

**KARUK TRIBE
COUNCIL MEETING AGENDA**

Thursday, September 28, 10AM, Orleans, CA

A) CALL MEETING TO ORDER – ROLL CALL

AA) PRAYER / KARUK TRIBE MISSION STATEMENT

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

CH) APPROVAL OF AGENDA

EE) CONSENT CALENDAR

Travel Request: TANF

- Requesting approval for out of state travel for REL Bailey to attend follow up Financial Coaching Enrichment training in Brentwood, TN June 16th – 20th, 2018. This is time sensitive with limited seating available.
- Requesting approval for out of state travel for Cheryl Bearchild to attend the Eagle Sun Conference for TAS training in Glendale, AZ October 22nd -27th, 2017.
- Requesting approval for out of state travel for Beverly Chavez to attend the Eagle Sun Conference for TAS training in Glendale, AZ October 22nd -27th, 2017.
- Requesting approval for out of state travel for Anthony Ballard to attend the Eagle Sun Conference for TAS training in Glendale, AZ October 22nd -27th, 2017.

TANF: Updated KSAP Forms

- Requesting approval of updated forms that TANF uses to interact with KSAP.

KTHA: Agreement for IT Services

- Requesting approval of agreement 17-A-041 between the Karuk Tribe and Karuk Tribal Housing Authority for IT Services, \$70,000.

F) APPROVAL OF MINUTES (August 24, 2017)

H) OLD BUSINESS (Five Minutes Each)

I) GUESTS (Ten Minutes Each)

1. Sammi Offield, Junction Elementary

II) DIRECTOR REPORTS (Ten Minutes Each)

1. Scott Quinn, Director of Land Management (written report)
2. April Attebury, Judicial Systems Administrator
3. Misty Rickwalt, Director of Transportation (written report)
4. Karen Derry, KCDC Operations Manager (written report)
5. Trista Parry, Grants Coordinator (written report)
6. Sara Spence, KTHA Executive Director (written report)
7. Emma Lee Perez, Contract Compliance Specialist (written report)
8. Eric Cutright, IT Director (written report)
9. Laura Mayton, Chief Financial Officer (written report)
10. Dion Wood, TERO/Childcare Director
11. Leaf Hillman, DNR Director (written report)
12. Lester Alford, TANF Director (written report)
13. Vacant, People's Center Coordinator
14. Vacant, Education Coordinator
15. Vacant, HR Director

K) REQUESTS (Five Minutes Each)

M) PHONE VOTES (Five Minutes Each)

1. Request approval of procurement and sole source with Honeywell to provide air purifiers in the amount of \$27,038.79. Passed.
2. Request approval of Karuk comments on SGMA Tribal Engagement Guidance. Passed.
3. Request approval to submit Orleans Water Storage & System Improvement project to FEMA, \$3,309,000.00. Passed.
4. Request approval for rehabilitation services for #D03990. Passed.
5. Request approval of resolution 17-R-100 declaring a state of emergency for fire related smoke. Passed.
6. Request approval of resolution 17-R-105 authorizing pass through and submission of the Koo Vura Yeeshiip application. Passed.
7. Request approval of rehabilitation services for #D00246. Passed.

M) INFORMATIONAL (Five Minutes Each)

N) COMMITTEE REPORTS (Five Minutes Each)

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

OO) CLOSED SESSION (Five Minutes Each)

1. Enrollment (dinner break)
2. Fatima Abbas
3. Barbara Snider
4. Tribal Council Members

P) SET DATE FOR NEXT MEETING (October 26, at 10AM, Yreka, CA)

R) ADJOURN

Karuk Community Health Clinic

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

Karuk Tribe

**Administrative Office**

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

Karuk Dental Clinic

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

Karuk Tribe Consent Calendar Tribal Council Meeting – September 21, 2017

Travel Request: Billing

- Requesting approval for out of state travel for April Spence to attend the AAPC Regional Conference in Salt Lake City, Utah, October 15th – October 19th, 2017.

Travel Request: TANF

- Requesting approval for out of state travel for REL Bailey to attend follow up Financial Coaching Enrichment training in Brentwood, TN June 16th – 20th, 2018. This is time sensitive with limited seating available.
- Requesting approval for out of state travel for Cheryl Bearchild to attend the Eagle Sun Conference for TAS training in Glendale, AZ October 22nd -27th, 2017.
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TANF: Updated KSAP Forms

- Requesting approval of updated forms that TANF uses to interact with KSAP.

KTHA: IT Agreement

- Requesting approval of agreement 17-A-071 with the Karuk Tribe and Karuk Tribal Housing Authority in the amount of \$70,000 for IT services.

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: April L Spence Destination: Salt Lake City UT
 Departure Date: 10-15-17 Time: _____ Return Date: 10-17-17 Time: _____
 Program Charged: Billing Account: _____
 Description & Purpose of Travel: AAPC Regional Conference 2017

** CHECK ITEMS NEEDED **

	ADVANCE	RECEIPTS	DUE TO FROM
<input checked="" type="checkbox"/> PERDIEM:	\$ -		

No. of Quarters _____ Rate _____

<input checked="" type="checkbox"/> LODGING:	\$ -		
--	------	--	--

No. of Nights _____ Rate _____

<input type="checkbox"/> MILEAGE:	\$ -		
-----------------------------------	------	--	--

No. of Miles _____

Tribal Vehicle Personal Vehicle

FROM: _____ TO: _____

OTHER:

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

\$ <u>595⁰⁰</u>	-		
\$	-		
\$	-		
\$	-		
\$	-		
\$	-		
\$	-		
\$	-		

TOTAL:

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

Traveler: April L Spence Date: 8-23-17

*** 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: Eileen Iraterra Date: 8-23-17
 Program Director (if different): [Signature] Date: 8-23-17
 Tribal Chairman Approval: _____ Date: _____



(/)

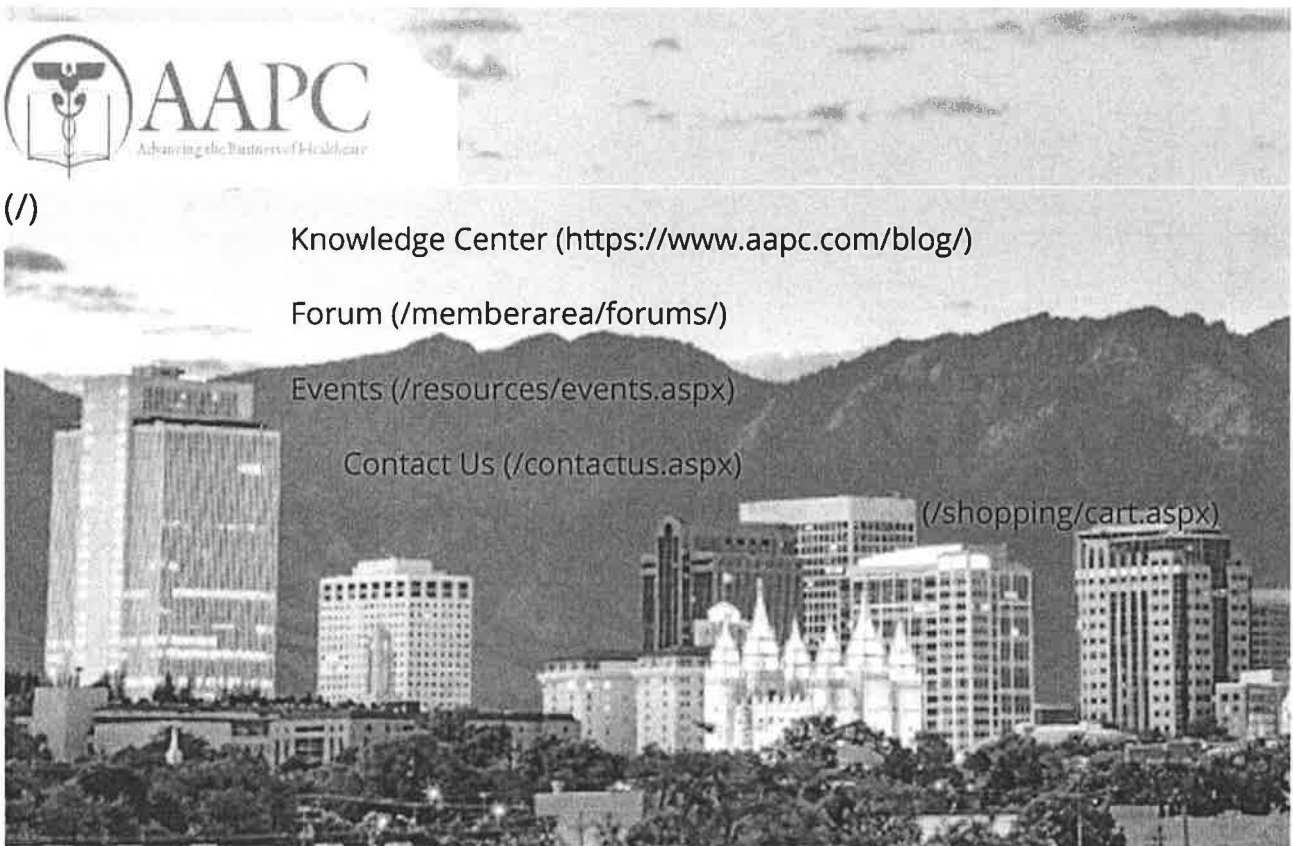
Knowledge Center (<https://www.aapc.com/blog/>)

Forum (</memberarea/forums/>)

Events (</resources/events.aspx>)

Contact Us (</contactus.aspx>)

(</shopping/cart.aspx>)



October 16-18, 2017 | 12 CEUs | \$645 Through September 30



Salt Lake City is the ideal place to host AAPC's next Regional Conference.

Uniquely nestled between the picturesque Wasatch Mountains and the Great Salt Lake, and bustling with eclectic restaurants and shops, this host city is an ideal location to join hundreds of healthcare business professionals and get the education, CEUs and networking you need.

[About](#)

[Agenda](#)

[Hotel](#)

[Exhibitors](#)

Which certification is right for you?



ber 16, 2017

(/) 11:00 AM - 12:00 PM | **1.00 CEUs** COC, CPC, CPC-P, CPB, CPPM Knowledge Center (<https://www.aapc.com/blog/>) Back to top

GS1: Conference Welcome

Come hear AAPC's President, Bevan Erickson, discuss the future of healthcare, AAPC updates, and opportunities for its members. Forum (/memberarea/forums/) Events (/resources/events.aspx)

Contact Us (/contactus.aspx)

(/shopping/cart.aspx)

Breakout Session 1

12:15 PM - 1:30 PM | **1.25 CEUs** CPMA, COC, CPC, CPC-P, CANPC, CASCC, CCC, CCPC, CCVTC, CDEO, CEDC, CEMC, CENTC, CFPC, CGIC, CGSC, CHONC, CIC, CIMC, COBGC, COPC, COSC, CPB, CPC-9, CPCD, CPCO, CPEDC, CPPM, CPRC, CRC, CRHC, CSFAC, CUC Back to top

1A: Navigating NCCI and its Modifiers

Angela B Clements, CPC, CPC-I, CEMC, CGSC, COSC

Modifier 59 is the most abused modifier. Stop relying on software edits to tell you to place the modifier on a CPT® code. Learn how to look up NCCI edits and appropriately apply modifier 59, XE, XP, XS and XU

12:15 PM - 1:30 PM | **1.25 CEUs** COC, CPC, CPC-P, CANPC, CEMC, CHONC, CPB, CPPM

1B: The Magical World of Oncology

MariaRita Genovese, CPC

Oncology billing and coding can be challenging. This session will highlight common denials, authorization processes, place of service issues, and new chemotherapy medication procedures, as well as hydration protocol for billing.

12:15 PM - 1:30 PM

1C: Professional Insurance Liability

;

12:15 PM - 1:30 PM | **1.25 CEUs** COC, CPC, CPC-P, CASCC, CDEO, CEDC, CEMC, CHONC, CPB, CPPM Which certification is right for you?

4.0. Outpatient Documentation Improvement in the Facility



Organizations utilize Clinical Documentation Improvement

(I) **1E: Outpatient CDI Specialists in the Outpatient Setting**
 Knowledge Center (<https://www.aapc.com/blog/>)
 Forum ([/memberarea/forums/](#))
 Events (</resources/events.aspx>)
 Contact Us (</contactus.aspx>)
 (/shopping/cart.aspx)

outpatient CDI specialists in the outpatient setting is not widely recognized. Learn how one hospital implemented a documentation improvement program in the outpatient setting to identify issues, reduce denials and appeals, implement creative solutions, and capture more complete clinical data.

12:15 PM - 1:30 PM | **1.25 CEUs** COC, CPC, CPC-P, CPB, CPPM

1E: How to Attain Your Dream Job in 3 Easy Steps

Colleen Gianatasio, CPC, CPC-P, CPMA, CRC, CPC-I

This session will help participants explore all the possibilities available in coding whether they are seeking their first coding job or looking to make a change. Participants will learn resume and interviewing tips as well as how to effectively utilize networking in their search.

12:15 PM - 1:30 PM | **1.25 CEUs** CPMA, COC, CPC, CPC-P, CPB, CPCO, CPPM

1F: Risk Based Compliance Audits vs. Forensic (Error) Audits – Understanding the Difference

Michael D Miscoe, Esq, CPC, CPCO, CPMA, CASCC, CCPC, CUC

When asked to perform an audit it is important to understand the type of audit you have been asked to perform and on that basis, how to characterize and communicate the results. Forensic Auditing differs substantially from Compliance/Risk Auditing based on the criteria that can be applied and the significance (from a disclosure perspective) of the results. This program will outline the difference between these two types of audits as well as clarify the types of criteria, how to delineate conditions of participation from conditions of payment, the difference between coding and reimbursement rules and how these differences influence your audit conclusions.

Breakout Session 2

1:45 PM - 3:00 PM | **1.25 CEUs** CPMA, COC, CPC, CPC-P, CANPC, CCC, CCPC, CCVTC, CDEO, CEDC, CEMC, CENTC, CFPC, CGIC, CGSC, CHONC, CIC, CIMC, COBGC, COPC, COSC, CPB, CPC-9, CPCD, CPEDC, CPMS, CPPM, CPRC, CRC, CRHC, CSEAC, CUC

[Back to top](#)

Which certification is right for you?

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: REL Bailey **Destination:** Brentwood, TN
Departure Date: 6/16/2018 **Time:** _____ **Return Date:** 6/20/2018 **Time:** _____
Program Charged: Yreka KTTP **Account:** _____
Description & Purpose of Travel: Financial Coaching Enrichment

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

Tribal Vehicle **Personal Vehicle**

FROM: _____ TO: _____

OTHER:

<input checked="" type="checkbox"/> Registration	Submitted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	\$ -	
<input checked="" type="checkbox"/> Airfare: (If yes, which airport?)		\$ -	
<input checked="" type="checkbox"/> Baggage		\$ -	
<input checked="" 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: REL Bailey **Date:** 9/15/17

***** 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:** 9/21/17
Program Director (if different): _____ **Date:** _____
Tribal Chairman Approval: _____ **Date:** _____

My Shopping Cart

[Continue Shopping](#)

[Checkout with **PayPal**](#)

[Proceed to Checkout](#)

Item	Unit Price	Quantity	Total	Remove
 Enrichment 2018 ENRICHMENT01CCT In stock Usually ships in 1-2 business days	\$795.00 was \$995.00, save \$200.00	1	\$795.00	remove

Have a promo code?

[Apply](#)

Item Sub-Total: \$795.00

Total Before Tax: \$795.00

Order Total: **\$795.00**

[Continue Shopping](#)

[Proceed to Checkout](#)

Lester Alford

From: REL Bailey
Sent: Friday, September 15, 2017 8:33 AM
To: Lester Alford; Anthony Ballard; Michelle Charlesworth
Subject: FW: Exciting news from Financial Coaching!
Attachments: Brentwood Travel.pdf; Brentwood.pdf

Importance: High

Please please please! Can I go? 😊 Tell me what I gotta do to make it happen? Please I need to get registered. **Only 180 coaches can attend.**

Please get me signed up!! I will do whatever I need to for this. Please!!



From: Chris Campbell | Dave Ramsey's Financial Coaching
[mailto:chris.campbell=daveramsey.com@mail33.sea31.mcsv.net] **On Behalf Of** Chris Campbell | Dave Ramsey's Financial Coaching
Sent: Friday, September 15, 2017 6:00 AM
To: REL Bailey
Subject: Exciting news from Financial Coaching!

[View this email in your browser](#)



Hey Coaches:

Chris here. I hope things are going well for you since you completed your 3-month FCMT experience. Time really flies by and one of the most consistent pieces of feedback our team receives is "What's next?". Folks who are engaged in helping others understand the importance of staying sharp and the benefits of being around like minded people. If this sounds like you, then we have some exciting news to share! Check out the video from Chris Hogan

below for a quick overview



[Register for Enrichment 2018](#)

So here are the "early bird" details for Coaches:

- Experience will be June 17th-19th 2018
- FCMT attendees receive \$200 off their registration for the month of September
- An amazing Nashville Experience
- Limited to 180 coaches

We will have a negotiated rate with the Drury Plaza where you can stay while you are here. A link will be emailed to you to book your room after you register.

Don't forget who is going to be joining us: Dave Ramsey, Dr. Henry Cloud, Donald Miller, Chris Hogan, and Christy Wright.

—*Chris Campbell*

Associate Director of Financial Coaching

P.S. If you have any questions please call me on my direct line at [615-850-1160](tel:615-850-1160).

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You are getting this since you purchased FCMT.

Our mailing address is:

Dave Ramsey's Financial Coaching Team

1749 Mallory Ln

Brentwood, Tn 37027

Add us to your address book

Want to change how you receive these emails?

You can update your preferences or unsubscribe from this list

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Cheryl Beardschild Destination: Glendale, AZ
 Departure Date: 10/22/17 Time: 8:00 Return Date: 10/27/17 Time: 5:00pm
 Program Charged: KTTD Account: 5150-20-730.00
 Description & Purpose of Travel: Eaglesun Conference for TAS training

**** CHECK ITEMS NEEDED ****

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

<input checked="" type="checkbox"/> LODGING: <u>5</u> X \$ -			
No. of Nights Rate			

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

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

Tribal Vehicle Personal Vehicle

FROM: YREKA TO: MEDFORD

OTHER:

<input checked="" type="checkbox"/> Registration Submitted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	\$ <u>1300.00</u>		
<input checked="" type="checkbox"/> Airfare: (If yes, which airport?)	\$ -		
<input checked="" type="checkbox"/> Baggage	\$ -		
<input checked="" type="checkbox"/> Shuttle/Taxi/Tolls:	\$ -		
<input type="checkbox"/> Gasoline:	\$ -		
<input type="checkbox"/> Parking:	\$ -		
<input type="checkbox"/> Other:	\$ -		
TOTAL:	\$ -		

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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: Cheryl Beardschild Date: 9-13-17

***** 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: 9-13-17
 Program Director (if different): [Signature] Date: 9/21/17
 Tribal Chairman Approval: _____ Date: _____



EAGLESUN 2017 TANF CONFERENCE REGISTRATION FORM

RENAISSANCE GLENDALE HOTEL & SPA • PHOENIX
OCTOBER 23- OCTOBER 26, 2017

ATTENDEE INFORMATION

Cheryl Bearchild
FIRST NAME LAST NAME
Certified Substance Abuse Counselor Navuk Tribe TANF Program
TITLE/ POSITION TRIBE/ ORGANIZATION DEPARTMENT
PO Box 1016 Happy Camp CA 96039
ADDRESS CITY STATE/ PROVINCE ZIP/ POSTAL CODE
530-842-4775 crbearchild@navuk.us
WORK PHONE EMAIL ADDRESS

*PLEASE SUBMIT A REGISTRATION FORM FOR EACH PERSON ATTENDING.

EAGLESUN 2017 TANF CONFERENCE DATES

REGISTRATION CHECK-IN
OCTOBER 22, 2017
4:00-7:00 P.M.
HOTEL LOBBY

CONFERENCE
OCTOBER 23-
OCTOBER 24, 2017

OPTIONAL TRAINING CLASSES
OCTOBER 25-
OCTOBER 26, 2017

HOTEL INFORMATION

RENAISSANCE GLENDALE HOTEL
& SPA
PHONE: 480.518.8050
9495 W. COYOTES BLVD.
GLENDALE, AZ
WWW.RENAISSANCEGLENDALE.COM

*EAGLESUN HAS OBTAINED ROOMS AT
THE GSA RATE OF \$118.00 PER NIGHT.
OUR ROOM BLOCK IS FOR
RESERVATIONS MADE FOR THE NIGHTS
OF OCTOBER 22- OCTOBER 26, 2017.

RESERVATIONS CAN BE MADE
CLICKING ON THE LINK BELOW:
[BOOK YOUR GROUP RATE FOR
EAGLESUN 10TH ANNUAL USERS
MEETING OCT 2017](#)

**RESERVATIONS MUST BE MADE BY
OCTOBER 2, 2017.

OPTIONAL TRAINING CLASSES

SELECT 1 TWO DAY CLASS

OR

SELECT 2 ONE DAY CLASSES

PLEASE SIGN ME UP TO ATTEND:

2 DAY CLASSES – SELECT 1:

- TAS FOR TANF 2 DAYS
 DIRECTORS AND MANAGEMENT ROUNDTABLE 2 DAYS
 IMPLEMENTING TAS IN A DECENTRALIZED ENVIRONMENT 2 DAYS

1 DAY CLASSES – SELECT 2:

- CRYSTAL REPORTS FOR AUDITING AND COMPLIANCE - WEDNESDAY
 EFFECTIVE INTERVIEWING - WEDNESDAY
 CHOOSING ASSESSMENTS - WEDNESDAY
 UTILIZING ADVANCED FEATURES OF TAS - THURSDAY
 CASE NOTES - THURSDAY
 ASSESSMENT INTERVIEWS - THURSDAY

REGISTRATION FEES:

CONFERENCE REGISTRATION FEE: \$450.00
OPTIONAL TRAINING CLASS FEE: \$850.00

TOTAL FEES:

\$ 450.00
\$ 850.00
\$ 1300.00

REGISTRATION INFORMATION

EAGLESUN SYSTEMS PRODUCTS
PHONE 918-743-9855
EMAIL: CONFERENCE@EAGLESUN.COM
MAIL: EAGLESUN ANNUAL CONFERENCE
5516 S LEWIS AVE
TULSA, OK 74105

**** REGISTRATION FORMS MUST BE RETURNED BY OCTOBER 2ND****



Eaglesun Systems Products, Inc.

5516 S. Lewis Ave
Tulsa, OK 74105
Phone: (918) 743-9855 ~ Fax: (918) 743-8657

August 10, 2017

Greetings!

Eaglesun is excited to announce the **10th Annual Eaglesun TANF Conference**. Please join us in Phoenix at the beautiful Renaissance Glendale Hotel & Spa on October 23rd – October 24th. We additionally are offering optional classes on October 25th - October 26th.

The conference provides an excellent opportunity for candid discussions and sharing of best practices with other tribes. There will be topics on all levels for TANF Staff, Directors, Tribal Management, and Council Members.

New this year we will have both two-day classes and one-day case management classes. Students who choose case management will be able to choose two from 6 different topics. All classes are designed to provide an in-depth, 'hands-on' learning experience.

Also new this year we will have a 477 introduction/round table lead by RaeBelle Whitcomb from Bristol Bay Native Association. This will take place on Tuesday afternoon after the conference ends.

Here are some of the comments from last year's attendees:

"Attending the Eaglesun Conference is one of the best conferences I attend yearly."

"Eaglesun staff is the BEST in giving T/A to tribes."

"The sharing of knowledge & best practices is priceless!"

"Always good to have an open agenda where it is inviting for programs to share best practices."

"Learned of new resources we can use to assist clients."

"Just keeps getting better and better!"

We would love to see you this October in Phoenix!

Sincerely,

Cindy Wright
President
Eaglesun Systems Products, Inc.



EAGLESUN CONFERENCE 2017

October 22 – October 24th
Glendale, Arizona

Sunday October 22nd

4:00 p.m. – 7:00 p.m. Registration Hotel Lobby
Light Reception

Monday October 23rd

8:00 a.m. – 8:45 a.m. Late Registration
9:00 a.m. – 10:30 a.m. Opening of Meeting/Workshop Session A
10:30 a.m. – 10:45 a.m. Morning Break
10:45 a.m. – 12:00 p.m. Workshop Session B
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 3:00 p.m. Workshop Session C
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:15 p.m. Workshop Session D/Meeting Dismissed

Tuesday October 24th

9:00 a.m. – 10:30 a.m. Opening Session/ Workshop Session E
10:30 a.m. – 10:45 a.m. Morning Break
10:45 a.m. – 12:00 p.m. Workshop Session F
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 2:45 p.m. Workshop Session G
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:30 p.m. Workshop Session H
4:30 p.m. - Workshop Session I

Eaglesun Conference 2017

Class Schedule

Wednesday-October 25th	Thursday-October 26th
TAS for TANF*	
Directors and Management Roundtable	
Implementing TAS in a Decentralized Environment	
Crystal Reports for Auditing and Compliance	Utilizing Advanced Features of TAS
Effective Interviewing	Case Notes
Choosing Assessments	Assessment Interviews

9:00 a.m. -4:00 p.m. daily except for TAS for TANF

*This class will begin at 8:30 a.m. and end at 4:30 p.m. each day with optional certification testing on Thursday beginning at 4:30 p.m.

Eaglesun 2017 Conference Classes October 25 – 26

Students can choose either 1 two-day class or 2 one-day classes.

TWO DAY CLASSES

TAS for TANF (2 days)

Instructor: Lisa Haynes

This is two-day intensive TAS for TANF class for new users. This class will cover all the topics in the basic TANF class with less emphasis on the payment process. The class will run from 8:30 to 4:30 each day. Students may remain at the end of the class on second day to take the TAS for TANF certification test.

Who should take this class:

New TAS users who have limited or no experience using TAS would greatly benefit from this class. TANF staff or Management that will not be doing the payment portion of case management will also benefit. This is an excellent class for new Case Workers, Career Developers, Upper Management, and Administrative Staff.

Directors and Management Roundtable (2 days)

Facilitator: Cindy Wright

Come meet with your peers and have an open discussion on management specific topics. The participants have an opportunity to pose questions/topics and collaborate with other TANF professionals across the country.

Who should take this class:

This class is beneficial to all levels of Tribal Management and Tribal Council. We like to say, 'this is the hall of truth' as there are no Feds present.

Implementing TAS in a Decentralized Network Environment (2 days)

Instructor: Chris Wright

How is the TAS network setup at your Tribe? This class covers virtualizing TAS, backup strategies, and database security. The class will discuss how to develop an in-depth plan to include these topics into your IT strategy.

Who should take this class:

Geeks! Send your IT staff for a technical class on TAS. This is a great way to encourage the IT department to be a part of your team!

ONE DAY CLASSES

Wednesday:

Crystal Reports for Auditing and Compliance

Instructors: Russell Wright and Dr. Konstance Shirley

Come see how the largest TANF program in the country utilizes Crystal Reports for monitoring compliance of Tribal TANF. Dr. Shirley is the Senior Statistical Research Analyst for the Navajo Nation. Attendees will be provided a collection of TANF reports for use in your department. Eaglesun Reports Manager will be highlighted.

Who should come to this class:

This would be an excellent class for TANF Staff assigned to monitor compliance. Prior Crystal Reports experience is not required. Those with a passion for data will benefit from this class as well.

Effective Interviewing

Instructor: Jose Chavez'

Effective case management is the result of effective interviewing. In this session, the basic interviewing skills used in case management will be reviewed and practiced. The goal is to maximize case management through the improvement and strengthening of interviewing skills.

Who should take this class:

TANF Staff seeking to develop effective interviewing skills.

Choosing Assessments

Instructor: Dr. Cowan

Case management involves case planning, which requires having adequate information about the client and his or her strengths and needs. This session will provide case management professionals with an opportunity to explore different methods and tools for assessment, and how to use tools and strategies to determine what a client's goals will be, what their current status is, and what they need to do to get there.

Who should come to this class:

TANF Staff that have a desire to explore different assessment tools. It is recommended for Supervisors, Lead Case Workers, and Career Developers.

Thursday:

Utilizing Advanced Features of TAS

Instructor: Russell Wright

Have you ever wondered what those additional advanced features of TAS really do? This class will provide tips and tricks for how to more get more out of TAS.

Who should take this class:

Those staff who are or act as TAS Administrators, Power Users who have access File Maintenance, or anyone wanting to learn all that TAS can do.

Case Notes

Instructor: Jose Chavez'

Case management activities must be documented for each TANF participant. Taking effective case notes is a "best practice" of case management; properly documenting all interactions, decisions, and case management tasks is a mark of effective case management. In this session, case management professionals will review notetaking frameworks, identify required elements of effective notes, and consider key caseload management practices that enhance effective notetaking.

Who should take this class:

TANF Staff who as a part of their position write or review case notes.

Assessment Interviews

Instructor: Dr. Cowan

Having mastered basic interviewing skills, an experienced interviewer can gather necessary information from a client that will be used to develop the client's case plan. In this session, participants will learn to use a series of prompts to gather necessary information in a thorough and complete manner. We will practice using these information-gathering inquiries to monitor and review client compliance and progress as well.

Who should take this class:


TANF Staff experienced in case management that want to further their interviewing techniques.

 **Our best rate. Guaranteed.**
[See guarantee terms](#)

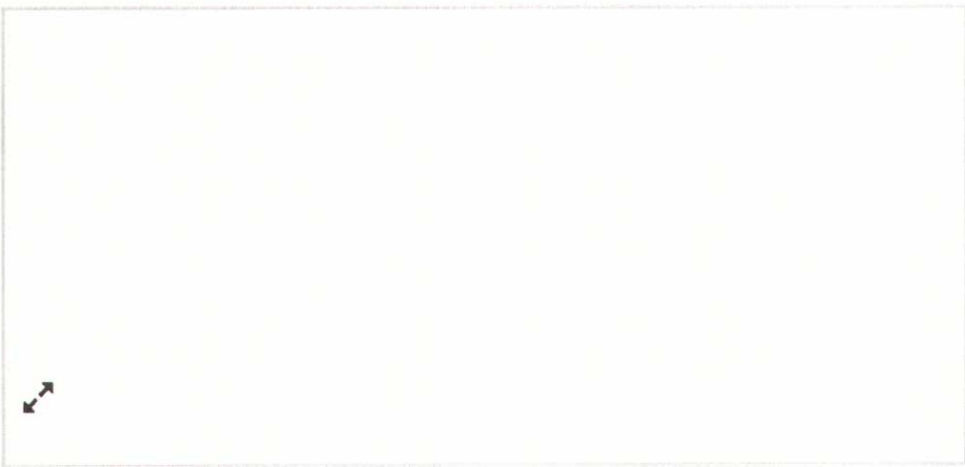
Renaissance Phoenix Glendale Hotel & Spa

9495 W. Coyotes Blvd. Glendale, Arizona 85305 USA

[VIEW RATES](#)

506 Reviews | +1-623-937-3700 |  Photos

Maps & Transportation



Location


Renaissance Phoenix Glendale Hotel & Spa
9495 W. Coyotes Blvd.
Glendale, Arizona 85305 USA

Start here

End here

[Get Directions](#)

Our **NEW** app makes travel happen.



[DOWNLOAD](#) 



Area Airports

Phoenix Sky Harbor International Airport - PHX

Airport Phone: +1 602 273 3300

Hotel direction: 20 miles NW

This hotel does not provide shuttle service.

- Alternate transportation: ZETIAN - 623-444-5050; fee: 80 USD (one way) ;on request
- Estimated taxi fare: 65 USD (one way)

[Visit PHX airport website](#) 

+ [Driving directions](#)

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Beverly Chavez **Destination:** Glendale, Ariz
Departure Date: Oct 22, 2017 **Time:** 8 AM **Return Date:** Oct 27 **Time:** 5:00 pm
Program Charged: KTTP **Account:** 5150-20-7300-00
Description & Purpose of Travel: EagleSun Conference for Training

**** CHECK ITEMS NEEDED ****

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

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

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

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

Tribal Vehicle **Personal Vehicle**

FROM: Yreka **TO:** Medford, Ore

OTHER:

Registration
Submitted Yes No

\$	1300 ⁰⁰		
----	--------------------	--	--

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: Beverly Chavez **Date:** 9/13/17

***** 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:** 9.13.17
Program Director (if different): [Signature] **Date:** 9/21/17
Tribal Chairman Approval: _____ **Date:** _____



EAGLESUN 2017 TANF CONFERENCE REGISTRATION FORM

RENAISSANCE GLENDALE HOTEL & SPA • PHOENIX
OCTOBER 23- OCTOBER 26, 2017

ATTENDEE INFORMATION

Beverly Chávez
FIRST NAME LAST NAME

Family Service Assistant Karuk Tribe TANF
TITLE/ POSITION TRIBE/ ORGANIZATION DEPARTMENT

P.O. Box 1016 Happy Camp CA 96039
ADDRESS CITY STATE/ PROVINCE ZIP/ POSTAL CODE

530-842-4775 x7103 bchavez@karuk.us
WORK PHONE EMAIL ADDRESS

*PLEASE SUBMIT A REGISTRATION FORM FOR EACH PERSON ATTENDING.

