

**Karuk Tribe – Council Meeting
June 25, 2020 – Meeting Minutes**

Meeting called to order at 10:02am.

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Wilverna “Verna” Reece, Member at Large
Paula McCarthy, Member at Large
Arch Super, Member at Large
Renee Stauffer, Member at Large (late)
Kristen King, Member at Large

Absent:

Charron “Sonny” Davis, Member at Large

Buster read the Mission Statement and Arch provided a prayer for the group.

Agenda:

Verna Reece moved and Paula McCarthy seconded to approve the agenda with changes, 7 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

None.

Minutes of May 28, 2020:

Arch Super moved and Verna Reece seconded to approve the minutes, 7 haa, 0 puuhara, 0 pupitihara.

Old Business:

Arch asked if there was follow up on paying the Elders caregivers similar to the State or County wages. Josh and Emma Lee will follow up on this and provide an additional report.

Arch asked for an update on the WME projects and inquires if funding for improvements can come from COVID-19. Josh reported that the TNGF has been identified for repairs. Robert asked if there were funds in April’s program as well. April noted that yes, it is for housing for emergency needs victims. April asked for a deadline for the repairs to WME so she can continue moving forward on her project and putting a park model in WME. Josh is working with Ryan and Scott on the project.

Arch then noted that Eric requested assistance for the internet project in OR and if it was extended to June. It was reported that it was.

Michael asked about the return to work protocol and staff returning to work. Things have been going good so far. Robert noted that the treatment centers have re-opened. Robert asked for a plan for Pat and Ken on protocols to contact Tribal Members that want to go to treatment. Buster and April reported that they are conducting assessments and intakes for all referrals. Michael also commented that Pat should find ways to set up a counselor that does out-patient treatment over the phone. Michael reported that there needs to be additional services, especially during this time. Michael and Arch can work with CRIHB on possible services as well.

Language:

[ayukî](#) hello!

[tápas](#) real; most

[ikxaréeyav](#) spirit person; a god,

[yootva](#) hurray! Also used in modern times to mean 'thank you.'

[koovúra](#) all

[koovúra](#) all

Guests:**1) Serena Sorrell, Gaming Compliance Director:**

Serena would like to present a contract with REDW for the casino.

Verna Reece moved and Michael Thom seconded to approve agreement 20-A-072, 7 haa, 0 puuhara, 0 pupitihara.

Her next item is an agreement for background services, auditing services, and additional services. It is under agreement 20-A-069. The work done at the Commission department is done annually but it will now be electronic and they can review documents electronically.

Buster asked if the Gaming Authority, Gaming Commission and Operations all agree to this document. Michael noted that the Gaming Authority reviewed the procurement and didn't have a problem with it. Moved to closed session.

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

Lester is present to review his report. He noted that they have several COVID-19 applications and they are being processed. They are not open to the public as of yet, but they are working diligently. Verna asked with NEW was and Lester provided an update on the services that is being provided. Lester noted that he provides educational assistance, targeted at youth, and also their education. It is currently spent.

Lester will be asked to be in closed session.

Verna Reece moved and Paula McCarthy seconded to approve Lester's report, 7 haa, 0 puuhara, 0 pupitihara.

2) April Attebury, Judicial Systems:

April is present to review her report. She provided the highlights of her report. She noted that they continue to work on the Yreka property for the court site. Robert asked what is going to be done with items at the old smoke shop location.

There was a change in the Tribal Advocacy Program. The attorney Devin assumed oversight of the Advocacy program. Tamra did a great job transitioning him and training him. Additional staffing was hired which will provide services for the Membership.

April thanked the Council and the enrollment department to over 100 Tribal Members that are incarcerated to reach out and determine resources or services while incarcerated.

Michael asked if April could coordinate with Tamra about the bus that is at the KCDC lot. April has already talked to her about it and Tamra will follow up on the request. April will follow up with Tamra about it.

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

3) Bill Tripp, DNR Director:

Bill is not present but Earl is present for him. Earl noted that the Council report wasn't provided for the packets but it was submitted.

Earl explained that the eco-cultural branch decided not to post a position but they are going to re-structure. They will revise Bill's old position and re-evaluate the Deputy Director position. Water quality is moving along and collecting samples. There haven't been any green algae reported yet. Craig will provide updates on the FERC process at the next DNR/Council Meeting.

Aja is present to seek approval of a revised position description and to waive the internal positioning because it's not applicable for the tech III position description and the youth positions.

Arch asked how DNR is going to hire youth when TERO and KTHA aren't bringing youth back this year due to the pandemic. Aja noted that she worked with Bill on ESF#11 and have the nature of the work being remote and students can complete independent projects. Arch would like to ask TERO and KTHA for their input on that option. Josh asked about the students coming in from out of the area. Aja noted that food distribution and gardening are the outdoor projects, and they will screen people who show up to work. Aja commented that they are hoping to only hire locally in the Orleans area and make sure all the youth fall under the ESF#11. Earl reported that the interns will follow the Return to Work protocol as well. Josh commented that they need to check with HR and make sure things go up to the IC for guidance. Most of the youth are from Orleans or Somes Bar but they will follow up on this. Earl noted that they could add advertisement clarification that the Tribe is only locally hiring.

Arch Super moved and Kristen King seconded to approve the revised Youth Internship position description and waive the internal posting for that position and the Tech III position, 7 haa, 0 puuhara, 0 pupitihara.

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

4) Misty Rickwalt, Director of Transportation:

Misty is present to review her report. She has one action item which is to share the Karuk Tribes transportation system maintenance plan.

Michael Thom moved and Kristen King seconded to approve sharing the Karuk Tribe's Transportation System Maintenance Plan, 6 haa, 0 puuhara, 1 pupitihara (Robert).

The TTP was returned for some edits and it will be presented to the Council soon.

The invitation to bid will be going out for the Happy Camp / Jacobs way parking project. An MOA is being drafted with the City of Yreka for Campbell Road and it needs an attorney review.

Renee Stauffer moved and Kristen King seconded to approve Misty's report, 7 haa, 0 puuhara, 0 pupitihara.

5) Josh Saxon, ED:

Josh is present to review his verbal report.

Josh reported that the HC gym was awarded for a full remodel. A small construction meeting is being kicked off between himself, Ryan and Emma Lee. He continues to work on the COVID-19 budgets to determine eligibility. Bill Tripp was recently hired as the DNR Director and he congratulated him. With Loretta leaving he will be working with Vickie Simmons to expand recruitment for an attorney.

Michael asked Josh if anyone is keeping track of the capacity to administer grants. Josh noted that the tribe seeks a lot of grants and there needs to be monitoring of those grants that we currently have and manage those and to not bring on additional grant writers at this time, due to management issues. Buster reported that there are positions that can be written into grants and then if funded that staff can administer. April commented that Trista is really good about making sure departments are weighing out sustainability vs going out and finding new projects. April's experience in working with Trista and Josh, has kept administering in mind, and working within their approved strategic plans which enhances what is being done while identifying funding that matches the overall goal. Even Emma Lee assist in review of the direction in her department and the growth.

Ryan is present to seek approval of agreement 20-A-071 for Terminix to complete services.

Robert Super moved and Kristen King seconded to approve agreement 20-A-071, 5 haa, 0 puuhara, 2 pupitihara (Verna/Renee).

Ryan also sought approval to add 1-2 employee positions to the HC Maintenance Shop. Robert noted that they were requesting another position in YR. Ryan noted that the department is really behind. Arch asked about the budget and funding for these positions. Arch reviewed the job description and he asked if there was someone in mind at this time. Arch asked why they have to have their own tools. Ryan reported that it is basic tool requirements not large or special tools. Arch also noted that there are additional changes to the position description needed. Paula commented that the position needs to be flown and possibly they could do 6 months or seasonal. Ryan can put together a proposal and include a budget or plan so the Council can review it. Robert asked for a plan to be presented. Arch also asked that he work with Josh on this drafted plan and present to the Council. Buster reiterated that this should be approved ASAP. Misty commented that there are more and more buildings and property and there needs to be additional employees. Misty reported as well that there is only one mechanic for the mechanic shop. Arch would like to complete the review in closed session.

Eric has two action items on his report. He first sought approval of agreement 20-A-068. It is an extension for facility gateway to provide maintenance on batteries at the HC Data Center.

Robert Super moved and Verna Reece seconded to approve agreement 20-A-068, 7 haa, 0 puuhara, 0 pupitihara.

He then sought approval of procurement for new radios for Aan Chuuphan. Arch asked what kind of radios work for IT. Eric explained that the equipment is inclusive of a point to point radio, tie into the Council Chambers.

Arch Super moved and Michael Thom seconded to approve procurement with EnterTribe, 7 haa, 0 puuhara, 0 pupitihara.

