____ Chair, Karuk Tribe Signature authorized by Tribal Council, Resolution _____, date: _____ |
| ATTEST: City of Yreka City Clerk By _____ | COUNTY OF SISKIYOU By: _____ Chairman, Board of Supervisors Signature authorized by County Board of Supervisors Resolution _____, date: _____ |

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 17-R-047
DATE APPROVED: April 27, 2017

RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE NAHASDA COOPERATIVE AGREEMENT BETWEEN THE KARUK TRIBE, THEY CITY OF YREKA, AND THE COUNTY OF SISKIYOU DATED DECEMBER 14, 1999

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); and

WHEREAS; the Karuk Tribe entered into the existing NAHASDA Cooperative Agreement with the City of Yreka ("City") and County of Siskiyou on December 14, 1999 ("NAHASDA Agreement") to exempt KTHA housing from all real and personal property taxes levied or imposed by any state, tribe, city, county or other political subdivision; and

WHEREAS; pursuant to the NAHASDA Agreement, KTHA currently makes annual payments of user fees to compensate local government for the costs of providing governmental services, including police and fire protection, water and sewage systems for payments in lieu of taxes, in an amount presently equal to \$150 per dwelling unit; and

WHEREAS; the Tribe installed a 750,000 gallon water storage tank, associated pumping station and equipment and water lines necessary to service the housing units within the original 70-unit project, provide the City an adequate water supply for fire protection, and to service additional non-tribal

development in the vicinity as water is available and does not adversely impact Tribal unit and fire protection services; and

WHEREAS; upon installation, and acceptance as complete, the sewer and water facilities became owned, operated, and maintained by the City; and

WHEREAS; the City agreed to, and has, issued encroachment permits to the Tribe for sewer and water connections into the City system, and further agreed not to, and has not, assessed any fee for water or sewer connections of the 70-unit project and a gymnasium; and

WHEREAS; KTHA, due to obtaining funding under the federal Low Income Housing Tax Credit program, will be constructing a total of 12 additional low-income affordable housing units on the lands described in the NAHASDA Agreement above and beyond those units already referenced as the 70-unit project; and

WHEREAS; as a condition of providing service to these 12 additional units, the City is requiring that the pay the City the Development Impact Fees established by the City for the additional 12 units

WHEREAS; the Karuk Tribe has questions about the validity of application of such fees to the Tribal development, but due to the timing of the project, the need to complete it to obtain the full value of the Low Income Housing Tax Credits, and to avoid the costs and uncertainties of litigation at the present time, the Tribe will agree to pay such fees for these 12 units, provided that such agreement may not be construed as the Tribe conceding that such fees are validly applied to it; and

WHEREAS; the Karuk Tribe further agrees to report all units (rather than “occupied” units) covered by the NAHASDA Agreement, upon the request of the County each year as of January 1; and

WHEREAS; the Karuk Tribal Council has reviewed the terms and conditions set out in the proposed Amendment No. 1 to the NAHASDA Agreement, which is attached as an exhibit to this Resolution, and has determined that approving such amendment is in the best interests of the Karuk Tribe; now

THEREFORE BE IT RESOLVED; that the Karuk Tribal Council approves and authorizes the execution of the attached Amendment No. 1 to the NAHASDA Cooperative Agreement between the Karuk Tribe, the City of Yreka, and the County of Siskiyou dated December 14, 1999; now

THEREFORE BE IT FURTHER RESOLVED; except as otherwise stated in the attached Amendment No. 1, the identical terms and conditions of the NAHASDA Agreement applicable to the units described in the Agreement as the 70-unit project will incorporate these additional 12 units; now

THEREFORE BE IT FINALLY RESOLVED; the Chairman is authorized to execute the attached Amendment No. 1, and the Chairman and the KTHA are hereby authorized to take all other steps as may be necessary to implement and carry out the Amendment No. 1

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution 17-R-047 which was approved at a Regular Council Meeting on April 27, 2017, 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

Tribal Council Report - April 2017
Education Department Report
Rose Butterfly, Education Program Coordinator



Budget Overview:

| Grant | Total Budget | Expended to Date | Balance | % Expended |
|-------|--------------|------------------|-----------|------------|
| BIA | 61,200.00 | 7,652.58 | 53,547.42 | 12.50% |
| NYCP | 117,953.00 | 49,023.30 | 68,900.21 | 41.59% |

Education Department Updates:

- Hired a New Student Services Coordinator for Yreka, Fred Schantz. Fred has been set up with a working email and work cell phone. We have made proper introductions with the Karuk administration staff and Yreka High School Staff. I have reviewed the NYCP grant with Fred along with the documents to be completed that is necessary for the grant. He met the Yreka KYLC on Thursday, April 20. I will plan to continue to assist Fred with advisory on Thursdays at the YHS and to review his progress and be available to answer questions.
- Referring students and parents, who need additional scholarship information and summer camps/internships to the Karuk Education Website, www.karukeducation.us.
- Met with Steve VanErt, HCHS Principal to discuss student concerns regarding graduation requirements and need for increased attendance.
- Met with Marie Caldwell, YHS Principal to discuss Title 7 funding. I was asked to assist with chaperoning the Language Trip with Florraine Super. The students attended Big Times at HSU, where we met with a Karuk Language Teacher. On the way back, the group gathered willows and Florraine held a class afterwards to show students how to make small baskets. At the Title 7 meeting, it was also discussed to take another College Tour with the YHS students before the end of the school year. Some students have expressed interest in University of Oregon and OSU.
- UCLA Youth Conference & Basketball Tournament: 20 students from Yreka, Happy Camp and Orleans attended the event. During the trip, there were campus tours at Sacramento State University, UC Davis, UCLA, and Shasta Community College. The trip would not have been possible without the monetary assistance from the Karuk Tribal TANF program. (Thank You!)
- AISES Conference at HSU, March 29-April 1, 2017: 6 Yreka High School students and 10 Happy Camp High School Students attended. On Friday, we also toured the College of the Redwoods. The conference fees and attendance at the conference will be reimbursed by the Klamath Basin Tribal Youth Program under Inter-tribal Student Services.
- Working with TANF on ordering Stoles for graduating high school and college students.
- **Higher Education Grant/Scholarships**
 - The updated 2017-2018 Higher Education Grant Application was emailed to the Education Committee for review of tracked changes for approval. Once approved, the application will be posted online and distributed to Graduating Seniors and returning College Students.

Tribal Council Report - April 2017
Education Department Report
Rose Butterfly, Education Program Coordinator



- **Tutors**

- I have announced at the Yreka KYLC meetings, the need for tutors. As of to date, there were 3 interested students, which 2 of them did not meet the 3.0 GPA. The 2 students are going to work on increasing their GPA, so they are eligible to become a tutor.
- I did complete a contract with the Yreka High School Student who has above a 3.0 GPA and willing to assist students with Math as she is currently taking Pre-Calculus.

- **Karuk Youth Leadership Council (KYLC)**

- Happy Camp KYLC held a Basketball Clinic at Happy Camp High School on Sunday, April 9, 2017 from 10:30AM – 3:00PM as the co-council community service project with the assistance of Chairman Attebery. Snacks and drawstring bags were provided to the participants. There were 18 Participants total.
- Yreka KYLC will have their co-council community service Basketball Clinic on Saturday, April 22, 2017 from 12:30PM – 3:30PM at the Yreka Wellness Center. The students will have the assistance from the Harlem All-Stars. The Yreka KYLC will also have a concession stand at the Yreka High School during the Harlem All-Stars Community Game on Saturday from 5:30PM-7:00PM.

- **Education Committee Meeting**

- The Meeting April 19 from 1:30PM-3:30PM in the Happy Camp Admin Fishbowl had 12 attendees. Snacks were provided. Discussed Education Department activities, conferences, and upcoming events. Guest Kevin Triance, HCES Superintendent was present to discuss LCAP updates. Lisa Hillman discussed upcoming activities for the summer and work opportunities.

- **Events collaborated with TANF**

- Harlem All-Stars Basketball Clinic – April 21, 2017 at Happy Camp High School, 8:30AM-11:30AM.
 - Coordinated with Happy Camp Elementary School to have a Basketball Clinic at the Happy Camp High School Gym for all the Kindergarten-8th grade students. This will allow students, who struggle with transportation to be able to participate in a basketball clinic with the Harlem All-Stars. The Happy Camp Elementary School will start their State Testing the following week.
- Harlem All-Stars Community Game – April 21, 2017 at Happy Camp High School, 5:30PM-7:00PM.
- Harlem All-Stars Basketball Clinic – April 22, 2017 at Yreka Wellness Center, 12:30PM-3:30PM.
- Harlem All-Stars Community Game – April 22, 2017 at Yreka High School, 5:30PM-7:00PM.

Yreka High School/NYCP Updates

- **Academic and College Advising**

- Working with Yreka students on college applications, scholarships, Individual Academic Plans, grades and referrals.
- Approximately 37% of IAP's completed
- Priority student appointments with Seniors for college and scholarship season and students struggling or failing courses to set up tutoring services.
- Working on distributing information about summer camp/internship opportunities

- **Karuk Education Consent Forms**

- Yreka High School- 27 collected, will redistribute



Tribal Council Report - April 2017
Education Department Report
Rose Butterfly, Education Program Coordinator



- **Tutors**

- Yreka Computer Center- Currently 1 tutor in place
- Yreka High School- Currently working on tutor contract

- **Karuk Youth Leadership Council (KYLC)**

- Yreka KYLC Meeting was held on April 20 from 12:20PM-1:00PM
 - Introduced new Student Services Coordinator-Fred Schantz
 - Discussed upcoming college visits under YHS Title 7 funding. Students voted on visiting OSU & University of Oregon
 - Yreka Basketball Clinic will be held April 22 with the Harlem All-Stars
 - Yreka KYLC will provide concessions at the Harlem All-Stars Community Game April 22 and for the Basketball Tournament, April 29-30 to fundraise for the end of the year trip.
 - Students decided to reschedule the Regalia Workshop to make traditional necklaces for Honor Roll Students for their community project



- **Attend regular Title VII/Indian Parent Committee Meetings**

- Yreka High School - TBA

- **Youth Regalia Workshop**

- April 14, 2017, 2:00PM-5:00PM at the KHCCC was rescheduled due to Spring Break
 - Rescheduled to May 13, 2017 from 5:00PM-7:00PM



- **Conferences Yreka Students Attended**

- UCLA Youth Conference & Basketball Tournament: March 22-28, 2017- 10 Students attended
- AISES Conference: March 29th-April 1st at Humboldt State University - 6 Students attended
- Language Trip: March 31-April 2 at Crescent City and Arcata, California - 6 Students attended

Happy Camp Education Department/NYCP Updates

- **Academic and College Advising**

- Working with HCHS students on college applications, fee waivers, Individual Academic Plans, grades, letters of recommendation and scholarships
- Approximately 25% of HCHS IAP's completed (with list from HCHS can now resume), 100% of OES.
- Priority student appointments with Juniors and Seniors for college and scholarship season
- Working on disseminating information about summer opportunities for all HCHS students
- Career and College Readiness Curriculum to 6th-8th grade students
 - Orleans Elementary on Thursdays, from 11:30AM-12:30PM
 - Junction Elementary on Thursdays from 1:30PM-2:30PM
 - Happy Camp Elementary still in planning stages



- **Karuk Education Consent Forms**

- Happy Camp High School- 40 collected
- Happy Camp Elementary- 30 collected; collecting more from the 5th-8th grade classroom
 - Redistributed and have some waiting at school



Tribal Council Report - April 2017
Education Department Report
Rose Butterfly, Education Program Coordinator



- Orleans Elementary- Collecting from the 6th-8th grade classroom
 - Redistributed and have some waiting at school
- Junction Elementary- Collecting from the 5th-8th grade classroom
 - Redistributed
- **Tutors**
 - Happy Camp High School- Currently 2 tutors in place
 - Junction Elementary- Currently 1 tutor in place
 - Orleans Elementary School- Currently 1 tutor in place
- **Karuk Youth Leadership Council (KYLC)**
 - Happy Camp KYLC Meeting - TBA
 - Have started planning fundraisers, trips and community service events
 - Elder's Dinner held on March 16th with around 20 people in attendance
- **Attend regular Title VII/Indian Parent Committee Meetings**
 - HCES scheduled for March 21st at 4:30 PM
 - Next HCHS in April 20th at 5:00 PM
- **College and Major of the Week**
 - Posted on bulletin board at Happy Camp Computer Center with current Scholarship Opportunities
- **Maintain Karuk Education Department Website, Monthly Activity/Event Calendar and Scholarship Bulletin**
 - Added Education Committee Meeting information- **Need Photo**
- **College Tours**
 - Chaperoned students for UCLA Youth Conference and Basketball Tournament and AISES Conference
- **Happy Camp High School College and Career Fair- May 12th**
 - Working with College OPTIONS Advisor, Kory Hayden
 - Focus will be the 8th-12th Graders
- **Family Regalia Necklace Workshop**
 - April 28th at DNR Community Room from 5:30PM - 7:00PM



Respectfully Submitted,

Rose Butterfly

Rose Butterfly



KCDC Council Report

4/27/2017

Amkuuf – The Amkuuf Shop continues to operate smoothly with no interruptions with supplies. New tobacco products in the past month include First Nations cigarettes.

Just a reminder that we will be hosting a customer appreciation day on May 24th at the Amkuuf Shop in Yreka and Council members are invited to join us. We will be providing hot dogs, chips, and a soda for customers and will be doing prize drawings throughout the day.

Computer Centers – The computer center had 77 users for a total of 244 visits in the month of March. This number is up from February. Frank continues to oversee exams for a Southern Oregon University student, provide GED prep and testing, College of the Siskiyous distance learning classes, and assisting potential employees with resumes and cover letters as they are referred by the Tribe HR department.

The job skills training in coordination with TANF has been rescheduled to start in May.

Head Start – Our Head Start Director, Priscilla Stack, will be attending the NIHSDA (National Indian Head Start Directors Association) Conference in June in Denver, CO. While there she will be meeting with and getting to know our new Head Start Specialist, Donald Wyatt.

I have attached the Director Head Start report so you can see what is happening in our program. The last day of school for the Head Start children is May 24th. I have also attached a draft resolution that is required by the Office of Head Start in order for the program to be passed through to KCDC. To date I have had no input from our HS Specialist but have had positive input from our T/TA person. The resolution has not gone through any review yet as I was waiting for comment from Mr. Wyatt. If you have comments on the resolution I can adjust it before it goes to compliance for review.

Energy/Biomass – The funding for the biomass feasibility study has been released and we hope to get the Schatz Energy Research Center started on the project by the end of this month. The contract has been sent to Fatima for her review before coming to the KCDC Board for approval.

EDA – An EDA Planning grant has been submitted by KCDC in the amount of \$55,000. I have attached the Scope of Work for your review.

Other – KCDC Budget (attachment)
KCDC Board Minutes (attachment)

Action Items – ED/OM job description (Dora will present)

My apologies for not attending the meeting as I will be driving my mom to a medical appointment in Oregon.

Respectfully submitted by Economic Developer/Operations Manager, Karen Derry



KARUK HEAD START MONTHLY DIRECTOR REPORT

March 2017

MONITORING OF SERVICES

- Lesson Plans were monitored for School Readiness Goals, Activities, Individualized Curriculum, IEP, Creative Curriculum and Outside time-no findings. Recommendation- to include developmental objectives to lesson plans.
- Disability Plans were monitored for follow-up services-no findings.
- TS Gold Observations were monitored for quality and consistent entry data-no findings.
- Health Screenings will continue to be followed-up and results are being entered into ChildPlus. Parents are being contacted and Donna will be assisting them with obtaining needed health requirements at both Centers.

HUMAN RESOURCE – OPENINGS, HIRINGS, TERMINATIONS: STATUS

- Hirings: None

FISCAL STATUS: RECIEVED, EXPENDED, REMAINING

Monthly financials to date.

| CATEGORY | Received | Expended | % Remaining |
|--------------------|----------|----------|-------------|
| a. Personnel | | | |
| b. Fringe Benefits | | | |
| c. Travel | | | |
| d. Equipment | | | |
| e. Supplies | | | |
| f. Contractual | | | |
| g. Construction | | | |
| h. Other | | | |



KARUK HEAD START MONTHLY DIRECTOR REPORT

| | | | |
|---|---|--|--|
| i. Total Direct Charges | | | |
| j. Non-Federal Share | | | |
| k. Total (I + j) | | | |
| Indirect Costs | | | |
| In-Kind February 2017 | HC-\$4,513.27 Yreka AM & PM-\$7,939.21 Total: \$12,452.48 | Each KHS class could generate approximately \$2,800.00 each month, for a total of \$8400.00 a month in order to meet the \$73,248 in-kind match. | |
| Credit Card Expenditures/February 2017 | HC-\$314.61 | Yreka-\$918.27 | Credit card statements are available for review. |
| Equipment Costs > \$5,000 @ 1 Item or \$25,000 @ 1 Item | | | |
| Admin Costs | | | |
| Other: | | | |
| Program Income Total | | | |

45 Day Paper Work Completed

| CATEGORY | HAPPY CAMP | YREKA AM | YREKA PM | FOLLOW-UP NEEDED |
|-------------------|------------|----------|----------|--|
| Hearing | 20 | 17 | 15 | 3-continuing to contact SCOE for screening |
| Growth Assessment | 20 | 17 | | PM class did not report on growth |



KARUK HEAD START MONTHLY DIRECTOR REPORT

| | | | | |
|-----------------------------------|----|----|--|--|
| | | | | assessment |
| Vision | 20 | 17 | 15 | 3-continuing to contact SCOE for screening |
| ASQ Social/Emotional Screenings | 20 | 17 | 14 | 1-New Enrollment |
| ASQ Developmental Screenings | 20 | 17 | 15 | 1-New Enrollment |
| Dental Screening | 20 | 17 | 10 | 7 Notices sent out Follow-up 1/13/17 Follow-up did not occur |
| Immunizations | 16 | 16 | PM Class did not report on Immunizations | 4 children in HC and 1 child in Yreka AM. Report sent out to Happy Camp and Yreka |
| Parent Home Visit | 20 | 17 | 17 | |
| 90 Day Paperwork Completed | | | | |
| CHDP | 8 | 8 | 10 | 7 YPM- Notices were sent out Follow-up did not occur |
| Lead Screen | 8 | 17 | 15 | 12 HC, YPM- |



KARUK HEAD START MONTHLY DIRECTOR REPORT

| | | | | |
|-------------------------------------|----|----|----|---|
| | | | | not due yet Follow-up needed by 4-1-17 |
| Medical, Dental & Nutrition History | 20 | 17 | 15 | YPM-Not due yet |

Parent, Family, & Community Engagement

| | | | |
|------------------------------------|---------|---|----|
| Parent Committee Meetings | 3/1/17 | 0 | 0 |
| Policy Council | 3/20/17 | | |
| Parent Family Community Engagement | 1 | 5 | 0 |
| Classroom Volunteers | 3 | 7 | 10 |

Child Development & Education

| CATEGORY | HC | YREKA AM | YREKA PM | FOLLOW-UP NEEDED |
|---|----|----------|----------|-------------------|
| Child Goals | 20 | 17 | 15 | 2 YPM |
| Parent/Teacher Conferences (2 per year) | 20 | 17 | 15 | 6-HC, 2 YPM |
| Children with an Individual Education Program (IEP) | 0 | 1 | 2 | |
| Referrals to Outside Agencies | 0 | 0 | 1 | SCOE/SEL PA |
| Family Partnership Goals (60 Day) | 14 | 17 | 15 | 2 YPM 6 HC |

Cultural Activities:

- Happy Camp-3/13/17-3/17/17 Children were shown different places in Ireland and read stories about Ireland. Children were served corned beef and cabbage on St. Patrick's Day.



KARUK HEAD START MONTHLY DIRECTOR REPORT

- Yreka AM-Children sing songs and use short phrases in Karuk and Spanish, daily in the classroom. Children discussed foods that the Karuk Tribe ate many years ago.
- Yreka PM-Children sing songs in English and Karuk. Tamara uses words and phrases, throughout the day, in Karuk. 3/3/17 Julian Lang came and told stories to the children and taught the children the amtaapich=earth worm song. The Tribal food security team visited our program and discussed how to gather tea and acorns; they brought samples of tea that was still on the vine for the children to explore, and taste. 3/28/17 Children discussed gathering and cracking acorns; they cracked an acorn and we discussed how the Karuk Tribe makes acorn soup from acorns and how they gather them in the fall.

ERSEA

| CATEGORY | HEAD START PROGRAM SERVICES |
|---|--|
| Number of Classrooms | Three |
| Funded Enrollment | 54 |
| Current Enrollment | 54 HC-20 Yreka AM-17 Yreka PM-17 |
| Families Withdrawn | HC-1 Yreka-0 |
| Families on Wait List | HC-2 Yreka-1 (am only) |
| Days in session- Yreka AM-19 Yreka PM-18 HC-23 Monday Classes School Readiness-4 | Average Daily Attendance Yreka AM-14 Monday Pre-K-14 Yreka PM -13 HC -16 |

Child Health & Safety

| CATEGORY | HAPPY CAMP | YREKA AM | YREKA PM |
|----------|------------|----------|----------|
|----------|------------|----------|----------|



KARUK HEAD START MONTHLY DIRECTOR REPORT

| | | | |
|--|----------|----------|----------|
| Bus/Safety/Evacuation (Two Per Year) | 10/20/16 | 11/22/16 | 11/22/16 |
| Fire Drill (One Per Month) | 3/10/17 | 3/24/17 | 3/15/17 |
| Earthquake Drill (Two Per Year) | 10/11/16 | 2/27/17 | 10/20/16 |
| Stranger/Lockdown Drill (Two Per Year) | 12/13/16 | 12/13/16 | 12/13/16 |
| Evacuation Drill (Annually) | 12/12/16 | | |

Nutrition Activities:

- Happy Camp:3/2/17 children cracked eggs and made green eggs and ham, 3/8/17 children tasted brussel sprouts, 3/17/17 children participated in a large group activity making home-made ice cream, 3/31/17 children participated in a small group activity and made smoothies for lunch and tasted coleslaw.
- Yreka AM-3/10/17 Children were given opportunities to discuss different types of food that are green. 3/31 Children tasted seaweed.
- Yreka PM-3/22/17 Children made healthy banana oatmeal cookies. 3/24 children made banana bread for snack.

Safety:

HC-Children go on a walk every Friday to learn about pedestrian and traffic safety.

Yreka AM-Children took a nature walk; they enjoyed experiencing hail during the walk.

School Readiness Goals

Teachers are continuing to observe children for school readiness and enter data into TS Gold for a final school readiness report in June 2017.

Policies & Procedures for Approval

- None

Karuk Head Start Program News

- Happy Camp-3/3/17 Families were given reading logs to take home to start tracking reading as a family. 3/6 Children borrowed books from the library, to promote reading at home; they are responsible for returning the books. 3/17 The children went on a Leprechaun hunt; Kristy created a game for the children to play that encouraged children to look for their names to find the prize from the Leprechaun.
- Yreka-3/31/17 The Hub Family Resource Center (Jamie) visited our program to read a book; she gave each child a book and provided a project for the class. A parent, in the AM class, volunteers twice a week; she



KARUK HEAD START MONTHLY DIRECTOR REPORT

provides a small group activity for the children. 3/9/17 The PM class went on a field trip to the Yreka museum; the children enjoyed the different displays. 3/10/17 Nikki the dental hygienist from Happy Camp completed dental screenings on children in the afternoon class.

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

Professional Development:

- Marlene and Alisha attended an STEM (Science, Technology, Engineering and Math for Preschoolers) Conference in Reno, Nevada. Marlene attended the Director's on the Move Workshop and is currently enrolled in English 0900.
- Josie attended the Director's on the Move Workshop and is enrolled in an online math class.
- Tamara attended the Native American Conference. Tamara has completed the EDUC 655 Inclusive Practices, Family Partnerships, and Differentiation in Early Childhood Education class and is currently enrolled in EDUC 692 Observing and Assessing the Young child with Disabilities at Concordia University, Nebraska.

Technical Assistance/Training:

- None

Karuk Head Start staff were trained on:

- The Beginning Teachers Series

Director Meetings Attended:

- Yav Pa Anav Strategic Planning Meeting
- Meeting with Chris Brown (State QRIS & Impact)
- Webinar for Teaching Strategies
- Summer Food Program Meeting



KARUK HEAD START MONTHLY DIRECTOR REPORT

Program Instruction and Information Memorandums

- None

Respectfully Submitted By:

Priscilla Stack

Karuk Head Start Program Director

04/04/2017

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 17-R-030

Date Approved:

RESOLUTION AUTHORIZING THE KARUK COMMUNITY DEVELOPMENT CORPORATION (KCDC) TO ASSIST THE KARUK TRIBAL COUNCIL IN THE ADMINISTRATION OF THE KARUK HEAD START PROGRAM BY BEING RESPONSIBLE FOR OVERSIGHT OF THE KEY RESPONSIBILITIES RELATED TO PROGRAM GOVERNANCE AND PROGRAM IMPROVEMENT AS OUTLINED IN ATTACHMENT A

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 KCDC receives funding for the Karuk Head Start program as a pass through from the Karuk Tribe and is responsible for program oversight as outlined in Attachment A; now

THEREFORE BE IT RESOLVED; that the KCDC will be responsible for providing the Tribal Council with timely information about decisions made in regards to the Karuk Head Start program as outlined in Attachment A; now

THEREFORE BE IT FINALLY RESOLVED; that the Karuk Tribal Council authorizes the Karuk Community Development Corporation to assist the Karuk Tribal Council in the administration of the Karuk Head Start Program by being responsible for oversight of the key responsibilities related to program governance and program improvement as outlined in Attachment A.

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution [Resolution Number] which was approved at a [type of meeting or phone vote] on [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

DRAFT

EDA Partnership Planning Grant Karuk Community Development Corporation

FY 17/18 Scope of Work

Comprehensive Economic Development Strategy – Revise/rewrite 2012 CEDS to provide our communities with a comprehensive, useful, economic development plan for the next 5-years

- Continue the planning process with diverse stakeholder participation which includes the Karuk Tribal Council, Karuk Community Development Corporation, Karuk Housing Authority, U.S. Forest Service, tribal department directors, schools, local business owners, community agencies/organizations, tribal and other community members; facilitate input and gather information for the new CEDS document
- Assist team members to engage in positive interaction and conversation and in reviewing input to illustrate how the Tribal and other community members/organizations are linked together.
- Host bi-monthly team meetings to finalize a comprehensive CEDS document

Trainings and Workshops – Provide and/or support training and workshops that will increase the workforce and entrepreneurial capacity in our area

- Provide or co-sponsor 2 small business development workshops for entrepreneurs or aspiring entrepreneurs in our area through JEDI (Jefferson Economic Development Institute), ONABEN, SBA (Small Business Administration), etc.
- Provide or co-sponsor classes such as wild land firefighter safety, construction management, hospitality/customer service, early childhood education, etc.

Economic Partnership Development – Support partnerships and planning activities that focus on economic development in our region

- Partner with the Schatz Energy Research Laboratory to complete feasibility study for biomass related industry in our rural area
- Continue partnership with U.S. Forest Service, Mid-Klamath Watershed Council, local fire safe councils, and community members for forest restoration projects
- Partner with U.S. Forest Service, local businesses, and community organizations to develop mountain biking trails or other tourist related industry
- Partner with local businesses and community members to strategically determine how best to keep tourism and other dollars circulating locally

FINANCE SUMMARY EXPENDITURE REPORT

Mar-17

| IDC | PROGRAM FUNDED | BUDGET | MARCH EXPENDITURES | YTD EXPENDITURES | BALANCE | % EXPENDED |
|---|---|---------------------|--------------------|-------------------|-------------------|---------------|
| U.S. Department of Health & Human Services | | | | | | |
| | Head Start 90CI079/23 (CLOSING) | 534,235.00 | 50,000.43 | 534,235.00 | - | 100.00% |
| | Head Start 90CI009959 | 534,235.00 | | 154,466.28 | 379,768.72 | 28.91% |
| | TANF (Summer Food Program) | | | | | |
| SUBTOTAL DHHS/L.H.S. | | 1,068,470.00 | 50,000.43 | 688,701.28 | 379,768.72 | |
| U.S. Dept. of Agriculture | | | | | | |
| | Equip-NRCS74910412500 (Lower Indian Creek) | 480007 | - | 57,887.99 | (47.99) | 100.08% |
| | Equip-AG1600014 (Elk Project) (CLOSING) | 480011 | - | 59,040.31 | 5,311.69 | 91.75% |
| | Equip-AG1600020 (NEPA) | 480012 | - | 1,510.14 | 23,489.86 | 6.04% |
| SUBTOTAL Dept. of Agriculture | | 147,192.00 | - | 118,438.44 | 28,753.56 | |
| U.S. Department of Commerce | | | | | | |
| | Economic Development Admin. (CLOSING) | 390016 | - | 55,000.00 | - | 100.00% |
| SUBTOTAL U.S. DEPT. OF COMMERCE | | 55,000.00 | - | 55,000.00 | - | |
| U.S. DEPT. OF THE INTERIOR | | | | | | |
| | National Fire Plan - Wildland Fires Energy & Mineral Development Program (EMDP) | 107,287.00 | - | 515,530.36 | 107,287.00 | 100.00% |
| SUBTOTAL U.S. DEPT OF THE INTERIOR-BIA | | 107,287.00 | - | 515,530.36 | 107,287.00 | 0.00% |
| U.S. DEPARTMENT OF JUSTICE | | | | | | |
| | Victims of Crime Assistance (KYYs) | 125,000.00 | 9,637.95 | 10,488.95 | 114,511.05 | 8.39% |
| SUBTOTAL U.S. DEPT. OF JUSTICE | | 125,000.00 | 9,637.95 | 10,488.95 | 114,511.05 | 8.39% |
| U.S. DEPARTMENT OF HOMELAND SECURITY | | | | | | |
| | FEMA | 66,963.00 | 54.02 | 50,020.00 | 16,943.00 | 74.70% |
| SUBTOTAL U.S. DEPT. OF HOMELAND SECURITY | | 66,963.00 | 54.02 | 50,020.00 | 16,943.00 | 74.70% |
| KNF Preposition \$33,692.82 IDC \$3,062.98 Pony fire: \$129,681.32 IDC \$11,789.21 Wilderness \$34,311.53 IDC \$3,119.23 Offield \$9,373.08 IDC \$843.58 Route, \$68,309.45, IDC\$ 6,209.95 Gap, \$159,883.89 IDC \$14,534.90 Rough \$80,278.54, \$7,298.05 | | | | | | |
| GRAND TOTAL | | | | 50,054.45 | | |

| Account | Account Title | Debit Balance |
|----------------|----------------------|----------------------|
|----------------|----------------------|----------------------|

| | | |
|-----------|------------------------------|--|
| 42 | Head Start | |
| | 01/01/2017-03/31/2017 | |

2018.2

| | | |
|-------------|--|------------------------|
| 5500 | Salaries & wages | 95,447.53 |
| 5510 | Leave expense | 623.52 |
| 5520 | Payroll tax expense | 11,485.55 |
| 5530 | Workers compensation expense | 6,116.59 |
| 5540 | Medical dental life insurance | 18,187.04 |
| 5550 | Retirement benefits expense | 4,018.17 |
| 6950 | Supplies program | 1,941.68 |
| 8015 | Admin Expenses | 980.35 |
| 8325 | Dues and subscriptions | 500.00 |
| 8400 | Insurance liability and property | 250.00 |
| 8490 | Other Expenses | 320.00 |
| 8505 | Parent Activities | 75.35 |
| 8506 | Health Disabilities | 43.45 |
| 8650 | Repair and maintenance | 48.23 |
| 8675 | Repair and maintenance facilities | 171.30 |
| 8750 | Staff board development and | 6,567.18 |
| 8775 | Supplies office | 450.74 |
| 8850 | Telephone | 656.66 |
| 8875 | Travel local | 1,244.88 |
| 8925 | Utilities | <u>5,338.06</u> |

| | | |
|---------------------|--|--------------------------|
| Report Total | | <u>154,466.28</u> |
|---------------------|--|--------------------------|

POSITION DESCRIPTION

Title: ~~Economic Developer/Operations Manager~~ Chief Executive Officer (CEO)

Reports To: Board of Directors, Karuk Community Development Corporation

Supervises: All Programs Managers and Directors of KCDC

Location: Karuk Community Development Corporation
Happy Camp, California

Salary: \$60,000 to \$75,000 DOE

Classification: Full Time Regular, Exempt

Summary: The ~~Economic Developer/Operations Manager~~ CEO shall assess immediate and long-term needs of the Tribal membership, entity and programs; planning new and expanded programs of service; researching and writing grants & funding proposals; and securing the financial and other resources required for successful program implementation and continuation. and is responsible for the day-to-day management of the Corporation. Management tasks shall include, but not be limited to, coordination of internal planning, finance, training and reporting processes; and shall further include, direct supervision of all Program Directors and Managers within KCDC.

Responsibilities:

1. Prepares for approval by the KCDC Board of Directors annual plans of operation consistent with the mission of the Corporation (including programmatic goals, objectives, activities, timelines, staffing requirements, and operating budgets); assists the Board in developing long-range community/economic development strategies consistent with the Charter, Bylaws, and mission of the KCDC.
2. Shall monitor Notices of Funding Availability (NOFAs), Requests for Proposals (RFPs), the Federal Register and other notifications of public and private sector resources available to meet high-priority needs of the tribal membership; respond to notifications and inquiries received from KCDC/Tribal administrators and department directors; and draft, implement and sustain KCDC with funding opportunities, within the mission of KCDC.
3. Works with CFO to ensure CFO meets audit requirements.
4. Assesses the programmatic condition of KCDC and makes monthly operating report to the KCDC Board; responds to (or directs responses to) requests from department/program personnel for timely, accurate reports on departmental and program activities, submit monthly report to Council and attend monthly Council meetings.
5. Researches and prepares business plans and financing proposals for Tribal enterprises.
6. Researches and prepares project plans and financing proposals for community facilities and public works projects that promote community/economic development for the Karuk People.

7. Assists and supervises KCDC staff in providing workforce development activities and small business development services to entrepreneurs and prospective business owners within the Ancestral Territory of the Karuk Tribe.
8. Recruits, hires, evaluates, and supervises KCDC administrative, enterprise, and program staff according to Board and Tribal personnel policies and organizational structure; trains or facilitates the training and professional development of staff.
9. As a member of the Karuk Tribe's Management Team, works cooperatively with Tribal Department/Program Directors to develop and implement sound plans, budgets and financial management systems.
10. Coordinates with other members of the Management Team to analyze trends in public and private funding availability, trends in revenues and expenditures, and advises the KCDC Board regarding potentially adverse and/or beneficial impacts.
11. Attends meetings of the KCDC Board of Directors and provides Economic Development advice as necessary and appropriate for sound management decision-making by the governing board.
12. Serves as the official representative of the KCDC to community members and organizations, creditors, funding agencies; advocates for public policies, as well as public and private sector support of community/economic development programs; promotes collaborative approaches to community/economic development programs; facilitates teaming, partnership formation and conflict resolution among various community constituencies.
13. Prepares monthly and quarterly report of the Karuk Community Development Corporation.
14. Shall provide direct supervision to all Program Managers and Directors of KCDC.
15. Executes Board directives and policies.
16. Shall be polite and maintain a priority system in accepting other job duties as assigned.

Qualifications:

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

Requirements:

1. MBA with minimum of three-years experience and proven success in rural economic development, or BS in Business Administration with five-years proven success in rural economic development. Progressively responsible work experience and proven success in a similar occupation may be substituted for the educational requirement.

2. Demonstrated abilities to plan, finance, implement and manage community/economic development enterprises, workforce development programs, and projects.
3. Must have demonstrated knowledge of generally accepted accounting principles (GAAP) preferred, federal compact, contract and grant management procedures and OMB Circulars and other regulations governing financial management practices of Tribal governments preferred.
4. Must have demonstrated ability to define problems, collect data, establish facts and draw valid conclusions, ability to interpret an extensive variety of technical instructions in mathematical or diagram form and communicate findings and conclusions to governing boards and members of the management team.
5. Demonstrated abilities to supervise administrative, enterprise, and program staff.
6. Possess abilities to set realistic goals; manage multiple administrative activities, programs, and projects; set priorities for a coordinated organizational work effort; manage time well; take initiative; delegate effectively; and work under moderately to highly stressful conditions.
7. Must demonstrate excellent writing and oral communication skills.
8. Must have strategic planning and implementation background in private and public sector.
9. Must be able to travel for extended periods and on short notice
10. Must possess valid driver's license, good driving record, and be insurable by the KCDC's insurance carrier.
11. Must adhere to confidentiality policy.
12. Must successfully pass a pre-employment drug screening test and criminal background check.

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

KCDC Board Approved: Revised 01/15/2013

Tribal Council Approved: Revised 01/17/2013

Chairman Signature: _____

Employee Signature: _____

POSITION DESCRIPTION

Title: Chief Executive Officer (CEO)

Reports To: Board of Directors, Karuk Community Development Corporation

Supervises: All Programs Managers and Directors of KCDC

Location: Karuk Community Development Corporation
Happy Camp, California

Salary: \$60,000 to \$75,000 DOE

Classification: Full Time Regular, Exempt

Summary: The CEO shall assess immediate and long-term needs of the Tribal membership, entity and programs; planning new and expanded programs of service; researching and writing grants & funding proposals; and securing the financial and other resources required for successful program implementation and continuation. and is responsible for the day-to-day management of the Corporation. Management tasks shall include, but not be limited to, coordination of internal planning, finance, training and reporting processes; and shall further include, direct supervision of all Program Directors and Managers within KCDC.

Responsibilities:

1. Prepares for approval by the KCDC Board of Directors annual plans of operation consistent with the mission of the Corporation (including programmatic goals, objectives, activities, timelines, staffing requirements, and operating budgets); assists the Board in developing long-range community/economic development strategies consistent with the Charter, Bylaws, and mission of the KCDC.
2. Shall monitor Notices of Funding Availability (NOFAs), Requests for Proposals (RFPs), the Federal Register and other notifications of public and private sector resources available to meet high-priority needs of the tribal membership; respond to notifications and inquiries received from KCDC/Tribal administrators and department directors; and draft, implement and sustain KCDC with funding opportunities, within the mission of KCDC.
3. Works with CFO to ensure CFO meets audit requirements.
4. Assesses the programmatic condition of KCDC and makes monthly operating report to the KCDC Board; responds to (or directs responses to) requests from department/program personnel for timely, accurate reports on departmental and program activities, submit monthly report to Council and attend monthly Council meetings.
5. Researches and prepares business plans and financing proposals for Tribal enterprises.
6. Researches and prepares project plans and financing proposals for community facilities and public works projects that promote community/economic development for the Karuk People.

7. Assists and supervises KCDC staff in providing workforce development activities and small business development services to entrepreneurs and prospective business owners within the Ancestral Territory of the Karuk Tribe.
8. Recruits, hires, evaluates, and supervises KCDC administrative, enterprise, and program staff according to Board and Tribal personnel policies and organizational structure; trains or facilitates the training and professional development of staff.
9. As a member of the Karuk Tribe's Management Team, works cooperatively with Tribal Department/Program Directors to develop and implement sound plans, budgets and financial management systems.
10. Coordinates with other members of the Management Team to analyze trends in public and private funding availability, trends in revenues and expenditures, and advises the KCDC Board regarding potentially adverse and/or beneficial impacts.
11. Attends meetings of the KCDC Board of Directors and provides Economic Development advice as necessary and appropriate for sound management decision-making by the governing board.
12. Serves as the official representative of the KCDC to community members and organizations, creditors, funding agencies; advocates for public policies, as well as public and private sector support of community/economic development programs; promotes collaborative approaches to community/economic development programs; facilitates teaming, partnership formation and conflict resolution among various community constituencies.
13. Prepares monthly and quarterly report of the Karuk Community Development Corporation.
14. Shall provide direct supervision to all Program Managers and Directors of KCDC.
15. Executes Board directives and policies.
16. Shall be polite and maintain a priority system in accepting other job duties as assigned.

Qualifications:

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

Requirements:

1. MBA with minimum of three-years experience and proven success in rural economic development, or BS in Business Administration with five-years proven success in rural economic development. Progressively responsible work experience and proven success in a similar occupation may be substituted for the educational requirement.

2. Demonstrated abilities to plan, finance, implement and manage community/economic development enterprises, workforce development programs, and projects.
3. Must have demonstrated knowledge of generally accepted accounting principles (GAAP) preferred, federal compact, contract and grant management procedures and OMB Circulars and other regulations governing financial management practices of Tribal governments preferred.
4. Must have demonstrated ability to define problems, collect data, establish facts and draw valid conclusions, ability to interpret an extensive variety of technical instructions in mathematical or diagram form and communicate findings and conclusions to governing boards and members of the management team.
5. Demonstrated abilities to supervise administrative, enterprise, and program staff.
6. Possess abilities to set realistic goals; manage multiple administrative activities, programs, and projects; set priorities for a coordinated organizational work effort; manage time well; take initiative; delegate effectively; and work under moderately to highly stressful conditions.
7. Must demonstrate excellent writing and oral communication skills.
8. Must have strategic planning and implementation background in private and public sector.
9. Must be able to travel for extended periods and on short notice
10. Must possess valid driver's license, good driving record, and be insurable by the KCDC's insurance carrier.
11. Must adhere to confidentiality policy.
12. Must successfully pass a pre-employment drug screening test and criminal background check.

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

KCDC Board Approved: Revised

Tribal Council Approved: Revised

Chairman Signature: _____

Employee Signature: _____