EAGLESUN 2017 TANF CONFERENCE DATES

REGISTRATION CHECK-IN
OCTOBER 22, 2017
4:00-7:00 P.M.
HOTEL LOBBY

CONFERENCE
OCTOBER 23-
OCTOBER 24, 2017

OPTIONAL TRAINING CLASSES
OCTOBER 25-
OCTOBER 26, 2017

HOTEL INFORMATION

RENAISSANCE GLENDALE HOTEL
& SPA
PHONE: 480.518.8050
9495 W. COYOTES BLVD.
GLENDALE, AZ
WWW.RENAISSANCEGLENDALE.COM

*EAGLESUN HAS OBTAINED ROOMS AT
THE GSA RATE OF \$118.00 PER NIGHT.
OUR ROOM BLOCK IS FOR
RESERVATIONS MADE FOR THE NIGHTS
OF OCTOBER 22- OCTOBER 26, 2017.

RESERVATIONS CAN BE MADE
CLICKING ON THE LINK BELOW:
[BOOK YOUR GROUP RATE FOR
EAGLESUN 10TH ANNUAL USERS
MEETING OCT 2017](#)

**RESERVATIONS MUST BE MADE BY
OCTOBER 2, 2017.

OPTIONAL TRAINING CLASSES

SELECT 1 TWO DAY CLASS

OR

SELECT 2 ONE DAY CLASSES

PLEASE SIGN ME UP TO ATTEND:

2 DAY CLASSES – SELECT 1:

- TAS FOR TANF 2 DAYS
 DIRECTORS AND MANAGEMENT ROUNDTABLE 2 DAYS
 IMPLEMENTING TAS IN A DECENTRALIZED ENVIRONMENT 2 DAYS

1 DAY CLASSES – SELECT 2:

- CRYSTAL REPORTS FOR AUDITING AND COMPLIANCE - WEDNESDAY
 EFFECTIVE INTERVIEWING - WEDNESDAY
 CHOOSING ASSESSMENTS - WEDNESDAY
 UTILIZING ADVANCED FEATURES OF TAS - THURSDAY
 CASE NOTES - THURSDAY
 ASSESSMENT INTERVIEWS - THURSDAY

REGISTRATION FEES:

CONFERENCE REGISTRATION FEE: \$450.00
OPTIONAL TRAINING CLASS FEE: \$850.00

TOTAL FEES:

\$ 450⁰⁰
\$ 850⁰⁰
\$ 1,300

REGISTRATION INFORMATION

EAGLESUN SYSTEMS PRODUCTS
PHONE 918-743-9855
EMAIL: CONFERENCE@EAGLESUN.COM
MAIL: EAGLESUN ANNUAL CONFERENCE
5516 S LEWIS AVE
TULSA, OK 74105

**** REGISTRATION FORMS MUST BE RETURNED BY OCTOBER 2ND****



Eaglesun Systems Products, Inc.

5516 S. Lewis Ave

Tulsa, OK 74105

Phone: (918) 743-9855 ~ Fax: (918) 743-8657

August 10, 2017

Greetings!

Eaglesun is excited to announce the **10th Annual Eaglesun TANF Conference**. Please join us in Phoenix at the beautiful Renaissance Glendale Hotel & Spa on October 23rd – October 24th. We additionally are offering optional classes on October 25th - October 26th.

The conference provides an excellent opportunity for candid discussions and sharing of best practices with other tribes. There will be topics on all levels for TANF Staff, Directors, Tribal Management, and Council Members.

New this year we will have both two-day classes and one-day case management classes. Students who choose case management will be able to choose two from 6 different topics. All classes are designed to provide an in-depth, 'hands-on' learning experience.

Also new this year we will have a 477 introduction/round table lead by RaeBelle Whitcomb from Bristol Bay Native Association. This will take place on Tuesday afternoon after the conference ends.

Here are some of the comments from last year's attendees:

"Attending the Eaglesun Conference is one of the best conferences I attend yearly."

"Eaglesun staff is the BEST in giving T/A to tribes."

"The sharing of knowledge & best practices is priceless!"

"Always good to have an open agenda where it is inviting for programs to share best practices."

"Learned of new resources we can use to assist clients."

"Just keeps getting better and better!"

We would love to see you this October in Phoenix!

Sincerely,

Cindy Wright

President

Eaglesun Systems Products, Inc.



EAGLESUN CONFERENCE 2017

October 22 – October 24th
Glendale, Arizona

Sunday October 22nd

4:00 p.m. – 7:00 p.m. Registration Hotel Lobby
Light Reception

Monday October 23rd

8:00 a.m. – 8:45 a.m. Late Registration
9:00 a.m. – 10:30 a.m. Opening of Meeting/Workshop Session A
10:30 a.m. – 10:45 a.m. Morning Break
10:45 a.m. – 12:00 p.m. Workshop Session B
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 3:00 p.m. Workshop Session C
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:15 p.m. Workshop Session D/Meeting Dismissed

Tuesday October 24th

9:00 a.m. – 10:30 a.m. Opening Session/ Workshop Session E
10:30 a.m. – 10:45 a.m. Morning Break
10:45 a.m. – 12:00 p.m. Workshop Session F
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 2:45 p.m. Workshop Session G
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:30 p.m. Workshop Session H
4:30 p.m. - Workshop Session I

Eaglesun Conference 2017

Class Schedule

Wednesday-October 25th	Thursday-October 26th
TAS for TANF*	
Directors and Management Roundtable	
Implementing TAS in a Decentralized Environment	
Crystal Reports for Auditing and Compliance	Utilizing Advanced Features of TAS
Effective Interviewing	Case Notes
Choosing Assessments	Assessment Interviews

9:00 a.m. -4:00 p.m. daily except for TAS for TANF

*This class will begin at 8:30 a.m. and end at 4:30 p.m. each day with optional certification testing on Thursday beginning at 4:30 p.m.

Eaglesun 2017 Conference Classes October 25 – 26

Students can choose either 1 two-day class or 2 one-day classes.

TWO DAY CLASSES

TAS for TANF (2 days)

Instructor: Lisa Haynes

This is two-day intensive TAS for TANF class for new users. This class will cover all the topics in the basic TANF class with less emphasis on the payment process. The class will run from 8:30 to 4:30 each day. Students may remain at the end of the class on second day to take the TAS for TANF certification test.

Who should take this class:

New TAS users who have limited or no experience using TAS would greatly benefit from this class. TANF staff or Management that will not be doing the payment portion of case management will also benefit. This is an excellent class for new Case Workers, Career Developers, Upper Management, and Administrative Staff.

Directors and Management Roundtable (2 days)

Facilitator: Cindy Wright

Come meet with your peers and have an open discussion on management specific topics. The participants have an opportunity to pose questions/topics and collaborate with other TANF professionals across the country.

Who should take this class:

This class is beneficial to all levels of Tribal Management and Tribal Council. We like to say, 'this is the hall of truth' as there are no Feds present.

Implementing TAS in a Decentralized Network Environment (2 days)

Instructor: Chris Wright

How is the TAS network setup at your Tribe? This class covers virtualizing TAS, backup strategies, and database security. The class will discuss how to develop an in-depth plan to include these topics into your IT strategy.

Who should take this class:

Geeks! Send your IT staff for a technical class on TAS. This is a great way to encourage the IT department to be a part of your team!

ONE DAY CLASSES

Wednesday:

Crystal Reports for Auditing and Compliance

Instructors: Russell Wright and Dr. Konstance Shirley

Come see how the largest TANF program in the country utilizes Crystal Reports for monitoring compliance of Tribal TANF. Dr. Shirley is the Senior Statistical Research Analyst for the Navajo Nation. Attendees will be provided a collection of TANF reports for use in your department. Eaglesun Reports Manager will be highlighted.

Who should come to this class:

This would be an excellent class for TANF Staff assigned to monitor compliance. Prior Crystal Reports experience is not required. Those with a passion for data will benefit from this class as well.

Effective Interviewing

Instructor: Jose Chavez'

Effective case management is the result of effective interviewing. In this session, the basic interviewing skills used in case management will be reviewed and practiced. The goal is to maximize case management through the improvement and strengthening of interviewing skills.

Who should take this class:

TANF Staff seeking to develop effective interviewing skills.

Choosing Assessments

Instructor: Dr. Cowan

Case management involves case planning, which requires having adequate information about the client and his or her strengths and needs. This session will provide case management professionals with an opportunity to explore different methods and tools for assessment, and how to use tools and strategies to determine what a client's goals will be, what their current status is, and what they need to do to get there.

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Instructor: Dr. Cowan

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Who should take this class:

TANF Staff experienced in case management that want to further their interviewing techniques.

KARUK TRIBE

Travel Advance/Reimbursement Request

Employees Name: Anthony Ballard **Destination:** Glendale, AZ
Departure Date: 10/22/2017 **Time:** _____ **Return Date:** 10/29/2017 **Time:** _____
Program Charged: TANF **Account:** 5150-20-7300.00
Description & Purpose of Travel: Eaglesun 2017 TANF Conference

**** CHECK ITEMS NEEDED ****

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

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

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

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

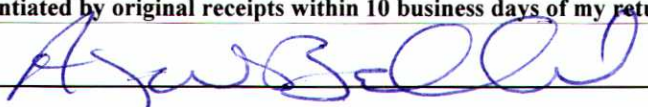
Tribal Vehicle **Personal Vehicle**

FROM: Yreka, CA **TO:** Medford, OR & Return

OTHER:

<input checked="" type="checkbox"/> Registration	\$ 1,300.00		
Submitted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/> Airfare: (If yes, which airport?)	\$ -		
<input checked="" type="checkbox"/> Baggage	\$ -		
<input checked="" 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:** 9/13/2017

***** 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:  **Date:** 9/21/17
Program Director (if different): _____ **Date:** _____
Tribal Chairman Approval: _____ **Date:** _____



EAGLESUN 2017 TANF CONFERENCE REGISTRATION FORM

RENAISSANCE GLENDALE HOTEL & SPA • PHOENIX
OCTOBER 23- OCTOBER 26, 2017

ATTENDEE INFORMATION

ANTHONY BALLARD

FIRST NAME	TANF FAMILY SERVICES MANAGER			LAST NAME			
TITLE/ POSITION	1517 A SOUTH OREGON STREET		TRIBE/ ORGANIZATION	YREKA	CA	96097	DEPARTMENT
ADDRESS	(530) 842-4775 x 4		CITY	ABALLARD@KARUK.US		STATE/ PROVINCE	ZIP/ POSTAL CODE
WORK PHONE				EMAIL ADDRESS			

*PLEASE SUBMIT A REGISTRATION FORM FOR EACH PERSON ATTENDING.

EAGLESUN 2017 TANF CONFERENCE DATES

REGISTRATION CHECK-IN
OCTOBER 22, 2017
4:00-7:00 P.M.
HOTEL LOBBY

CONFERENCE
OCTOBER 23-
OCTOBER 24, 2017

OPTIONAL TRAINING CLASSES
OCTOBER 25-
OCTOBER 26, 2017

HOTEL INFORMATION

RENAISSANCE GLENDALE HOTEL
& SPA
PHONE: 480.518.8050
9495 W. COYOTES BLVD.
GLENDALE, AZ
WWW.RENAISSANCEGLENDALE.COM

*EAGLESUN HAS OBTAINED ROOMS AT
THE GSA RATE OF \$118.00 PER NIGHT.
OUR ROOM BLOCK IS FOR
RESERVATIONS MADE FOR THE NIGHTS
OF OCTOBER 22- OCTOBER 26, 2017.

RESERVATIONS CAN BE MADE
CLICKING ON THE LINK BELOW:
[BOOK YOUR GROUP RATE FOR
EAGLESUN 10TH ANNUAL USERS
MEETING OCT 2017](#)

**RESERVATIONS MUST BE [MADE](#) BY
OCTOBER 2, 2017.

OPTIONAL TRAINING CLASSES

SELECT 1 TWO DAY CLASS

OR

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PLEASE SIGN ME UP TO ATTEND:

2 DAY CLASSES – SELECT 1:

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 IMPLEMENTING TAS IN A DECENTRALIZED ENVIRONMENT 2 DAYS

1 DAY CLASSES – SELECT 2:

- CRYSTAL REPORTS FOR AUDITING AND COMPLIANCE - WEDNESDAY
 EFFECTIVE INTERVIEWING - WEDNESDAY
 CHOOSING ASSESSMENTS - WEDNESDAY

 UTILIZING ADVANCED FEATURES OF TAS - THURSDAY
 CASE NOTES - THURSDAY
 ASSESSMENT INTERVIEWS - THURSDAY

REGISTRATION FEES:

CONFERENCE REGISTRATION FEE:	\$450.00	\$ 450
OPTIONAL TRAINING CLASS FEE:	\$850.00	\$ 850
TOTAL FEES:		\$ 1300

REGISTRATION INFORMATION

EAGLESUN SYSTEMS PRODUCTS
PHONE 918-743-9855
EMAIL: CONFERENCE@EAGLESUN.COM
MAIL: EAGLESUN ANNUAL CONFERENCE
5516 S LEWIS AVE
TULSA, OK 74105

**** REGISTRATION FORMS MUST BE RETURNED BY OCTOBER 2ND****



Eaglesun Systems Products, Inc.

5516 S. Lewis Ave

Tulsa, OK 74105

Phone: (918) 743-9855 ~ Fax: (918) 743-8657

August 10, 2017

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Cindy Wright

President

Eaglesun Systems Products, Inc.



EAGLESUN 2017 TANF CONFERENCE REGISTRATION FORM

RENAISSANCE GLENDALE HOTEL & SPA • PHOENIX
OCTOBER 23- OCTOBER 26, 2017

ATTENDEE INFORMATION

Anthony

Ballard

FIRST NAME	LAST NAME		
TANF Family Services Manager	Karuk Tribe	Karuk Tribal TANF Program	
TITLE/ POSITION	TRIBE/ ORGANIZATION	DEPARTMENT	
1517 "A" South Oregon Street	Yreka	CA	96097
ADDRESS	CITY	STATE/ PROVINCE	ZIP/ POSTAL CODE
(530) 842-4775 x 7104		aballard@karuk.us	
WORK PHONE	EMAIL ADDRESS		

*PLEASE SUBMIT A REGISTRATION FORM FOR EACH PERSON ATTENDING.

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CONFERENCE
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OCTOBER 24, 2017

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OCTOBER 25-
OCTOBER 26, 2017

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& SPA
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9495 W. COYOTES BLVD.
GLENDALE, AZ
WWW.RENAISSANCEGLENDALE.COM

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 EFFECTIVE INTERVIEWING - WEDNESDAY
 CHOOSING ASSESSMENTS - WEDNESDAY
 UTILIZING ADVANCED FEATURES OF TAS - THURSDAY
 CASE NOTES - THURSDAY
 ASSESSMENT INTERVIEWS - THURSDAY

REGISTRATION FEES:

CONFERENCE REGISTRATION FEE:	\$450.00	\$ <u>450.00</u>
OPTIONAL TRAINING CLASS FEE:	\$850.00	\$ <u>850.00</u>
TOTAL FEES:		\$ <u>1,300.00</u>

REGISTRATION INFORMATION

EAGLESUN SYSTEMS PRODUCTS
PHONE 918-743-9855
EMAIL: CONFERENCE@EAGLESUN.COM
MAIL: EAGLESUN ANNUAL CONFERENCE
5516 S LEWIS AVE
TULSA, OK 74105

**** REGISTRATION FORMS MUST BE RETURNED BY OCTOBER 2ND****



EAGLESUN CONFERENCE 2017

**October 22 – October 24th
Glendale, Arizona**

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Light Reception

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10:45 a.m. – 12:00 p.m. Workshop Session B
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 3:00 p.m. Workshop Session C
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:15 p.m. Workshop Session D/Meeting Dismissed

Tuesday October 24th

9:00 a.m. – 10:30 a.m. Opening Session/ Workshop Session E
10:30 a.m. – 10:45 a.m. Morning Break
10:45 a.m. – 12:00 p.m. Workshop Session F
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 2:45 p.m. Workshop Session G
3:00 p.m. – 3:15 p.m. Afternoon Break
3:15 p.m. – 4:30 p.m. Workshop Session H
4:30 p.m. - Workshop Session I

Eglesun Conference 2017

Class Schedule

Wednesday-October 25th	Thursday-October 26th
TAS for TANF*	
Directors and Management Roundtable	
Implementing TAS in a Decentralized Environment	
Crystal Reports for Auditing and Compliance	Utilizing Advanced Features of TAS
Effective Interviewing	Case Notes
Choosing Assessments	Assessment Interviews

9:00 a.m. -4:00 p.m. daily except for TAS for TANF

*This class will begin at 8:30 a.m. and end at 4:30 p.m. each day with optional certification testing on Thursday beginning at 4:30 p.m.

Eaglesun 2017 Conference Classes October 25 – 26

Students can choose either 1 two-day class or 2 one-day classes.

TWO DAY CLASSES

TAS for TANF (2 days)

Instructor: Lisa Haynes

This is two-day intensive TAS for TANF class for new users. This class will cover all the topics in the basic TANF class with less emphasis on the payment process. The class will run from 8:30 to 4:30 each day. Students may remain at the end of the class on second day to take the TAS for TANF certification test.

Who should take this class:

New TAS users who have limited or no experience using TAS would greatly benefit from this class. TANF staff or Management that will not be doing the payment portion of case management will also benefit. This is an excellent class for new Case Workers, Career Developers, Upper Management, and Administrative Staff.

Directors and Management Roundtable (2 days)

Facilitator: Cindy Wright

Come meet with your peers and have an open discussion on management specific topics. The participants have an opportunity to pose questions/topics and collaborate with other TANF professionals across the country.

Who should take this class:

This class is beneficial to all levels of Tribal Management and Tribal Council. We like to say, 'this is the hall of truth' as there are no Feds present.

Implementing TAS in a Decentralized Network Environment (2 days)

Instructor: Chris Wright

How is the TAS network setup at your Tribe? This class covers virtualizing TAS, backup strategies, and database security. The class will discuss how to develop an in-depth plan to include these topics into your IT strategy.

Who should take this class:

Geeks! Send your IT staff for a technical class on TAS. This is a great way to encourage the IT department to be a part of your team!

ONE DAY CLASSES

Wednesday:

Crystal Reports for Auditing and Compliance

Instructors: Russell Wright and Dr. Konstance Shirley

Come see how the largest TANF program in the country utilizes Crystal Reports for monitoring compliance of Tribal TANF. Dr. Shirley is the Senior Statistical Research Analyst for the Navajo Nation. Attendees will be provided a collection of TANF reports for use in your department. Eaglesun Reports Manager will be highlighted.

Who should come to this class:

This would be an excellent class for TANF Staff assigned to monitor compliance. Prior Crystal Reports experience is not required. Those with a passion for data will benefit from this class as well.

Effective Interviewing

Instructor: Jose Chavez'

Effective case management is the result of effective interviewing. In this session, the basic interviewing skills used in case management will be reviewed and practiced. The goal is to maximize case management through the improvement and strengthening of interviewing skills.

Who should take this class:

TANF Staff seeking to develop effective interviewing skills.

Choosing Assessments

Instructor: Dr. Cowan

Case management involves case planning, which requires having adequate information about the client and his or her strengths and needs. This session will provide case management professionals with an opportunity to explore different methods and tools for assessment, and how to use tools and strategies to determine what a client's goals will be, what their current status is, and what they need to do to get there.

Who should come to this class:

TANF Staff that have a desire to explore different assessment tools. It is recommended for Supervisors, Lead Case Workers, and Career Developers.

Thursday:

Utilizing Advanced Features of TAS

Instructor: Russell Wright

Have you ever wondered what those additional advanced features of TAS really do? This class will provide tips and tricks for how to more get more out of TAS.

Who should take this class:

Those staff who are or act as TAS Administrators, Power Users who have access File Maintenance, or anyone wanting to learn all that TAS can do.

Case Notes

Instructor: Jose Chavez'

Case management activities must be documented for each TANF participant. Taking effective case notes is a "best practice" of case management; properly documenting all interactions, decisions, and case management tasks is a mark of effective case management. In this session, case management professionals will review notetaking frameworks, identify required elements of effective notes, and consider key caseload management practices that enhance effective notetaking.

Who should take this class:

TANF Staff who as a part of their position write or review case notes.

Assessment Interviews

Instructor: Dr. Cowan

Having mastered basic interviewing skills, an experienced interviewer can gather necessary information from a client that will be used to develop the client's case plan. In this session, participants will learn to use a series of prompts to gather necessary information in a thorough and complete manner. We will practice using these information-gathering inquiries to monitor and review client compliance and progress as well.

Who should take this class:

TANF Staff experienced in case management that want to further their interviewing techniques.



Karuk Tribe

Karuk Tribal TANF Program

1517 A South Oregon St.
P.O. Box 1730
Yreka, CA 96097
(530) 842-4775
Fax (530) 842-4702

110 Nugget Street
P.O. Box 1016
Happy Camp, CA 96039
(530) 493-1440
Fax (530) 493-1441

37960 Highway 96 Bldg. C
P.O. Box 141
Orleans, CA 95556
(530) 627-3471
Fax (530) 627-3459

Drug Screen Verification Form

Client Name: _____ **CIF#:** _____ **PI CIF#:** _____

KTTP Case Worker: _____

Purpose of Test: ___ Intake ___ Recertification ___ Random
 ___ For Cause ___ Other: _____

I decline to provide a sample for drug screening purposes at this time. I understand this will be recorded as a positive drug screen and that failure to provide a sample for urinalysis may affect eligibility for Karuk Tribal TANF assistance.

Client Signature _____ *Date:* _____

.....
Results: ___ Negative ___ Positive

Substances Detected: ___ BZO ___ mAMP ___ AMP
 ___ COC ___ OPI
 ___ THC

.....
Client was tested with: ___ iCup ___ Other

Results sent for confirmation? ___ Yes ___ No

.....
Client shares prescriptions of the following medications and will provide a pharmacy printout within 10 business days of today's date. _____

Prescription printout provided on _____ and verified by _____

.....
Client Signature: _____ **Date:** _____

Collectors Signature: _____ **Date:** _____

Council Approved



Karuk Tribe

Karuk Tribal TANF Program

1517 A South Oregon St.
P.O. Box 1730
Yreka, CA 96097
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P.O. Box 141
Orleans, CA 95556
(530) 627-3471
Fax (530) 627-3459

RELEASE OF INFORMATION

CLIENT'S NAME: _____ DOB: _____ HRN: _____
CIF: _____

I, _____ (Client, Parent/Guardian, or Representative) hereby give my permission to Karuk Tribe Substance Abuse Program to receive and exchange verbal and written Protected Health Information and Substance Use Disorder Information with:

TANF Team Karuk Tribal TANF Program

Individual/Agency

Title/Relationship

Address

Phone Number

(Initial, if applicable)

_____ To request records FROM the above individual/agency.

_____ To send records TO the above individual/agency.

_____ To VERBALLY exchange limited information with the above individual/agency.

TYPE OF INFORMATION: Mental Health Alcohol/Other Drug
 Medical History/Physical Condition HIV/AIDS

USE AND EXCHANGE OF MENTAL HEALTH, ALCOHOL AND OTHER DRUG, MEDICAL/DENTAL INFORMATION BY MY PROVIDERS WITHIN THE KARUK TRIBE
____ N/A (Initial)

PURPOSE OF RELEASE:

Aid/Assessment/Collaboration in Diagnosis/Treatment/Coordination of Services by the above facility Client request Other _____

INFORMATION TO BE RELEASED:

Assessment/Evaluations Discharge Lab/X-Ray Reports
 Client/Treatment Plan Educational Tests/Reports Progress Report
 Consultation Reports History & Physical Exam Psychological Test Results
 Dates of Treatment Medication Record Other/Exceptions
 Diagnosis Only Physician's Orders

I give permission to release my records which are included within the following dates:

Start Date: _____

End Date: _____

Council Approved



Karuk Tribal TANF Program

1517 A South Oregon St.
P.O. Box 1730
Yreka, CA 96097
(530) 842-4775
Fax (530) 842-4702

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37960 Highway 96 Bldg. C
P.O. Box 141
Orleans, CA 95556
(530) 627-3471
Fax (530) 627-3459

RIGHTS AND NOTICE OF POTENTIAL RE-DISCLOSURE

- a. I may revoke this authorization at any time, but I must do so in writing and submit it to the following address: Karuk Tribe 64236 Second Avenue • P.O. Box 1016 • Happy Camp, CA 96039. My revocation will take effect upon receipt but will not affect the use/release of records done before receipt of my revocation.
- b. I have a right to receive a copy of this authorization.
- c. I am aware that if I give the Karuk Tribe permission to disclose information to someone who is not another healthcare provider, clearinghouse or healthcare plan, that person could possibly re-disclose the information to someone else and not be bound by state or federal law to keep it private.
- d. I may refuse to sign this authorization. Generally, my refusal will not affect my ability to obtain treatment or eligibility for benefits.

DATES

- a. This authorization for the Use or Disclosure of Protected Health Information is to remain valid until permission is withdrawn or for a period of one (1) year.

SIGNATURES

Date _____ Time _____ am/pm

Print Name _____ Signature _____

If signed by someone other than the client, please state your legal relationship to the client.

Witness Signature _____

TO RECEIPIENT OF INFORMATION: This information has been disclosed to you from records protected by federal confidentiality rules (42 CFR Part 2). The federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 CFR Part 2. **A general authorization for the release of medical or other information is NOT sufficient for this purpose.** The federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.

TO PERSONS SENDING RECORDS TO THE KARUK TRIBE:
PLEASE SEND RECORDS TO:
 64236 Second Ave. P.O. Box 1016 Happy Camp, CA 96039
 1519 South Oregon St. Yreka, CA 96097

Council Approved

Karuk Tribal TANF SAS Management Report

Month of:	2017
------------------	-------------

CIF#:	Case Manager:
--------------	----------------------

Monthly Requirements	Number of services attended in reporting month
Groups:	
Individuals:	
Outside Support Meetings:	
Other Requirements:	

<i>Urinalysis</i>			
<i>Date</i>	<i>Result</i>	<i>Date</i>	<i>Result</i>
1.		3.	
2.		4.	

<i>Other Information or Action Taken since last report:</i> (discharge, suspension, etc.)

<i>Counselor Recommendation for future SUD Treatment?</i> (IOP, Residential, Successful Completion, etc.)

Counselor (print):	Date:
Signature:	

All reports due by the 30th of every month to fax # (530) 842-3260

Council Approved

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

REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One: **Contract** **Karuk Tribe Number Assigned:** 17-A- 071
 MOU
 Agreement **Funder/Agency Assigned:** _____
 Amendment **Prior Amendment:** _____

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

Requestor: Sara Spence **Date:** August 16, 2017

Department/Program: Karuk Tribe Housing Authority

Name of Contractor or Parties: Karuk Tribe

Effective Dates (From/To): October 1, 2017 September 30, 2019

Amount of Original: \$70,000 per year
Amount of Modification: _____
Total Amount: \$70,000 per year

Funding Source: KTHA 20-1000

Special Conditions/Terms:
None.

Brief Description of Purpose:
Provision of IT services to KTHA.

**** REQUIRED SIGNATURES ****


Requestor 8/16/17
Date

****Chief Financial Officer** _____ Date _____

****Director, Administrative Programs & Compliance** _____ Date _____

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

Other _____ Date _____

KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way
Happy Camp, CA 96039
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street
Yreka, CA 96097
Ph: (530) 842-1644 • Fax: (530) 842-1646

REQUEST FOR CONTRACT/ AGREEMENT/ MOU

Check One: Contract
 Agreement
 MOU
 Modification

Number Assigned: 17-A-13

REQUIRED ITEMS: *Procurement Attached
*System for Award Management (SAM) (CONTRACTS ONLY)
*Tribe / KCDC Notification (If Required) Yes No N/A

Requestor: Sara Spence Date: August 16, 2017

Department/Program: KTHA

Name of Contractor or Party(ies): Karuk Tribe

Effective Dates: From: 10/1/2017 To: September 30, 2019

Amount: \$70,000 per year

Funding Source: 20-1000

Brief Description of Purpose:

Provision of IT services to KTHA.

** REQUIRED SIGNATURES **


Requestor

8/16/17
Date

** Requestor's Immediate Supervisor


Date 8/16/17

** Executive Director or Assistant Director / Operations Manager

Date

** Building Inspector or Construction Manager (Construction Projects)

Date


** Chief Finance Officer

8/16/17
Date

**Agreement Between
Karuk Tribe (Agreement #17-A-___)
And
Karuk Tribe Housing Authority (Agreement #17-A-13)**

This Agreement is made between the Karuk Tribe, a federally recognized Indian Tribe, also referred to as the Tribe and the Karuk Tribe Housing Authority, a Tribally Designated Housing Entity, also known as KTHA.

Now, therefore, it is agreed by the parties hereto as follows:

A. Purpose

The purpose of this Agreement is to address issues relating to shared Information Technology (IT) staff and services.

B. Responsibilities

(1) Karuk Tribe Housing Authority agrees:

- a. To pay the Karuk Tribe \$70,000 annually for IT services
- b. To continue to pay for all of KTHA hardware, software and equipment used for IT services
- c. To provide an office for an assigned IT Support Technician
- d. The KTHA Executive Director will share supervision of the IT Support Technician

(2) Karuk Tribe agrees:

- a. To have an assigned IT Support Technician split his or her time between working directly on KTHA projects and Tribal projects. If the assigned IT Support Technician is unavailable, KTHA will receive support from any or all of the other Tribal IT staff, depending on the need.
- b. That KTHA will be entitled to receive all services offered by the IT Department including but not limited to the following:

Priorities:

- Assist the KTHA Board with computer support, email, and user accounts

- Implement backup solutions for Yreka KTHA sites
- ***Implement video conferencing to hold meetings and reduce driving costs – recurring priority not yet implemented***
- Establish wi-fi messaging/cellular communication method for Orleans Maintenance staff
- Ensure Yreka staff have access to Happy Camp server files and programs for continuity of access to shared construction files, HDS, and Accufund
- Provide live video streams of KTHA projects for all sites possible (with wi-fi and power) in a timely manner following request
- Install, support, and improve as necessary, tools (surveillance, monitors, telephone service) to provide for adequate staff safety in KTHA facilities

Services:

- Service KTHA work requests on the same priority basis as Tribal administrative computers
- Support fiscal software or upgrade with multi-user accessibility
- Perform preventative maintenance on all computers, printers, servers, phones, and internet access
- Install automatic updates to all KTHA computers for security
- Technical support for new construction projects, including participation in planning meetings for construction projects requiring IT planning (Wellness Center)
- Technical support for KTHA security operations
- Technical support for KTHA Computer/Education Center
- Maintain the current backup solution for Happy Camp KTHA sites
- Submit recommendations for server upgrades as needed
- Install a standardized “image” or set of applications on all housing computers
- Support connecting together distant KTHA sites for remote management and assistance
- Provide website support as needed
- Develop schedule for replacement of outdated computers
- Evaluate copy machines, printers, fax machines, and scanners in all KTHA facilities and make recommendations for replacement equipment as needed or requested
- Support & service of e-mail accounts
- Support & service of cell phone accounts
- Provide technical support for onsite meetings and trainings as needed.

It is understood that it will take time to complete all of the above tasks and that IT services are an ongoing commitment. Items marked as priorities will receive special attention. Future KTHA priorities will be determined by the KTHA Executive Director and the Tribe’s IT Director. To ensure that the priorities for KTHA IT service are being met, the Tribe’s IT Director will report to the KTHA board as requested. It is understood that the IT Dept will participate in the construction of new facilities as applicable.

This Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of the Agreement shall not be binding upon either party.

This agreement shall be effective as of October 1, 2017 and will remain in effect for two years until September 30, 2019 or until terminated in writing by either party, provided that ten (10) days' notice is given. The IT Director and the KTHA Executive Director will meet every six (6) months (September and March) to coordinate and review the services being provided.

Any modification of this Agreement shall be binding only if evidenced in writing and signed by an authorized representative of each party.

This Agreement shall be governed by and construed in accordance with the laws of the United States of America and Karuk Tribal Law.

The Karuk Tribe by entering into this Agreement does not waive, limit, or modify its sovereign immunity, nor any right to require exhaustion of Tribal administrative or judicial remedies in any manner.

In witness, each party to this Agreement has caused it to be executed at Happy Camp, California on the date indicated below. Each party by their signature below warrants and certifies that it possesses the legal authority to enter into this Agreement.

Robert Super, Chairman
Karuk Tribe Housing Authority

Date: _____

Russell Attebery, Chairman
Karuk Tribe

Date: _____

**Karuk Tribe – Council Meeting
August 24, 2017 – Meeting Minutes**

Meeting called to order at 10AM by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Alvis “Bud” Johnson, Member at Large
Charron “Sonny” Davis, Member at Large
Joseph “Jody” Waddell, Member at Large (late)
Josh Saxon, Member at Large
Arch Super, Member at Large

Absent:

Renee Stauffer, Member at Large (excused)

Prayer was done by Sonny Davis and the Mission Statement was read aloud by Russell Attebery.

Agenda:

Josh Saxon moved and Sonny Davis seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara (Jody absent for vote).

Consent Calendar:

Sara updated that the IT Agreement will be removed, 17-A-071.

Josh Saxon moved and Bud Johnson seconded to approve the consent calendar with one removal, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of July 27, 2017:

Josh noted that he provided information on solar lights and he keeps trying to provide that information and didn't forget about her.

Arch Super moved and Bud Johnson seconded to approve the minutes of July 27, 2017, 6 haa, 0 puuhara, 0 pupitihara.

Guests:

1) Caltrans District 2:

Misty introduced the Caltrans District 2 to provide a Happy Camp Complete Streets project that has been being worked on.

Today is a brief presentation, but it will be briefed to the Tribal Council. She reviewed the history of the project. The Department of Transportation worked on the needs of Happy Camp and they have partnership and a timeline on the projects.

She noted that they have identified use and safety for pedestrians for the area. Caltrans is moving away from cars as the number one priority, however focusing and being committed on moving all modes of people is important and walking will be considered. Sandi began working on this in 2010 and she received funding to develop a plan. In the plan it was identified to have safety services in the area of Happy Camp.

Jody re-entered the meeting.

They have identified seeking funds to support this project. Caltrans is going to apply for the full amount of funding needed to complete the project. It is extremely competitive but they believe in the project and feel that it meets all six criteria of funding needs. There are multiple partners with this project.

Currently, they are developing a scoping document to compile all the necessary documents such as drainage, etc. Karen Derry asked about burying utilities. Kandee noted that most often the utilities aren't owned by Caltrans. The ATP cycle four applications is currently being developed and working on it parallel to the scoping document as well.

The project will include bike lanes, crosswalks, lighting, etc. Josh Saxon asked if transit improvements will slow traffic down in town. Kandee noted that she is referring to bus stops, but traffic calming will be radar feedback signs will be implemented. Also, narrowing a corridor will provide some changes to the speed of the traffic. There will be another crosswalk provided. The bike lanes will be on both sides of the road. From Davis Way to Hillside will be two lanes of bike lanes.

The commitment and partnership has been really productive and this increases the application process.

The purpose and need is important. There are no streetlights in Happy Camp which was concerning. They will address the pedestrian lighting. From a roadway perspective the drainage system needs to be improved.

Hopefully when the project is complete all partnering agencies will be able to provide an example of a great working relationship and collaboration.

The timeline is in line and their hope is to break ground in 2024. It is imperative to work together and include the community input. She noted that the timeline is workable but she is notes that there will be timelines that cannot be rushed.

She noted that there may be requests later down the road for financial support and she asked that they keep that on their radar.

She noted that she absolutely loved working with Sandi Tripp. She was a gem to work with and instrumental in this project.

2) Stacy Hatcher, Community Member:

Not present, arrived late.

Stacy provided a document to the Tribal Council. She is requesting the Council's support in re-establishing a Karuk village. She would like to have a place where they can sweat, share traditional knowledge, and they would like the Council's support in creating this.

Buster noted that the Tribe is embarking on some of these topics and the Council will need to review this option specifically for their group, and they will get back to her.

3) Alex Watts Tobin, THPO:

Alex is present to seek approval of the Tribes THPO proposal under resolution 17-R-088. It provides funding for the THPO position. The Tribe applies every year and the term is going to be for two years dating back to October 2016, so the funds could be spent down prior to the end of the fiscal year.

Josh asked about the travel budget. It was clarified that the travel is included in the budget.

Jody Waddell moved and Josh Saxon seconded to approve resolution 17-R-088, 7 haa, 0 puuhara 0 pupitihara.

Buster noted that the resolution template is incorrect. Emma Lee explained that she will adjust that and provide it to the Council since Alex has another appointment to keep.

4) Eileen Tiraterra, Billing Department:

Eileen is present to seek approval of agreement 17-A-068 which will allow the Tribe to bill for Delta Dental. There is one for each site and this will allow for checks to go directly to the Tribe and not to the patients. There are agreement numbers for each of the dental sites (Happy Camp, Yreka, and Orleans).

Michael Thom moved and Robert Super seconded to approve all three agreements, 7 haa, 0 puuhara, 0 pupitihara.

Director Reports:

1) Scott Quinn, Director of Land Management:

Scott is present to review his report. He has a couple action items as an addition to his report. He first presented an agreement for power for the Administrative trailers at the casino site. The SLA has already been approved but there needs to be a service contract to have service. He is working with the City on changing the name of Sharps Way to Casino Way.

Arch Super moved and Bud Johnson seconded to approve agreement 17-A-074, 7 haa, 0 puuhara, 0 pupitihara.

His other action item is a contract extension to agreement 17-A-025. It is with Evans Building & Excavating under modification (1).

Arch Super moved and Sonny Davis seconded to approve modification (1) to agreement 17-A-025, 7 haa, 0 puuhara, 0 pupitihara.

Scott then provided information on property that may available for sale. Josh noted that there are tenants currently. Scott will look into this and either determine if the Tribe would inherit tenants or purchase the home and vacate the tenants. He also noted that he was put into touch with a large storage and property in Yreka.

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

2) April Attebury, Judicial Systems:

April is present to review her report. She highlighted her report, noting that three of the grants are slated to close out. She has been working with Laura Olivas to request a three month extension on the DV services grant. Family Violence Prevention is a continual funding source.

CTAS would be the domestic violence and services grant. It is currently under review. She is hopeful to receive the funding.

She would like to request to submit a letter of interest for the Tribal Access Program. It would allow Judicial to have information on background checks. She also requests assistance of the legal department to draft the letter by the deadline which is September 15th.

Consensus: to allow for a letter of intent for TAP for National Crime Information.

She then sought out of state travel.

Arch Super moved and Bud Johnson seconded to approve out of state travel for April Attebury October 9-13, 2017 to Albuquerque NM, 7 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Michael Thom seconded to approve April's report, 7 haa, 0 puuhara, 0 pupitihara.

3) Leaf Hillman, DNR Director:

Leaf is not present.

Michael Thom moved and Bud Johnson seconded to approve the written report for DNR, 7 haa, 0 puuhara, 0 pupitihara.

4) Lester Alford, TANF Director:

Lester is not present, Anthony is present for him. Anthony highlighted the TANF reporting, noting that the work participation rate has increased.

As informational they have been looking at how to do outreach on services that are provided from TANF and other eligible clients. They continue to work on the GGI program.

Michael commented that the NEW program has rollover funding. Anthony noted that he cannot answer the questions about the NEW program; it is administered specifically by Lester. He did comment that the funding gets used pretty much, and Lester tracks that funding. Michael commented that is carrying forward and that may be because of not advertising.

Robert asked about the cultural portion of the TANF program and Robert would like to have that information included in the monthly reports. Anthony did report that received an email a few days ago about scheduling for cultural events so he will work on communication to get the events sent out.

Jody asked if the Education Department was included in cultural events. Anthony noted that a part of outreach is to work with others and to collaborate, creating more participation. More information will be in the Newsletter next round, which will help provide additional information to the Membership.

Michael Thom moved and Sonny Davis seconded to approve the TANF report, 7 haa, 0 puuhara, 0 pupitihara.

5) Dora Bernal, HR Director:

Dora is present to review her report. She updated the Council on hires for Tribe. Gaming positions have all been pulled offline. Dora noted that the GM requested that the positions be

pulled and the current applicants will be rolled into the new hiring. The on-call laborer position is still ongoing and there is one applicant. Dion commented that the on call laborer position was pulled but he is currently still working on it.

Jody Waddell moved and Robert Super seconded to approve Dora's report, 7 haa, 0 puuhara, 0 pupitihara.

6) Sandi Tripp, Director of Transportation:

Misty is present to answer any questions that the Council may have regarding Sandi's report. Trista asked if Misty will be handling items in the interim. Buster thanked Misty and commented that Misty will be filling in for Sandi while her position is being flown.

Michael Thom moved and Sonny Davis seconded to approve the transportation report, 7 haa, 0 puuhara, 0 pupitihara.

7) Karen Derry, KCDC OM/ED:

Karen is present to review her report. She noted that there are open positions in Yreka at the Amkuuf and a Head Start position. Priscilla is still working on the Head Start grant application and she will provide that to the Council as it is available.

The Governance training will be on September 13, 2017. It is for Council, KCDC and Head Start staff. She will provide additional information as she receives it.

Head Start is working with KTHA on a PM facility to review it. Sara confirmed that KTHA is reviewing items but is not completing structural work they may need.

The energy and biomass project is continuing. The staff and KCDC BOC recently visited Blue Lake to view their solar services for the casino. In the event of the loss of power, they are able to run everything for three hours (casino, hotel, and offices). There is funding through the State of California for this funding opportunity and this is impressive opportunity to seek funding and mirror a solar project. Buster asked if they sell their access power. Karen noted that she isn't sure but she will check into that.

She understands that the Council doesn't want KCDC to build a C-Store at this time, so it is on hold.

She would like to seek approval of the digital print press position. It has been signed off and approved. KCDC Meeting Minutes were provided as well, as information.

Josh asked about the pay scale of the position description. He asked if it's due to services being charged higher. Karen noted no, that is standard, but the goal is to hire someone and do marketing. Karen noted that the CFO has no grants to fund it and similar to the print press position it will be paid from KCDC discretionary until they develop business. Josh asked if there is a target timeframe to have funding generated to offset these costs. She noted that she has not determined how long this will be funded from discretionary but this will be looked at and projected.

Michael Thom moved and Arch Super seconded to approve the KCDC position description for digital press, 7 haa, 0 puuhara, 0 pupitihara.

Arch asked when the next quarterly meeting is. It's October 11, 2017 at 2pm. Arch asked for the C-store, Biomass, and Head Start to be added to the agenda.

Buster asked about the C-Store and the grant funding that is available. The deadline for the funding is unknown.

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

8) Trista Parry, Grants Coordinator:

Trista is present to review her report. The Tax Market project came through yesterday. Fatima provided notification that the agreement was authorized to be signed. Trista noted that this is an exciting change. She would like to have assistance from the Council to continually get documents moved through the system, since this is a large project and moves quickly.

She updated the Council on several projects she is working on. She noted that FEMA has been coordinating with her, Emma Lee, and KTHA to prioritize funding toward the Orleans Water needs.

Bari Jarvis is requesting the Tribes assistance in completing the Happy Camp Sanitary District. Apparently, while opening the bids they found that they are \$800k short on the project.

Trista updated the Council that the HRSA grant is a competitive granting process this time. It will be for five years and is a large source of funding for the Health Program. She would like a project team identified. Lessie has been assigned by Kori to work on that item.

She had other information regarding Cal OES which she is following.

Josh asked about the California Endowment and the focus areas are their areas of priority. Trista noted their priorities are for 10 years and they're in year 7. Emma Lee commented that tribal lands were mentioned. Trista commented that the tribal land is the other tribes just not the Karuk Tribe.

Michael Thom moved and Robert Super seconded to approve Trista's report, 7 haa, 0 puuhara, 0 pupitihara.

9) Sara Spence, KTHA Executive Director:

Sara is present to provide her report. She first introduced her Executive Assistant, Aida Supahan.

Sara noted that in response to the smoke and air quality. They are working to support Kori because she's new and may not have the background information. The TRO's are assisting with the housing community as well.

She finally has an agreement with the City of Yreka, 17-A-70 for impact fees for the LIHTC program. This was agreed upon by KTHA BOC, City of Yreka and legal. Sara noted that the Tribe will enter into this cooperative agreement for fees in lieu of taxes.

Jody Waddell moved and Robert Super seconded to approve resolution 17-R-047 and agreement 17-A-70, 7 haa, 0 puuhara, 0 pupitihara.

The KTHA BOC has approved a lease for Head Start and the rent will be \$300 per month. There was a discussion with Karen about the purchase of property from KTHA in Yreka. Sara provided the amounts and they would need to have site control. Josh noted that that is an awful lot of work for something that has not been approved.

Sara noted that there needs to be discussion next week regarding the Orleans projects.

She explained that the street light discussion and the possibility to update the lighting issues in Yreka. Sara would like to request that the Tribe reimburse KTHA half the cost for the parking lot lighting at the Yreka facility. The cost would be \$17,500 from the Karuk Tribe. The Tribe will evaluate a budget for the lights and get back to them.

The O-Link agreement was approved on the consent calendar. The IT Agreement was tabled due to receiving timelines on priorities for IT services.

Sara did note that KTHA did contact a point person to the Boys & Girls Club of America and how to set up a program on Tribal lands. Sara noted that she received this information and she made that contact to allow KTHA staff to attend.

The construction management training is on hold and it will be moving. There is additional ability to seek another trainer and she will work with another source to receive training. The Roles & Responsibilities training was well received yesterday.

Arch noted that he delivered some booster club supplies to a resident and he noted that the address was very hard to find. The Tax Credit homes were the ones, but the supplies have been ordered, so those will be installed very soon.

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

10) Emma Lee Perez, Contract Compliance Specialist:

Emma Lee is present to seek approval of resolution 17-R-096 which is a re-application for year three. This is submitted previously and it is a three year project. It is for the diabetic grant. It includes wages, education, medication, etc. specifically related to diabetic patients.

Jody Waddell moved and Sonny Davis seconded to approve resolution 17-R-096, 7 haa, 0 puuhara, 0 pupitihara.

She then commented that CSD is moving along and they are going to identify additional costs to put into the CSD budget. There is a lot of safety net services in CSD and will be spent down in the winter months.

The Family Services Center plans were submitted and they came back for changes. There are school fees that needed to be paid. Continual items such as encroachment permits pop up. Mike Peters will be trenching and seek someone else at the County to fill in to have plans completed. Even with delays the facility must be occupied by August 2018.

The Ford Foundation funding source is pending tomorrow evening. The Grant Manager will make a call to Emma Lee's personal phone of that outcome. There are several large grant applications that are pending, ICDBG, ANA, ANA-CEDS, and CTAS. These all have start dates of October 1st.

Arch Super moved and Michael Thom seconded to approve Emma Lee's report, 7 haa, 0 puuhara, 0 pupitihara.

Robert assumed Chair of the meeting.

11) Eric Cutright, IT Director:

Eric is present to review his report. He has no action items and no additions to his report.

Arch Super moved and Josh Saxon seconded to approve Eric's report, 6 haa, 0 puuhara, 0 pupitihara.

12) Laura Mayton, CFO:

Laura has a few action items. She first sought approval of a revised position description. She posted her position vacancy but she is having a difficult time finding a qualified applicant. The salary range was decreased as well to accommodate recruitment that is accurate in compensation for training a position. Arch asked if TERO and HR reviewed it. Laura noted that she had them review it.

Josh Saxon moved and Sonny Davis seconded to approve the finance assistant position description, 6 haa 0 puuhara, 0 pupitihara.

Buster assumed the chair of the meeting.

Laura then noted that she has a contract for approval for design work for the landscaping for the casino project, 17-A-043.

Josh Saxon moved and Jody Waddell seconded to approve agreement 17-A-043, 7 haa, 0 puuhara, 0 pupitihara.

Laura then provided an update on the Health Insurance. Life Insurance, Voluntary Life Insurance, Dental and Vision Insurance are the same. She isn't recommending changing those, but due to high costs the health insurance will change.

Arch Super moved and Michael Thom seconded to approve insurance options (4) for FY18, 7 haa, 0 puuhara, 0 pupitihara.

Currently, the Tribe has Anthem Blue Cross. If we stay in the same plan it will be 40% increase in costs. There are some things that are better and some things that are worse but it is what the Tribe can afford.

Josh Saxon moved and Michael Thom seconded to approve option 2 for Blue Shield Medical Insurance, 7 haa, 0 puuhara, 0 pupitihara.

She then noted that the change from Blue Cross to Blue Shield may have some charges to those people who have met their deductible. She would like the Council to cover that out of pocket match. The Council may consider covering this out of the health program. Laura will follow up on this and determine who has met their deductible.

Michael Thom moved and Jody Waddell seconded to approve Laura's report, 7 haa, 0 puuhara, 0 pupitihara.

13) Rose Butterfly, Education Coordinator:

Rose is present to review her report. She noted that there were 35 applications that came through in the Higher Education Grant. There were two applicants under the DNR environmental assistance. The awards this year will be \$1,600 paid directly to the schools on behalf of eligible Tribal Member students' higher education.

She reported that the Math & Science Camp was well received.

They are making progress with deliverables for the Education grant. The movie nights are a deliverable. Due to the amount of time, she has been discussing with TANF to make a community event for a dinner and movie which will collaborate with the GGI program. Maybe collaborate with the HHS program as well. Also updating it to quarterly is an option, to ensure planning.

Laura commented that due to being vacant so long there should be some savings to go toward a full time position in Yreka. Dion clarified that no, the funding isn't available for that. Buster would like to have further information on more hours. Laura will assist Rose in reviewing items to move around in the budget.

Josh Saxon moved and Michael Thom seconded to approve Rose's report, 6 haa, 0 puuhara, 0 pupitihara (Robert absent for vote).

14) Dion Wood, TERO/Childcare Director:

Dion is present to review his report. He has no action items. He referred a Tribal Member to a position with the County in the area, and that worked out well. There is another job near Peach Creek, where they want three Tribal Members for one day. Dion noted that that isn't ideal so he's hoping to have better communication with contractors. Buster noted that that is a foot in the door. Josh asked why it is only for one day. Dion agreed that this is a multi-bridge project throughout the territory and he will be following up on this. This contractor is confused and Dion will work on communicating with them.

Dion commented that Sandi is a member to the NAVC Board and he is the Alternate. He will fill in until a new person is hired or if the Council hires a new position. Dion would like to remind the Council that the WPA, personnel policies, wage ordinance, etc need to be updated. There is a family in KTHA is applying for a daycare and they will seek a license to operate; having correct documents in place, assists in the flow of operations.

The Rain Rock Casino website is still operating for entering names and emails.

The Gaming Commission training was productive. The next training is September 12th.

Childcare at the National Level is scheduled for September 19-20, 2017. He is having a fiscal person attend and he would like to also have Judy attend with him. Dion noted that if he can't go to this one, the alternative is to travel further to attend a different one.

He has been in touch with the Foster agency in Siskiyou County to assist families with Tribal kids. The summer food program went well this last year and Priscilla did a great job.

The Math & Science Camp did great this year. It was nice to see Rose and Laura pull the program together and it be successful.

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

April then noted that she has been working on education and outreach. It will be an expungement and records removal which will be September 29th in Yreka and in Happy Camp on October 14th. She is working with Root and Rebound for full day clinics, they will training staff within the programs to train and assist other staff to provide ongoing clinics. Josh noted that a flyer should be sent out and at least provides information in Orleans, so the Membership can come up and attend. She is working with Dion and he is 100% to partner on this project.

Phone Votes:

1. Request approval of the Laboratory Diagnostic tracking Log policy for the HHS Program. Passed.
2. Request approval of resolution 17-R-089 authorizing submission of the Tribal Justice Support Division proposal. Passed.
3. Request approval of resolution 17-R-087 authorizing submission of the HRSA supplementary funding proposal. Passed.
4. Request approval of procurement and allow the purchase of HHS flu vaccines. Passed.

Closed Session:

Informational: Tribal Member was asked to meet with KCLF for the possibility of a loan for delinquent taxes.

Arch Super moved and Bud Johnson seconded to approve resolution 17-R-094, 7 haa, puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to approve out of state travel for Elaine Garcia, NM October 9-12, 2017, 6 haa, 0 puuhara, 0 pupitihara (Michael absent for vote).

Josh Saxon moved and Jody Waddell seconded to approve travel for Lisa, Leaf, and Bari from October 8th from October 9th, to attend back to back travel 6 haa, 0 puuhara, 0 pupitihara.

Consensus: to seek clarification on why a male would need to assist in a dressmaking course designed for a mentor and a youth. This person would be in addition to that mentor and also outside of traditional practice.

Informational: there are expenditures that are coming through on a Council Member VISA, and will need a vote or authorization possibly to allow more flexible approvals.

Arch Super moved and Bud Johnson seconded to pay discretionary charges \$125.54, \$138.40 and \$151.19 from Third Party; no flexibility in approvals shall be provided, 6 haa, 1 puuhara (Sonny Davis), 0 pupitihara.

Informational: three candidates shall be interviewed for Chief of Staff, additional posting shall be done to recruit applicants, the Tribes CFO and Legal Counsel shall be added to the panel.

Michael Thom moved and Jody Waddell seconded to approve \$3,000 from Third Party for air purifiers or filters, 6 haa, 0 puuhara, 0 pupitihara (Arch Super).

Consensus: to review the People's Center Coordinator position at the Planning Meeting and provide a review of the discretionary that is needed.

Josh Saxon moved and Jody Waddell seconded to approve 17-A-024 with modification(s), 2 haa, 3 puuhara (Sonny, Michael, Bud), 2 pupitihara (Arch/Robert).

Arch Super moved and Jody Waddell seconded to rescind their previous vote and approve modification (1) 17-A-024, 4 haa, 1 puuhara (Sonny), 2 pupitihara (Bud/Michael).

Josh Saxon moved and Arch Super seconded to approve \$500 burial assistance for Tribal Member #3910, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve out of state travel for Leaf Hillman to DC, September 11-15, 2017, 7 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Sonny Davis seconded to approve resolution 17-R-098, 7 haa, 0 puuhara, 0 pupitihara.

Josh Saxon moved and Jody Waddell seconded to approve resolution 17-R-099, 7 haa, 0 puuhara, 0 pupitihara.

Employee drawing: Paul Janke

Consensus: all Directors/Managers shall attend the Management Team Meeting.

Michael Thom moved and Jody Waddell seconded to approve Buster to sign the Aristocrat second totaling \$438,076.10, 7 haa, 0 puuhara, 0 pupitihara.

Informational: a reminder was issued regarding confidentiality and conversations and the most upmost importance to remain confidential.

Next Meeting Date: September 28, 2017 at 10AM in Orleans.

Bud Johnson moved and Sonny Davis seconded to adjourn at 5:01pm.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider

SCOTT QUINN, DIRECTOR OF TRIBAL LANDS MANAGEMENT
Directors Report for Council Meeting on
September 28, 2017
(for work from 8/17 to 9/21)

FEE TO TRUST PROJECTS

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

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

Status: <no change>

KT	MST	4/25/2017	Sent Updated Commitment, etc to Arvada for WME																	
KT	BIA	5/18/2017	Requested update on PTO from Arvada.																	
BIA	KT	5/18/2017	Arvada emailed that she received the PTO from the Solicitor, and will be preparing the NOA.																	
KT	BIA	8/3/2017	Asked Arvada about the progress of the NOA																	
BIA	KT	8/4/2017	Arvada said they had not issued the NOA, but would get it out as soon as they could.																	

Remaining: FEE TO TRUST PROCESS – Once a FTT Application is complete, the BIA will get a PTO, publish a Notice of Application (NOA), get NEPA compliance, obtain a Title Opinion from the Solicitor, get a Legal Description Review, publish a Notice of Decision (NOD), send Recording Instructions to the Title Co., draft and send us an Acceptance of Conveyance (AOC), and final recording of the new deed at the BIA and County. A final Title Policy will also be issued by the Title Co.

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

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

Status: <no change>

KT	BIA	5/10/2017	Sent Updated Commitment, etc. to Arvada for both Tynes and Menne																	
KT	BIA	5/18/2017	Requested update on PTO and told Arvada and Lorrae that this is our top priority FTT Application.																	
KT	BIA	5/25/2017	Called and left a message with Arvada for an update.																	
BIA	KT	5/30/2017	Arvada said she is assembling the docs for a Legal Description Review, then she will prepare the Notice of Decision.																	
KT	BIA	8/2/2017	Emailed Arvada and Theresa Brown for an update on LDR and PTO.																	
BIA	KT	8/4/2017	Arvada emailed that the LDR was sent for review 7/5 and then will go to PTO. They are busy working on year-end performance measures.																	

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

3. Project Title: Orleans Community Center Fee to Trust

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

Status:

KT	BIA	4/7/2017	Asked Hillary if we had environmental clearance signed off yet, and that we should not need SHPO or THPO.																	
KT	BIA	4/7/2017	Hillary said that the CatEX was complete and sent to Realty.																	
BIA	KT	6/5/2017	Lorrae said the NOD is ready for signature.																	
KT	MST	6/16/2016	Talked to Sheila and resent the email with the signed and notarized deeds.																	
BIA	KT	6/13/2017	Received NOD dated 6/7/2017																	
BIA	KT	9/8/2017	Received Grant Deed from KT to USA for signature and notary.																	
KT	BIA	9/12/2017	Sent BIA signed notarized Grant Deed																	

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

4. Project Title: Bunker Hill Fee to Trust

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

Status: <No Change> BIA has sent the legal description to the surveyor and solicitor for review. Then they will then publish a NOA.

KT	BIA	4/7/2017	Asked Lorrae for an update.																
KT	BIA	4/27/2017	Emailed Lorrae again for the update.																
KT	BIA	5/18/2017	Emailed Lorrae AGAIN for an update.																
BIA	KT	6/5/2017	Lorrae emailed that she has not forgot about us, she is just trying to figure out the legal description after the 2.81 acres is removed.																
KT	BIA	6/16/2016	Sent Lorrae the reference Plat 6 to determine if the 2.81 acres is still described in the legal from Caltrans.																

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

MEETINGS & TRAINING

1. On 9/6 I met with Jerry Mosier, and Tom Hesselendenz to locate and discuss the rock the council approved donating to the new Siskiyou County Museum Exhibit. They are very appreciative, and said they would acknowledge the donation, most likely with a plaque.
2. I attended Karuk Gaming Commission Meetings on 8/28, 8/30, 9/8, 9/18, and 9/20.
3. I attended the Management Team Meeting on 9/20/2017.
- 4.

INFORMATIONAL

Tasks completed during this reporting period include:

Subject	Date Completed	Categories
Sartin House Remodel 2012 spreadsheet to Emma Lee	Wed 9/20/2017	Land Mgt.
Reviewed and Edited Serena's Council Directive memo	Tue 9/19/2017	Casino
Felker Park model Lease Agreement	Fri 9/15/2017	Land Mgt.
GIS KT Land maps to Kendee Vance	Thu 9/14/2017	
Yr RR Casino Temp Power Pole request letter	Thu 9/14/2017	Casino
Review and comment on Fiona's Patron Dispute Policy	Thu 9/14/2017	Casino
Review Fionas Patron Dispute Admin Form and Cover Letter	Thu 9/14/2017	Casino
Katamiin/Ammaikyarum Map for Craig	Wed 9/13/2017	Land Mgt.
Rock to Siskiyou County Museum	Wed 9/13/2017	LandMgt., Casino
Sauerkraut Placer Mine Site Filing	Wed 9/13/2017	Land Mgt.
Revise Aubrey Purchase Agreement, sent to Emma Lee	Wed 9/13/2017	Land Mgt.
Final TEIR, Draft TEIR, and Appendix C to Paul Knox etc.	Thu 9/7/2017	Casino
Comps for 170 Placer Dr., Yreka, CA	Wed 9/6/2017	Land Mgt.
PR Info to Serena	Fri 9/1/2017	Casino
KTOC DNR Logo's to Lisa Hillman	Fri 9/1/2017	Land Mgt.
Karuk Lands maps to Dion, Caltrans Jamie Hostler and Kendee	Fri 9/1/2017	Land Mgt.

Yreka Clinic test colors in Photoshop for Kori	Fri 9/1/2017	Land Mgt.
Review/edit Fiona's Zinke FTT 151 reg change consultation letter	Fri 9/1/2017	Land Mgt.
Review and Edit Serena's NIGC new gaming facility letter	Thu 8/31/2017	Casino
Send Emma Lee Beverly Manor executed agreement	Mon 8/28/2017	Land Mgt.

ACTION ITEMS

**MISTY RICKWALT –DEPARTMENT OF TRANSPORTATION
INTERIM DIRECTOR**

Report for Council Meeting on September 28, 2017

(Reporting Period – August 17, 2017 to September 21, 2017)

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

PROJECT TITLE: Happy Camp Complete Streets Project

Description: Reconstruction - Safety Project

Status: In Process – 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. We have developed a website for this project please check it out when you have a chance: <https://www.happycampcompletestreets.com/>

Caltrans core team project members gave an in-depth overview of the Happy Camp Streetscapes Project to Tribal Council in Happy Camp at the August Council meeting.

Schedule Update:

- October 2017: Community Outreach at Back to School Nights
- October 17, 2017: Project Team Meeting - teleconference
- October 18, 2017 (5:00 pm): Presentation to Siskiyou County Local Transportation Commission to provide (ATP) Program update
- March 2018: Most Likely Call for Projects ATP 2019
- June 2018: ATP Application Due

Estimated completion year for this project: 2021-2022

PROJECT TITLE: Orleans Community Safety Corridor Project

Description: Planning

Status: In Process

The Design Fair was successfully held in Orleans September 12 through the 15th. Tuesday the 12th was the main workshop focus day, with contributors eligible to win various prizes given away on the last day of the design fair; Friday the 15th. The final day of the Design Fair was extremely successful! The event was held at the old hotel site in Orleans, with over 100 local community members participating in the voting of their favorite designs, as well as adding comments.

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) for which we received a Caltrans grant. Our Core Team is in place and includes, the Karuk Tribe DOT, Caltrans, Eckert Environmental, Local Government Commission and Green DOT Transportation Solutions.

The advisory Team is comprised of key community members in Orleans. You can visit our Project Website at: <https://www.go-orleans.com/>

PROJECT TITLE: Itroop Road Emergency Repair

Description: ERFO Project – emergency repairs

Status: In Process

Received the approved DSR from our ERFO coordinator on August 23rd, and am now working with Red Plains Professional to complete the final plans and specs so we can get this project completed before the winter season is upon us.

PROJECT TITLE: Red Cap Road Bike Way

Description: Reconstruction of Red Cap Road - shoulder widening; pedestrian and bicycle safety.

Phase I - Complete 2015

Phase II –This Project is basically complete...there are just a few punch list items that should be completed by the end of September.

Status: In Process - We plan to schedule a ribbon cutting as soon as the bridge on Red Cap road is completed. Expected completion date: Spring 2018

PROJECT TITLE: 2% Planning

1. General Project Coordination and Planning Efforts

Status: In Process

Currently updating our TTIP (Tribal Transportation Improvement Program) for FY17-21, as well as planning future projects.

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

Status: We are updating the current LRTP. Red Plains Professional, our consultant engineers, have been working out very well and we are reviewing the LRTP to ensure the current projects and facilities that we have been inputting into the inventory are in the LRTP also. We will have a Draft Final of the LRTP soon for Tribal Council review and approval.

Karuk DOT Maintenance Building: I am currently adding this to our Tribal Transportation Improvement Program (TTIP) plan update. A building site has been identified on Itroop Road in Happy Camp. We are working with Sara Spence and Randy White on the building site placement and costs associated.

3. Karuk DOT Committee Participation:

- North Coast Tribal Transportation Commission (NCTTC) – monthly meetings
- Humboldt County Association of Governments (HCAOG) – monthly meetings
- Karuk DOT will be attending the annual National Tribal Transportation Conference September 25 through 29, which is held in Tucson, Arizona this year.
- Scheduled to attend FHWA TTP 101 workshop in Redding, CA in January, 2017

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:

- Equipment maintenance – on-going
- Assisting with emergency repairs on Itroop Road.
- Identifying departmental equipment/supply needs.
- General facilities maintenance in Yreka, Happy Camp and Orleans areas; equipment repair and maintenance, street sweeping, debris and brush removal from roadside and gutters.

Program	Code	Total Budget	Expensed to date	Balance	% Expended
Federal Highway Administration (FHWA)	2231	\$2,086,894	\$1,288,431	\$798,462	61.74%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/16 – 9/30/17	12	11	1	90%	Allows for annual carryover of all unused TTP funds
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed
9/30/2017	Not yet due	—	9/30/2017	Not yet due	—

Action Items:

None at this time.

***The Karuk DOT staff is currently attending the annual National Tribal Transportation Conference in Tucson, Arizona (September 24 through 29). We will be attending numerous transportation related classes and able to earn Education Units for each class attended.

KCDC Council Report

9/27/2017

Amkuuf – We will be planning a trip to Susanville Rancheria for an open house at their cigarette manufacturing plant in mid-November. As soon as the date is finalized an invitation will be sent to the KCDC Board and Tribal Council.

Computer Centers – The month of August the computer center had more users (90) but 9 less visits (249) than last month. The Center continues to run smoothly and Frank continues to work with

COS video teleconferencing classes have started at the Computer Center with the majority of classes being offered pertaining to early childhood education; please go to the COS website at <http://www.siskiyous.edu> for more information; GED preparation and testing through Pearson VUE continues to be offered at the Center.

A Karuk language class with David Arwood is offered at the Computer Center each Friday from 9:00 to 10:00 a.m. Attendance for the class has been very good.

Head Start – The Head Start grant has been completed and is attached for your review for approval at the Council meeting. The KCDC Board is currently reviewing for approval at their Planning meeting on Wednesday September 27th.

Energy/Biomass – Please see the attached Part 1: Background Information Report

Other – In August we had 3 requests from tribal and community members for business assistance. We were able to provide assistance, information, or refer to other agencies for assistance due to their location (different state) or distance from us. One we are working with to develop a business plan.

Action Items – Head Start grant application

Attachments – KCDC Board Minutes

Respectfully submitted by Economic Developer/Operations Manager, Karen Derry

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 17-R-107

Date Approved:

RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION FOR CY 2018 TO THE OFFICE OF HEAD START, U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ADMINISTRATION FOR CHILDREN AND FAMILIES IN THE AMOUNT OF \$539,235.

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 identified the need to administer the Head Start program in 1994; hereby, known as the Karuk Tribal Head Start program; and

WHEREAS; the Karuk Tribe continues to provide Head Start services to community children at two Head Start center locations and is committed to promoting and providing a quality program in a safe and nurturing environment; now

THEREFORE BE IT RESOLVED; that the Karuk Tribal Council, on behalf of the Karuk Tribe, authorizes submission of year two of a five year continuation grant application to the Office of Head Start, U.S. Department of Health and Human Services and Administration for Children and Families for calendar year 2018 in the amount of \$539,235; now

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

61.2

**Karuk Head Start
Grantee# 90C10179
Community Assessment 2017**

§1302.11 Determining Community Strengths, Needs and Resources

California's Siskiyou County spans 6,277 square miles. The county's 44,261 (2015) residents live in small towns and isolated ranching and agricultural lands amidst majestic mountains and forest. Over 60% of the land is managed by public agencies which reduces the local tax base and constricts land available for housing and development. The Karuk Tribe is the second largest Tribe in California with approximately 6,000 enrolled tribal and descendant members.

The largest incorporated communities are Yreka (pop. 7,596), Mt. Shasta (pop. 3,394), Weed (pop. 2,967), Dunsmuir (pop. 1,653), Montague (pop. 1,446), Tulelake (pop. 1,012), Dorris (pop. 994), and Fort Jones (pop. 841). Over half of the county's population or roughly 24,292 people, live in unincorporated areas including Happy Camp which has a population of 1,190, of which roughly 50% are Karuk Tribal members/descendants. The majority of the County, roughly 75%, is designated as "frontier area" with 1.6-4 people per square mile.

County Demographics

Demographic Shifts: Siskiyou County's population is rapidly becoming older and more diverse with a median age almost twelve years higher than the state average (Happy Camp 47 years of age, Yreka 41 years of age). Diversity in the county is increasing; 15.3% of the total population are classified as people of color (up from 12.9% in 2000) while 30% of 2013 births are children of color. These statistics indicate a change in racial and ethnic composition, number of births, and average household size for Siskiyou County in the coming years. In addition, the population is aging. The number of people over 65 (8,782 in 2012) grew by about 9% from 2010-2013. According to the 2016 Happy Camp and Yreka Census, the total number of children under the age of five, for both Happy Camp and Yreka is 656. (Yreka-589, Happy Camp 67).

Employment: the median household income in the County is only 60% of the state's median income (\$61,489). At 10.2%, the unemployment is substantially higher than statewide (5.0% in December 2015) with the percentage of people in the labor force 20% less than the statewide percentage of 63.4%. Through 2020, it is projected that wage and salary growth will increase by 1.3% primarily in the leisure and hospitality, education, health care and professional business services sector, which now account for 66% of net growth in the County. Crop production is expected to increase by just 1% per year.

Challenges: The lack of living wage jobs both in Yreka and Happy Camp is a huge stress and challenge for families as is the lack of affordable housing and food insecurity. Happy Camp is also consistently challenged with transportation; long distances and lack of transportation is a barrier to accessing services and there are few public transit options.

Education: In today's economy those with a high school degree earn only 60% of those with college degrees, yet only 33% have a 2 or 4 year college degree compared to the state average of 38.8%. About 10% of adults do not have a high school diploma.

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smoking, alcohol, and substance abuse. Statistically, teenage mothers are more likely to drop out of high school than those who wait until later in life to have children. Lacking the necessary education, parenting skills, and basic job skills increase barriers and challenges to find or keep better paying jobs in order to support their child(ren). As a result, a child born to an unmarried teenage high school dropout is ten times more likely to live in poverty as other children. The unemployment rate for high school dropouts is 32.9 %.

Poverty: Many of those interviewed pointed to the grinding effects of intergenerational poverty on family well-being and child development. 30.3% of children under six-years of age in the County live in poverty with 14.4% living in areas of concentrated poverty. 31.8% of children under 18-years of age are food insecure and 1,847 families received CalWorks in 2015.

Many Karuk Head Start families receive Tribal TANF or county TANF/CalWorks, benefits. The Karuk Tribal TANF program is serving over sixty-five families in our area, with several waiting to be processed. Participation in the California Supplemental Nutrition Assistance Program (SNAP) and Women, Infants and Children (WIC) for Siskiyou County is estimated to be 49%. This data is based on WIC eligible population from the 2010 Census income data and updated with 2016 California Department of Finance personal income estimates.

Challenges: As of February 2016, 7,087 of the 9,896 eligible people participated in the CalFresh food stamps program. About 3,665 eligible people were not yet participating.

Access to Early Learning Services

Siskiyou County Early Learning Capacity	
Parenting education	849
Home visiting slots (Partial)	54
Early Head Start slots	108
Head Start slots	150
State preschool	179
Licensed childcare slots	1,001
Licensed child care providers/Tribal exempt centers	49
Transitional Kindergarten	50

Challenges: There are too few childhood services such as affordable child care and preschool; these services are insufficient to meet the needs of both Happy Camp and Yreka. Long distances to the limited locally available services, coupled with a lack of transportation create a substantial barrier for many families.

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Medical Home Information: Yreka families have access to the Karuk Tribe Health and Dental Clinic services, the Fairchild Medical Center Health Care Clinic, and other private practices to choose from. Karuk Head Start meets with families within the first 30-days of enrollment to ensure that the family has an on-going medical home; parent follow-up continues to be a major concern.

The State of California offers the Covered California medical insurance program for those who exceed the income level for free Medi-Cal services. Medi-Cal is a low cost insurance for children and teens: it provides health, dental and vision coverage. Federally recognized Tribal members/descendants monthly fee is waived. Several of our Karuk Head Start families are enrolled in this program.

Challenges: Happy Camp families have access but are limited to the Karuk Tribe Health Clinic and Dental Clinic for local services due to the remoteness of the community.

Dental services have improved slightly but continue to pose a health risk for many of the families we serve. There is no local Pedodontist for children needing critical restorative care. The nearest Pedodontist that we can refer children to that accepts California insurance is located south of Sacramento. This is a seven-hour drive for our families in Happy Camp and a five-hour drive for our families in Yreka, many of whom do not have reliable transportation. The State of California's current budget for Denti-Cal services has significantly decreased and poses an additional strain on families. Disability rates for Siskiyou County are 6% for children ages 0-5. County agencies provide support; however, it is inconsistent due to distance they need to travel and limited personnel that is assigned to cover the entire county.

Mental Health Services Act (MHSA) and MediCal: The state's MHSA (1% tax on personal income greater than \$1 million) supplements revenues for prevention and early intervention services. Siskiyou County receives \$1.2 million for direct services and smaller amounts for prevention. Work is underway to integrate mental health services into community health centers led by the Behavioral Health Task Group of the Siskiyou Health Care Collaborative. Behavioral Health Specialists are spread very thin due to lack of staff and widespread behavioral challenges in children birth to five.

Challenges: Contributing factors to an increased need for Mental Health Services are due to the increase of domestic violence, and substance abuse (heroin, methamphetamine, alcohol and other drug use) in both Happy Camp & Yreka. Children are now displaying uncontrollable actions and anger at school and on the school buses. With a county-wide shortage of clinical providers that work with children, referrals are not always successful.

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12. Kidsdata.org. Children in Poverty. Retrieved from
<http://www.kidsdata.org/region/322/siskiyou-county/results>
13. Siskiyou County Child Care Planning Council. Needs Assessment. Retrieved from
<https://www.siskiyoucoe.net/domain/64>
14. From the Office of Head Start Grantee Reports for Karuk Head Start (54 slots) and a phone conversation with Stacy Smith, Shasta Head Start re: slot in Siskiyou County 3/17.
15. Interview with Kermith Walters and Hagerty, Siskiyou County Office of Education. California Kindergarten Readiness Act (SB 1381).
16. Siskiyou Promise. College of the Siskiyous website: <http://www.siskiyous.edu/promise>
17. Siskiyou Health Care Behavioral Health Task Group. Siskiyou County Behavioral Health Needs and Community Capacity Assessment with Implementation Plan 2015.



Karuk Head Start School Readiness Goals 2017-2018



2. Children will build, use, and comprehend increasingly complex and varied vocabulary to express themselves.

Cognition and General Knowledge

1. Children will use math regularly to count, compare, identify patterns and shapes.
2. Children will learn to recognize and name written numerals up to 20.
3. Children will make predictions; develop hypothesis, and experiment with materials provided to gain a better understanding of their surroundings.

Physical/Perceptual Motor

1. Children will demonstrate increased control of their large muscles for movement and balance.
2. Children will demonstrate increased control of their small muscles while using utensils, writing, building with blocks, etc.
3. Children will understand and use healthy and safe behaviors.

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3. Justification of Proposed Funded Enrollment and Program Options-
4. Centers & Facilities-Yreka Karuk Head Start has two morning preschool classes instead of an AM & PM class. The changes were made to accommodate the 2018 year round, full day Performance Standard.
5. Recruitment and Selection-No changes
6. Transportation-The Yreka Karuk Head Start will have only one bus run, instead of two bus runs due to no longer having a PM class.
7. Educational Services-All staff was trained on Creative Curriculum, received a CLASS assessment and ECERS review.
8. Health-Karuk Head Start is working with a T/TA specialist for Region X1, to put a comprehensive and monitoring system into place for all areas of Health, Safety & Nutrition.
9. Family Services and Social Services-Karuk Head Start has partnered with a CalFresh and Fist Five Family Worker in Happy Camp. This worker will provide the Karuk Head Start in Happy Camp with more family resources, and work with the teachers on encouraging more parent engagement.
10. N/A
11. Transition-The Karuk Head Start Direction is currently working on putting a monitoring system into place for Transition Services.
12. Coordination-First Five, CalFresh, Karuk Tribal Mental Health, Healthy Choices Dietician, Siskiyou County Office of Education, and Family Resource Centers.

Sub-Section C: Approach to School Readiness

1. Updates to Approach to School Readiness Goals
 - We are continuing to use the Teaching Strategies Gold assessment database to accrue a yearly school readiness report.
 - Staff was trained and will be using the Creative Curriculum supported by the High Five Mathematize curriculum.
 - Staff were observed in CLASS and ECERS in the 2016-2017 program year.
2. Progress of Children in School Readiness-Children made sufficient progress towards achieving school readiness goals in each of the five domains. Example: Mathematics-

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and Transportation. Title change: Health, Safety & Nutrition Coordinator.
Currently holds a CDA.

- Three Teachers: 1 teacher is enrolled in a Master's Program in Special Education, 1 teacher enrolled in General Education Classes to obtain an AA, 1 teacher applying for Site Supervisor Permit.
 - Three Co-Teachers: 2 co-teachers enrolled in ECE classes to obtain an AA, 1 co-teacher has two AAs, one in General Education, one in Liberal Studies with ECE as a minor.
 - Bus Drivers-no changes
 - Cooks/Cook Assistant-no changes.
4. Changes to Management Systems for Planning, Communications, Record-Keeping and Reporting, Ongoing Oversight:
- Results of the most recent (2017) Self-Assessment and Program Improvement Plan is attached.
 - There are current Policies and Procedures in place for record-keeping and reporting, and on-going monitoring in the areas of ERSEA, Program Structure, Education and Child Development Services, Services for Children with Disabilities, and Transition Services.
5. Documents are loaded into HSES for Training & Technical Assistance Plan that describe mandatory training and priorities identified from ongoing monitoring and annual self-assessment.

Karuk Head Start Annual Program Work Plan 2017-2018

Month/Attendees	Trainings/Policies & Procedures	Person(s) Responsible
<p>August 2017-All Staff, Previous P.C. Members, Parents, Director, Deputy Director, ED/OM, CFO</p>	<p>Governance: Policy Council meeting of last years' members to finish last year's business; submit PIR electronically – due by August 31, 2017</p> <p>Program: Staff Pre-Service: Teacher trainings on Personnel Policies and Procedures; Confidentiality Statement and Handbook signed by staff; Mandated Reporting training; OSHA training; staff/management meetings</p>	<p>Director/Deputy Director, ED/OM, CFO</p>
<p>September 2017-Previous P.C. Members, Parents, Director, Deputy Director, ED/OM, CFO</p>	<p>Governance: First Policy Council and Parent Committee Meetings, New members are elected. (Old P.C. joins new P.C. for transition)</p> <p>Last step in Annual Planning Process: Policy Council, KCDC, Tribal Council reviews and approves the new Karuk Head Start Grant application packet that includes the budget, T/TA plan, Annual Program Work Plan, Program Self-Assessment submitted to HSES by October 1, 2017</p> <p>Program: Pedestrian & Bus Safety training for parents and staff; staff/management meetings dates to be completed within the first 30 days of enrollment.</p>	<p>Director/Deputy Director, ED/OM, CFO</p>
<p>October 2017- P.C. Members, Parents, Director, Deputy Director, ED/OM, CFO, Teachers</p>	<p>Governance: Governance Training- Policy Council Meeting (By-Laws are reviewed, updated; calendar of topics for the coming year's meetings is developed and finalized)</p> <p>Begin P.C. training on Internal Dispute & Community Grievance</p>	<p>Head Start T/TA, Director, Deputy Director, Teachers</p>

ED/OM, CFO	and finalized Program: staff/management meetings	
March 2018 -Parents, Teachers	Governance: Policy Council Meeting (discuss data gathering; parent & staff survey, TS Gold School Readiness Goals, all content area monitoring) Program: Second home visit; transition to kindergarten meetings for parents and Karuk Head Start staff; staff/management meetings	Teachers
April 2018 -P.C. Members, Parents, Director/Deputy Director, ED/OM, CFO	Governance: Policy Council meeting (Self-Assessment and Community Assessment findings and program updates; budget review) Program: Children visit local kindergarten classes as part of on-going transition activities; staff/management meetings Spring Break	Director/Deputy Director, Teachers
May 2018 -P.C. Members, Parents, Director/Deputy Director	Governance: Policy Council meeting (education presentation – children’s development); final aggregation and final report of TS Gold SR Goals Program: Second parent/teacher conference; final documentation on Family Partnership Agreements; final documentation of all child services; end-of-year staff appreciation dinner/event; staff/management meetings; clean facility and close for summer	Director/Deputy Director, Teachers
June 2018 -P.C. Members, KCDC, Tribal Council, Director/Deputy Director	Governance: Policy Council meeting; annual end-of-year report to KCDC, PC, and Tribal Council.	Director/Deputy Director

2017-2018 KARUK HEAD START TRAINING AND PROFESSIONAL DEVELOPMENT PLAN

TOPIC	DATE	PARTICIPANTS	PROVIDER	TOTAL COST	LEARNING OUTCOME	PERFORMANCE AREA
Pre-Service, Local New Performance Standards Review Blood Borne Pathogens Hygiene & Safety First Aid & CPR Child Abuse & Neglect Yearly Planning Calendar Bus Driver/Monitor Training-all staff Team Building MDS Civil Rights Leadership Training Confidentiality & Professionalism	August-September.	Program Director, Deputy Director Teachers, Asst. Teachers Bus Drivers, Bus Monitors, Cooks, Cooks Assistants,	T/TA Provider Karuk Head Start ECKLC	\$2,797.00 Lodging \$721.00 Registration \$390.00 Per Diem \$1,586.00 Fuel \$100.00	Staff will understand their roles and responsibilities to meet the new Performance Standards; Expectations and requirements listed below: Staff Health & Safety, First Aid/CPR/Blood Borne Pathogens, Mandated Reporting, Transportation & Pedestrian Safety, Leadership Skills, Importance of Confidentiality and Professionalism and Importance of Timeframes (45 & 90 Day Requirements)	Subpart J Program Management and Quality Improvement 1302.101 Management System Subpart I Human Resources Management 1302.92 Training and Professional Development
Emergency Plan, Personnel Policies	Pre-service Ongoing	All Staff	Director/Deputy Director	\$0	Staff will understand their	Subpart I Human Resources

			Specialists, Siskiyou Public Health, Dental Task Force, First 5, Local Family Resource Center, Local Planning Council, Siskiyou Early Childhood Team, Siskiyou Child Care Council, Dietician Consultant			in the design and implementation of an emergency plan and procedures for pandemic flu/crisis	for Health, Nutrition, and Mental Health, 1302.47 Safety Practices Subpart F Additional Services for Children with Disabilities Subpart C Education and Child Development Program Services 1302.34 Parent and Family Engagement in Education and Child Development Services
Bus Driver Training	As needed Ongoing	Bus drivers and bus monitors	Local CHP & Bus Driver Certification Instructors	\$100.00 Mileage, Manual, and Instructor Costs	Bus drivers will be certified and maintain certification to be in compliance	Subpart F Transportation Subpart I Human Resources Management 1302.92 Training and Professional Development, 1302.101 Management System	
Nutrition, Food Handlers	On-going	Cooks, Cook Asst. Deputy Director,	California Child Adult Care	\$400.00 Mileage	To understand proper food	Subpart D Health Program Services	

<p>the teacher, aide, and manager requirements of the new Performance Standards. Teacher and aides will attend trainings in Tribal language preservation and revitalization practices for the classroom.</p>	<p>1302.91 Staff Qualification and Competency Requirements</p>					
<p>Program Governance Training</p>	<p>October 2016</p>	<p>Policy Council, KCDC Board, Tribal Council, Program Director, Deputy Director, Staff, Parents</p>	<p>T/TA, Program Specialist, ECLKC Webinar</p>	<p>\$510.60 Travel-6@ \$85.10</p>	<p>Provide information to Policy Council, Tribal Council, & KCDC Board on roles and responsibilities for program governance, shared governance, fiscal responsibilities and accountability</p>	<p>Part 1301</p>
<p>Admin. Education</p>	<p>September – June 2015</p>	<p>Deputy Director/ Health & Nutrition Coordinator</p>	<p>Leadership Supervision Education training</p>	<p>\$1, 191.12 Per Diem \$443.00 Lodging</p>	<p>Certification for quality teaching practices Effective</p>	

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**Head Start Program Performance Standards
Subpart B-Program Structure**

Program Governance

Strengths—Parents/guardians are informed of the Policy Council and its role and responsibilities via the Karuk Head Start Parent Handbook and later through annual Program Governance training. Policy Council members are voted into office by October 31st of each year. The Policy Council, Tribal Council, Karuk Community Development Corporation (KCDC) board members and staff participate in Program Governance training in coordination with our Training and Technical Assistance specialist in the fall of each year. This training is provided by teleconferencing to both Happy Camp and Yreka to provide information on the organizational structure, shared governance, and program responsibilities of Head Start and the participant's responsibility as a member of the Policy Council, Tribal Council, KCDC board, or a staff member.

Recommendations:

- Parent attendance and engagement at Policy Council and Parent Committee Meetings continues to be a challenge at both Happy Camp and Yreka Centers.
- A Policy Council and Parent Meeting Calendar will go out to parents the month before either meeting, in order to assist parents in future planning for attending meetings.
- The Director will attend meetings at both Centers and provide parents with important and relevant information related to the Karuk Head Start Program and Head Start Program Performance Standards.
- All staff will be required to review the Parent, Family and Community Engagement (PFCE) Professional Development Guide on the Early Childhood Learning and Knowledge Center.
- All staff will need to create an environment in which everyone wants to engage families more effectively. By identifying what is working, what isn't, and how to refine goals, objectives, and strategies, our program can continue to make progress toward outcomes for children and families.
- The Director will ensure that all Professional Development will incorporate the PFCE in professional growth opportunities for all staff. These opportunities include training,

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The Karuk Head Start uses the Office of Head Start Parent, Family, and Community Engagement Framework (PFCE) to promote positive and goal-oriented relationships with families. We continue to encourage Karuk tribal members and families to bring culture into the classroom through language, ethnic foods and activities. Teachers encourage parents to volunteer in their child's classroom and to participate in all family in-kind activities.

Director and staff communication consists of Yav pa Anav meetings (Tribe Health Advisory Committee), Tribal Council, Local Planning Council, Siskiyou Child Care Council, KCDC Board meetings, College of the Siskiyou Advisory Committee, Siskiyou Early Childhood Team (SECT), Shasta Head Start, Siskiyou County Office of Education, Family/Community Resource Centers, Public Health, CalFresh and First 5 Siskiyou. These organizations/agencies have a shared vision to support and serve children and families and provide resources including but not limited to trainings and workshops. This past year we have seen improved communication with the LEA/Part B that serves children with IEP's. Our goal is to have consistent and ongoing discussion and follow-up with the specialists that serve our children. We have updated and finalized our MOU with the Siskiyou County Office of Education for their continued support for children needing additional services.

The Parent Survey (2017) indicates that most parents were somewhat satisfied with how staff communicates and interacts with parents however, they would like to see staff work together in their communication to provide parents with more accurate information.

Recommendations:

- All program communication with parents/guardians could improve by staff encouraging more participation in Policy Council and Parent Committee Meetings. To do so, we are offering childcare and dinner for Parent Committee Meetings.
- Family Engagement activities will be incorporated into the Karuk Head Start monthly calendar.
- A need for more frequent and focused staff meetings has been identified through the Staff Survey (2017). The Director will ensure that all staff meets at least quarterly.
- The lack of father involvement continues to be a challenge for the program. The Karuk Head Start will collaborate with First Five and the Family Resource Centers to promote and encourage more father involvement activities.

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Human Resources Management

Strengths: Karuk Head Start's organizational structure ensures program and administrative support at all program levels and supports our program objectives. Annual staff evaluations, along with bi-annual professional development plans are in kept in their personnel files.

The teachers are assessed through the Classroom Assessment Scoring System (CLASS) and Early Childhood Environmental Rating Scale (ECERS) each new program year. The teaching staff is being coached and mentored through collaboration with First Five Siskiyou; they are providing Practice Based Coaching (PBS), using the Teaching & Learning Collaboration (TLC) model, for teachers and co-teachers on a monthly basis. We continue to collaborate with the Director Mentor/Mentor Teacher Program through College of the Siskiyous to support Early Childhood Practicum students.

The Director monitors all employee's professional growth through bi-annual Professional Development Plans; in order to ensure we meet the new requirements of Head Start Program Performance Standards.

The Karuk Tribe pays for classes needed to meet these requirements.

Recommendations:

- All staff will need to continue their education in order to meet the new Head Start Performance Standards.
- The Director will track and monitor, monthly, the progression of each person's Professional Development Plan to ensure the Plan is being followed and completed.

Teacher Qualifications

Strengths: Teaching staff continues to pursue their education by attending the local community college, attending conferences, workshops, and trainings that qualify for and meet the needs of the Head Start requirements. This also allows staff to better serve the children and families in our program.

One teacher has an AA in Early Childhood Education, a BA in Liberal Studies and is pursuing a Masters' Degree in Education/Early Childhood Special Education, another teacher has an AA in Early Childhood Development, is working towards her BA in Early Childhood Education and will qualify for a Site Supervisor Permit, and the third teacher has a Professional Development Plan in place and will complete her AA in Early Childhood Education by Fall 2018. One co-teacher has two AA's in Liberal Arts and General Education with 36 units of ECE, another co-

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unloading the bus to prevent injury. The bus driver maintains and updates all required paperwork, trainings, and licensure requirements.

Karuk Head Start has made significant changes in staff training in regards to bussing and we continue to stress the importance of child safety. We have updated/revised/added to and received approval for all bussing policies and procedures, paperwork, and monitoring responsibilities. This includes the Transportation Service Delivery Plan and the Transportation Monitoring Schedule.

Policies & Procedures have been put into place to ensure the safety of all children who are transported on the bus.

Recommendations:

- All staff will participate and complete the bus monitor training, annually, with an emphasis on supervision and safety.
- In the event the bus driver or the bus monitor is absent, the bus will not run.
- The importance of child supervision and the awareness of child supervision will remain a priority with our Head Start staff and throughout our program

Education & Child Development

Strengths: All staff has been trained on Teaching Strategies Gold database that is aligned with the Creative Curriculum Volumes 1-6, the California Preschool Learning Foundations, and the Head Start Early Learning Outcomes Framework; this database is used to track children's overall progress, and provide data to be used for teacher instruction, child individualization, aggregation, analysis, reporting purposes and to ensure school readiness goals are met and all children will be ready for school.

The teaching staff has been trained in the Creative Curriculum and the High Five Mathematize Curriculum. Both curriculums have been approved by Policy Council, are researched based and have been found to be reliable and valid.

The teaching staff refers to the Head Start Early Learning Outcomes Framework (ELOF) to support School Readiness to ensure that children are ready for school, families are ready to support their children's learning, and schools are ready for children.

All children are screened within the 45 days with a developmental, and social/emotional screening instrument.

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- Teachers will invite parents to volunteer in their child's classroom and to participate in all family activities through activities listed on the parent/child worksheets.
- All Head Start staff will continue to participate in workshops and webinars that provide information on Parent, Family, and Community Engagement as it needs to occur at every level in the program.

Health Program Services

Strengths: The Head Start Health Advisory Committee meets two times during the school year, once in October and again in April. The purpose, of the Health Advisory Committee, is to help identify health, nutrition and mental health challenges in the community and to provide ideas and/or solutions while striving to stay compliant with developmental and social/emotional screenings and current health and wellness issues.

The tribe's public health nurse continues to be actively supportive of our Karuk Head Start program; the nurse provides training and assistance with the purchase of health related items. We continue to work with Siskiyou Public Health, the Tribal TANF program and the county WIC program to provide additional support for our teaching staff.

The lack of accessible restorative dental care for children also continues to be a challenge in our rural area.

The lack of early childhood mental health services remains a challenge in our rural area due to a lack of qualified behavioral health clinicians/workers

Recommendations:

- Karuk Head Start is currently working on MOU's to provide the program with a Mental Health Consultant and a Dietician.
- The teaching staff would like more training on working with children with disabilities and challenging behaviors. Workshops and conferences that address these issues will be sought out, identified and staff members will be given the opportunity to attend them.
- The Director will work with the Dental Task Force, in Yreka, to provide parents with transportation and funding for needed child dental evaluations, treatment and follow-up.
- Our staff will follow the Head Start timeframe of 45-days for the hearing, vision, and dental screenings and will document and track weekly, children needing follow-up services.

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Karuk Head Start Director

Date

Policy Council Chair

Date

KCDC Board Chair

Date

Tribal Chairman

Date

Fringe Benefits

	Cost for Program Operation	Cost for Training Technical Assistance	Non-Federal Share	Number of Employees
Social Security (FICA), State Disability, Unemployment (FUTA), Worker's Compensation, State Unemployment Insurance (SUI)	\$52,228	\$0	\$0	
Health / Dental / Life Insurance	\$76,788	\$0	\$0	
Retirement	\$16,009	\$0	\$0	
Total	\$145,025	\$0	\$0	

Travel

	Cost for Program Operation	Cost for Training Technical Assistance	Non-Federal Share	Number of Employees
Staff Out-Of-Town Travel	\$8,500	\$0	\$0	

Supplies

	Cost for Program Operation	Cost for Training Technical Assistance	Non-Federal Share	Number of Employees
Office Supplies	\$2,500	\$0	\$0	
Child and Family Services Supplies	\$9,000	\$0	\$0	
Food Services Supplies	\$250	\$0	\$0	
Total	\$11,750	\$0	\$0	

Contractual

	Cost for Program Operation	Cost for Training Technical Assistance	Non-Federal Share	Number of Employees
Other Contracts - Other Contracts Janitor	\$4,531	\$0	\$0	

Other

	Cost for Program Operation	Cost for Training Technical Assistance	Non-Federal Share	Number of Employees
Depreciation / Use Allowance	\$600	\$0	\$0	
Rent	\$4,100	\$0	\$0	
Utilities, Telephone	\$23,000	\$0	\$0	
Building and Child Liability Insurance	\$1,350	\$0	\$0	
Building Maintenance / Repair and Other Occupancy	\$3,000	\$0	\$0	

Office of Head Start / Head Start Enterprise System
90CI009959 / Grant Application

90CI009959 | 02: 01/01/2018-12/31/2018 | Non-Competing Continuation

SF424A

Total

Section A - Budget Summary

Download

Grant Program, Function or Activity	Catalog of Federal Domestic Assistance Number	Estimated Unobligated Funds		New or Revised Budget		Total
		Federal	Non-Federal	Federal	Non-Federal	
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1. Head Start: Program Operations	93.600		\$0	\$539,235	\$0	\$539,235
2. Head Start: TTA	93.600			\$0	\$0	\$0
5. Totals		\$0	\$0	\$539,235	\$0	\$539,235

Section B - Budget Categories - Federal Funds

6. Object Class Categories	Grant Program, Function, or Activity		Total
	(1) Head Start: Program Operations	(2) Head Start: TTA	
a. Personnel	\$320,179	\$0	\$320,179
b. Fringe Benefits	\$145,025	\$0	\$145,025
c. Travel	\$8,500	\$0	\$8,500
d. Equipment	\$0	\$0	\$0
e. Supplies	\$11,750	\$0	\$11,750
f. Contractual	\$4,531	\$0	\$4,531
g. Construction	\$0	\$0	\$0
h. Other	\$49,250	\$0	\$49,250
i. Total Direct Charges (sum of 6a-6h)	\$539,235	\$0	\$539,235
j. Indirect Charges	\$0	\$0	\$0
k. TOTALS (sum of 6i and 6j)	\$539,235	\$0	\$539,235

Section C - Non-Federal Resources

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Total
8. Head Start: Program Operations	\$0			\$0
9. Head Start: TTA				\$0
12. Total (sum of lines 8-11)	\$0	\$0	\$0	\$0


Section D - Forecasted Cash Needs

Budget Category	Current Year Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$539,235	\$134,809	\$134,809	\$107,847	\$161,770
14. Non-Federal	\$0				
15. Total (Sum of lines 13-14)	\$539,235	\$134,809	\$134,809	\$107,847	\$161,770

Section F - Other Budget Information

21. Direct Charges:
22. Indirect Charges:
23. Remarks:

OMB Number: 4040-0006
Expiration Date: 01/31/2019

 Office of Head Start / Head Start Enterprise System
90CI009959 / Grant Application

90CI009959 | 02: 01/01/2018-12/31/2018 | Non-Competing Continuation

SF424

1. Type of Submission:	Application	4. Applicant Identifier:	90CI009959
2. Type of Application:	Continuation	5a. Federal Entity Identifier:	N/A
3. Date Received:		5b. Federal Award Identifier:	90CI009959

 Download

B. APPLICANT INFORMATION

a. Legal Name:	KARUK TRIBE
b. Employer/Taxpayer Identification Number (EIN/TIN):	94-2576572
c. Organizational DUNS:	145307930
Address Line 1:	632 Jacobs Way
Address Line 2:	
City:	Happy Camp
State:	CA
ZIP + 4:	96039
County:	Siskiyou County
Congressional District:	CA-001



e. Organizational Unit: Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Name:	Mr. Russell Attebery
Title:	Tribal Chairman
Organizational Affiliation:	Karuk Tribe
Phone Number:	(530) 493-1600 x2019 Fax Number: (530) 493-2252
Email:	compliance@karuk.us

9. Type of Applicant:	Indian/Native American Tribal Government (Federally Recognized)	
10. Name of Federal Agency:	ACF-Head Start	
11. Catalog of Federal Domestic Assistance:	Number: 93.600	Title: Head Start
12. Funding Opportunity Number:	eGrants-N/A	Title: N/A
13. Competition Identification Number:	Not Applicable	
14. Areas Affected by Project (Cities, Counties, States, etc.):	Happy Camp, CA Yreka, CA	
15. Descriptive Title of Applicant's Project:	AIAN Head Start	
16. Congressional District of:		
a. Applicant:	CA-001	
b. Program/Project:	CA-001	
17. Proposed Project:		
a. Start Date:	01/01/2018	b. End Date: 12/31/2018
18. Estimated Funding		
a. Federal:	\$539,235	
b. Applicant:	\$0	
c. State:		
d. Local:		
e. Other:	\$0	
f. Program Income:		
g. TOTAL:	\$539,235	

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? No

21. By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

Authorized Representative: Name: Russell "Buster" Attebery

Title: Chairman
Phone Number: (530) 493-1600 x2019 Fax Number: (530) 493-2252
Email: battebery@karuk.us

•  Download the certifications and assurances

OMB Number: 4040-0004
Expiration Date: 10/31/2019

Karuk Biomass Feasibility Study

Part 1: Background Information Report

September 2017

Prepared for:

Karuk Community Development Corporation
PO Box 1148
529 Jacobs Way
Happy Camp, CA 96039



Prepared by:

Schatz Energy Research Center
Humboldt State University
Arcata, CA 95521
(707) 826-4345



With Funding from:

Bureau of Indian Affairs
Energy and Mineral Development Program

Introduction

Located within the Klamath River Basin in northern California, the Karuk Tribe is surrounded by dense conifer and oak forests that are at high risk of catastrophic wildfires, which disrupt community health and safety. The Karuk Tribe Community Development Corporation (KCDC) is interested to explore potential options to utilize biomass to create energy or products as part of an integrated fire and forest management system in the region.

The overall goal of this project is to determine the feasibility of using local, renewable biomass resources that are available to the Karuk Tribe to generate power, heat, or products while creating jobs, fostering environmental stewardship, and providing benefits to the Tribe's economy. The objective of this project is to determine the resource availability, identify technologies that could be implemented, and calculate the financial viability of potential projects.

Background

This section summarizes background information gathered from existing resources related to biomass resource availability, biomass conversion technologies, and potential site locations. The information summarized here, along with any other relevant information discovered during the project, will be used to complete the biomass feasibility study for the KCDC.

Biomass Resource

Available biomass resources will be characterized within the Karuk Aboriginal Territory using the best available data. This characterization will include an estimate of annual quantity and quality of available woody biomass. Quantity will be defined in terms of bone dry tons (BDT) per year, and quality will be defined by fuel type, species, moisture content, accessibility, and treatment method. Data resources identified for this work are shown in Table 1 and described briefly in the subsections below.

Regional Stakeholder Reports

Regional stakeholder reports contain some of the best information in regard to biomass resources. The Western Klamath Restoration Partnership Plan and localized Community Wildfire Protection Plans have identified and prioritized available biomass resources in a collaborative process related to community protection from catastrophic wildfire and restoring fire-resiliency across the landscape according to Karuk tradition. The biomass resources detailed in these reports indicate resource location, ownership, resource extraction priority, estimated treatment acres, and treatment type (manual, mechanized, cable, shovel, etc.).

GIS Data

Geographic Information System (GIS) data gathered for use in this study contains detailed information by parcel for planning areas within the Karuk Territory. These data are exhaustive, including previous events for each parcel (logging activities, wildfire, etc.), species type (tanoak, fir, mixed etc.); recommended treatments, treatment types, and planned roads and landings. GIS data will also be used to identify potential sites to install biomass equipment.

Engineering Reports

Previous engineering reports including the Strategic Energy Plan and Energy Options Analysis (Winzer & Kelly, 2008) provide high level biomass data as part of a broad analysis of energy options previously characterized. This report and the associated background information provide local energy use data and potential energy options.

Table 1. Data resources identified for biomass resource characterization.

<i>Resource</i>	<i>Data Type</i>	<i>Source Description</i>
Regional Stakeholder Reports	Data Report	Western Klamath Restoration Partnership Plan (Harling & Tripp, 2014)
		Orleans/Somes Bar Community Wildfire Protection Plan (OSBFSC, 2009)
		Happy Camp Community Wildfire Protection Plan (HCFSC, 2016)
GIS Data	GIS Data	Karuk Department of Natural Resources GIS Technician (Kenny Sauve)
		Forest Service GIS Technician (Todd Drake)
Engineering Reports	Data & Feasibility	Strategic Energy Plan and Energy Options Analysis (Winzler & Kelly, 2008)
Biomass Density Maps	Map	USGS - USFS Mapping Tool
	Overlay	NREL Maps
Peer-Reviewed Journal Articles	Research	Forest residues recovered from whole-tree timber harvesting operations (Kizha & Han, 2015)
		Processing and sorting forest residues: Cost, productivity and managerial impacts (Kizha & Han, 2016)
		Quality of Feedstock Produced from Sorted Forest Residues (Bisson & Han, 2016)
		Estimating Ladder Fuels: A New Approach Combining Field Photography with LiDAR (Kramer et al., 2016)
Existing Industry	Markets	Fruit Growers Supply Sawmill, Yreka
		Siskiyou Custom Milling, LLC
		Siskiyou Soil and Water Co, Yreka

Biomass Density Maps

Biomass density mapping tools are available from the US Geological Survey (USGS), US Forest Service (USFS), and National Renewable Energy Laboratory (NREL). These maps provide estimated biomass and carbon quantities over large areas and will be used for high level resource estimation.

Peer-Reviewed Journal Articles

Research articles provide information that will help in the estimation of the quantity and quality of available biomass residues. As an example, one of the listed research reports provides data showing that 30% to 40% of total standing biomass was delivered as forest residue (e.g. slash)

(Kizha & Han, 2015). Other reports show data that will help estimate the above ground biomass available based on canopy height or the quality of feedstock based on biomass residue type.

Existing Industry

Existing industry and commercial market activity will be characterized for opportunities to capture biomass residues. Commercial activity may include sawmills, farms, fruit orchards, or soil companies. Making these connections could initiate conversations about using biomass residuals and increase the scale of biomass utilization facilities. There are two sawmills located in Yreka, Siskiyou Custom Milling and Fruit Growers Supply, who may have wood waste residuals to supply to a biomass facility. Siskiyou Custom Milling is a small mill that produces a range of products including timber, fencing, siding, and decking; Fruit Growers Supply uses small diameter timber to produce pallets and crates.

Technology Overview

Three different biomass conversion technologies will be investigated for this project: biochar production, electric power generation, and densified wood heating fuel. Background information for these technologies is described in the section below and summarized in Table 2.

Table 2. Overview of biomass conversion technologies.

	<i>Biochar</i>	<i>Power</i>	<i>Densified Fuel</i>
End Use	Soil amendment	Electricity (and heat)	Heating fuel
Yield Rate	12-35 BDT biochar per 100 BDT biomass	22% - 38% efficiency from fuel to electricity (60-80% if capturing waste heat)	100% conversion
Opportunities	<ul style="list-style-type: none"> - High value product - Improves soil health and water holding capacity 	<ul style="list-style-type: none"> - Increase grid reliability - Reliable, stable market with long-term contracts 	<ul style="list-style-type: none"> - Alternative to fossil fuel heating - Small footprint - Low labor needs
Challenges	<ul style="list-style-type: none"> - Price and market uncertainty - New, developing technology 	<ul style="list-style-type: none"> - Utility interconnection costs could be high - Available capacity on grid limits plant size 	<ul style="list-style-type: none"> - Small local market - Low value product

Biochar

Biochar is a carbonaceous material, or char, that can be produced from biomass feedstocks such as forest residues through gasification or pyrolysis in an oxygen-limited environment. Biochar is used primarily as a soil amendment to improve soil fertility and increase water holding capacity.

Product

Biochar is blended into soils to improve the soil health. The benefits and uses of biochar described in the academic literature will be reviewed to understand biochars properties and characteristics (see Beesley et al., 2011; Brassard et al., 2016, Graber et al., 2010; Han et al., 2013; Jones et al., 2011; Lehmann & Joseph, 2012; Liang et al., 2006; Mohan et al., 2014; Mukherjee et al., 2014; Steiner et al., 2008; Woolf et al., 2010).

Technology

Biochar can be produced through various reactor designs including kiln batch reactors or continuously operating gasification or pyrolysis reactors. This feasibility assessment will focus primarily on continuously operating machines, such as the machine shown in Figure 1.

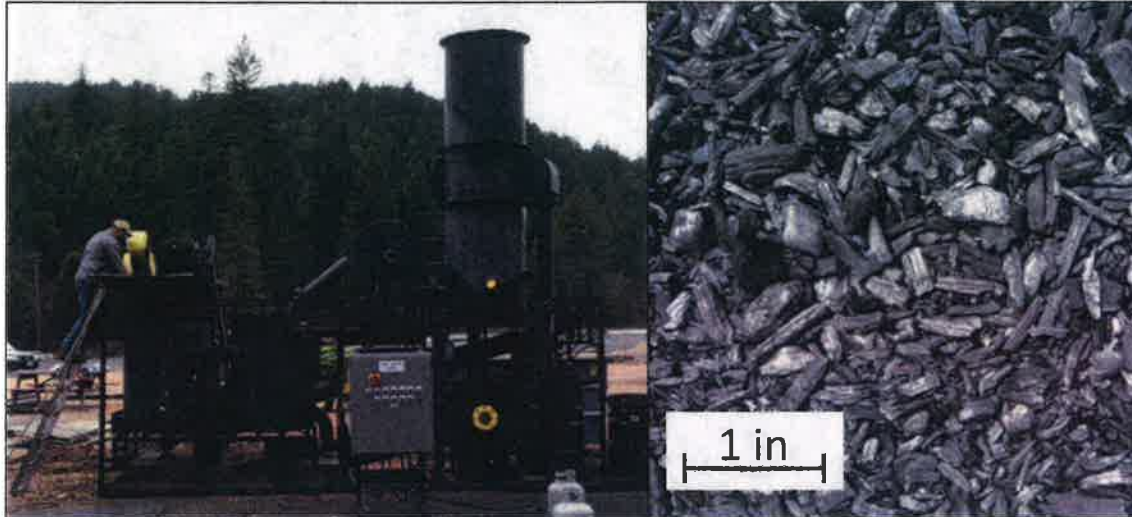


Figure 1. Continuous biochar production machine produced by Biochar Solutions, Inc. (left) and biochar produced from wood chips (right).

There are several manufacturers of commercial biochar production equipment include Biochar Solutions, Inc. (Carbondale, CO), Pacific Biochar (Santa Rosa, CA), Norris Thermal Technologies (Tippecanoe, IN), and Phoenix Energy (San Francisco, CA). Information on technical specifications, product quality, and equipment cost will be requested from these companies for the feasibility assessment. Other manufacturers of biomass gasifiers are primarily focused on electricity production and produce a small stream of biochar as a co-product. These gasifiers will be discussed in more detail in the Power Production subsection below.

Markets

Markets for biochar are within the agricultural sector. Biochar will likely be sold directly to regional agricultural consumers for fruit and vegetable cultivation or to a soil company for mixing, bagging, and reselling. Envisioning long-term, reliable outlets for biochar sales is a key component to a successful project. Biochar selling price ranges between \$90 to \$450 per cubic yard with an average of \$165 for truckload volume business and the high values for small-scale niche applications (Pacific Biochar, 2017 and Jonah Levine, personal communication, Nov 30, 2016). For the feasibility analysis, biochar pricing will be based on biochar value from other manufacturers in California and the western US. Sensitivity analysis will be performed to understand how the feasibility of a biochar project in the Klamath Mountains region depends on the selling price of biochar.

Example Project

An example biochar production plant is operated by the Redwood Forest Foundation (RFFI) in Piercy, CA in northern Mendocino County as pictured in Figure 2. RFFI uses biochar production and sales to support restoration of the Usal Forest following extensive logging in the 20th

century. RFFI's goal is to cultivate a native redwood ecosystem by selectively thinning tanoak and replanting redwood. Tanoak from thinning operations is converted into biochar using a machine manufactured by Biochar Solutions, Inc. Biochar is sold locally to soil companies, retailers, and directly to farmers and vineyards.



Figure 2. Biochar production plant operated by RFFI.

SERC has worked with RFFI to help improve their operation by adding a dryer to lower the moisture content of the feedstock and by automating mechanical processes to reduce labor hours. Production data and lessons learned from this project will be used as part of the feasibility analysis for the feasibility analysis in the Klamath region.

Power Production

Biomass can be used as the fuel to produce electricity then sold to the electric utility or used on site. Combined heat and power (CHP) systems make use of waste heat from electricity generation to provide heat to nearby heat loads. Using the heat from a biomass power plant improves the overall efficiency of the system and can offset fossil fuel consumption for heating purposes.

Technology

Biomass electricity generation equipment ranges in size from 20 kW up to 100 MW of electric power. Different technologies will be assessed for installation by reviewing projects of similar sizes and speaking with manufacturers and clients to evaluate cost and reliability. Reference material and technical specification from several biomass power plant equipment suppliers will be examined, which may include Hurst Boilers, Wellons, All Power Labs, Cortus Energy, Phoenix Energy, Güssing Renewable Energy, West Biofuels.

Product

Electricity is the main product sold from a power plant, but heat can also be delivered as a co-product if there is a local demand. A biomass power plant may also produce biochar as a co-product of electricity generation that can be sold as a soil amendment.

Markets

Electricity distribution in the Klamath River Basin is split between two utility companies. Pacific Gas and Electric (PG&E) serves the communities of Somes Bar and Orleans, and Pacific Power operates in the northern region including Happy Camp and Yreka. The relative isolation of the electricity grid in the Karuk Aboriginal Territory will influence the size and installation costs of a biomass power generation facility. The size of the power plant will be limited based on the available capacity on the electrical grid to transmit power. The capital costs to interconnect the power generation facility to the grid depend on the existing transmission infrastructure capacity at the project site. Exceeding the available capacity would require major infrastructure upgrades that add significant costs to the system. The distribution network in both regions will be investigated to determine the capacity for additional power generation and the interconnection costs by using PG&E's online PV-RAM tool (2017a) and personal communication with PacifiCorps (Kris Bremer, personal communication, Aug 22, 2017). The rate structure and value of selling renewable electricity to the grid will be evaluated by reviewing technical and legal documentation provided by the utility through PG&E's Bio-MAT program (California SB 1122, 2012), electricity Rule 21 (PG&E, 2017b)

Example Projects

Biomass power generation in California has been undergoing changes over the past few years. Spurred by the California Governor declaring a State of Emergency in 2014 based on the unprecedented amount of dead and dying trees, biomass power has been incentivized through grants and subsidies to find uses for this hazardous fuel. Grants through the California Energy Commission (CEC) have provided funding to demonstrate small-scale biomass power plants and the investor-owned utilities have offered a favorable price for biomass electricity through the BioMAT program (California SB 1122, 2012).

Older biomass power plants most often use direct combustion boilers and steam turbine generators to produce electricity. In California, these power plants range in size from 10 – 60 MW (UCANR, 2017), such as the 20 MW direct combustion plant in Fairhaven, CA. Newer projects are often of a smaller size employing gasification technology. Many of these projects are just beginning development to sell electricity to PG&E at favorable prices as part of the BioMAT program (California SB 1122, 2012). This feasibility assessment will use the lessons learned from other projects in development to help guide the design. These example projects include:

- North Fork Bioenergy Facility – Located in Madera County, this facility is expected to be operational in 2017. This 1 or 2 MW plant will use a gasifier built by Phoenix Energy to produce electricity and biochar as a co-product (NFCDC, 2017). This project received a \$5 million grant from the California Energy Commission to help fund construction in addition to other small grants (see Sierra Nevada, 2017). As with the two projects mentioned below, this power plant will sell electricity to the utility through a BioMAT feed-in tariff.

- Mariposa Biomass Project – This proposed 2 MW bioenergy plant will use a gasifier manufactured and installed by Cortus Energy. The total project costs are estimated at \$16 million including \$5 million in grant funding from the CEC (Mariposa Biomass Project, 2017b).
- Camptonville Forest Bioenergy Facility – A 3 MW direct combustion power plant located at an old mill site in Celestial Valley, CA (Camptonville Community Partnership, 2017). The cost of this plant is expected to be \$19.6 million including \$5 million in grant funding from the CEC.

Information regarding the development and challenges associated with these projects will be monitored through their media outlets and through SERC’s connections with these projects through California’s Biomass Working Group.

Densified Wood Heating Fuel

Low-value biomass can be compressed into dense briquettes or pellets for use in residential or commercial heating applications. Pellets are burned in stoves and boilers that are specifically designed for use with pelletized biomass. Pellet stoves are cleaner and more efficient, but have not been widely adopted in the U.S. Biomass briquettes, as pictured in Figure 3, are burned directly in conventional woodstoves as a replacement or supplement to cordwood.



Figure 3. Biomass briquettes burning in a woodstove (left); biomass briquettes produced from tanoak woodchips.

Technology

A briquette press compacts biomass in a die with a mechanical or hydraulic piston to bind individual biomass particles into a larger solid briquette. Machines are manufactured in a wide range of sizes from hundreds of pounds per hour to multiple tons per hour. The major manufacturers are located in Europe, which include RUF Briquetting Systems (hydraulic press, Germany), C.F. Nielsen (mechanical and hydraulic presses, Belgium), and Di-Più (mechanical press, Italy). Information provided by these manufacturers will be used to determine the most appropriate technology. Data collected from testing these machines with forest residuals will be used to specify the feedstock processing requirements.

Product

Briquettes are used as an alternative to cordwood in fireplaces and woodstoves. Briquettes are produced in a variety of shapes and sizes including cylindrical logs or disks in diameters between 1.5 to 3 inches or rectangular blocks between 6 x 2.5 x 2.5 inches up to 10 x 4 x 4 inches.

Briquettes are often made from waste material such as sawdust, but other materials such as wood chips or agricultural residues can also be used as the feedstock.

Markets

Briquettes are sold to the residential heating market as a replacement for cordwood. The demand and value of densified fuel will be assessed by reviewing the following sources.

- Energy Information Agency (EIA) provides data for the production of briquettes and pellets in the US (EIA, 2017).
- Pellet Fuels Institute and Hearth, Patio, and Barbeque Association perform market research on use of densified heat fuels and appliances (e.g. Houck, 2011).
- Without natural gas service in the Klamath River Basin, residents and buildings need alternative heating systems that use either propane, kerosene, electricity, or wood. A survey on heating fuels used by Karuk Tribal members was conducted by Winzer and Kelly (2008). Their data includes the heat source and energy consumption of tribal residents and other buildings.
- Market research can be conducted through distributors who sell biomass briquettes to determine the current retail price (e.g. OSH, 2017 and Coastal, 2017).

Example Project

Bear Mountain Forest Products, located in Cascade Locks, OR, produces briquettes and other biomass products. The plant uses two hydraulic briquetting presses manufactured by RUF Briquetting Systems, model numbers RB440 and 1100, with rated throughput capacities of 970 and 2,400 lb per hour, respectively. Briquettes from the RB440 weigh 1.7 lb with dimensions of 6"x2.5"x4.3". Briquettes produced on the 1100 machine are larger, weighing 3.1 lb, with dimensions of 9.5"x2.75"x4.3". The RB440 machine and briquettes are pictured in Figure 4. Briquettes are produced from sawdust collected as a by-product from other manufacturing processes conducted on site, which includes the production of pellets, animal bedding, and fire starters. The briquetters compress sawdust into dense briquettes. The machines are operated automatically and packaged manually. Briquettes can be produced 24 hours a day if material is available. The briquetters require very little labor, only using one person who can oversee the equipment and package the briquettes. SERC has collected data from the equipment at Bear Mountain Forest Products that will be used as inputs to the technical feasibility analysis for this project.



Figure 4. Image a) shows the RUF RB440 installed at Bear Mountain Forest Products, b) shows briquettes produced from the RUF 1100 packaged in groups of six on a pallet, and c) shows an individual briquette produced on the RB440.

Potential Project Sites

Potential project sites in the region include open land, ranch land, previous mill locations, and forest landings. Each type of project site has attributes that will determine the technology and scale of a located BCT plant. Table 3 shows types of sites, attributes and BCT siting potential. Significant attributes include spatial area, available infrastructure, available resource, BCT potential, and BCT scale. These criteria will be considered when determining appropriate project sites.

Table 3. Potential project site types and attributes.

<i>Site Type</i>	<i>Spatial</i>	<i>Attributes</i>			
		<i>Existing Infrastructure</i>	<i>Resource</i>	<i>BCT Potential</i>	<i>BCT Scale</i>
Open land	Large Space	No infrastructure	Far from resource	Biochar, densification, power production	Large scale
Ranch land	Large Space	Moderate infrastructure, possible grid power, water	Far from resource	Biochar, densification, power production	Large scale
Mill location	Large Space	Extensive infrastructure, possible grid power, water	Moderate distance to resource	Biochar, densification, grid-feed power production	Large scale
Forest landing	Small – Medium Space	Minimal infrastructure, generated power, no water	Close to resource	Biochar, densification, stand-alone power production	Small scale

Karuk Community Development Corporation

Board Meeting Minutes

KCDC Office Happy Camp, CA
August 9, 2017

A. Call to order

Marsha Jackson called to order the regular Board Meeting of the Karuk Community Development Corporation at 5:30 p.m. on August 9, 2017 at KCDC office.

Roll call

Present: Marsha Jackson, Randy White, Dora Bernal, Travis King, Glenda Hockaday, Sonny Davis, and Michael Thom via telephone.

Absent: None

B. Blessing: Sonny Davis

C. Mission Statement: Read by Randy White.

D. Agenda: August 9, 2017 agenda

Glenda Hockaday motioned, Travis King seconded to approve August 9, 2017 agenda. Motioned passed.

E. Approval of minutes from July 12, 2017

1. Add to L. Dora Bernal motioned, Glenda Hockaday seconded to adjourn

Randy White motioned, Glenda Hockaday seconded to approve July 12, 2017 minutes. Motioned passed.

F. Guest –

1. No guests present

G. Directors reports:

1. Deanna Miller, CFO

Deanna presented a finance report at the Planning meeting. Her report today included work she has been doing since then including, orientation packets for new employees (fire/fuels), summer food program invoicing and support, Head Start COLA PANS, drawdowns, Head Start budget for 2018 grant and modifications for the current grant, budget modification for Koovura Yeeshiip, updated all employee health deductions in the MIP system, worked with contractor in preparation for audit, and more. She's excited about our new employee starting on Monday!

Randy White motioned, Sonny Davis seconded to accept the CFO report. Motioned passed.

2. ED/OM– Karen Derry

- a) Amkuuf – a whirly bird will be installed on the storage unit in order to keep it cooler in the summer months. The sales report will be presented at the Planning meeting.
- b) Frank continues to try and work with TANF for classes at the Computer Center. He is getting frustrated at having no response from them.
- c) Head Start staff will return to work on the 21st. Priscilla and Deanna have been working on the budget for the new grant. The old computer center in Yreka will be \$663 per month as per Sara at KTHA. Our Head Start grant will not support that at this time. Discussion followed. Michael Thom stated the old computer center was purchased with Head Start dollars. Further discussion followed. Michael and Sonny will talk with Council about the building at their Health Board meeting tomorrow.
- d) Karen has been in discussion with Malinda Matson at the EDA in Seattle. We have the correct grant application and Malinda stated she is there to help. Karen and Deanna also met with Joan Smith Freeman, Yreka City Mayor, and City Manager Steve Baker about the possible C-store. Discussion followed. It was a good visit and we are all on the “same page.”
- e) We will be unable to visit the biochar plant as we just learned they are about an hour and a half away from Blue Lake and our schedule won't accommodate that. It was agreed to go ahead and visit the solar micro-grid and have our planning meeting at Blue Lake on the 18th. Short discussion followed on solar street

lights, the solar panels on the Wellness Center, travel arrangements to Blue Lake and the time we need to meet there.

- f) The building inspection was completed for the old Indian Creek Café building. He stated it is structurally sound and the roof was really well done. He didn't find any bug damage to anything but the rotten deck but he did suggest we have an inspection done. His report will be done and emailed to Karen tomorrow. Discussion followed.
- g) The data center grant was discussed briefly along with an existing tribal data center in Umatilla, OR.
- h) The summer food program is ending on August 18th and Head Start staff returns on the 21st.
- i) The Digital Print Press Operator job description has been completed and is an action item for approval or not. Short discussion followed regarding doing an RFP for the position as was discussed at the last meeting.

Randy White motioned, Glenda Hockaday seconded to approve the Digital Print Press Operator job description. Motion passed.

- j) The Northwest Enterprise Development Conference will be held at Tulalip Casino Resort on September 5,6,7 in Tulalip, WA. Karen is requesting out-of-state travel to attend and also which Board Members would like to attend. Randy stated he would like to attend. Dora stated she would also like to attend but needs to check to see if she will be able to.

Randy White motioned, seconded to approve out-of-state travel for the ED/OM and 2 board members to attend the Northwest Enterprise Development Conference. Motion passed.

- k) OMB Circular training in our area was discussed. We have dates set but need to determine a location. We will be doing the advertising for the training and will need to determine the cost per person. Short discussion followed.

Discussion followed regarding tablets for board members. Randy has been working with Kelly Worcester to determine what to purchase. Purchase will not be done until the new fiscal year.

Marsha had a question regarding the EDA grant and the proposed C-Store. The understanding is if we had to borrow money then it was out of the question. Michael stated he mentioned a grant for the C-store and the council was open to it. He further stated if we could get a grant then we can talk about it. Short discussion followed. Michael suggested meeting with Council to ask the question. ED/OM will contact Barbara Snider to set a date for our joint meeting.

H. Closed Session at 6:39 p.m. –
KCDC Board – no action taken

I. Adjournment

Randy White motioned, Travis King seconded to Adjourn at 6:51 p.m.

Next Board Meeting – September 13, 2017

Respectfully Submitted,

Marsha Jackson, Board Chairperson

Recording Secretary, Karen Derry

Grants Department Council Report
September 21st
Trista Parry

Upcoming Grant Programs/In Progress

- Indian Health Service Small Ambulatory Grant
Max Amount: Up to \$2,000,000 # of awards: 2-3
Deadline: December 1st
This is a facilities grant that we are planning to apply for the Happy Camp Clinic. Indian Health Service is saying we are not qualified as our Indian patient count is too low. However, I am fighting them about our data. I have received reports from RPMS and submitted them for review. I should hear something next week regard our application.
- HRSA Service Area Competition Competitive Reapplication
Funding per year: \$1,331,815 Total 3 year funding: \$3,995,445
Deadline: November 6th 424 & lobbying forms; November 28th narrative/HRSA forms
Lessie has been assigned the lead on this project and our first planning meeting will be Tuesday September 26th.
- FEMA FY 2017 Pre-Disaster Mitigation Tribal Set-aside \$575,000/applicant
Barry Jarvis from IHS expressed interest in applying for the Happy Camp Sanitary project. He asked if we would be willing to assist with the grant writing process. I explained that I had several projects currently underway and would speak to the Council regarding the assisting with review and oversight. He and the Happy Camp sanitary district are considering putting a proposal together for either this grant program of the flood mitigation program. FEMA has since requested that this program be directed towards fuels reductions. Emma Lee has forwarded that request to DNR and we will possibly pursue that option, although it does have a match requirement.

Awards:

I have attached the list of submitted application and the ones we have heard back from.

New Markets Tax Credit Program

We will start having weekly meetings with our internal tax credit work group with Travois and Capital One. Misty has been keeping in touch with me regarding the Transportation Department and their portions of the project. Everything seems to be moving along successfully. We have a potential closing date that is our target of December 2nd.

Planning Meeting:

Thank you so much for taking the time to meet with me regarding your priorities for the organization and projects that you would like to see move forward. Having an open line of communication is a huge help to providing a platform for success for the organization.

Application Submitted

Grant Name	Date Sub	Amount	Purpose	Status
Dept. Justice CTAS Area #3	2/28/2017	\$541,854	Tribal Court reentry program	Pending
Dept. Justice CTAS Area #5	2/28/2017	\$826,276	DV - 3 Year SS Specialist, Trans Mgr. Y, Support Staff	Pending
CRIHB, Inc. Mini-Grant Oral Health	3/1/2017	\$3,000	Equipment Orleans Dental	Approved
IMLS - Basic	4/17/2017	\$7,000	Library	Approved
New Market Tax Credit	Ongoing	6.5 M QEI \$1,415,100 to us	Fund shortfall for Family Services Center and HC Housing Resident Center	Approved
California Endowment	4/21/2017	\$2,990,000	We created a written request for consideration in hopes they would solicit a proposal	Out of their area
FEMA-Tribal Homeland Security	6/21/2017	\$392,288	Purchase rescue board, mobile command center, transport vehicle, radios, tower fees	Approved
Family Violence Prevention and Services Formula Grant	7/7/2017	Formula	Fund Shelter and supportive services for DV program	Approved
NFWF	7/12/2017	\$380,567	Fuels reduction/thinning	Pending
HRSA AIMS Increase Substance Abuse/Mental Health	7/26/2017	\$125,299	Fund Case Manager Position Equipment for video conferencing	Approved
CAL OES Tribal Court Advocate	8/15/2017	\$200,000	Victim Advocate Position	Pending
MSCAA Senior Program	8/14/2017	\$15,000	Senior Nutrition	Pending

Sara Spence
Executive Director
Tribal Council Meeting Report
September 28, 2017

Yreka NAHASDA Cooperative Agreement Amendment

The agreement was approved by the City Council and the signed agreement was scanned/mailed; it will be sent to Fatima upon receipt!

Karuk Community Development Corporation

Karen indicated that she had identified a funding source to lease the old computer center space for the offered rate of \$663/month, plus routine maintenance and utilities so I presented the agreement to the BOC for approval. However, when she came to the meeting she requested a rate concession and they approved it at \$300/month. They took occupancy August 28.

The proposal to sell KCDC the area occupied by the Amkuuf Smoke Shop so they would have site control to access EDA grant funds for the construction of a convenience store remains on hold pending Council direction to the KCDC Board.

Land Acquisition / Orleans Water

We have five meters dedicated for new construction on the Orleans Community Services District system; we can use them at any site on future housing construction projects.

The proposal to FEMA for Hazard Mitigation funds to upgrade the Orleans water system(s) was denied.

We closed escrow on the Pines RV Park September 22. The solicitation for AE services needed to develop the site plan and infrastructure for the installation of single family homes on that site will be advertised and the full environmental review begun.

The Purchase and Sale Agreement was finalized for the Delaney North parcel and the easement language is being finalized so that escrow can close by October 30.

New Market Tax Credits (Happy Camp Community Center)

The Community Center construction is out to bid for a second round closing October 23. I continue to respond to requests for information as the closing with the Investor for the New Market Tax Credit deal with Capital One moves forward.

Karuk Homes I

We will have the last of the tax credit project occupied by September 30; we are moving forward with the contingency items: solar lighting, road improvements, and safety fencing at this time.

Lease Purchase Conveyance

I am waiting for the final language on the lease conveyance documents for the unit purchased in August in Yreka. The transaction will be processed the same as the previous lot sold in 2015. However, since BIA updated their leasing requirements the wording has to be changed slightly before I can obtain BOC and Council approval.

NAHASDA Reauthorization / Budget Projections

All FY2017 grant funds were received and drawn down, Gus obtained approval for the reinvestment of the funds we had to liquidate due to the 10 month delay in them being made available.

Annual O-Link Negotiations

The O-Link Agreement has been approved and signed by all eleven tribes so that we can continue to use the Enrollment Data for calculating the needs portion of our FY2018 grant.

FY18-19 IT Services Agreement

The IT Agreement was approved by the BOC on September 5 and is back on the Consent Calendar as Eric was able to provide timelines for all of the projects identified in the upcoming two year term covering fiscal years 2018 and 2019 as requested. He has been making fantastic progress on them quickly which is appreciated.

Yreka Office Building Expansion Costs

Potential future project, pending identification of funds from KTHA and Tribe.

Transportation Department Facility Construction

The BOC was supportive of authorizing a Land Use Agreement for the Transportation Department to construct a maintenance facility on KTHA property in Happy Camp, in exchange for indoor storage of the command trailer and boat KTHA will be receiving in the near future. I will work with Interim Director Misty Rickwalt on that and obtain approval when ready.

Training

I have contacted the Native Learning Center to see about getting onsite Environmental Review and Construction Procurement/Contract Management training for Housing programs, since they did such a wonderful job with the Board Roles and Responsibilities Training and offer their service for free. If I can obtain this service, I will withdraw the request to ONAP for Construction Training.

The dates for the NAIHC Legal Symposium have been set for December 3-5, 2017 in Las Vegas, Nevada at the Venetian; I have shared this information with Fatima.

Charles Sarmento attended the Boys and Girls Club of America Training and will be working with Jeanne Burcell to explore the option of offering their activities on Tribal Land.

Personnel

The Construction Crew Lead Carpenter and Custodian vacancies have both been posted. We have advertised for a Temporary Maintenance Worker in Yreka for two rounds without anyone with a valid driver's license and clean criminal history to help that crew while some of them are out for family leave.

Evictions

Prior to my hire, there were several evictions in process from 2016. They have all been through the court process and the law enforcement lockouts have been occurring as scheduled. KTHA took all steps possible to resolve these matters prior to initiating the court process. That is why evictions take so long; there are many chances to work with staff, and offer options for resolution prior to filing in court. Submitting the file to the attorney and filing in court is the last step taken, should there be no mutual agreement with the tenant allowing them to remain in the home. Once the case is filed in court, the legal timelines and notices occur. After the court date is held and a judgement is ordered, a WRIT of possession is issued, and a lockout scheduled by local law enforcement. It is well beyond the point of being stopped at that time. Eviction is by far the worst part of property management; no one wants to see anyone lose their home, especially when there are children involved. However, there are times that no other options remain and we must move forward so that we can recover the home and allow it to be made available to a family on our very long waiting list.

Unit Prep

Unit prep timelines are one of the most discussed topics, especially during these past 18 months while the tax credit units have been under construction resulting in unprecedented turnover rates in Yreka. There have been times that they will have 20 units vacant at one time. We only have a dedicated maintenance staff of four in Yreka. The landscaper, custodian, and supervisor have other priorities, but help as they can. Still, it is not possible to work on all of them at once even if only one employee were in each unit (which has been determined to not be the most efficient approach).

Turnover timelines for unit prep range depending on the bedroom size (from 2 to 5) and the condition the unit was left in (ranging from Very Good to Very Bad – see chart on following page).

KTHA staff restore the units to like-new condition for the next tenant. The smallest (2 bedroom apartment) units in the best condition are allowed up to 7 business days for completion. The largest (5 bedroom home) units in the worst condition are allowed up to 20 business days for completion. Those timelines are uninterrupted business days which is very rare as maintenance employees are often pulled in many directions as other priorities arise, for example: emergency work orders, health and safety work orders, facility issues, special projects such as staff events, open houses, ribbon cuttings, Reunion activities, meetings, etc.

We are exploring outsourcing options to get Yreka unit prep caught up but I ask that you bear with us in the meantime and understand that all units cannot be done at once. They prioritize them based on condition, demand on the waiting list, etc. so that is why often some will sit vacant for an extended period before work begins.

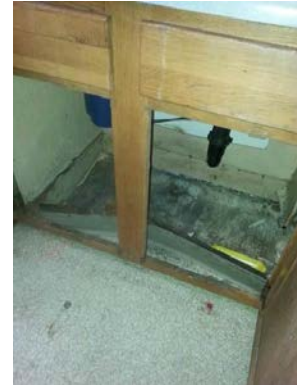
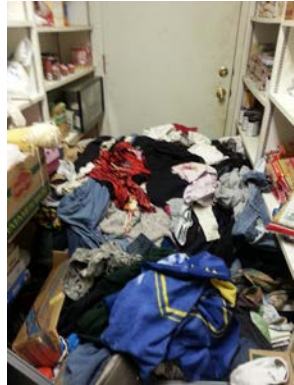
Unit Condition	Description	Minimum for Smallest Unit Maximum for Largest Unit Number of Business Days
Very Good	No painting, no flooring replacement, only minor touch ups and cleaning	7/10
Good	Needs minor repairs, flooring replacement, new paint and cleaning	10/12
Fair	Minor holes, possibly washing walls, needs primer and paint, flooring replacement, needs complete cleaning	10/15
Bad	Very dirty, has larger holes, flooring replacement, cabinets are filthy. Needs new paint and primer, lots of trash and needs door jambs replaced.	10/17
Very Bad	Very Dirty (hazardous materials , biohazards, and/or insects/pests) , major renovations- more than one door jamb, lots of holes larger than 6" complete prime/ paint, cleaning above normal simplicities, lots of trash, dump runs etc.	10/20

Some before and after photos are included to emphasize what they deal with on a regular basis. Often these are tenants who have not been in the unit for extended periods of time, but cause substantial damages resulting in the very large balances you see on the prior KTHA Tenant listing.

BEFORE Unit Prep Photos:



BEFORE Unit Prep Photos Continued:



AFTER Unit Prep Photos:



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**

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 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

**Emma Lee Perez – Contract Compliance Report
 For Council Meeting on September 28th, 2017
 Reporting Period August 17th - September 21st, 2017**

Consent Calendar: Submitted

Action Items: None

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%.

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 Tribe 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: December 20th, 2017

Expenditure/ Progress Chart –

Program	Code	Total Budget	Expenses to date	Balance	% Expended
CSD	6063-13	\$42,000	\$20,310.92	\$21,689.08	48%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
01/01/2017-12/31/2017	12	9	3	0%	Y
Progress Report Due Date	Date Completed?	Date Completed	Fiscal Report Due Date	Completed?	Date Completed.
09/20/2017	Yes	9/20/2017	07/20/2017	Yes	09/20/2017
Comments:					

Achieved during report period:

Now that school is back in session Compliance will begin working with schools to coat sizes for kids that may need a winter coat. Most of the funds for this grant are spent down in the months of Oct., Nov. and Dec. so Compliance is set to have the grant fully expended by December 31, 2017.

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	\$81,358.09	\$18,641.91	81%
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	Yes	N/A		No	N/A
<u>Comments:</u>					

Achieved during report period:

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	\$196,863.55	\$408,136.45	33%
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.
11/15/2017	no		10/30/2017	No	

Comments:

Achieved during report period:

ICDBG – Family Services Center (FSC)

The construction permit for FSC was approved September 13th, 2017. Mike Peters has mobilized and started trenching for the foundation. Cultural Monitors are onsite. Travois and Black Wolf will be onsite August 29th.

We have expanded the waste and water to extend beyond the parking lot to avoid tearing up the parking lot when we expand in the future. The change order also included exterior lighting and a new power box.

Our project was recently featured in Travois’ monthly blog. You can check out the blog at <https://travois.com/blog/>

Project Title: Indian Community Development Block Grant (ICDBG)

Deliverables: To remodel the DNR offices.

Expenditure/ Progress Chart – separate chart required for each grant

Program	Code	Total Budget	Expenses to date	Balance	% Expended
ICDBG		\$605,000	\$0	\$0	0%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed	Extension Option Y/N
09/14/2017-09/13/2020	36			0	Yes

Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
11/15/2017	No		10/30/2015	No	
Comments:					

Achieved during report period:

ICDBG- DNR Remodel

The remodel will include a multi-function community room and kitchen, computer workstations for educational/training uses by community members, students and interns. The remodel will provide improved internet access; and office space to accommodate the rapidly growing DRN workforce.

Pending Grant Applications-

The Ford Family Foundation- Awarded in the amount of \$111,000

Applications for CTAS, ANA SEDS, and ANA Environmental Regulatory are still pending.

ICDBG was awarded in the amount of \$605,000 to remodel the DNR offices. The remodel will include a multi-function community room and kitchen, computer workstations for education/training to be used by community members, students and interns. The remodel will provide improved internet access; and office space to accommodate the rapidly growing DRN workforce.

Submitted,

Emma Lee
Contract Compliance Specialist

Karuk Tribe Council Report

From: Laura Mayton

Meeting Date: September 28, 2017

Location: Orleans

ACTION ITEMS

I do not have any action items at this time.

FISCAL YEAR END

The end of fiscal year 2017 is fast approaching. The fiscal department will be extra busy the next few months as we prepare for our external audit.

BUDGETS

Fiscal year 2018 budgets for IDC, BIA, TERO, People Center, Ishpook Leasing, Gaming Commission, and Discretionary have been updated to reflect the COLA and other changes approved at the budget meeting. Laura Olivas will be updating the health budgets and the TANF budgets. Once she has completed this, we will send electronic copies to any Council members who wish to receive them. We will be entering the budgets into Microfund in October.

FISCAL CLERK - GRANTS

On September 18th, the fiscal staff welcomed Michelle Spence to the department. Laura Olivas has been training Michelle, and she is learning new things every day.

NAFOA

I will be attending the NAFOA conference in Tulsa, Oklahoma on October 2nd and October 3rd.

CASINO PROJECT

Chief Financial Officer, James Herman started working for the Rain Rock Casino on September 11th. He is working on policies and procedures for the Casino, and he will be purchasing and setting up an accounting system for the Casino. Once the accounting system is ready to go, we will begin to transfer Casino related accounting functions to him.

The 10th pay application for this project has been processed. The total amount borrowed to date for this project is \$11.8 million.

The next pay application meeting will be held on September 27th.

TERO Director Report – September 2017

Program	Total Budget	Expended to Date	Balance	% Expended
TERO	72,243.00	66,772.98	5,189.85	92.82%

Caltrans Update

We are working on scheduling our next Pilot Project meeting in mid-October. We have not heard the input received from Caltrans Legal regarding the on or near designation for Caltrans projects.

No updates on the statewide Caltrans TERO workgroup. Our next conference call has not been scheduled.

Business License Ordinance

Fatima, Fiona, Laura M. and I went over the business license ordinance and decided it is not something we need to pursue for updates at this time. The ordinance has been created for non-tribal businesses on tribal lands and we do not have any such situations occurring nor do we expect to occur any time soon.

- Tribal Wage Rates/Ordinance – the rates need adjusting for current cost of living allowances.
- Karuk Tribe WPA -We have noticed some subtle changes that need to be made in addition to aligning the personnel policies with the WPA.

Rain Rock Casino

I have dispatched three laborers to work with Brenda and Scott at the casino construction site. Mike Rose has been very good at communicating with TERO when he is reviewing tribal applicants for management positions. I appreciate his coordination efforts. Now that we have Dora in HR at the Rain Rock, we should not experience too much confusion over TERO in hiring.

The Rain Rock Casino website does not appear to be working when one adds their name and email address for job updates as it states.

No final dates as of yet for the Casino job fairs in each district. I am hoping to get those dates scheduled.

Child Care

Fiscal Year	Total Budget	Expended to Date	Balance	% Expended	# of Families Served
CCDF FY 16	72,801.16	72,801.16	0	100%	8
CCDF FY 17	117,233.00	7,121.35	110,111.65	6.07%	8

Child Care National

I am working on getting training materials on the new CCDF regulations. I will have some catching up to do to ensure our goals for the program will align with the new regulations. This includes mandated trainings for child care providers, immunization requirements, home visiting, licensing, quality expenditures and more.

ACF is holding a Native American Grantee Meeting on November 7-9, 2017 in Washington DC. They have also scheduled November 6th as being the Annual ACF Tribal Consultation meetings also in DC. I will not be requesting to attend this grantee meeting but felt it important to notify the Council. (See attached invitation letter)

Child Care State

Our next Tribal Child Care Association of California (TCCAC) meeting is scheduled for November 15 & 16. We are still in the process of piloting tribal child care center sovereign standards. We are looking forward to completing the reviews and finalizing the development of the monitoring tools and checklist. We will be working on standards for Family Child Care Homes in the months ahead, hopefully completing them in 2018.

As Co-Chair of TCCAC, we are looking for a time to hold our Executive Committee Strategic Planning meeting, potentially tacked on to the November TCCAC meeting dates.

Child Care Local

We have mailed or given out approximately 20 Mother/Infant bags through our “Quality” dollars. We have also been stocking up on items for home visits. October is the month when we will be recertifying child care program participants. We will be completing Home Visits as well.

The work on getting the KTHA home in Yreka licensed continues. There are a lot of things to take into consideration. We are working on the insurance, health and safety items for within the home as well as the outside of the home for play safety all of which are allowable expenditures for the Child Care grant through our Quality dollars.

We have been receiving requests for applications for the child care program and hope to increase the numbers of children and families we serve. We took a hard look at our “Indian Child” definition to ensure we are serving as many as possible.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dion Wood". The signature is written in a cursive, flowing style.

Dion Wood



ADMINISTRATION FOR
CHILDREN & FAMILIES

330 C Street, S.W., Washington, DC 20201 | www.acf.hhs.gov

September 13, 2017

Dear Grantee:

The Administration for Children and Families (ACF) is pleased to announce our 2017 Native American Grantee Meeting, which will be held November 7-9, 2017 at the DoubleTree by Hilton in Arlington, Virginia. This year's meeting theme is *"Partnering across Nations, Oceans, and Generations: Supporting Healthy, Sustainable and Thriving Communities."*

The meeting will include outstanding Native speakers, dynamic cultural educators, and diverse interactive workshops and listening sessions. The meeting agenda and daily schedule will reflect focused attention on this year's theme, providing inclusive conversations between Native communities across our Nations, Oceans, and Generations.

Dedicated time has been set aside each morning for participants to come together for inspirational plenary sessions, followed by workshops and listening sessions throughout each day that will feature ACF-funded programs that are demonstrating success through thriving programs and services for Native Americans, Alaska Natives, and Native Pacific Island communities. We will convene each afternoon again as a full group.

All attendees must register here: <https://www.regonline.com/ACFNative2017>; you are encouraged to register by October 23, 2017. Your hotel and travel must be booked separately. We encourage you to register and book your hotel early to ensure availability. For more information on this important meeting, including travel logistics and detailed agenda when it becomes available, visit <https://www.acf.hhs.gov/ana/2017-acf-grantee-meeting>.

We are currently seeking workshop and presentation proposals from our grantees that reflect the conference theme and relate to topics including data & evaluation, Native languages, youth, health & wellness, social development, and early childhood education. If you are interested in presenting, please contact your Program Specialist. As in past meetings, a poster session will be set up for participants to visually display your community programs and projects and a gift "give away."

Prior to the grantee meeting, on Monday, November 6, 2017, we will hold an **ACF Annual Tribal Consultation** at the same location. This consultation is an important part of the government-to-government relationship that honors the nationhood status of our tribal partners. Senior ACF officials and program office leadership will participate to continue this important dialogue. A separate notification has been provided to Tribal leaders. You can visit this website for more information on the consultation: <https://www.acf.hhs.gov/ana/2017-acf-tribal-consultation>.

We look forward to your attendance and hope you find the 2017 Grantee Conference/Meeting informative. If you have any questions about the meeting, please feel free to reach out to your ACF program specialist or contact the Administration for Native Americans at 1-877-922-9262 or ANAComments@acf.hhs.gov.

Sincerely,

/s/ Steven Wagner

Steve Wagner
Acting Assistant Secretary,
Administration for Children and Families

Department of Natural Resources

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

Karuk Tribe

**Administrative Office**

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Orleans Medical Clinic

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Fax: (530) 627-3445

**DEPARTMENT OF NATURAL RESOURCES
TRIBAL COUNCIL REPORT
September 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

DEPUTY DIRECTOR OF ECO-CULTURAL REVITALIZATION/Bill
Tripp

WATER QUALITY MANAGER/ Susan Fricke

Participated in the following meetings/processes:

- Setting up workshops to facilitate the discussion among Tribal, State, and Federal staff as to priority needs for dam removal science.
- Attended an Algae “Foray” Workshop near Klamath, hosted by Yurok and with participants from multiple Tribes and universities. Mary Power, Berkeley professor who co-hosts, is interested in having another workshop on the mid-Klamath with Karuk hosting.
- Worked with our lawyers and our contracted lawyers on our TAS application. Expecting a draft by the end of September.
- Worked with consultants for KRRC and met with colleagues to discuss progress and timelines for dam removal process.
- Participated in co-chair CCHAB planning meetings and subcommittee meetings.
- Tracking FASTA flow information for the Klamath.
- Reviewed and commented on draft reports for the IMIC group.

Reports

- Council Report

Water Quality Crew Update

- The toxic algae levels in the River have increased and exceed both the Karuk and State guidelines for recreational use. The Regional Water Board coordinated with the USFS and posted the River from Iron Gate to Orleans at public access points. For the most up-to-date information on the Klamath toxic algae levels, please access the Algae Tracker at <http://kbmp.net/bga>.

FISHERIES PROGRAM MANAGER/Toz Soto

The Fisheries Program is working on field projects including the Canyon Creek Fish Passage and Habitat Assessment, Seiad Creek Habitat Restoration Construction, Coho Ecology Study, Spring Run Chinook Spawning Surveys and Fish Health Monitoring of Fall Run Chinook.

Crews are surveying Canyon Creek (tributary to Seiad Creek) habitat above the Seiad Creek road crossing in an effort to quantify habitat above culvert fish barrier. The purpose is to build a case for a fish passage project at the culvert and determine the amount of habitat above the barrier. We took a similar approach at Fort Goff Creek where a large fish blocking culvert was replaced with a bridge.

Construct is underway along lower Seiad Creek. The Fisheries Program and MKWC are working with engineering consultant overseeing project construct. The contractor is Kens Water Tender from Willow Creek. The contractor is widening the floodplain, reconstructing the stream channels and placing large wood structures to protect stream banks along the newly established stream channel. Construction is scheduled to last thru October. A large excavator and two larger off road 4wd 10 yard dump trucks are being used at the site. Large trees are being shipped in by ABC Logging.

Crews are continuing to PIT tag and trap juvenile Coho as part of the Coho Ecology sampling plans. We are preparing to upgrade our remote PIT tag detection systems with new antennas and cables. We are working on a contract with US Geologic Survey for this work.

Biologists are working with the Salmon River Restoration Council on Spring Run Chinook spawning surveys on the upper South Fork and North Fork of the Salmon River. Spring Run Chinook were recently petitioned for Endangered Species protection by the Tribe.

Crews are working with dip net fishermen at the Falls to collect samples for fish disease monitoring. So far light levels of Ich have been detected, but nothing at the level that could harm fish. In general fish health conditions seem good this year. This is likely the result of cooler weather and smoke inversion that has resulted in much cooler water temperatures in the mainstem Klamath during the past month.

Restoration planning is continuing for off channel floodplain habitat projects in lower Horse Creek, Beaver Creek and the Scott River below Fort Jones. Each of these projects are expected to require substantial engineering and hydraulic modeling to as part of the planning and design phases. Proposals for planning are being developed for the Scott River project while both Horse Creek and Beaver Creek projects have some funding already secured.

Work is also occurring on the dam removal planning in collaboration with KRRC and their consultants. We are providing information regarding Aquatic Conservation Measures needed for permitting purposes prior to dam removal. This is an effort to mitigate short term impacts to Aquatic Resources that may be impacted by dam removal. They include fish, freshwater mussels and plants located below the project. Other projects include the operations of outmigrant traps on the lower Salmon River and Klamath near Big Bar. For more information regarding the program please contact Toz Soto @ tsoto@karuk.us.

NATURAL RESOURCES POLICY ADVOCATE/ Craig Tucker

Trip to Washington, DC

September 11-13 I was in Washing with Councilman Saxon, Director Hillman, and General Council Abbas. We focused our hill visits on two key objectives: 1) providing an update on dam removal and current river conditions, and 2) lobbying for support of our legislation to transfer Katimiin.

I have taken to meeting with the same handful of staffers for the House Natural Resources committee and the Indian, Insular, and Alaskan Native Affairs subcommittee and staffer from the Senate Indian Affairs Committee. My idea to concentrate on a handful of good relationships that I can maintain with infrequent trips to DC along with frequent contacts by email and phone.

Denise Desiderio at NCAI and her staff were absolutely fantastic for us as they set up at least half of our appointments. I plan to maintain a close relationship with her into the future.

I included our DC itinerary with this report.

In general, no one had any real concern with our proposal; however, it become crystal clear that moving our bill will depend on Congressman LaMalfa being supportive or neutral.

Grants

I recently submitted proposals to BIA water rights fund and worked with Toz Soto to submit proposal to USFWS. I currently am requesting you approve a proposal for the Leonardo DiCaprio Fund. I will prepare a proposal for the BOR Tribal Technical Assistance program next month.

Karuk DC Meetings

Monday September 11, 2017

8am - Breakfast at Hyatt Place

33 New York Avenue NE, Washington, D.C., 20002-3325

10 am – Rudy Soto, Staff for Rep. Norma Torres (D), Nat Res Com

Cannon HOB 1713

12 pm - Adam Schiff, Staff for Sen. Franken (D), Senate Com. Ind Affairs
Hart SOB 309

1 pm – Rep Doug LaMalfa
Cannon HOB 322

4 pm - Rep. Jeff Denhem (R), (Hawthorne) Nat Res Com
Longworth HOB 1730

Tuesday, September 12

7 am - Breakfast at Hyatt Place

33 New York Avenue NE, Washington, D.C., 20002-3325

8:30 – 1 pm NCAI Impact Days

Dirkson SOB 628

Attending Congressional Speakers include:

- Congressman Bishop
- Congressman Cole
- Senator Cortez-Masto
- Congressman Denham
- Congresswoman Gabbard
- Congressman Gallego
- Congressman Grijalva
- Senator Heitkamp
- Senator Hoeven
- Congressman Huffman
- Congressman Issa
- Congressman Kildee
- Congressman Kilmer
- Congresswoman McCollum
- Senator Merkley
- Senator Murkowski
- Congressman Pallone
- Congressman Pearce
- Congressman Ruiz
- Congressman Simpson
- Congresswoman Torres
- Senator Udall

1 pm – Jennifer Romero, staff for Senate Indian Affairs minority Sen Udall, (NM)
Hart SOB 838

2:00 - Kevin Degenfelder – House Natural Resources Committee Majority Staff

2:30 – Feinstein Staff – John Watts and Alexis Segal
Hart SOB 331

3:30 – Senator Harris Staff- Kevin Cheng

4 pm – Fred Clark, USFS

Wednesday, September 13

8 am - Breakfast at Hyatt Place

33 New York Avenue NE, Washington, D.C., 20002-3325

9 am – Jeremiah in Merkley’s office

10 am – Sharen Kickingwoman, Leg Assistant to Senator Testor (D) MT, Com Indian Affairs

Hart SOB 311

11 am - Jacqueline Basille, Staff Senate Com Indian Affairs

Hart SOB 838

1 pm - Huffman

Longworth HOB 1406

2:30 – Rep Paul Cook (R), CA 8 (Death Valley) Nat Res Com

Longworth HOB 1222

4 pm – Denise Desiderio, NCAI

5 pm – Bezdek and Dentons followed by Senator Tester fundraiser and Dinner

WATERSHED RESTORATION PROGRAM/ Earl Crosby

THPO/ARCHAEOLOGIST/Alex Watts-Tobin

The THPO-Archaeologist took LWOP most of the month in August in order to provide cultural input on the Clear Fire and Eclipse Complex Fire in Happy Camp. Vikki Preston has been working more or less continuously on the Orleans Complex; Analisa has joined Pihnef in working on the Leary Creek project, which is nearing completion.

- The September 6th KRAB was held, for the first time, at Tishannik, since it coincided with ceremonies. There was a close to full turnout, including representation by Fiona Davidson at the Legal department. There were no visitors besides Lisa Hillman, who had videos and other items which she subsequently presented at the DNR Council meeting on the 7th. The most pressing agenda item for KRAB was response to the Humboldt County Marijuana Ordinance notifications. The main outcome was a directive for THPO to work with the Legal department, directing Humboldt County to provide a mechanism for the applicant to work directly
- The Archaeologist has started work with Tremaine and Associates on two Caltrans projects: On the Camp Creek project, Analisa Tripp is providing input in the form of a letter report; Pihnef visited the project also; and the group together came to an agreement together about presenting an alternative staging area to the one proposed. On the Ukonom 3 project, cultural surveys were conducted with the Archaeologist in the more sensitive locations, and were much more thoroughgoing than previous surveys.
- The THPO has worked with the Fiscal department to make sure monitor work has been invoiced correctly. In the future, the aim will be to send invoices on a bi-weekly or at least monthly basis, to avoid long lapses in payment for projects. The THPO has negotiated with Humboldt County and Siskiyou Telephone directly about invoicing terms.
- The THPO has completed a costs analysis for the program, which will provide a guide to billing for future projects - inside the Tribe and for outside agencies. Legal will be helping build out service agreements in line with these cost structures.
- The THPO is participating in a planning group for the annual SHPO-THPO summit, which will take place at Graton Rancheria in December 2017. The theme is

“Connecting Water and Culture”. TEK, Dam Removal, and Fort Goff Creek are all potential agenda items. Council or KRAB members are invited to present at this event.

- Monitors were dispatched to Orleans Elementary; to Caltrans project along the Klamath River channel, and the Family Wellness Center project in Happy Camp.

ASSISTANT FIRE MANAGEMENT OFFICER/David Medford

Overview for August / September 2017:

- The Fire and Fuels crews status is we are actively on assignment since late July
- Lights and sirens have been ordered for vehicles

Fuel Reduction Projects

- Projects are currently on hold due to fire season, new hiring, and TREX

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
- o This proposal was located and working on approval process now.
- Working with Sinead for an ANA proposal-Approved
- Working with USFS-SRF and KNF, private land owners, and MKWC for the Rocky Mountain Elk Foundation proposal-Approved
- Working with Six Rivers NF on a new NFWF proposal. Submitted and Pending Award Notification
- Received more funds into our IAA with Six Rivers NF for prescribed fire prep and implementation.

GIS SPECIALIST/DATA STEWARD/Jill Beckmann

GIS TECHNICIAN II/Kenny Sauve

Kenny Sauve Projects:

- Provided GIS support for USFS botanist for WKRP.
- Provided GIS support for USFS wildlife biologist for WKRP.
- Provided GIS support for USFS fisheries biologist for WKRP.
- Continued to update/edit WKRP geodatabase.
- Worked with several USFS WKRP Interdisciplinary Team members on the proposed action section of the WKRP Environmental Assessment.
- Updated maps that will be used in the Environmental Assessment for WKRP.
- Continued working on the GIS component of the 2017 Klamath River TREX, collecting, organizing, updating, and developing GIS data.
- Provided GIS support for THPO Alex Watts Tobin and Archeology Technicians.
- Created and updated map book for 2017 Klamath River TREX.

Kenny Sauve Meetings/Training Attended:

8/11-8/25 Fire Assignment as a GISS Trainee

8/31 Meeting at the Willow Creek Ranger Station with USFS Wildlife Biologist Jamie Bettaso to facilitate data analysis for WKRP

8/31 Meeting at the Orleans Ranger Station with USFS Fisheries Biologist LeRoy Cyr to facilitate data analysis and created maps for WKRP

9/5 Meeting at the Supervisors Office in Eureka with USFS WKRP Interdisciplinary Team leader Corrine Black and NEPA planner Carol Spinosa for WKRP

9/6 Meeting at the Supervisors Office in Eureka with USFS Wildlife Biologist Jamie Bettaso to facilitate data analysis and create maps for WKRP

9/7 Meeting at the Supervisors Office in Eureka with USFS with WKRP Interdisciplinary Team members and USFWS for WKRP

9/13 2017 Klamath River TREX situation unit planning call

9/14 2017 Klamath River TREX planning call

9/14 Meeting at the Somes Bar Workstation with MKWC employee Mike Hentz to process field data collection for the Happy Camp TREX units and update maps for the 2017 Klamath River TREX

9/15 Meeting at MKWC with Chris Root to update GIS data and maps for the Orleans units for the 2017 Klamath River TREX

9/15 Meeting at the Orleans Ranger Station with USFS Fire and Fuels Specialist Zack Taylor to review possible Orleans Community Fuels Reduction units to be included in the 2017 Klamath River TREX.

Kenny Sauve
GIS Technician II

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 on an excel budget worksheet for coordinators to review. Processing all JV for coordinators. Working on end of fiscal year close out of grants.

DNR – Leaf Hillman – Processed the following documents:

- EE&A's for Coordinators review, for the month of August 2017 9/15/17
- Invoice for GSA –vehicle lease for August 2017 9/18/17
- Processed invoice for Nancy Doman 16-C-082 (Invoice No. 32) 9/5/17

Bill Tripp - WKRP – Processed the following documents:

- Nothing to report at this time

RTRL – Reserved Treaty Rights Land

- Waiting on few funding to come down from BIA, working Gerald Jones
-

FAC – Fire Adapted Community

- Waiting on few funding to come down.

NFWF – Six Rivers Resiliency Project

- Processed request for Addendum #2 for 17-M-001 for MKWC 9/17/17

Watershed – Earl Crosby – Processed the following documents:

- Processed budget modification for MKWC Agreement (SOD) 2136-26 8-25-17

Water Quality – Susan Corum – Processed the following documents:

- Processed invoice for Aquatic Ecosystem 15-C-024 (Inv. 17-07) 9/12/17

FISHERIES – Toz Soto – Processed the following documents:

- Processed invoice for Biostream Environmental 14-C-086 (Invoice No. 3) 7/31/17
- Processed new contract for Ross Taylor and Associates 17-C-088 7/25/17
- Processed budget modification for 2136-25 Revised 8-23-17
- Processed contract for MKWC – New \$243,317 NFWF 8/25/17
- Processed contract for MKWC – New \$40,000 USFWS 8/23/17

Food Security: - Lisa Hillman – Processed the following documents

- Processed invoice for Jenny Staats 16-C-087 (Invoice No. 12) 8/18/17
- Processed invoice for Jenny Staats 16-C-087 (Invoice No. 13) 8/23/17
- Processed invoice for Jenny Staats 16-C-087 (Invoice No. 14) 8/24/17 Final
- Processed invoice for John Salter 17-C-075 (Invoice No. 1) 8/28/17
- Processed invoice for John Salter 17-C-075 (Invoice No. 2) Final 8/28/17
- Processed invoice for MKWC 17-C-025 (Invoice No. 2) 9/5/17
- Processed invoice for Suzanne Burcell 17-C-031 (Invoice No. 2) 9/13/17

Policy Advocate – Craig Tucker– Processed the following documents:

- Processed Modification No. 8 for Biostream Environmental 14-C-086 8/14/17
- Processed Modification No. 4 for ICF Jones & Stokes 14-C-088 8/14/17

THPO – Alex Watts-Tobin– Processed the following documents:

- Working on close out of this grant 9/30/17

FUELS/FIRE - David– Processed the following documents:

- Processed Expenditure Plan, Voucher, Resolutions for the Elk Project Reimbursement from BIA.

ENVIRONMENTAL COORDINATOR/ Carlotta Whitecrane

EPA GAP & PPG

- Meeting the PPG Grant Program Objectives
 - Prepping 4th Quarter EPA PPG report
- Closing out 2013-2016 EPA PPG fiscal years

Regional Tribal Operation Council- I have been contacted and asked to fill the Northern California Representative position for another term. I will have the nomination form in the packet.

Tribal Science Council

- TSC prep for Face to Face Meeting in December 2017 Phoenix, Az.
- Region 9 newsletter prep for TSC upcoming meeting

GRANTS AND AGREEMENTS DIVISION COORDINATOR/ Sinéad Talley

PIKYAV FIELD INSTITUTE PROGRAM MANAGER /Lisa Hillman

K-12 ENVIRONMENTAL EDUCATION DIVISION COORDINATOR/ Nicole Woodrow

Pikyav Field Institute Project & Farm to School: Upiftánmahti Project

Please note information/activities are for the period of: 7/21/17 through 9/19/17

On July 28th, I traveled to a teaching conference hosted by Humboldt State University. It was the California Better Together Teacher's Summit where teachers across California come together to assess needs and goals and how teachers and teacher support programs can meet those goals. It was also an opportunity to collaborate with various local educational programs and promote the Pikyav Field Institutes goals and objectives. From August 1st-3rd I assisted the Tribe's Education Department by tutoring youth during the Yav Kuma Itapan (Math & Science Camp). The Pikyav Field Institute staff presented the Grade 5 Lesson 4 Plant Medicine lesson. Cultural Practioner Kathy McCovey led the students in a medicinal salve making activity for them to take home with their educational booklets.

On August 17th, I presented the Pikyav Field Institute's Teacher Training to Humboldt State University's Elementary Education Department's 2017-2018 credential candidate cohort of 24 student teachers. They were participating in a one-week intensive Multicultural Foundations course and the professor Dr. Marisol Ruiz, reached out to us. She wanted her students to be informed about local Tribal initiatives to implement

culturally-relevant and academically challenging curriculum. On August 28th, Lisa and I completed a Pikyav Field Institute Teacher Training at Orleans Elementary as well. Staff has consistently been meeting to plan for the implementation of Farm to School goals. We will be assisting the Education Department in an activity for Native American Day on September 29th at Happy Camp High School for our first Autumn event. For this Council meeting I am also seeking approval of a Farm to School Subcontract for MKWC, already written and approved in the awarded grant. They will primarily be responsible for the contemporary gardening and harvesting of local foods with students to learn from and consume at their school sites.

I have also been consistently revising previously implemented lessons, and working on program evaluations with Lisa.

FOOD SECURITY PROJECT COORDINATOR/Grant Gilkison

Objective 15: Ishkêesh'tunvíiv

Objective 16: Seasonal Youth Camp: We have 5 youth camps scheduled at the elementary and high schools for the Indian Days events scheduled to be held at the end of September.

Objective 19: Community Gardens: We continue to tend the Community Garden at the Senior Center, watering the garden we put in and the 5 fruit trees that were planted this spring.

The Community Garden in Karuk Housing is struggling with water issues, with the rain and new school year we hope to be able to get in and plant broccoli and cauliflower starts with the kids.

Happy Camp TANF Garden: Ben and Heather visit and tend the garden each Wednesdays and the garden is doing great.

Objective 21: Orchard Revitalization: We have several trees that have not been claimed and will soon be up for adoption to be planted this fall.

Objective 24: Food Crew: We have been busy gathering and canning, we have canned 2 cases of apple sauce, 2 cases of black berry jam and jelly, more apple sauce, elder berry and pear syrup, all have or will be distributed to tribal elders and members.

Objective 26: Intertribal exchange:

Objective 32: Native Food Workshops:

Objective 40: Herbarium: Ben has been working with youth to demonstrate the herbarium processes.

SIPNUUK DIVISION COORDINATOR/Bari Talley

Bari attended DNR Managers meeting on September 1.

Need to reschedule cancelled Sípnuuk Advisory Committee meeting, September 5 (illness). KTJUSD Indian Policies and Procedures (IPP) meeting also cancelled (smoke).

Workforce Development – Five Peekaavíhvaans /Tribal Youth Techs successfully finished their summer training with PowerPoint presentations to staff and certificates of completion on their last day, August 17.

Planning for next Píkyav Lecture Series September 28, 4:30 – 5:30, location tba, Burning at the Right Time: Altered Prescribed Fire Regimes, Acorns, and Tan Oak associated Cultural Plant -- Arielle Halpern, U.C. Berkeley/Western Klamath Basin Partnership; Clarence Hostler

CRF Dressmaking (Indian Day presentation at Happy Camp High School on September 29, paying out stipends and budget including my salary by October 31.

Panamnik Center has experienced increased usage because of the fire camp and because people are seeking shelter from smoke.

Working with fiscal to complete year end financial paperwork.

Currently working with Center for Digital Archaeology and intern Annie Neuner on errors with the Browse Collections button on the Sípnuuk site--digital heritage items are not showing up properly using Collections. Corrected some media errors on the site so that the media

Respectfully submitted,
Bari G.M. Talley
Sípnuuk Division Coordinator

SIPNUUK DIGITAL LIBRARY ASSISTANT/Angela Mclaughlin

Training: I have been teaching Elaine Garcia for the past four months on how to process files and images and upload into Sipnuuk. We have been making excellent progress and I have given her my contact information so that if anything arises she can get ahold of me.

Reprocessing: I'm continuing work 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.

Frank Lake Contributions: I have 22 staged folders for this collection that are being processed. My Intern has 11 staged folders that are being processed.

Sibyl Contributions: I have 13 staged folders for this collection awaiting processing.

Brian Tripp Collection: Bari is looking for notes for our meeting with Brian and then we will process his images.

Karuk Library Research and Contributions: I have given screen shots of the list of files I have and SAC is looking at which ones they want to have put in next as high priority.

AFRI Food Security Collection: We are at 1107 items in the collection as of this morning.

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 82 items in the collection as of this morning.

How To: We are at 25 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 12 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 12 items in the collection as of this morning. Not sure who removed one file from this collection.

White Wolf: We are at 17 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 1 item in the collection as of this morning.

yafusekyávans – Cultural Dressmakers: We are at 5 items in the collection as of this morning.

Sípnuk Total items are at: 1,690

Karuk Tribal TANF Program September 2017 Monthly Report

Program Summary

TANF

Work Participation Rate Report (WPR):

Currently serving **45** clients (See attachment (A)) – KTCP-Active Cases as of 9/21/2017)

WPR = **66.67%** - (See attachment (B)) – KTCP – WPR – Orleans – (7/2017)

WPR = **40.00%** - (See attachment (B)) – KTCP – WPR – Happy Camp – (7/2017)

WPR = **58.33%** - (See attachment (B)) – KTCP – WPR – Yreka - (7/2017)

WPR = **57.14%** - (See attachment (B)) - KTCP – 6/2017

N.E.W. Program

FY2018 Budget = **\$39,154.00** Total Expended to-date = **\$ 13,661.00**

LIAP PROGRAM

LIHEAP (Energy Assistance)

FY2017 Budget = **\$34,402.68** Total Expended to-date = **\$29,921.81**

GENERAL ASSISTANCE

FY2017 Budget = **\$110,000.00** Total Expended to-date = **\$104,323.11**

CSD

CY2017 Budget = **\$19,320.00** Total Expended to-date = **\$6,073.11**

Council Approval Request(s)

None

(Attachment (A))	TANF Active Cases (7/2017 Report)
(Attachment (B))	TANF Work Participation Rate (7/2017)
(Attachment (C))	N.E.W. Program (9/2017 Report)
(Attachment (D))	LIAP - LIHEAP (9/2017 Expenditure Report)
(Attachment (E))	LIAP - GA (9/2017 Expenditure Report)
(Attachment (F))	LIAP – CSD (9/2017 Expenditure Report)

Submitted By:


Lester Lee Alford, Jr.
TANF Executive Director

Karuk Tribal TANF Program

Active Cases as of

09/21/2017

Orleans TANF Office

Total number of Child Only/Non-Needy families	1
Total number of One Parent families	3
Total number of Two Parent families	1
Total number of cases is	<u><u>5</u></u>

Happy Camp TANF Office

Total number of Child Only/Non-Needy families	7
Total number of One Parent families	2
Total number of Two Parent families	2
Total number of cases is	<u><u>11</u></u>

Yreka TANF Office

Total number of Child Only/Non-Needy families	10
Total number of One Parent families	16
Total number of Two Parent families	3
Total number of cases is	<u><u>29</u></u>

Total number of Child only cases program wide is 18

Total number of 1-Parent cases program wide is 21

Total number of 2-Parent cases program wide is 6

Total number of cases program wide is 45

Karuk Tribal TANF Program

WPR - Monthly Summary for 7 / 2017

Orleans TANF Office

Type of Family for Work Participation

One parent families	3
Two parent families	1
Child Only Family	1
Total Cases Reported for this Period	5

Current Case Load by Site

Humboldt County	5
Siskiyou County	39
*Total Cases: 44	

Work Participation for All Families

Cases that did the hours required	2
Cases required to work	3
Work Participation Rate	66.67 %
2016 Work Participation Rate is 38%	

Current Case Load by Staff

BCHAVEZ	4
KKING	5
LAUBREY	10
MCHARLES	10
RBAILEY	6

Client TANF Payments

Total Payments	\$4,332.00
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Number of Clients Participating by Activity Type

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

Karuk Tribal TANF Program
WPR - Monthly Summary for 7 / 2017
Happy Camp TANF Office

Type of Family for Work Participation

One parent families	2
Two parent families	4
Child Only Family	7
Total Cases Reported for this Period	13

Current Case Load by Site

Humboldt County	5
Siskiyou County	39
*Total Cases: 44	

Work Participation for All Families

Cases that did the hours required	2
Cases required to work	5
Work Participation Rate	40.00 %
2016 Work Participation Rate is 38%	

Current Case Load by Staff

BCHAVEZ	4
KKING	5
LAUBREY	10
MCHARLES	10
RBAILEY	6

Client TANF Payments

Total Payments	\$8,126.00
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Number of Clients Participating by Activity Type

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

Karuk Tribal TANF Program
WPR - Monthly Summary for 7 / 2017
Yreka TANF Office

Type of Family for Work Participation

One parent families	9
Two parent families	4
Child Only Family	12
Total Cases Reported for this Period	25

Current Case Load by Site

Humboldt County	5
Siskiyou County	39
*Total Cases: 44	

Work Participation for All Families

Cases that did the hours required	7
Cases required to work	12
Work Participation Rate	58.33 %
2016 Work Participation Rate is 38%	

Current Case Load by Staff

BCHAVEZ	4
KKING	5
LAUBREY	10
MCHARLES	10
RBAILEY	6

Client TANF Payments

Total Payments	\$18,046.00
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Number of Clients Participating by Activity Type

049 - Unsubsidized employment	7
050 - Subsidized Private Sector Employment	0
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	1
055 - Community Service Programs	0
056 - Vocational Education Training	0
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	1
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	7

Karuk Tribal TANF Program

WPR - Monthly Summary for 7 / 2017

09/21/2017

Type of Family for Work Participation

One parent families	15
Two parent families	9
Child Only Family	21
Total Cases Reported for this Period	45

Current Case Load by County

Humboldt County	5
Siskiyou County	39
*Total Cases: 44	

Work Participation for All Families

Cases that did the hours required	12
Cases required to work	21
Work Participation Rate	57.14 %
2016 Work Participation Rate is 38%	

Current Case Load by Staff

BCHAVEZ	4
KKING	5
LAUBREY	10
MCHARLES	10
RBAILEY	6

Client TANF Payments

Total Cash Assistance Payments	\$32,174.80
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Current AOD Case Load

CHOSTLER	2
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Number of Clients Participating by Activity Type

049 - Unsubsidized employment	9
050 - Subsidized Private Sector Employment	1
051 - Subsidized Public Sector Employment	0
052 - Work Experience	0
053 - On-the-Job-Training	0
054 - Job Search - Job Readiness	1
055 - Community Service Programs	0
056 - Vocational Education Training	1
057 - Job Skills Training Directly Related to Employment	0
058 - Education Directly Related to Employment - No HSD/GED	0
059 - Satisfactory School Attendance For Individuals - No HSD/GED	1
060 - Providing Child Care to TANF Clients participating in a Community Service program	0
062 - Other Work Activities	11

ATTACHMENT (B)

Karuk Tribal NEW Program
July 2017 - June 2018
Active Cases as of 09/21/2017

PROGRAM TOTALS	Total number Orleans Clients:	0
	Total number Happy Camp Clients:	0
	Total number Yreka Clients:	0
Total number of cases program wide is		2

PROGRAM ACTIVITIES	<ul style="list-style-type: none"> 0 - ABE/GED - Adult Basic Education/General Education Degree 1 - OST - Occupational Skill Training 1 - PSED - Post-Secondary Education 0 - OJT - On the Job Training 0 - WEX - Short-Term 0 - WEX - Long-Term 0 - JRT - Job Readiness Training 0 - JS - Job Search 0 - JDJP - Job Development & Placement 0 - JRS - Job Retention Services
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PROGRAM EXPENDITURE	2018 N.E.W. Program Grant Award Amount: \$39,154.00 2018 Total Expenditures To-Date: \$13,661.39 <hr/> 2018 N.E.W. Program Grant Amount Remaining: \$25,492.61
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Karuk Tribe 2017 LIHEAP Expenditure Report

09/21/201

EXPENDITURES TO-DATE

	<u>2017 Budget</u>	<u>2017 Actual</u>	
Total 2015 LIHEAP Expended-To Date:	\$34,402.68	<u>\$29,921.81</u>	87 %
Total Heating Assistance Provided:	\$19,847.60	\$25,814.43	130%
Total Cooling Assistance Provided:	\$2792.10	\$3,358.38	120%
Total Weatherization (A/C) Assistance Provided:	\$2792.10	\$0.00	0%
Total Weatherization (Heating) Assistance Provided:	\$2792.10	\$749.00	27%
Total Crisis Assistance Provided:	\$2792.10	\$0.00	0%

Funding Remaining: \$4,480.87

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households receiving Heating Assistance:	74
Total # of Households receiving Cooling Assistance:	12
Total # of Households receiving Weatherization (AC) Assistance:	0
Total # of Households receiving Weatherization (Heating) Assistance:	1
Total # of Households receiving Crisis Assistance:	0

HOUSEHOLD SIZE SERVED

Household Size 1 =	39
Household Size 2 =	27
Household Size 3 =	24
Household Size 4 =	25
Household Size 5 =	18
Household Size 6 =	14

Karuk Tribe 2017 General Assistance Expenditure Report

EXPENDITURES TO-DATE

Total 2017 General Assistance Expended-To Date:	\$104,323.11
Total Emergency Assistance Assistance Provided:	\$20,476.68
Food Assistance:	\$11,952.41
Clothing Assistance:	\$4,603.80
Shelter Assistance:	\$3,920.47
Total GAWEP Assistance Provided:	
Total In-Home Health Assistance Provided:	\$48,486.00
Total Burial Assistance Provided:	\$34,598.43

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households received Emergency Assistance Assistance:	97
Food Assistance:	59
Clothing Assistance:	25
Shelter Assistance:	13
Total # of Households received GAWEP Assistance:	0
Total # of Households received In-Home Health Assistance:	104
Total # of Households receiving Burial Assistance:	24
Total # of Households received GA Assistance Assistance:	228

HOUSEHOLD SIZE

Household Size 1:	0
Household Size 2:	46
Household Size 3:	10
Household Size 4:	6
Household Size 5:	0
Household Size 6:	1

Karuk Tribe 2017 CSD Expenditure Report

EXPENDITURES TO-DATE

Total 2017 CSD Funding Budget:	\$19,320.00
Total 2017 CSD Expended-To Date:	\$6,073.11
Total Food Assistance Provided:	\$3,582.24
Total Clothing Assistance Provided:	\$1,470.39
Total Shelter Assistance Provided:	\$604.61
Total Special Needs Assistance Provided:	\$297.52
Total Crisis Assistance Provided:	\$118.35
Total 2017 CSD Funding Remaining:	\$13,246.89

TYPE OF ASSISTANCE RECEIVED/ # OF HOUSEHOLDS

Total # of Households receiving Food Assistance:	18
Total # of Households receiving Clothing Assistance:	5
Total # of Households receiving Shelter Assistance:	0
Total # of Households receiving Special Needs Assistance:	0
Total # of Households receiving Crisis Assistance:	1

**RESOLUTION OF THE
KARUK TRIBE**

Resolution No: 17-R-104
Date Approved: September 21, 2017

RESOLUTION AUTHORIZING THE SUBMISSION OF THE KARUK TRIBE'S TARIFF TO THE CALIFORNIA PUBLIC UTILITY COMMISSION

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 was granted a Certificate of Public Convenience and Necessity in order to provide limited-facilities based and resold local exchange service and non-dominant interexchange service by California Public Utility Commission Decision 12-08-026 on February 21, 2012; and

WHEREAS; California Public Utility Decision 12-08-026 determined that the Karuk Tribe may not offer competitive local exchange services until tariffs are filed with and authorized by the Commission in accordance with General Order 96-B; now

THEREFORE BE IT RESOLVED; that in compliance with California Public Utility Decision 12-08-026 the Karuk Tribe hereby submits the Competitive Local Carrier Schedule Cal P.U.C. Tariff No. 1; and now

THEREFORE BE IT FINALLY RESOLVED; that the Karuk Tribal Council authorizes the submission of the Karuk Tribe's tariff to the California Public Utility Commission.

CERTIFICATION

We, the undersigned, hereby certify the foregoing resolution [Resolution Number] which was approved at a Planning Meeting on September 21, 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

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. Title Sheet

“Competitive Local Carrier”

REGULATIONS AND SCHEDULE OF INTRASTATE CHARGES
APPLYING TO LOCAL EXCHANGE
COMMUNICATIONS SERVICES WITHIN
THE STATE OF CALIFORNIA
OF KARUK TRIBE

The Fees and Surcharges contained herein are in compliance with Resolution T-16901 and concur with the tariff provisions for fees and surcharges in AT&T California tariffs.

All Company tariffs are available at www.karuk.us

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 1

“Competitive Local Carrier”

CHECK SHEET

Current sheets in this tariff are as follows:

<u>Sheet</u>	<u>Revision</u>	<u>Sheet</u>	<u>Revision</u>
Title	Original	28	Original
1	Original	29	Original
2	Original	30	Original
3	Original	31	Original
4	Original	32	Original
5	Original	33	Original
6	Original	34	Original
7	Original	35	Original
8	Original	36	Original
9	Original	37	Original
10	Original	38	Original
11	Original	39	Original
12	Original	40	Original
13	Original	41	Original
14	Original	42	Original
15	Original	43	Original
16	Original	44	Original
17	Original	45	Original
18	Original	46	Original
19	Original	47	Original
20	Original	48	Original
21	Original	49	Original
22	Original	50	Original
23	Original		
24	Original		
25	Original		
26	Original		
27	Original		

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“Competitive Local Carrier”

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Original Cal P.U.C. 3

“Competitive Local Carrier”

PRELIMINARY STATEMENT

Carrier has been granted authority to provide Resold and Facility based telecommunications services within the state of California. Karuk Tribe (“KARUK” or “Company” or “Carrier”) will provide service to residential and business customers. This tariff contains all effective rates and rules, together with information relating to intrastate end-user communications services offered to business and residential customers in the state of California by Karuk Tribe.

EXPLANATION OF SYMBOLS USED IN THIS TARIFF

The following symbols shall be used in this tariff for the purpose indicated below:

- (C) To signify changed listing, rule, or condition which may affect rates or charges.
- (D) To signify discontinued material, including listing, rate, rule or condition.
- (I) To signify an increase.
- (L) To signify material relocated from or to another part of tariff schedule with no change in text, rate, rule or condition.
- (N) To signify new material, including listing, rate, rule or condition.
- (R) To signify reduction.
- (T) To signify a change in wording of text, but not change in rate, rule or condition.

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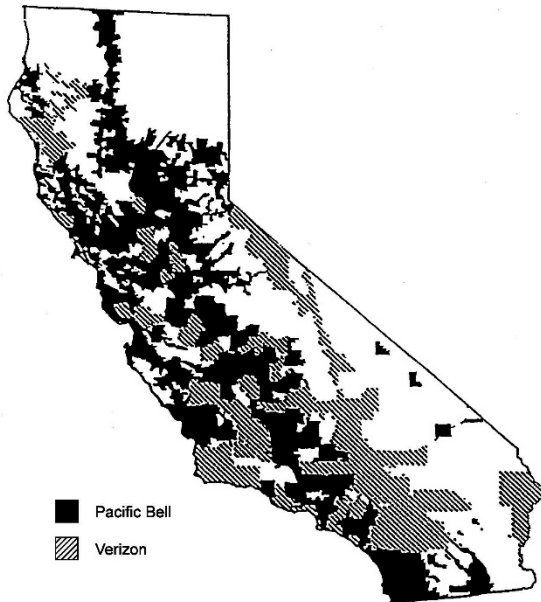
Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 4

“Competitive Local Carrier”

SERVICE AREA MAP

The Company has been authorized by the CPUC to provide telecommunications services in the territories of Pacific Bell Telephone d/b/a AT&T California, Verizon California, Inc. Citizens Telecommunications Company of California, Inc., and SureWest Communications.

AREA OF SERVICE (MAPS)



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Effective: _____

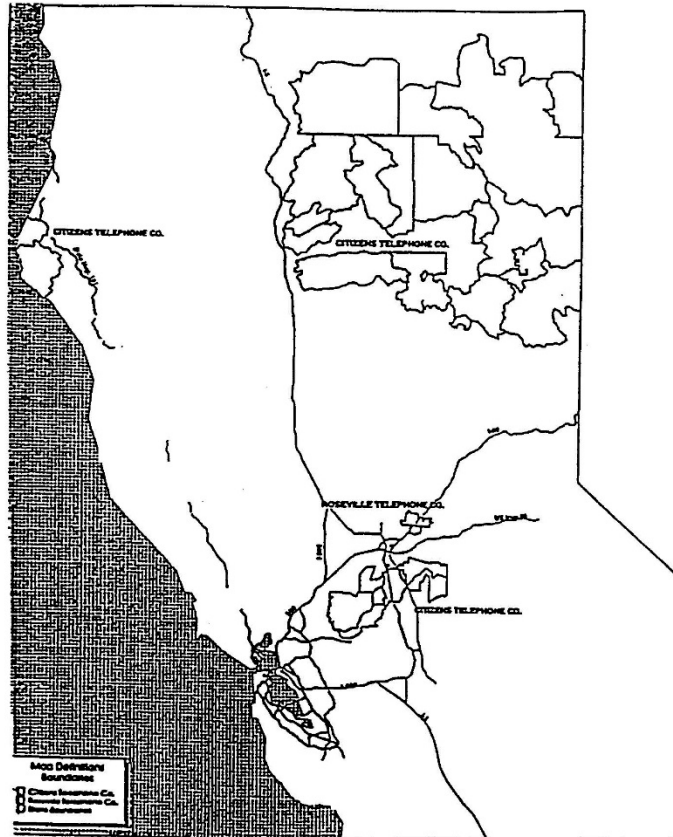
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Original Cal P.U.C. 5

“Competitive Local Carrier”

**SERVICE AREA MAP
AREA OF SERVICE (MAPS)**

Combined Service Areas of Sure West and Citizens



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Chairman

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“Competitive Local Carrier”

RULES

Rule 1 - Definitions

Certain terms used generally throughout this tariff are defined below.

Applicant: The term “Applicant” means the individual, partnership, corporation, association, or government agency who applies to the Company for new or additional phone service.

ADSL The terms “ADSL” is Asymmetrical Digital Subscriber Line (ADSL) Service. ADSL is a technology that allows high speed data to be sent over existing copper facilities. ADSL supports data rates of from 384 Kbps up to 6 Mbps when receiving data (downstream rate) and from 128 Kbps to 384 Kbps when sending data (upstream rate).

Application for Service A standard Company order form which includes all pertinent technical, billing and other information which will enable Company to provide service.

Authorized User A person, firm, corporation or other entity authorized by the Customer to receive or send communications.

Bandwidth The difference, expressed in Hertz, between the highest and lowest frequencies of a band constituting a channel or circuit.

Company Karuk Tribe

Central Office Company facilities where subscribers' lines are joined to switching equipment for connecting other subscribers to each other, locally and long distance.

Channel or Circuit A transmission path or paths between two or more points having a bandwidth or transmission speed suitable to render service to a Customer.

Commission Refers to the California Public Utilities Commission.

Customer The person, firm, corporation, or other entity which orders service and which is responsible for the payment of charges and for compliance with Company tariff regulations.

“Competitive Local Carrier”

RULES

Rule 1 - Definitions (*Continued*)

Data Any representation such as characters (digital or analog quantities) to which meaning is assigned.

Direct Inward Dial
(or “DID”) A service attributable that routes incoming calls directly to stations, by-passing a central answering point.

Direct Outward Dial A service attributable that allows individual station users to access and outside numbers directly.

Hertz Cycles per second.

Installation The connection of a circuit, dedicated access line or port for a new, change of, or additional service.

LATA A Local Access and Transportation Area established pursuant to the Modification of Final Judgment entered by the United States District Court for the District of Columbia in Civil Action No. 82-0192; or any other geographic area designated as a LATA in the National Exchange Carrier Association, Inc. Tariff F.C.C. No. 4.

Local Calling Areas Means either: (i) the Zone 1 and Zone 2 areas of the ZUM rate area in which the Customer’s premises is located, as shown in the current and effective tariffs of the Incumbent LECs; or (ii) for Customers not located in a ZUM rate area, the extended service areas in which the Customer’s premises is located, as shown in the current and effective tariffs of the Incumbent LECs.

Month A month is considered to consist of thirty (30) days.

Non-Published or Unlisted Service: The term “non-published” or “unlisted” service means service that is not accompanied by an inclusion of the Subscriber’s name, address, telephone number in a published directory or directory assistance database.

Order Cancellation A Customer-initiated request to discontinue processing a service order, either in part or in its entirety, prior to commencement of service.

“Competitive Local Carrier”

RULES

Rule 2 - Description of Services

2.1 General

2.1.1 The Company undertakes to furnish communications service pursuant to the terms of this tariff in connection with one-way and/or two-way information transmission between points within the State of California.

2.1.2 Service is provided 24-hours per day. For the purpose of computing charges in this tariff, a month is considered to have 30 days.

2.1.3 Customers and users may use services and facilities provided under this tariff to obtain access to services offered by other service providers. The Company is responsible under this tariff only for the services and facilities provided hereunder, and it assumes no responsibility for any service provided by any other entity that purchases access to the Company network in order to originate or terminate its own services, or to communicate with its own customers.

2.1.4 Service may be terminated upon written notice to the Customer if:

- A. the Customer is using the service in violation of this tariff; or
- B. the Customer is using the service in violation of the law.

This tariff shall be interpreted and governed by the laws of the State of California without regard for its choice of laws provision.

2.1.5 Any other Telephone Company may not interfere with the right of any person or entity to obtain service directly from the Company. No person or entity shall be required to make any payment, incur any penalty, monetary or otherwise, or purchase any services in order to have the right to obtain service directly from the Company.

2.2 Basic Local Exchange Service

Local Exchange Service provides for telephone connection to, and a unique telephone number address on, the public switched telecommunications network (PSTN). Local exchange service enables users to place and receive calls from other stations on the PSTN, access other services offered by Company, access certain interstate and international services offered by Company, access operator and director assistance services, and access emergency services by dialing 0- or 9-1-1.

“Competitive Local Carrier”

RULES

Rule 3 - Customer Application for Service

- A. Carrier will provide all residential customers with information regarding the Universal Lifeline program and its availability at the time service is ordered. Service is installed by arrangement between Carrier and the Customer. Service will be initiated by written or oral agreement between Carrier and the Customer. The Customer shall be informed of all rates and charges for the desired services and any other rates or charges which appear on the customer’s first bill. If an oral agreement is made, Carrier will, within 10 days of initiating the service order, provide the customer a confirmation letter with a brief description of the services ordered and itemizing all charge that will appear on the customer bill.

Within 10 days of initiating service, Carrier shall provide a written statement to all new customers, outlining all material terms and conditions that could affect what the customer pays for telecommunications services.

Customers who are denied service for failure to establish credit or pay deposits, pursuant to Rule 7, will be given the reason for denial in writing within 10 days of service denial.

- B. At the expiration of the initial term specified in each Service Order, or in any extension thereof, service shall continue on a month to month basis at the then current rates unless terminated by either party. Any termination shall not relieve the Customer of its obligation to pay any charges incurred under the service order and this tariff prior to termination. The rights and obligations which by their nature extend beyond the termination of the term of the service order shall survive such termination.
- C. If the Customer makes or requests material changes in circuit engineering, equipment specifications, service parameters, premises locations, or otherwise materially modifies any provision of the application for service, the Customer’s installation fee shall be adjusted accordingly.
- D. Applicants who are denied service due to failure to establish credit or pay a deposit will be given the reason for the denial in writing within 10 days of the denial of service.

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Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 10

“Competitive Local Carrier”

RULES

Rule 4 - Contracts or Agreements

- A. Deviations from the rates, terms and conditions specified in this tariff schedule are not permitted except by special contract filed and approved by the Commission.
- B. Each contract shall contain the following provision: “This contract shall at all times be subject to such changes or modifications by the California Public Utilities Commission as said Commission may direct from time to time in the exercise in its jurisdiction.”

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

“Competitive Local Carrier”

RULES

Rule 5 - Special Information Required on Forms

Carrier will be identified on each bill, which will prominently display an address and a toll-free number for service. Carrier’s bill will contain notations about: (1) when to pay the bill; (2) billing detail (including period of service); (3) late payment charges and when applied; (4) how to pay bill; (5) questions about the bill; (6) network access for interstate calling; (7) the statement that: “This bill is now due and payable; it becomes subject to a late payment charge if not paid within 30 (thirty) calendar days of the presentation dates. Should you question this bill, please request an explanation from Carrier.”

If you believe you have been billed incorrectly you may file a Complaint with the California Public Utilities Commission, Consumer Affairs Branch, 505 Van Ness Avenue, San Francisco, CA 94102 or 107 South Broadway, Room 5109, Los Angeles, CA 90012. To avoid having service disconnected, payment of the disputed amount should be made "under protest" to the CPUC or payment arrangements should be made agreeable to the Company pending the outcome of the Commission's Consumer Affairs Branch review. The Consumer Affairs Branch shall review the basis of the billed amount, communicate the results of its review to the parties and inform you of your recourse to pursue this matter further with the Commission.

Upon request, the Company will provide a customer a copy of the CPUC's consumer protection regulations, its CPUC identification number authorizing it to operate in the state, any fictitious names under which it is doing business, and the name of its billing agent, if applicable.

Each deposit receipt shall contain the following provisions:

“This deposit, less the amount of any unpaid bills for service furnished by Karuk Tribe shall be refunded, together with any interest due, within thirty (30) calendar days after the discontinuance of service, or after twelve (12) months of service, whichever comes first. However, deposits may not receive interest if the Customer has received a minimum of two (2) notices of discontinuance of service for nonpayment of bills in a 12-month period.”

“Competitive Local Carrier”

RULES

Rule 6 - Establishment and Reestablishment of Credit

Company may require Customers or potential customers to provide information pertaining to their financial ability to pay for service. Credit information may include account established date, can be reached number, name of employer, employer’s address, customer’s driver’s license number or other acceptable personal identification billing name, and location or current and previous service. Company may refuse service if credit is not established in a satisfactory manner.

If Company determines that an advance payment is necessary, the provisions under Rule 7 of this tariff apply. If service was discontinued for non-payment of charges, Company may request additional information from the Customer and reserves the right to collect an advance payment prior to re-establishing service.

The Company reserves the right to examine the credit record and check the references of all applicants and Customers. The Company may examine the credit profit/record of any applicant prior to accepting the service order or Customer's deposit. These shall not in themselves obligate the Company to provide services or to continue to provide service, if a later check of applicant's credit record is, in the opinion of the Company, contrary to the best interest of the Company.

Deposits will not be required if the applicant provides a credit history acceptable to the Company, or a cosigner or guarantor may be used, provided that the cosigner or guarantor has an acceptable credit history with the serving Company or another acceptable local carrier.

A Company may not refuse a deposit to establish credit for service. However, it may request that the deposit be in cash or another acceptable form of payment. Credit for service cannot be refused on account of Customer's failure to provide a social security number.

“Competitive Local Carrier”

RULES

Rule 7 - Deposits and Advanced Payments

7.1 Advance Payments

To safeguard its interests, the Company may require a Customer to make an advance payment before services and facilities are furnished. The advance payment will not exceed the nonrecurring charges and the first month’s recurring rate. The advance payment will be credited on the first bill. Advance payments will not be required for usage charges. In addition, where special construction is involved, the advance payment may also include an amount equal to the estimated non-recurring charges for the special construction and charges (if any) for the first month’s recurring rate. Advance payments will be credited to the Customer’s initial bill.

7.2 Deposits

- A. To safeguard its interests, the Company may require the Customer to make a deposit to be held as a guarantee for the payment of charges. A deposit does not relieve the Customer of the responsibility for the prompt payment of bills on presentation. The deposit will not exceed an amount equal to two month’s estimated monthly usage charges for the class of service provided and, where a customer takes services in addition to basic service the average bill reflects all services requested.
- B. A deposit may be required in addition to an advance payment.
- C. When a service or facility is discontinued, the amount of a deposit, if any, will be applied to the Customer’s account and any credit balance remaining will be refunded within 30 days of discontinuance of service. If the amount of the deposit is insufficient to cover the balance due to the Customer’s account, the Company retains the right to collect any amounts owing after the deposit has been applied plus any costs related to the collection of any remaining balance.
- D. Deposits held will accrue interest at the three-month commercial paper rate published by the Federal Reserve Board without deductions for any taxes on such deposits.
- E. Deposits will be refunded with interest 30 days after discontinuance of service or after 12 months of service, whichever comes first. However, no interest shall be given if the Customer has received a minimum of two notices in a 12 month period.

“Competitive Local Carrier”

RULES

Rule 8 - Notices and Communications

- 8.1 The Customer shall designate on the Service Order an address to which the Company shall mail or deliver all notices and other communications, except that Customer may also designate a separate address to which the Company’s bills for service shall be mailed.
- 8.2 The Company shall designate on the Service Order an address to which the Customer shall mail or deliver all notices and other communications, except that Company may designate a separate address on each bill for service to which the Customer shall mail payment on that bill.
- 8.3 Written notices and other communications of either party, and all bills mailed by the Company, shall be presumed to have been delivered to the other party on the third business day following placement of the notice, communication or bill with the U.S. Mail or a private delivery service, prepaid and properly addressed, or when actually received or refused by the addressee, whichever occurs first.
- 8.4 The Company or the Customer shall advise the other party of any changes to the addresses designated for notices, other communications or billing, by following the procedures for giving notice set forth herein.
- 8.5 Rate Information
- 1) The Company shall provide a current or prospective customer rate information and information regarding the terms and conditions of service upon request. The Company will provide customers notice of a Major Rate Increase at least 30 days prior to the effective date of the change and will advise customers of changes in the terms and conditions of service no later than the Company's next periodic billing cycle. Customers shall be advised in writing of optional service plans as such plans become available. In addition, Customer shall be advised of changes to the terms and conditions of service no later than the Company’s next periodic billing cycle.
 - 2) When a Company provides information to a consumer which is allegedly in violation of its tariffs, the consumer shall have the right to bring a complaint against the Company.
- 8.6 Notices the Company sends to Customers, or to the CPUC, shall be a legible size and printed in a minimum point size of 10 and are deemed made on the date of presentation.

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Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 15

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Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

“Competitive Local Carrier”

RULES

Rule 8 - Notices and Communications (*Continued*)

8.7 Discontinuance of Service Notice

Customers are responsible for notifying the Company of their desire to discontinue service on or before the date of disconnection. Such notice may be either verbal or written.

Any notice the Company may give to a Customer will be by written notice mailed to the Customer's billing address or to such address as may be subsequently given by the Customer to the Company. Notices to discontinue service for nonpayment of bills shall be provided in writing by first class mail to the customer not less than 7 calendar days prior to termination. Each notice shall include all of the following information:

- A. The name and address of the customer whose account is delinquent.
- B. The amount that is delinquent.
- C. The date when payment or arrangements for payment are required in order to avoid termination.
- D. The procedure the customer may use to initiate a complaint or to request an investigation concerning service or changes.
- E. The procedure the customer may use to request amortization of the unpaid charges.
- F. The telephone number of a representative of the Company, who can provide additional information or institute arrangements for payment.
- G. The telephone number of the Commission's Consumer Affairs Branch (CAB) where the customer may direct inquiries.
- H. Local service may not be discontinued for nonpayment of Category III or other unregulated competitive services.

Any notice from any Customer, including notice for cancellation of service, may be given by the Customer, or any authorized representative, to the Company's business office orally or by written notice mailed to the Company's business office. Written notice may include delivery by electronic means to or from the Company's website.

8.8 Change of Ownership: The Company shall notify their customers in writing of a change in ownership or identity of the customer's service provider on the customer's next monthly billing cycle.

8.9 Privacy: The Company is restricted from releasing nonpublic customer information in accordance with Public Utilities Code sections 2891, 2891.1 and 2893. The Company will furnish subscribers with a written description of how it handles Subscriber's private information and a disclosure of any ways that such information might be used or transferred that would not otherwise be obvious to the Subscriber. This information will be provided at the time service is initiated and annually thereafter.

“Competitive Local Carrier”

RULES

Rule 9 - Rendering and Payment of Bills

9.1 Payment for Service

The Customer is responsible for the payment of all charges for facilities and services furnished by the Company to the Customer.

9.2 Billing and Collection of Charges

The Customer is responsible for payment of all charges incurred by the Customer or other users for services and facilities furnished to the Customer by the Company.

- A. Non-recurring charges are due and payable within 30 days after the date of the invoice.
- B. The Company shall present invoices for Recurring Charges monthly to the Customer, in advance of the month in which service is provided, and Recurring Charges shall be due and payable within 30 days after the date of the invoice. When billing is based upon customer usage, usage charges will be billed monthly for the preceding billing period.
- C. When service does not begin on the first day of the month, or end on the last day of the month, the charge for the fraction of the month in which service was furnished will be calculated on a pro rata basis. For this purpose, every month is considered to have 30 days.
- D. Billing of the Customer by the Company will begin on the Service Commencement Date, which is the day on which the Company notifies the Customer that the service or facility is available for use, except that the Service Commencement Date may be postponed by mutual agreement of the parties, or if the service or facility does not conform to standards set forth in this tariff or the Service Order. Billing accrues through and includes the day that the service, circuit, arrangement or component is discontinued.
- E. If any portion of the payment is received by the Company after the date due, or if any portion of the payment is received by the Company in funds which are not immediately available upon presentment, then a late payment penalty shall be due to the Company. The late payment penalty shall be the portion of the payment not received by the date due, multiplied by a late factor.
 - 1. a rate of 1.5 percent per month; or
 - 2. the highest interest rate which may be applied under state law for commercial transactions.
- F. The Customer will be assessed a charge of twenty-five dollars (\$25.00) for each check submitted by the Customer to the Company which a financial institution refuses to honor.

“Competitive Local Carrier”

RULES

Rule 9 - Rendering and Payment of Bills (*Continued*)

9.2 Billing and Collection of Charges (*Continued*)

- G. Customers have up to three years (commencing 5 days after remittance of the bill) to initiate a dispute.
- H. If service is disconnected by the Company in accordance with Rule 11(C) following and later restored, restoration of service will be subject to all applicable installation charges.
- I. All charges due by the Customer are payable to any agency duly authorized to receive such payments. The billing agency may be Company, a local exchange telephone company or commercial credit card company or other authorized agent. Late payment charges of 1.5% apply if payment is not received within 30 days after the date of presentation on the billing envelopes. Carrier shall credit payments within 24 hours of receipt to avoid assessing late payment charges incorrectly.
- J. In addition to other sales and usage taxes covered above, the billing agent will add to Customers' bills certain federal, state and local surcharges as required by law.

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Original Cal P.U.C. 19

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Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

“Competitive Local Carrier”

RULES

Rule 10 - Disputed Bills

10.1 Terms of payment shall be according to the rules, regulations, and laws of the State of California. Any objection to billed charges should be reported in writing to Company within three (3) years after receipt of bill. Adjustments to Customer’s bills shall be made when circumstances exist which reasonably indicate that such adjustments are appropriate.

10.2 In the case of a billing dispute the customer may request an investigation and review of the disputed amount. The undisputed amount must be paid by the due date or service will be subject to disconnection provided that the Company has given written notification to the Customer of such delinquency and impending termination. If the matter is not resolved to the Customer’s satisfaction by the billing agency or the Company, the Customer may appeal to the Public Utilities Commission of the State of California for an investigation at either of the following locations:

California Public Utilities Commission
Consumer Affairs Branch
505 Van Ness
San Francisco, California 94102
Phone: (415) 703-1170; Toll free: (800) 649-7570; TDD: (415) 703-2032

10.3 In case of a billing dispute between the customer and Company as to the correct amount of a bill, which cannot be adjusted with mutual satisfaction, the customer can make the following arrangement:

- A. The customer may make a request, and Company will comply with the request, for an investigation and review of the disputed amount.
- B. The undisputed portion of the bill must be paid the Due By Date (no sooner than fifteen (15) days of the date of presentation) shown on the bill or the service will be subject to disconnection if Company has notified the customer by written notice of such delinquency and impending termination.
- C. If there is still disagreement after the investigation and review by a Manager of Company, the customer may appeal to the Commission’s Consumer Affairs Branch (“CAB”) for its investigation and decision. To avoid disconnection of service, the customer must submit the claim and, if the bill has not been paid, deposit the amount in dispute with the CAB within seven (7) calendar days after the date Company notifies the customer the investigation and review are completed and that such deposit must be made or service will be interrupted. However, the service will not be disconnected prior to the Due By Date shown on the bill.

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- D. Company may not disconnect the customer's service for nonpayment as long as the customer complies with (b) and (c) above.
-

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Chairman

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RULES

Rule 10 - Disputed Bills (*Continued*)

10.3 (*Continued*)

- E. Company shall respond to the CAB’s requests for information within ten (10) business days.
- F. The CAB will review the claim of the disputed amount, communicate the results of its review to the customer and Company, and make disbursement of the deposited amount.
- G. After the investigation and review are completed by Company as noted in (a) above, if the customer elects not to deposit the amount in dispute with the CAB, such amount becomes due and payable at once. In order to avoid disconnection of service, such amount must be paid within seven (7) calendar days after the date that Company notifies the customer that the investigation and review are completed and that such payment must be made or service will be interrupted. However, the service will not be disconnected prior to the Due By Date shown on the bill.

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RULES

Rule 11 - Discontinuance and Restoration of Service

11.1 Service may be canceled by the Customer by oral or written notice or on or before the date of disconnection.

11.2 The Company may discontinue service to the Customer by providing seven (7) days written notice for:

- A. Violations of any regulation governing the service under this tariff.
- B. A violation of any law, rule, or regulation of any government authority having jurisdiction over the service.
- C. Non-payment of bills for telephone service provided:
 - 1. The bill has not been paid by the date shown on the bill
 - 2. Notice of the proposed discontinuance is provided pursuant to Rule 8, Supra
 - 3. Service is not initially discontinued on any Saturday, Sunday, legal holiday, or any other day customer service representatives are not available.
- D. Neglect or refusal to provide the Company reasonable access for the purpose of inspection and maintenance of equipment owned by the Company.
- E. When necessary for the Company to comply with any order or request of any governmental authority having jurisdiction.

11.3 The Company may discontinue service to the Customer without notice pursuant to Appendix B of Cal. P.U.C. Decision No. 91188 in Case No. 4930. The Company concurs in Pacific Bell Schedule Cal. P.U.C. No. A-2, Section 2.1.31.

11.4 Service may be restored after discontinuance for nonpayment if the Customer establishes credit worthiness. The Company reserves the right to collect a deposit for re-establishment of service.

11.5 For residential customers whose service has been disconnected due to non-payment of bills, the Company will continue to provide 911 access to the customer.

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RULES

Rule 12 - Information to be Provided to the Public

The Company will promptly advise customers of new, revised or optional rates applicable to be provision of services in this tariff.

A copy of this tariff will be available for public inspection at Carrier’s principal place of business: Karuk Tribe at 64236 Second Ave, Happy Camp, CA 96039. Customers may contact the Carrier’s Customer Service Department at 530-493-1600 to inquire about the Carrier’s services, rates, terms and conditions or to obtain a copy of this tariff. Copies of the Carrier's tariff schedules and advice letters are available to Customers free of charge and to the general public at \$0.45 per page to recover photocopying, postage and/or transmission expenses.

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RULES

Rule 13 – Continuity of Service

In the event that the Company has advance knowledge of an interruption of service for a period exceeding 24 hours, the Company will attempt to notify the Subscribers in writing at least one week in advance. Credit allowances for service interruptions will be provided in accordance with Rule 14.

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Rule 14 – Limitations of Liability

The Company concurs in the limitations of liability of the AT&T California local exchange tariff.

The provisions of this rule do not apply to errors and omissions caused by willful misconduct, fraudulent conduct or violations of law.

In the event an error or omission is caused by the gross negligence of the Utility, the liability of the Utility shall be limited to and in no event exceed the sum of \$10,000. The non-prevailing party may be liable for reasonable court costs and attorney fees as determined by the CPUC or the court.

The Utility will not provide a credit allowance for interruptions of service caused by the customer’s facilities, equipment, or systems.

Except as provided, the liability of the Utility for damages arising out of mistakes, omissions, interruptions, delays, errors or defects in any of the services or facilities furnished by the Utility up to and including its local loop demarcation point, including exchange, toll, private line, supplemental equipment, alphabetical directory listings (excluding the use of bold face type) and all other services, shall in no event exceed an amount to be equal to the pro rata charges to the customer for the period during which the services or facilities are affected by the mistake, omission, interruption, delay, error or defect, provided, however, that where any mistake, omission, interruption, delay, error or defect in any one service or facility affects or diminishes the value of any other service, said liability shall include such diminution, but in no event shall the liability exceed the total amount of the charges to the customer for all services or facilities for the period affected the mistake, omission, interruption, delay, error or defect.

The Utility shall have the right to make necessary repairs or changes in its facilities at any time and will have the right to suspend or interrupt service temporarily for the purpose of making the necessary repairs or changes in its system. When such suspension or interruption of service for any appreciable period is necessary, the Utility will give the customers who may be affected as reasonable notice thereof as circumstances will permit, and will prosecute the work with reasonable diligence, and, if practicable, at times that will cause the least inconvenience.

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RULES

Rule 15 – Use of Service for Unlawful Purposes

The Company’s services are furnished subject to the condition that they will not be used for any unlawful purpose. Service will not be furnished if any law enforcement agency, acting within its jurisdiction, advises that the services are being used or are likely to be used in violation of the law. If the Company receives other evidence giving reasonable cause to believe that such services are being or are likely to be used, it may either discontinue or deny the services or refer the matter to the appropriate law enforcement agency.

Any individual who uses or receives the Company’s service, other than under the provisions of an accepted application for service and a current Subscriber relationship, may be liable for both the tariffed cost of the service received and the Company’s cost of investigation and collection as determined by the court.

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RULES

Rule 16 - Obligation of the Customer

16.1 General

A. The Customer shall be responsible for:

1. the payment of all applicable charges pursuant to this tariff;
2. damage to or loss of the Company’s facilities or equipment caused by the acts or omissions of the Customer; or the noncompliance by the Customer, with these regulations; or by fire or theft or other casualty on the Customer Premises, unless caused by the negligence or willful misconduct of the employees or agents of the Company;
3. providing at no charge, as specified from time to time by the Company, any needed personnel, equipment space and power to operate Company facilities and equipment installed on the premises of the Customer, and the level of heating and air conditioning necessary to maintain the proper operating environment on such premises;
4. obtaining, maintaining, and otherwise having full responsibility for all rights-of- way and conduit necessary for installation of facilities and associated equipment used to provide Communications Services to the Customer from the cable building entrance or property line to the location of the equipment space described in Rule 17.1.A.3. Any and all costs associated with the obtaining and maintaining the rights-of-way described herein, including the costs of altering the structure to permit installation of the Company-provided facilities, shall be borne entirely by, or may be charged by the Company to, the Customer. The Company may require the Customer to demonstrate its compliance with this section prior to accepting an order for service.

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RULES

Rule 16 - Obligation of the Customer (*Continued*)

16.1 General (*Continued*)

A The Customer shall be responsible for: (*Continued*)

5. providing a safe place to work and complying with all laws and regulations regarding the working conditions on the premises at which Company employees and agents shall be installing or maintaining the Company’s facilities and equipment. The Customer may be required to install and maintain Company facilities and equipment within a hazardous area if, in the Company’s opinion, injury or damage to the Company employees or property might result from installation or maintenance by the Company. The Customer shall be responsible for identifying, monitoring, removing and disposing of any hazardous material (e.g., friable asbestos) prior to any construction or installation work;
6. complying with all laws and regulations applicable to, and obtaining all consents, approvals, licenses and permits as may be required with respect to, the location of Company facilities and equipment in any Customer premises or the rights-of-way for which Customer is responsible under Rule 17.1.A.4; and granting or obtaining permission for Company agents or employees to enter the premises of the Customer at any time for the purpose of installing, inspecting, maintaining, repairing, or upon termination of service as stated herein, removing the facilities or equipment of the Company;
7. not creating or allowing to be placed any liens or other encumbrances on the Company’s equipment or facilities; and

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RULES

Rule 16 - Obligation of the Customer (*Continued*)

16.1 General (*Continued*)

A. The Customer shall be responsible for: (*Continued*)

8. making Company facilities and equipment available periodically for maintenance purposes at a time agreeable to both the Company and the Customer. No allowance will be made for the period during which service is interrupted for such purposes.

16.2 Claims

With respect to any service or facility provided by the Company, the Customer shall indemnify, defend and hold harmless the Company from and against all claims, actions, damages, liabilities, costs and expenses, including reasonable attorneys’ fees as ordered by the Commission or by a Court for:

- A. any loss, destruction or damage to property of the Company or any third party, or the death or injury to persons, including, but not limited to, employees or invitees of either party, to the extent caused by or resulting from employees or invitees of either party, to the extent caused by or resulting from the negligent or intentional act or omission of the Customer, its employees, agent, representatives or invitees; or
- B. any claim, loss, damage, expense or liability for infringement of any copyright, patent, trade secret, or any proprietary or intellectual property right of any third party, arising from any act or omission by the Customer, including, without limitation, use of the Company’s services and facilities in a manner not contemplated by the agreement between the Customer and the Company.

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RULES

Rule 17 - Provision of Equipment and Facilities

- A. The Company shall use reasonable efforts to make available services to a Customer on or before a particular date, subject to the provisions of and compliance by the Customer with, the regulations contained in this tariff. The Company does not guarantee availability by any such date and shall not be liable for any delays in commencing service to any Customer.
- B. The Company shall use reasonable efforts to maintain only the facilities and equipment that it furnishes to the Customer. The Customer may not, nor may the Customer permit others to, rearrange, disconnect, remove, attempt to repair, or otherwise interfere with any of the facilities or equipment installed by the Company.
- C. The Company may substitute, change or rearrange any equipment or facility at any time and from time to time, but shall not thereby alter the technical parameters of the service provided the Customer.
- D. Equipment the Company provides or installs at the Customer Premises for use in connection with the services the Company offers shall not be used for any purpose other than that for which the Company provided it.
- E. The Customer shall be responsible for the payment of service charges as set forth herein for visits by the Company’s agents or employees to the Premises of the Customer when the service difficulty or trouble report results from the use of equipment or facilities provided by any party other than the Company, including but not limited to the Customer.
- F. The Company shall not be responsible for the installation, operation, or maintenance of any Customer provided equipment. Where such equipment is connected to the facilities furnished pursuant to this tariff, the responsibility of the Company shall be limited to the furnishing of facilities offered under this tariff and to the maintenance and operation of such facilities. Subject to this responsibility, the Company shall not be responsible for:
 - A. the transmission of signals by Customer provided equipment or for the quality of, or defects in, such transmission; or
 - B. the reception of signals by Customer-provided equipment.

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RULES

Rule 18 - Allowances for Interruptions in Service

Interruptions in service, which are not due to the negligence of, or noncompliance with the provisions of this tariff by, the Customer or the operation or malfunction of the facilities, power or equipment provided by the Customer, will be credited to the Customer as set forth in Rule 20.1 for the part of the service that the interruption affects. Company concurs with Pacific Bell on Credit Interruptions as appended to D.95-12-057.

18.1 Credit for Interruptions

- A. A service is interrupted when it becomes unusable to the Customer, e.g., the Customer is unable to transmit or receive, because of a failure of a component furnished by the Company under this tariff.
- B. An interruption period begins when the Customer reports a service, facility or circuit to be inoperative and releases it for testing and repair. An interruption period ends when the service, facility or circuit is operative.
- C. If the Customer reports a service, facility or circuit to be inoperative but declines to release it for testing and repair, the service, facility or circuit is considered to be impaired but not interrupted. No credit allowances will be made for a service, facility or circuit considered by the Company to be impaired.
- D. Interruptions of 24 Hours or Less

<u>Length of Interruption</u>	<u>Interruption Period To Be Credited</u>
Less than 30 minutes	None
30 minutes up to but not including 3 hours	1/10 Day
3 hours up to but not including 6 hours	1/5 Day
6 hours up to but not including 9 hours	2/5 Day
9 hours up to but not including 12 hours	3/5 Day
12 hours up to but not including 15 hours	4/5 Day
15 hours up to but not including 24 hours	One Day

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RULES

Rule 18 - Allowances for Interruptions in Service (*Continued*)

18.1 Credit for Interruptions (*Continued*)

D. Interruptions of 24 Hours or Less (*Continued*)

Two or more interruptions of 30 minutes or more during any one 24-hour period shall be considered an interruption.

E. Continuous Interruption Over 24 Hours and Less Than 72 Hours.

Interruptions over 24 hours and less than 72 hours will be credited 1/5 day for each 3- hour period or fraction thereof that occurs. No more than one full day’s credit will be allowed for any period of 24 hours.

F. Interruptions Over 72 Hours.

Interruptions over 72 hours will be credited 2 days for each full 24-hour period that occurs following the expiration of the initial 72-hour period. No more than 30 days’ credit will be allowed for any one month period.

18.2 Cancellation For Service Interruption

Cancellation or termination for service interruption is permitted only if any circuit experiences a single continuous outage of 8 hours or more or cumulative service credits equaling 16 hours in a continuous 12-month period. The right to cancel service under this provision applies only to the single circuit which has been subject to the outage or cumulative service credits.

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RULES

Rule 19 - Change in Service Provider

Solicitations by Carrier or its agents of customer authorization for termination of service with an existing carrier and the subsequent transfer to Carrier’s service will include current rate information and information regarding Carrier’s terms, and conditions for the provision of service. Solicitations by Carrier or its agents will be in accordance with PU Code Section 2889.5.

All solicitations sent by the Carrier or its agent to customers must be legible and printed in a minimum point size type of at least 10 points. A penalty or fine of \$500 will apply for each violation of this rule. At the end of the second paragraph, inset the following: A carrier who engages in such unauthorized activity shall restore the customer’s service to the original carrier without charge to the customer. All billings during the unauthorized service period shall be refunded to the application or customer. A penalty or fine of up to \$500 payable to the Commission may apply to each violation of this rule. As prescribed under PU Code Section 2108, each day of a continuing violation shall constitute a separate and distinct offense. The Carrier, irresponsible for the unauthorized transfer, will also reimburse the original carrier for reestablishing service at the tariff rate of the original carrier.

Carrier will be held liable for the unauthorized termination of service with an existing Carrier and the subsequent unauthorized transfer to their own service. Carrier will be responsible for the action of its agents who solicit unauthorized service termination and transfer.

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RULES

Rule 20 - Administration of the Deaf and Disabled Program

The Company provides equipment and services to eligible deaf, hearing impaired and disabled Subscribers. Please contact the Company’s business office for details of this program.

Customers may access the California Relay Service at no charge by dialing 711. No charges will apply to local calls completed via 711 access; however regular ZUM Zone 3 and other long distance charges apply after connection by the California Relay Service to the called telephone number. Payphone owners connected to the Company’s service are prohibited from charging for 711 access to the California Relay Service and shall post a readily-visible notice advising payphone patrons that there is no charge for 711 calls.

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RULES

Rule 21 – Universal Lifeline Telephone Service

1. Universal Lifeline Telephone Service is available to all residence customers who meet the following eligibility requirements:

- a. The residence at which the service is requested is the customer’s principal place of residence. The residence household (dwelling unit) shall consist of that portion of an individual house or building or one flat or apartment occupied entirely by a single family or individuals functioning as one domestic establishment.

A room or portion of a residence occupied exclusively by an individual not sharing equally as a member of the domestic establishment may be considered a separate dwelling unit (premises) for the application of Universal Lifeline Telephone Service.

- b. There is only one access line serving the residence premises.
- c. The house hold either:
 - i. Meets one of the program-based qualification, available at www.cpuc.ca.gov/General.aspx?id=2752#qualify; or
 - ii. The combined income of a household of one or two person(s), based on current income, does not exceed \$25,900 for the fiscal year for which the service is furnished.

The current income of a household of three or more persons does not exceed the following limitations:

	<u>Household Size</u>	<u>Income Limitation</u>
	1-2	\$25,900
	3	\$30,100
	4	\$36,500
	Each additional member	\$6,400
Flat rate service	\$5.34	Unlimited calling
Measured rate service	\$2.25	60 calls per month free. The usage rates shown in A.1.5 apply to all other calls.

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RULES

Rule 22 - Directories

Each Customer will receive one free Directory Listing in the customer’s local telephone directory.

Each Customer will receive one free white pages telephone directory.

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RULES

Rule 23 – Non-published Service

Upon a Customer’s request, the Customer’s name, address, and telephone number will not be listed in any telephone directory, street address directory, or in the directory assistance records available to the general public. This information, as well as call-forwarding information from such unlisted telephone numbers, shall be released by telephone utilities in response to legal process or to certain authorized governmental agencies, provided the requesting agency complies with the rules herein established in Appendix A of CPUC Decision Nos. 92860 and 99361, Case No. 10206, for the release of non-published information.

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RULES

Rule 24 – Access to 911 by Residential Customers Disconnected for Nonpayment

In the event a residential customer is disconnected for nonpayment, the Company will continue to provide access to 911 services.

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RULES

Rule 25 – Demarcation

Karuk concurs the demarcation rules from the AT&T tariff on file with the California PUC.

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RULES

Rule 26 – Blocking Access to 900 and 976 Services

At the request of the Customer, the Company shall block that Customer’s access to 900 and 976 pay-per-call telephone information services. Company shall inform their Customers of the availability of this service at the time service is ordered. This blocking service shall be made available free of charge to residential Customers, although Company may impose a charge if the Customer asks for deactivation of blocking.

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RULES

Rule 27 – Caller ID

Caller ID is an optional feature which allows the subscriber to see the telephone number of an incoming call displayed on the customer provided display unit. The telephone number of an incoming call will display between the first and second rings. Caller ID service works only on calls which originate and terminate in central offices which are equipped with SS7 connectivity. Caller ID is available to customers by monthly subscription only, which provides unlimited use of this service. The caller ID box is not included in the monthly service charge. An additional installation charge of \$25.00 will be assessed on all Caller ID lines.

The telephone numbers that will be displayed on a Caller ID subscribers display unit included listed, non- listed and non-published numbers.

Telephone numbers that will not be displayed on the Caller ID subscriber are: (1) calls from customers who use Per-Call Blocking; (2) calls from customers located in central offices not a part of the SS7 Signaling System; and (3) calls placed through an operator. When these types of calls are received by a Caller ID subscriber, their display unit will notify them that the calling telephone number is unavailable.

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RULES

Rule 28 – Temporary Service

Carrier will develop conditions precedent to rendering temporary service or service to speculative projects on an Individual Case Basis. The Company will not provide temporary service or service to speculative projects unless the service is consistent, in the Company’s judgement, with the best interests of the Company and its Customers.

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RULES

Rule 29 – Extension of Lines or Mains

The Company, under certain satisfactory conditions determined solely by the Company, may provide extensions of lines or mains to Customers. There will be no cost to the customer for this service, if the Company, in its sole determination, decides the action is technically feasible and operationally supportive.

All policies and practices regarding advances and utility contributions to individuals and developers, deposits, refunds, ownership and maintenance relative to such action will be subject to, and carried out in conformance with, the rules of the California P.U.C.

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TAXES AND SURCHARGES

In addition to the charges specifically pertaining to the Company’s services, whether set forth herein or established by special contract, certain federal, state and municipal surcharges, taxes, and fees will be applied. These surcharges, taxes and fees are calculated based upon the amount billed to the end user for the Company’s intrastate telecommunications services. Such charges include, but are not limited to, surcharges and fees set forth below:

CPUC User Fee
Universal Lifeline Telephone Service Surcharge
California Relay Service and Communications
Devices Fund Surcharge
California High Cost Fund Surcharge – A
California High Cost Fund Surcharge – B
California Teleconnect Fund Surcharge
California Advanced Service Fund

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BASIC SERVICES

A.1 Residential Service

1. Applicability

These rates apply to intrastate service furnished to residential customers.

2. Territory

Within the base rate areas of all exchanges as shown and defined in AT&T California’s current and effective tariffs on file with the Commission, except as specified below.

3. Service Establishment Charge

- | | | |
|----|-----------------|---------|
| a. | Existing lines: | \$17.00 |
| b. | New lines: | \$50.00 |

4. Recurring Service Charges (per month, per line)

- | | | |
|----|--|---------|
| a. | Residential Flat rate (ZUM Zone 1 & 2 usage) | \$21.00 |
| b. | Residential Measured Rate (usage not included) | \$ 5.50 |

5. Usage (per minute)

- | | | |
|----|-----------------|---------|
| a. | ZUM Zones 1 & 2 | \$ 0.07 |
| b. | ZUM Zones 3 | \$ 0.12 |
| c. | Toll | \$ 0.12 |

“Competitive Local Carrier”

BASIC SERVICES (Continued)

A.1 Feature Description

Custom Calling Features may be offered subject to availability from the underlying carrier:

1. Call Forwarding: Allows for the automatic forwarding or transfer of all incoming calls to another telephone number. The line can be restored to normal at any time.
2. Call Waiting: Send a tone signal while a call is in progress to indicate a second call is waiting, and by operation of the switch hook, to place the first call on hold and answer the second call. Operation of the switch hook allows passage back and forth between two calls, but a three- way call cannot be established.
3. Three-Way Calling: Allows the addition of a third party to an established connection.
4. Speed Dialing: Allows a call to be made to a telephone number, from a pre-selected list of established numbers by the customer, by dialing a one or two digit code.
5. Intercom: Permits intercommunication between two or more telephones that answer the same telephone number.
6. Distinctive Ringing: Differentiates incoming calls from up to ten pre-selected telephone numbers by signaling with a distinctive ringing pattern.
7. Repeat Dialing: Allows calls to be automatically redialed when the first attempt reaches a busy signal. The line is checked every 45 seconds for up to 30 minutes and alerts the originating telephone line with a distinctive ringing pattern when the busy number and the originating line are free.
8. Call Return: Allows a caller to automatically return the call of the last incoming call whether answered or not. Upon activation it will automatically redial the number every 45 seconds up to 30 minutes until the call is completed.
9. Caller ID: Displays the name and number of an incoming call on special customer provided equipment.
10. Anonymous Call Rejection: Rejects calls from telephone numbers for which caller ID capability is blocked.
11. Call Waiting ID: Displays the name and telephone numbers of an incoming caller when call waiting is activated.
12. Call Hold: Allows a caller to be placed on hold.
13. Call Restriction: Prevents the completion of billable toll calls. Toll free calls (800, 877, etc), 411, 611, 711 and 911 calls can still be completed. Certain collect and third party calls are not subject to billing validation and may be completed despite subscription to toll blocking service. Customer will be billed for and must pay the charges for such calls.

Charges for individual custom calling services are \$9.00 per service per access line per month

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 53

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

“Competitive Local Carrier”

MISCELLANEOUS SERVICES (*Continued*)

A.1 Directory Listings

Directory Listings – Residence Listings

- A. Residence listings normally consist of a name, the address of the premises at which service is rendered and the telephone number. The address of the premises at which service is rendered may be omitted at the request of the subscriber. At no charge and upon the request of any residential subscriber, the Company shall list an additional first name or initial under the same address, telephone number and surname of the subscriber. The Company shall place the first names or initials in the order requested by the subscriber.
- B. The primary listing is ordinarily the name of the individual who contracts for the service. Where the service is contracted for by one party for the use of a second party, the primary listing may be the name of the second party. Additional listings may be furnished in the names of relative, including those by marriage, domestic employees of the subscriber, or other persons residing in the subscriber’s house who are recognized as a part of the subscriber’s domestic establishment. Dual listings are permitted at the rate specified for additional listings.
- C. Listings of residence telephones of clergymen, physicians, surgeons, dentists, veterinary surgeons, professors, government officials, etc., may, for the purpose of identification, include abbreviated designations of titles. Also, the title of “Mr.” “Mrs.,” “Miss” or “Ms.” is permitted. Degrees are permitted when they serve as a means of better identification; however, titles and designations will be omitted when a degree is used which conveys adequate information.

Non Published service charge \$6.00

“Competitive Local Carrier”

MISCELLANEOUS SERVICES (Continued)

A.2 Directory Assistance

Users of the Company’s calling services (excluding 800 services), may obtain assistance in determining telephone numbers within California by calling the Directory Assistance operator.

Each number requested is charged for as shown below. Requests for information other than telephone numbers will be charged the same rate as shown for the applicable request for telephone numbers.

A Directory Assistance call charged to a calling card or commercial calling card or to a third party number will be billed the appropriate operator charge, as specified in this tariff, plus the charge for Directory Assistance.

Non-published numbers are not available from the Directory Assistance service.

Directory assistance per call	\$3.25 ¹
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¹ A monthly allowance of 3 calls to Directory Assistance for residential subscribers and 0 calls to Director Assistance for business subscribers per line, per month, will be provided. There is no carryover of any unused portion of the Subscriber’s allowance from month to month.

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 57

“Competitive Local Carrier”

FORMS

Deposit Receipt

SAMPLE

DEPOSIT RECEIPT

{Date}
{Customer Name}
{Customer Address}

Re: {Customer Account Number}

Dear {Customer}:

Please be advised that the Company is in receipt of your deposit in the amount of \$ {deposit amount}.

This deposit, less the amount of any unpaid bills for services furnished by the Company, will be refunded, together with any interest due, within 30 calendar days from the discontinuance of service, or after twelve (12) months of service, whichever comes first. However, deposits may not receive interest if the customer has received a minimum of two discontinuance of service for non-payment of bills in a 12 month period.

Sincerely yours,

Karuk Tribal Chairman
Russell Attebery

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 58

“Competitive Local Carrier”

FORMS (continued)

Denial of Service

SAMPLE

DENIAL OF SERVICE FOR FAILURE TO ESTABLISH CREDIT

{Date}
{Customer Name}
{Customer Address}

Re: {Customer Account Number}

Dear {Customer}:

Thank you for your recent application for phone service. Based on the credit information you provided in your application, we regret to inform you that you fail to meet the Company's credit standards for the establishment of service.

You may still establish local phone service by paying a deposit. Please call our customer service department at 530-493-1600 and obtain information on the amount of the deposit required.

If you have any questions regarding your credit approval or deposit policies please contact our customer service department at the number above

Sincerely yours,

Karuk Tribal Chairman
Russell Attebery

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____

Karuk Tribe
64236 2nd Ave.
Happy Camp, CA 96039
(U-7231-C)

Schedule Cal P.U.C. Tariff No. 1
Original Cal P.U.C. 59

“Competitive Local Carrier”

FORMS (continued)

Discontinuance of Service

SAMPLE

DISCONTINUANCE OF SERVICE FOR NON-PAYMENT

{Date}
{Customer Name}
{Customer Address}

Re: {Customer Account Number}

Dear {Customer}:

Our records indicate that your account is past due. In order to avoid an interruption of service, payment in the amount of \$ {amount} must be received no later than {date}. If payment in full is not received on or before that date, your service will be disconnected. In order to reconnect your service, you will be required to pay a deposit equal to two (2) month's usage, plus reconnection charges. Your local service will not be disconnected for non-payment of Category II or other unregulated services.

If you believe that the amounts now overdue were billed in error, the Company will investigate the disputed amount upon written request. If, after the Company completes the investigation and review, there is still disagreement over the amount due, you may appeal the dispute as follows:

1. In lieu of paying the disputed bill, you may deposit within seven (7) days with the California Public Utility Commission, Consumer Affairs Branch, 505 Van Ness Avenue, Room 2003, San Francisco, CA 94102 the amount claimed by the Company to be due.
2. Checks or other forms of remittance used for this purpose should be made payable to the California Public Utility Commission.
3. Upon receipt of the deposit, the PUC will notify the Company, will review the basis of the billed amount and will advise both parties of its findings and disburse the deposit in accordance therewith.
4. Service will not be disconnected for non-payment of the disputed bill when deposit has been made with the PUC pending the outcome of the PUC review.
5. Your failure to make such deposit within seven (7) days after the date of this letter will warrant discontinuance of your service without further notice.

If you have any questions regarding the amount due or wish to make arrangements for payment, please call our customer service department at 800-____-_____.

Sincerely yours,

Karuk Tribal Chairman
Russell Attebery

Advise Letter No. 6
Decision No.

Issued By:
Russell Attebery
Chairman

Date Filed: _____
Effective: _____