Eric then noted that he talked to Buster and Buster asked that it be worked on to open the meetings up to the Membership. StarLeaf has some capabilities and has the ability to add additional participants and they would have to switch to a digital Sergeant Of Arms. The Membership could be added and monitored as to who could come into the digital space. Or the Tribe could have SOA's in each area and one person at a time can enter with social distancing, masks and temp checks. Either way to allow members into meetings it will require Tribal Employees to assist both technically and in person. Robert asked if this would be someone that would be hired or if there is someone with a position description that could be re-assigned. It would require a few employees to be brought on, and he's not sure if it could be added to a current employee position.

Eric also noted Members could view livestream if they want to do that, or record the meeting and post it. Arch asked if this could be discussed at the September Council Planning Session. Buster noted that he hopes to have it as one of his items. Michael commented that there needs to be a way to monitor the StarLeaf, as the current staff doesn't follow video etiquette and if the Membership joins meetings, the Council and Employees need to be mindful of how they appear and how organized it needs to be.

There were no questions/comments on Emma Lee's report. There are no questions on Trista's report. There is a request to approve the Tribes Org chart.

Verna Reece moved and Kristen King seconded to approve the Tribe and HHS org charts, 7 haa, 0 puuhara, 0 pupitihara.

Scott is hoping to have a few NEPA documents completed in the next couple days; one for the court house in YR and the other for a Fee to Trust application. There has been a little interest in the old Log Cabin bar but no offers.

Renee Stauffer moved and Kristen King seconded to approve Josh's report, 7 haa, 0 puuhara, 0 pupitihara.

6) Sara Spence, KTHA ED:

Sara is present to review her report. She would like to seek approval of amendment (1) to 19-A-084.

Arch Super moved and Renee Stauffer seconded to approve amendment (1) to 19-A-084, 7 haa, 0 puuhara, 0 pupitihara.

Her other highlight is the fiscal year 21 IHBG estimate and the 11 Tribe O-Link agreement. Sara reported that seven tribes will lose funding. The Klamath Tribe has stated that they will not participate. That will create some issues. It used to be more beneficial to the Karuk Tribe but over time it has changed a little. Robert asked that the Chairman of the Klamath Tribes be reached out to directly. Buster will get ahold of the Klamath Tribes Chairman to confirm if the Council is supporting removal of the o-link agreement. Sara will submit Buster an email that provides information and background on the O-Link Agreement.

Renee reported that Orleans had fun with a drive-in movie and she thanked KTHA for that work. Kristen noted that it is a great thing. Renee added that they really appreciate the services.

Renee Stauffer moved and Verna Reece seconded to approve Sara's report, 7 haa, 0 puuhara, 0 pupitihara.

7) Dion Wood, TERO/Childcare:

Dion highlighted his report. He noted that the dam removal project has a Tribal Member business who will be working with Kiewit Construction which is very exciting. Caltrans has a 20-culvert replacement being worked on which will allow for a few tribal persons hired on those projects, such as flagging. It has taken approximately five years working with Caltrans and working toward them understanding TERO.

The first aid classes and food safety classes need to begin. He noted that they have a need for first aid classes as well. He will ask to use the facilities and to re-open them once he obtains additional information. Dion noted that he is requesting to seek a contract 20-C-079.

Renee Stauffer moved and Kristen King seconded to approve contract 20-C-079, 7 haa, 0 puuhara, 0 pupitihara.

Dion also mentioned that they have received a lot of donations for the community. They have received diapers, baby wipes, and other items donated through the childcare program. He distributes those items in the communities.

There is a lot of funding in childcare that they can use and he wanted to thank KTHA for starting drive-in movie nights in the communities. The summer food program is underway and is going great. All three kitchens were inspected and passed. Menu's were developed and can be shared if anyone would like to view them.

The RFP for a contractor to complete the design of the outdoor classroom will be coming soon. Also, an RFP for architectural design for the underwood home and TEC center for daycare centers is being worked on.

For education there is a lot going on for the data collection grant. They will attend an in-person meeting once there is less restrictions under COVID-19. The higher education grant applications are on the website. Arch asked if outreach is being done for the higher education grant applications. Dion noted that it was put up a few weeks ago but they can do some posting, flyers, education website, etc. The Youth Council is going to start back up and they are doing all areas in one call. As it progresses he hopes the Council will attend to provide leadership.

Dion asked that Head Start be put under Education. He would like to work on that and have them advance that program. Dion would like to have this streamlined. Dion asked that this be added to the Council Planning Session in September. Dion would like to have a plan drafted, etc. so that it can be discussed and planned out.

Michael asked about childcare and fiscal years and how his budgets are showing not enough spending. Dion reported that he has big plans and he is expecting to expend funds on the two facilities. Also, spending on additional items, so that line item will go down.

Renee Stauffer moved and Kristen King seconded to approve Dion's report, 7 haa, 0 puuhara, 0 pupitihara.

8) Laura Mayton, CFO:

Not present, report provided.

Verna Reece moved and Michael Thom seconded to approve Laura's report, 5 haa, 0 puuhara, 2 pupitihara.

Phone Votes:

1. Request to approve signing on with CTC to the Amicus Brief regarding COVID19 Stimulus. Passed
2. Request to approve the revised Lead Clerk position description. Passed.
3. Request to approve the Workforce Development position description. Passed.
4. Request to approve ESF#4 with changes and no allowance of overriding policy. Passed.
5. Request to approve contract 20-C-067, Tribal Court. Passed.
6. Request to approve allowing use of the OR Council Chambers. Passed.
7. Request to approve letter to the editor of the New York Times. Passed.
8. Request to approve resolution 20-R-055, HRSA. Passed.
9. Request to approve resolution 20-R-051, ACYF. Passed.
10. Request to approve procurement and allow the purchase of food boxes for HC/YR. Passed.
11. Request to approve a waiver to the Return to Work Protocols for 3 providers in HHS. Passed.
12. Request to approve the Return to Work Protocols for the Karuk Tribe and implement; May 18, 2020. Passed.
13. Request to approve resolution 20-R-071, Ford Family Foundation. Passed.
14. Request to approve resolution 20-R-070, CSD Grant proposal
15. Request to approve resolution 20-R-072, ICDBG proposal
16. Request to approve the re-open plan for RRC and their protocols, opening June 1, 2020. Passed.
17. Request to approve extending AL to May 26, 2020. Passed.
18. Request to approve resolution 20-R-063, HRSA ECT Grant
19. Request to approve AL to May 29, 2020. Passed.
20. Request to approve submitting the Karuk Tribe's comments to the FCC regarding broadband. Passed.
21. Request to approve authorizing Josh Saxon and Eric Cutright to be media agents for press /media regarding FCC comments. Passed.
22. Request to approve the Return to Work protocol and release video. Passed.
23. Request to approve the updated FMLA for COVID-19 to the personnel policies. Passed.
24. Request to approve an employee using tribal equipment to assist the OR Volunteer Fire Department. Passed.
25. Request to approve agreement 20-A-063 for ramp project from Third Party. Passed.

Closed Session:

Informational: legal update was provided and additional pending items will be followed up on at the upcoming Planning Meeting.

Arch Super moved and Renee Stauffer seconded to pay balance owed with a four-year retention agreement for employee #AB, 4 haa, 1 puuhara (Verna), 2 pupitihara (Paula/Kristen).

Informational: gaming agreement will be tabled until there is additional information.

Verna Reece moved Robert Super voted to deny waiving the delinquency for Tribal Member #RA, 6 haa, 1 puuhara (Arch), 0 pupitihara.

Informational: the Executive Director will work with the Construction Manager to determine staffing needs and budget for work to be completed.

Informational: Huffman Bill still has unanswered questions regarding the impacts to other Tribes.

Informational: Basketweavers would like information on to provide input on cultural burns prior to them being completed. The information is not being provided ahead of time and it's frustrating.

Informational: the Planning Session agenda will have review of a draft public information officer position description.

Informational: tribal cemeteries need to be a part of routine grounds maintenance. ED will inquire about this with the maintenance department.

Informational: the Vice-Chairman will follow up on who can be a caregiver for elder and ensure someone is working on the task with her.

Informational: the Gaming Authority and Tribal Council shall meet to provide ongoing positive communication.

Informational: Chairman Attebery has received a lot of inquiries and concerns about the Tribes Service area and requests for the Tribe to adjust the service area; he would like to expand the service area.

Informational: Chairman Attebery and Vice-Chairman Super will work with the KTHA BOC to ensure paperwork is processed for persons who need assistance.

Informational: exit interview shall be conducted for the Prescribed Fire & Fuels Specialist.

Next Meeting: July 23, 2020 at 10am.

Michael Thom moved and Renee Stauffer seconded to adjourn at 3:47pm.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider