

**Karuk Tribe – Council Meeting
February 22, 2018 – Meeting Minutes**

Meeting called to order at 10am by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman
Joseph “Jody” Waddell, Member at Large
Alvis “Bud” Johnson, Member at Large
Arch Super, Member at Large
Charron “Sonny” Davis, Member at Large

Absent:

Michael Thom, Secretary/Treasurer (excused)
Kristen King, Member at Large (excused)
Renee Stauffer, Member at Large (excused)

Prayer was completed by Sonny Davis and Buster Attebery read the Mission Statement.

Agenda:

Jody Waddell moved and Bud Johnson seconded to approve the agenda with changes, 5 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Robert Super moved and Bud Johnson seconded to approve the consent calendar, 5 haa, 0 puuhara, 0 pupitihara.

Minutes of January 25, 2018:

Josh will provide an update on the HHS policies for the closed session report.

Robert Super moved and Bud Johnson seconded to approve the minutes, 4 haa, 0 puuhara, 1 pupitihara (Arch Super).

Old Business:

1) Language:

Arch reported that the Council will now be using Ayukii Huutkich. The translation is “Hello, how are you?” This will be practiced for two weeks. They have Ayukii, Yootva, and Suvanik that have been introduced and used throughout the organization. Another Karuk language item will be Suvanik Imaan, which means “see you later, tomorrow.”

Guests:

1) Brittany Souza, Administrative Clerk:

Brittany is present to provide the draft newsletter and determine if the Council would like to have more time for review. She reported that the deadline is passed due by two weeks because staff isn’t responding to the requests to submit articles in a timely manner.

Robert Super moved and Jody Waddell seconded to approve the Spring edition of the newsletter, 5 haa, 0 puuhara, 0 pupitihara.

The Council thanked Brittany for her work. She then presented approval of resolution 18-R-019 for a basketweaving project. They will create a storage basket and then donate it to the People's Center for display. They are seeking approval now to gain community support and participation in the overall project.

Arch Super moved and Robert Super seconded to approve resolution 18-R-019, 5 haa, 0 puuhara, 0 pupitihara.

Director Reports:

1) Karen Derry, KCDC OM:

Karen is present to review her report. She announced that she is hoping to keep the staff updated of the ongoing tobacco vending issues that have been happening. So far, she has not hit a roadblock in obtaining products. The Board will be traveling to Herlong to visit the site of manufacturing plant. KCDC is only interested in distributing not manufacturing. Karen will evaluate if the Tribe will be required to stamp the tobacco (cigarettes), for sale once the move toward that.

Bob Whitener has been working with California Tribes on tobacco issues. They are developing a consortium and if approved this will reduce costs.

The Computer Center visits for the month of January were provided. There are ongoing services being provided through the Center.

The Head Start review went well and the reviewer complimented the staff on their willingness to change the program if needed. The compliment(s) regarding change and teamwork were recognized and noted by the reviewer.

Biomass is moving forward and Karen has reached out regarding reporting requirements. The reports have been submitted and are on time.

They have received several business loan requests in the last year, and they refer to other agencies when KCDC is not available to assist.

She has three Head Start policies to request approval on. They have been approved by the KCDC Board, Policy Council and now require Tribal Council approval.

Arch Super moved and Jody Waddell seconded to approve the policies; New Hire Health Wellness, Parent Committee Meetings, and Policy Council, 5 haa, 0 puuhara, 0 pupitihara.

Karen reported that all the policies that are under review and updated are compliant with Head Start standards. Once the policies are in order that will free up more time to devote to the Head Start program itself and not so much policy work.

Buster asked about enrollment issues. Karen reported that due to low enrollment they are requesting the same funding and add a family service position. Due to most enrolled kids being 3 year olds they may not have the sufficient number for continued funding at the same rate. However, KCDC is hoping to have this monitored and allow this to remain consistent.

Robert asked why Amkuuf is not included in the funding/budget reports. Karen noted that it generally isn't provided, that is their revenue generated and is a separate piece of grant budgets. Karen will provide the Amkuuf budget for the Council if that is what they would like to see.

Laura reported that the last fiscal year Amkuuf generated \$550,000 of profit. Laura reported that this is larger profit than the years prior even with tax increases.

Robert Super moved and Sonny Davis seconded to approve Karen's report, 5 haa, 0 puuhara, 0 pupitihara.

2) Josh Saxon, ED:

Josh is present to review his report. He updated the Council on his additional duties including interim HHS CEO. This is taking approximately 70% of his time. There are a lot of moving parts to the Health Program and is time consuming but it operates well. He is impressed with the staff and the large majority of the Health Program has worked for the Tribe for a long time. He advises to protect the longevity of the health program by evaluating succession planning for staff. After a permanent Health CEO is hired, then they should move toward that evaluation and work toward solutions.

ICDBG is going well at the Family Service Center. The DNR Remodel received a bid and they are evaluating contracting to continue movement on that project.

CTAS and ICDBG are being evaluated for the Log Cabin facility in Yreka. Scott is working on the identified challenges for the remodel of the building.

Most of his annual evaluations have been completed. They went well and he learned a ton on his direct reports. He is catching up on full completion of the evaluations including the comments section being finalized.

The Casino is a large project that he also works on. There are items that will be discussed with the Tribal Council. It is exciting to open this venture and the Council should be proud of the work on this large project.

There is a path forward in policy reviews. There will be chapters that will be provided for Health Board review and seek approval at their following meeting. The timeline for all of the reviews will work fine with AAAHC review and ensure compliance.

Buster reminded Josh to keep in mind that he has a lot on his plate and Buster offered to share duties on interim HHS CEO tasks. He would like to ensure that staff is keeping up to date on timelines.

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

3) Trista Parry, HR Director:

Trista is present to review her report. The Construction Manager will start Monday morning and the staff is looking forward to having vacancies filled.

In addition to her report they are completing annual screenings for 38 potential fire crew personnel. She reported that she has had a successful meeting with DNR and KCDC to finalize this year's operations and plans to move forward on for the next year.

Arch asked if the names of staff are going to be provided to the Council once they are hired. Trista will provide that information as needed moving forward.

Buster commented that the long hours that the HR Directors are working is concerning. There has to be a balance to avoid burnout. Buster feels that the staff should be living normal lives and the staff be mindful of sharing duties and workflow.

Arch Super moved and Robert Super seconded to approve Trista's report, 5 haa, 0 puuhara, 0 pupitihara.

4) Laura Mayton, CFO:

Laura is present to review her report. The fiscal year 2017 audit report is ready to go, but the KTHA audit cannot be complete yet without the addition of the Tax Market inclusion portion to the audit. There is still time to get the report out and remain in compliance. She will be posting the RFP for the audit firm and once they receive bids they will evaluate them.

The UDS report has been completed and she hopes that someone will be learning this task as the former employee who was responsible has retired. Josh reported that there is a short term and a long term plan.

The Tax Market project will require a fair amount of reporting. This is somewhat of a burden because consolidated information must be provided every quarter not annually. This reporting item is new to the Tribe. It will add a considerable amount of time. There are positive things for the community coming with the project though, so the staff will make it work.

The Casino will be opening later than anticipated again. She has contacted the bank and they will extend the payment for one month. So far the Tribe has drawn down and paid out \$24 million from the loan.

Robert Super moved and Sonny Davis seconded to approve Laura's report, 5 haa, 0 puuhara, 0 pupitihara.

5) Emma Lee Perez, Contract Compliance:

Emma Lee provided her report and is present to provide an update to her ongoing projects. The Family Services Center is moving along and is underway for staffing reviews and office space. In July the center will be occupied.

Emma Lee commented that the Tribe will need to evaluate the contractor oversight and experience with recent, relevant, on-time, and within budget oversight for future ICDBG projects. The staff discussed ways to ensure compliance including naming Josh Saxon and Emma Lee. Emma Lee advises to pull together staffing to ensure a positive proposals are submitted.

Arch Super moved and Jody Waddell seconded to approve Emma Lee's report, 5 haa, 0 puuhara, 0 pupitihara.

6) Eric Cutright, IT Director:

Eric is present to review his report. He presented procurement and a contract under 18-C-058 with All Trade Services. He is recommending selection of a higher quality and better service based vender.

Robert Super moved and Bud Johnson seconded to approve contract 18-C-058, 5 haa, 0 puuhara, 0 pupitihara.

He then announced that Patti White is retiring and her last day is March 2nd and he invited the Council to attend. She provided notice and the replacement staff have been hired and Patti is providing 2 weeks of training to the new staff member which is great for cross training.

Robert Super moved and Jody Waddell seconded to approve Eric's report, 5 haa, 0 puuhara, 0 pupitihara.

7) Sara Spence, KTHA ED:

Sara is present to review her report. She has one action item and it is time to complete the annual address updates from Enrollment for Tribal persons that are on the delinquent list.

Arch Super moved and Robert Super seconded to provide address verification from Enrollment, 5 haa, 0 puuhara, 0 pupitihara.

The New Market Tax Credit project is still pending. There have to be surveys for each of the sites and the finalized leases need to go to the BIA. Sara has sent preliminary leases to the BIA but there is staff on vacation and won't return until February 28th. The BIA Home Improvement Program is ongoing and changed to the regulations in 2015 so she is working on getting those completed to receive the funding.

Sara asked for clarification on the contribution to the Trust Consortium. Scott is working on this item with the Board and has authorized KTHA discretionary for the contribution needed.

There is discussion on overflow parking that is being evaluated and planned for the Yreka Wellness Center.

Mr. Norton previously declined the KTHA unit and KTHA will evaluate this to determine if the home will be held for the officer. Josh asked to have the Tribe involved in that as well because it is good to provide inclusion of time spent in Orleans for his housing unit. He has pets but they will work on that issue. She is hoping to work on the lease agreements to ensure there is a mutual agreement between the KTHA and Karuk Tribe as opposed to deal with direct tenants.

Arch asked how to make a request to KTHA BOC. The Yreka wellness court is really nice, but the siding on the sides, is becoming a hazard with regard to slipping. Arch asked that this be put on the agenda for discussion. Sara reported that they will not add to the floor but Arch asked that this be evaluated for safety. He also commented that shade cover was put up to protect from the sun, and it was reported that that the other window requires the covering as well.

Sara reported that the rental fees at the wellness center are requested to be waived every time it's being used. She understands in the beginning that was fine but at some point the fees must be charged. It is \$200 per day for a large event and \$15 per hour for small events.

Arch Super moved and Robert Super seconded to approve Sara's report, 5 haa, 0 puuhara, 0 pupitihara.

8) Michael Dyer, Education Coordinator:

Michael is present to provide his report. He updated the Council on his monthly activities and his continued efforts to work with the local schools. He drafted an MOU and provided it to the schools for them to review which outlines sharing supplies, resources, and information sharing. He will continue to attend School District Meetings to make progress in the schools as necessary.

Youth Leadership Council Meetings have begun in Yreka. They are seeking enough members for the Happy Camp Council as well. They will be working toward an active Youth Council and they will begin to hold meetings.

He continues to work on updating the database which tracks student progress. The Education Department provides scholarships to eligible students for up to 6 years, but no longer. They still remain to be a resource post education if needed. He would like to consider a part time scholarship option for lower credit courses. He would like the policies reviewed regarding this.

Tutoring is moving along and there are several kids eligible for tutoring but there aren't a lot of tutors that are provided to the youth.

Buster is concerned about the attendance as well for the youth. Discipline is double for Native American students, referrals to the office is double than other youth groups.

Robert Super moved and Arch Super seconded to approve Michael's report, 5 haa, 0 puuhara, 0 pupitihara.

9) April Attebury, Judicial Systems:

No report submitted. Josh shall notify staff to submit their reports.

10) Scott Quinn, Director of Land Management:

Scott is not present, report provided. Buster asked about why it's so hard to get items moving through the BIA and get land into trust. Buster reported that there was quite a bit of discussion regarding land into trust applications. The Tribes don't want the process to change, but some items that aren't related to gaming, should be easily reviewed.

Robert Super moved and Jody Waddell seconded to approve resolution 17-R-52 authorizing 18-M-002. It was reported that the documents have not be signed off on to date. The Council will phone Scott for clarification.

Robert Super moved and Bud Johnson seconded to approve Scott's written report, 5 haa, 0 puuhara, 0 pupitihara.

11) Leaf Hillman, DNR Director:

Leaf is present to review his report. He has no action items. He provided a brief update on cannabis permit requests. They are coordinating with the Yurok Tribe and Humboldt County on their revised or amended ordinance. He updated the Council on ongoing cannabis work in the areas and the resources that are harmed or need evaluated for natural resources impacts within the Tribes territory.

Arch Super moved and Robert Super seconded to approve Leaf's report, 5 haa, 0 puuhara, 0 pupitihara.

12) Misty Rickwalt, Department of Transportation:

Misty is not present, report provided.

Robert Super moved and Jody Waddell seconded to approve Misty's report, 5 haa, 0 puuhara, 0 pupitihara.

13) Lester Alford, TANF Director:

Lester is not present, report provided. Robert commented that he has asked for a report on the cultural activities provided by Phil Albers Jr., however Robert would like information regarding services and how many youth are receiving services, when events are planned, and how much outreach is provided.

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

14) Dion Wood, TERO/Childcare:

Dion is not present, report provided.

Arch Super moved and Sonny Davis seconded to approve Dion's report, 5 haa, 0 puuhara, 0 pupitihara.

Phone Votes:

1. Request approval of services for D01674. Passed
2. Request approval to submit the Tribes comments to the State of California regarding ICWA, TCA. Approved
3. Request approval of resolution 18-R-003, CalOES proposal
4. Request approval of modification (4) to contract 17-C-063. Passed.
5. Request approval of modification (5) to contract 17-C-063. Passed.
6. Request approval of services for Descendant. Passed

Closed Session:

Arch Super moved and Robert Super seconded to approve the MSA letter to Randy Moore, 5 haa, 0 puuhara, 0 pupitihara.

Informational: Tribal Member was present to state that she did not agree with the Tribal Council public statement, she was concerned it was not factual and not respectful to professionals. The Tribal Council provided the facts in which put forth the public statement.

Sonny Davis moved and Jody Waddell seconded to appoint the seven participants to the Language Committee, 4 haa, 0 puuhara, 1 pupitihara (Arch Super).

Arch Super moved and Bud Johnson seconded to move forward on hiring of Tribal Member #BL under; after time served and successfully completing court orders, with Supervisor and interview approval the employee may be granted employment offer, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Jody Waddell seconded to approve offer letter for potential MD, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to approve resolution 17-R-152 authorizing MOU 18-M-002, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Arch Super seconded to allow Scott up to \$150,000 to make an offer on Orleans property, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to approve \$150,000 from discretionary for the fire lane on Oberlin, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: to discuss the grievance policy for KTHA tenants at the upcoming Council/KTHA planning session.

Arch Super moved and Robert Super seconded to approve the Controller position, open until filled, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Arch Super seconded to approve ordering shirts for Council Members, 5 haa, 0 puuhara, 0 pupitihara.

Employee Drawing: Susan Fricke.

Robert/Bud to approve the letter to Brian Daniels a notice to cease and desist on Social Media Defamation and Harassment, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: approve the unfunded survey to the BIA with Government, Social Services, Workforce; DNR will be the Tribes priorities.

Arch Super moved and Robert Super seconded to approve contract 18-C-057, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to cancel the contract with Cjeka, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Jody Waddell seconded to reject all offers and provide \$1,000 donation to the Resource Center project, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to provide per hour increase rate for identified Directors, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Arch Super seconded to approve Upenn letter regarding Brian Daniels, 5 haa, 0 puuhara, 0 pupitihara.

Next Meeting Date: March 22, 2018 at 10am in Orleans.

Robert Super moved and Sonny Davis seconded to adjourn at 5:06pm

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider