

**Karuk Tribe – Council Meeting
December 21, 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 (late)
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large
Renee Stauffer, Member at Large
Kristen King, Member at Large
Joseph “Jody” Waddell, Member at Large
Arch Super, Member at Large

Absent:

None.

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

Agenda:

Renee Stauffer moved and Jody Waddell seconded to approve the agenda with changes, 7 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Arch Super moved and Bud Johnson seconded to approve the consent calendar items, 7 haa, 0 puuhara, 0 pupitihara.

Minutes of November 16, 2017:

Page 4 second sentence, should be Brian and it’s recorded as Brain. That spelling correction shall be done.

Renee Stauffer moved and Arch Super seconded to approve the minutes with correction, 7 haa, 0 puuhara, 0 pupitihara.

Old Business:

Arch is wondering if he should question Directors about follow-up or wait until their reporting time. It was reported that the water for the garden and DNR is corrected and the community garden water accessed has been locked. Josh will follow-up on this as well.

Arch then inquired about IT. He asked about Aan Chuuphan and charging programs to help supplement the program. Eric has received responses from most Directors but he is waiting for funding codes from DNR, Computer Center, and TANF. This will happen and it is progressing. Josh will follow up with the Directors to make sure they are responding to Eric.

Arch then asked about additional speed bumps in Yreka KTHA. Robert noted that this was discussed but they will need to discuss it further with Misty. Misty reported that additional speed bumps may be put in when they do the road work on Apsuun. If that is finalized, final completion is estimated for June 2019. She hopes for this to be done before that but that is the latest.

Arch also has a question for Sara regarding a backlog for unit prep and he wanted to know how this was progressing. Robert reported that a contract was submitted and they have submitted a bid for 7 units right now, and the 8th unit they will do half the work. Bids are being received for each unit. Jody believes that they are discussing quality of work with the contractor as well. Arch noted that it needs to be done because the Council asks if this is completed every month. Robert reported that the KTHA BOC is discussing this and working through options. Robert and Jody will need to communicate regarding the Council requests to have homes prepped timely. Jody then reported that the lighting in Yreka that is always requested really needs completed as well, the facility is too dark. KTHA is working toward better solutions on lighting.

Sonny then commented that there are light poles being put in in Yreka but they left out an area. Buster asked that Sonny write this down and get back to the inquiry when the KTHA ED is present, because it may be worked on.

Guests:

1) Sungnome Madrone:

Mr. Madrone is present to announce that he is running for a political office in Humboldt County. He has past experience in working with the Karuk Tribe within their road decommissioning projects. He was excited to see that the Karuk Tribe was working on training their Tribal Members on assessing roads, running equipment, and completing the decommissioning projects. The stewardship was nice to see and a good achievement.

In addition to teaching at Humboldt State University he is the Executive Director for the Matole Salmon group. In the process of his education, background and work he realizes that this is tied to economic development. Employment and training on water resources and students obtaining their education toward watershed development is a priority. He excels at writing grants in securing money into Humboldt County to work toward salmon restoration.

He believes that they can expand roads and work with Tribal entities to achieve roads that serve the area and habitat restoration.

He has worked for years on spearheading trail development. This goes along with Native traditions. He has experience working with groups that have partnered with the USFS, BLM and other community groups.

He is here to seek endorsement to the 5th District, Humboldt County Board of Supervisors. He would like to request the Tribes endorsement and he would value it, but respects if the Tribal Council needs more time. Mr. Madrone understands that Sundberg is running with cannabis support but he does not support large cannabis grows, and he understands that the Tribe is zero tolerance, so that may be a slight difference in endorsement requests.

Buster and the Council thanked him for being present and they will consider his request.

2) Nate Rhodes, Maintenance Employee:

Nate is present to seek approval of procurement. He explained that the Tribe is growing and they need equipment. Buster asked if there are operator requirements. There are no operator certificates required but this has a tracking mechanism to notify the Supervisors of needed maintenance, what breaks during an employee use, and a safety mechanism for security. The backhoe will be stored at the Ranch. He would like to require a driver's license to operate it as well.

Renee Stauffer moved and Robert Super seconded to approve procurement and allow the purchase of equipment (backhoe) from Pape, 7 haa, 0 puuhara, 0 pupitihara.

Director Reports:

1.) April Attebury, Judicial Systems:

Not present, late.

2.) Laura Mayton, CFO:

Not present. Arch noted that the request to approve CRIHB associate membership fees is recommended, this provides assistance to the Karuk Tribe.

Arch Super moved and Bud Johnson seconded to approve CRIHB Associate Member fees, 7 haa, 0 puuhara, 0 pupitihara.

Arch asked if there is a time with the casino project to review the organizational chart. He would like a report on the casino. Barbara will add this to the next Planning Meeting and Mike should be asked to provide a casino report.

Robert Super moved and Arch Super seconded to approve Eric's report, 7 haa, 0 puuhara, 0 pupitihara.

3.) Eric Cutright, IT Director:

Eric is present to seek approval of several action items. He first sought approval of the environmental assessment that has been worked on in conjunction with the Yurok Tribe. It took four years to complete. He would like the Tribes approval to submit the final document. After submission there may be about a year of review by the State. Once the State and Federal agencies submit their approvals then they are hoping to better serve the rural areas with internet services. The Federal match is included for this project.

Arch Super moved and Sonny Davis seconded to approve the Environmental Assessment for the broadband project, 7 haa, 0 puuhara, 0 pupitihara.

His next action item is a position description update for the RPMS Site Manager position. He is asking to increase the salary and qualifications needed.

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

He then sought approval of procurement for the video conferencing project. He was only able to get two companies to bid. He contacted two additional companies but they were unresponsive. This proposal will install three mobile carts into each Council Chamber and it will have a TV and sound equipment to allow ease in hearing each other via TV.

The funding has been identified and split between entities that will use the equipment.

Arch Super moved and Renee Stauffer seconded to approve procurement and allow the purchase with Solutionz Conferencing Inc. to install video conferencing, 7 haa, 0 puuhara, 0 pupitihara.

He has been working with KTHA to complete internet for home installs. Josh noted that Eric was very helpful in identifying a solution on generators and a company to do general maintenance on the generators.

Arch asked about the internet for the homes in Yreka. Sara noted that the internet is required for LIHTC program homes. Arch commented that this is a good thing and possibly a newsletter article can be drafted to announce services. Sara commented that the LIHTC project required internet access to be installed, so providing announcements that one set of homes receives the service may appear negative, and that is not the intention.

4.) Sara Spence, KTHA ED:

Sara announced that she does not require Council approval of the Annual Performance Report by the Tribal Council but she would like to seek their comments. If they have any she can include them if they would submit them as well.

Sara reported that the KTHA community meetings have been scheduled and today the last one will be held in Orleans. They thought they had scheduled it around other community activities but it was determined that Orleans has other community meetings at the same time. They will monitor that moving forward.

She continues to work on the Tax Market project and has been in communication with Craig and Fatima and documents that need completed. It appears that the closing will be early February.

Sonny commented there needs more lights on Oak Street cul-de-sac. Sara will review the map to determine if there are additional needed lights and verify what the plans are for the lighting in that area.

The date for training that KTHA has scheduled is included in her report. Brian continues to work on procurement for unit prep, and she will review that next week.

They continue to seek employees for a crew member. They are advertising for positions that are needed. Debt by tenants and their names being provided on the delinquent list was provided to Josh for him to follow up, from KTHA's attorney.

Arch asked about the backlog on unit prep. Sara reported that as procurement is being worked on, the current staff is working on trash removal. She doesn't have the specific number but the staff is continuing to work on unit prep while procurement is being worked on. Sara updated that every month the staff complete unit prep, but there are more homes available which get put on the list. With the LIHTC complete, then this will allow some more time to complete unit prep. Arch asked if there is a nice flow for the waiting list to get families into homes. Sara reported that yes, Susanna works with the top 10 people on the waiting list to ensure a smooth transition into homes.

Buster asked about weather prep for the upcoming season. Sara reported that weather preparations are complete. Buster noted that he had a request regarding a monitor heater from an Elder. Sara noted that KTHA does not have excess equipment but there may be options for services, so the person should contact KTHA if that possibility would like to be reviewed.

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

5.) Scott Quinn, Director of Land Management:

Scott is present to review his report. He had action items but he would like to table them to identify funding from BIA. There is a Fee to Trust Consortium Meeting coming up and they have

asked that the Tribe be the spotlight and tour the Tribes property. He suggests hosting the meeting in Yreka and accept the spotlight for the Tribe. A response needs to be received and Scott also asked if any Council Members would like to attend the January 16th-17th. He would like to meet with Josh on a pre-meeting and a strategy for the California fee to trust consortium and identify a Council Member for consultation.

Scott overviewed his activity for the month. Scott would like the MOU and resolution tabled to the Planning Meeting.

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

6.) Karen Derry, KCDC OM:

Karen is present to review her report. She has a couple action items.

She first sought approval of the Head Start policy regarding transition from Head Start to Kindergarten. It has been approved by the Head Start Policy Council as well as KCDC.

Bud Johnson moved and Arch Super seconded to approve the Head Start Policy Transition from Head Start to Kindergarten, 7 haa, 0 puuhara, 0 pupitihara.

She then presented Shared Governance policy for Head Start but since the Council just received it then she understands if the Tribal Council wants to take time for a review of the document. The Council will review it. Renee asked that she receive information ahead of time for review. Karen reported that she did. It wasn't provided hardcopy and the Executive Secretary, and with equipment issues, the Directors who didn't submit their reports hardcopy were not included in hard copy packets, but they were included in electronic format and emailed directly to the Tribal Council.

She then sought approval of the revised position description for the Head Start Bus Driver/Clerical Assistant position description. This is a new position so if the Council wants to review it then it can be reviewed.

They are hoping to work with TANF on workforce development at the Computer Center in Happy Camp but communication is struggling with that department.

They met with staff and have finalized direction on the second Amkuuf shop in Yreka. She noted that they met regarding water, lighting, security etc on that set up. Arch asked for a visual of where the second shop would be. Karen explained that it will be near the batch plant.

Karen distributed the KCDC Finance Summary Report for the Tribal Council.

Head Start review is January 29th on the telephone. Robert asked about the negative expenses in the wildfire line item. Karen noted that that will be worked on and completed as staff completes invoicing.

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

7.) Emma Lee Perez, Contract Compliance:

Emma Lee is present to seek approval of her action items. She first sought approval of contract 18-C-XXX to complete the HUD EA for the DNR ICDBG project. It was determined that the contract was not attached to her report.

She provided resolution 17-R-146 grant proposal from California Department of Social Services that provides services to Social Services and their work with TANF. There is an MOU attached however it is treated as a grant because there is an exchange of funds and deliverables. The MOU will be reviewed today.

Everything is on schedule for ICDBG. The Family Services Center is going up pretty fast. The CSD funding purchased about 40 coats for kids. Orleans also served kids with hats and gloves. They will receive that funding again.

She continues to review grants and agreements. She announced that if staff or Council Members have questions and/or comments to stop by her office and she would go over items as they needed.

Emma Lee also handles all of the CSD funds and assists the High School and grade schools.

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

8.) Dion wood, TERO/Childcare:

Not present, report provided.

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

9.) Trista Parry, HR Director:

Trista is present to review her report. She has one action item which is a revised position description for the PRC Clerk.

Robert Super moved and Bud Johnson seconded to approve the revised PRC Clerk position description, 7 haa, 0 puuhara, 0 pupitihara.

Trista then highlighted her written report. Trista reported on her outreach activities and how she is working with Dion on having onsite trainings every quarter.

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

Buster thanked Trista for her working so hard and putting in extra hours, but cautioned her to not burn out.

10.)Lester Alford, TANF Director:

No report, not present.

11.)Michael Dyer, Education Coordinator:

Michael is present to provide his report. He updated the Council on the education activities and the staff that has been hired. There will be work done on Indian Parent Committees under Title VI, but right now for a Principal to put out a document to follow, is a good faith effort. He is in

Orleans 10-12 at the Elementary School and at Junction 1-3pm. He will be accessible as well as the Student Services Coordinator onsite to provide assistance to the staff and youth. This opens up collaboration and communication with the schools.

Michael commented that he would like to have a tracking system for students and their educational plans and progress.

The tutoring program is in collaboration with TANF. This provides service to Native American youth for tutoring needs. He is planning an appreciation luncheon with the tutors in January.

Renee welcomed Michael. She announced that Michael and Chena have done a great job. Jody asked about the HC Elem School and a student inquiry about the movie nights. Michael commented that those will be coming back but it is important to meet grant deliverables as well.

Scott noted that his department and Enrollment just completed the review of the Title VII funding for students. He noted that Yreka never asks for that information and it could be beneficial because it provides funding for Native American children in the schools. April reported that Yreka does have the Title VII and Florraine assists in that activity. Misty asked if Orleans is a part of that funding, and Scott reported that Orleans does not participate in seeking verifying youth for their school either.

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

12.) Leaf Hillman, DNR Director:

Leaf is not present, but Alex is for him.

Alex would like to seek approval of agreement 18-A-041 which is a standard cultural monitor agreement with Trinity Valley Engineers for work on the Orleans Community Service District above Pearch Creek.

Renee Stauffer moved and Robert Super seconded to approve agreement 18-A-041, 7 haa, 0 puuhara, 0 pupitihara.

Alex noted that any eyes in Yreka would be helpful because they haven't been notified of ground disturbances and the need of cultural monitors.

Bud Johnson moved and Sonny Davis seconded to approve Leaf's report, 7 haa, 0 puuhara, 0 pupitihara.

13.) Misty Rickwalt, Director of Transportation:

Misty is present to review her report. She updated the Council on her transportation activities.

Itroop emergency repair is going to be postponed until the end of winter. She is still working on the hillside road widening and parking facility at the Family Services Center. Yreka Clinic parking facility and Kahtishraam parking facility will be moving forward as well.

She is working with Scott, Josh and Bucky on the Casino Road in Yreka. Bucky and Scott have met about the road but she hasn't seen a report.

Happy Camp Street Scapes project is moving forward with Caltrans. She will be working with people to provide template support letters to the project for Caltrans to submit with their proposal.

The DOT Maintenance building was removed from the TTIP at this time because they haven't found a sufficient location. However, she has left a place holder for it after a future location is identified.

She just received notice from NAHC made a nomination of Misty to the Committee and she is hoping to have formal response of her selection.

She appreciated the recognition she received in the Newsletter, which was really nice.

Misty reported that Red Cap project is still at a standstill and at this time of the year and the weather means that that work won't take place. She commented that in the meantime she will follow up but if she doesn't get anywhere then she will work with Josh. Buster announced that he was in a meeting with Garth on Monday but he didn't get back to this. Josh noted that himself and Misty will draft a letter outlining what needs to be done and by when, which will hopefully hold them accountable. Misty reported that the bridge portion of the project will be buttoning up for the winter and returning next year when it's warmer.

She sought approval of a credit card limit increase.

Robert Super moved and Sonny Davis seconded to approve a \$5,000 VISA limit for Misty Rickwalt, 7 haa, 0 puuhara, 0 pupitihara.

Misty reported that they are installing temporary speed bumps in Yreka.

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

14.) April Attebury, Judicial Systems:

April is present to review her report. She has one action item. Last year when the CTAS proposal was submitted they received funding for the transitional house, but she would like to change the reporting structure to the Program Coordinator and change the range in the position description to what is funded in the grant.

Robert Super moved and Renee Stauffer seconded to approve the domestic violence services specialist/transitional housing program manager, 7 haa, 0 puuhara, 0 pupitihara.

There was a Judicial Advisory Committee Meeting yesterday and the Administrative Assistant was trained in taking notes. April provided them to the Council for review.

Arch, Renee and Fiona were present along with Corina Alexander and the Administrative Assistant was in attendance for the Court Advocate meeting.

An RFP was submitted for a Bailiff for the court. She submitted that information for review. She isn't sure how to proceed but Josh and April will meet on how to proceed regarding the ICDBG contracting options. The group discussed the specifics of the project and how to move forward with ICDBG.

Renee will attend the DA roundtable meetings in Humboldt County. Arch would like to meet

with Josh on the coordination of office space at the log cabin building. The property is still in closing and after it closes then they can identify a strategy for the building.

She was able to successfully facilitate criminal record remedies services. She was able to provide 8 Tribal Members with remedies so that is a success.

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

15.) Josh Saxon, Executive Director:

Josh is present to review his written report. He was hired in November 2017 for the Karuk Tribe and his main role is providing support to Directors of programs. He has been assisting on the Family Services Center, DNR Remodel, Compliance for drafting documents needed for upcoming RFP's, attendance to meetings, the casino project is a large project and it continues to move toward opening. Upcoming tasks include annual evaluations.

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

Phone Votes:

1. Request approval of procurement and allow the purchase of eye retina camera. Passed.
2. Request approval to declare December 1, 2017 a Holiday. Denied.
3. Request approval of agreement 18-A-040. Passed.
4. Request approval to provide the NCTCA a \$1,000 donation toward their scholarship fund. Passed.
5. Request approval of resolution 17-R-138, HRSA proposal. Passed.
6. Request approval of agreement 18-A-030, Justice System. Passed.
7. Request approval for out of state travel for Leslie Harrison to Denver CO, December 5-9, 2017. Passed.

Closed Session:

Arch Super moved and Sonny Davis seconded to approve resolution 17-R-149, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve resolution 17-R-150, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve resolution 17-R-151, 7 haa, 0 puuhara, 0 pupitihara.

Informational: financial assistance for Tribal Member medical bill will be sent to the PRC Supervisor.

Informational: financial assistance for Tribal Member will be sent to PRC Supervisor. 2) Request regarding letter certifying teaching credential, will be sent to the Language oversight Department.

Informational: Tribal Member request for reconsideration of cancelling a vender contract.

Informational: financial assistance for Tribal Member employee shall be sent to TERO for review.

Informational: Employees shall hold a meeting to identify the internal process, completion of projects and present a revised budget to the Tribal Council for consideration regarding program shortfall request.

Informational: Tribal Member is present to report several incidents and complaints regarding a tribal entity.

Arch Super moved and Bud Johnson seconded to pay for ½ the cost for CHS Case #279 7 haa, 0 puuhara, 0 pupitihara.

All staff excused from the meeting.

Informational: DNR Director and Policy Advocate shall attend the 1/18 Planning Meeting to discuss the tribes direction and strategy, and clarify processes.

All staff returned to the meeting.

Arch Super moved and Renee Stauffer seconded to approve resolution 17-R-153 authorizing agreement 18-A-034, 7 haa, 0 puuhara, 0 pupitihara.

Informational: joint meeting shall be set for the Tribal Council with outlined topics submitted for immediate review.

Arch Super moved and Renee Stauffer seconded to approve agreement 18-A-042, 7 haa, 0 puuhara, 0 pupitihara.

Renee left the meeting at 4:45pm.

Arch Super moved and Sonny Davis seconded to approve agreement 18-A-043, 6 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Kristen King seconded to allow for use of the Tribes logo for a period of one year on prophylactics, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve an alternate office in Yreka and the IT Director position description, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve out of state travel ANA post award training for Aja Conrad and Laura Olivas Phoenix AZ January 8-11, 2018, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve resolution 17-R-146, 6 haa, 0 puuhara, 0 pupitihara.

Sonny Davis moved and Arch Super seconded to waive the hiring policy and to switch MA position and the TeleHealth Coordinator positions, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: to demolish old Yellow house at the Rustic Inn Property.

Arch Super moved and Sonny Davis seconded to approve a revision to Director of Land Management position description, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Bud Johnson seconded to approve the ESA State petition listing for Spring Chinook, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: to move toward one provider under head hunter firm and to bring back revised contract.

Consensus: review alternatives to UA screening.

Arch Super moved and Robert Super seconded to pay \$550,000 for agreement, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve \$200 discretionary for donation to previous employee's memorial fund, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve \$100 for the Business Office Manager's retirement party, 6 haa, 0 puuhara, 0 pupitihara.

Renee returned to the meeting.

Consensus: to deny the cell phone lists for distribution.

Next Meeting: January 25, 2018 at 10am in Yreka. CA

Adjourn at 6:20pm.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider