

**Karuk Tribe – Council Meeting
December 19, 2024 – Meeting Minutes**

Meeting called to order at 10am by Chairman Attebery.

Present:

Russell ‘Buster’ Attebery, Chairman
Scott Quinn, Secretary/Treasurer
Jennifer Goodwin, Member at Large
Kristen King, Member at Large
Robert Super, Member at Large
Eli Hensher-Aubrey, Member at Large
Arch Super, Member at Large
Laura Mayton, Member at Large

Absent:

Kenneth “Binx” Brink, Vice-Chairman

Arch Super provided a prayer and Buster read the Mission Statement.

Agenda:

Jennifer Goodwin moved and Kristen King seconded to approve the agenda with changes, 7 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Arch is concerned about the back dated consent calendar. Laura noted that things wouldn’t be paid until there is a contract in place but it is not a good practice.

Eli asked about the CGI. It is modification for additional testing for the HC Medical Administration. This modification is additional testing that the Tribe ordered. Laura asked about DocuSign and the expenses. Laura asked about the usefulness’s vs costs and if the Tribe is truly benefitting. Erin commented that editing in DocuSign is difficult. It is convenient but has issues. There is the ability to back up the documents should they be needed and the Tribe chooses to no longer use DocuSign. Laura asked to evaluate this for future use. Scott asked if there are any other programs that allow for staged approval. Eric noted that there are some competitors and this should be evaluated for next year so that the Tribe can decide which service it would like to use.

Eli Hensher-Aubrey moved and Scott Quinn seconded to approve the content calendar of December 19, 2024, 7 haa, 0 puuhara, 0 pupitihara.

Meeting Minutes of November 21, 2024:

Arch Super moved and Eli Hensher-Aubrey seconded to approve the meeting minutes of November 21, 2024 7 haa, 0 puuhara, 0 pupitihara.

Arch asked about the information for Aan Chupaan. Eric reported that for 10% expended grant funds, then the Tribe can submit for reimbursement. This will bring the program back to positive, but has to be billed in that manner.

The CASF grant may be requested to use for match regarding Microgrid. It is unknown at this time if that is allowable. Eric has been speaking to Jack and they are looking at options. He will work with Jack on match funding. Laura commented that the Tribe definitely needs to know the answer.

The follow up on the parking is an issue and having elder parking stalls. It still has not been done. Buster asked for a timeline. Robert commented that noted that Jack, Misty and he has been working on this. Bob noted that they're working on a sign maker. Bob added that they cannot work on painting at this time.

Karuk Language:

Puuhara (no)

Pook (Fog)

Guests:

1) Randy White, KTHA:

Randy is present to review his brick planning grant to apply for a fire adapted community resiliency grant. They did plan for KTHA and the whole community. One of the deliverables was to present to the KTHA BOC. They have chosen an option and of four they chose option "A".

They will conduct work on 363 acres of property and treat some of the Tribes buildings. 35 – 38 community member properties as well, making them fire hardened.

Rick Hill commented that they worked with DNR, Fuels program and Alex Watts-Tobin.

Scott advises that there are proper channels followed for land use, who owns land, what requirements are for access, etc. Once the BOC and Council has agreed on a direction to go they will include that information.

Laura asked what and how the prescriptions are going to be determined. The prescriptions will be drafted by the Tribes FMO and reviewed. Randy noted that this process is being implemented and they will provide more opportunities for input and benefit to other community members.

The deadline is undetermined.

2) Lulu Alexander, HHS Executive Assistant:

Lulu is present to seek approval of a contract for services to seek a provider. Moved to closed session.

Director Reports:

1) Bill Tripp, DNR Director:

Bill is present in Orleans. There is another additional issue with the fire wood project. There are sites approved for wood storage, but he needs an alternate site for storage and locking of wood piles. This will be evaluated further.

Bill discussed the need for guidance on hybrid / remote program. The Council will continue to work with the HR department on this project. Bill would like a policy and program developed sooner rather than later.

Eli Hensher-Aubrey moved and Arch Super seconded to approve modification (1) to contact 23-C-131, 7 haa, 0 puuhara, 0 pupitihara.

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

2) Emma Lee Perez, Contract Compliance:

Emma Lee is present in Happy Camp to review her report. The Tribe did receive ICDBG and it will be used to construct a new Head Start in Yreka.

She then presented a contract 25-C-037 for a combination of three projects in Orleans. It will be to remodel the OR Daycare, Senior Nutrition Center roof, and enclose the OR Council Chambers.

Eli Hensher-Aubrey moved and Jennifer Goodwin seconded to approve contract 25-C-037, 7 haa, 0 puuhara, 0 pupitihara.

Arch asked about the shared file being up to date so that staff can access the documents. Emma Lee reported that the contracts, agreements, etc is up to date as much as possible. Emma Lee has been sending out reminders to the Management Team and others to provide finalized contracts and agreements to the shared file. Scott advised that individual Directors are responsible for their own contracts. Laura commented that originally Contract Compliance was to monitor that for the Tribe to ensure it has approved and executed contracts and agreements. It is the Directors responsibility but someone has to monitor that it is done. Emma Lee asked if the Council wants her to do the Director jobs. Laura wants the Directors to be responsible for the work and she should have a full list and develop a list of reminders to assist directors and monitor them. Emma Lee noted that that can be completed. She has received a tool from Scott Quinn and has distributed that spreadsheet for the Directors to be responsible in tracking their tasks.

The bottom line is that the Directors should accept responsibility for doing their tasks but communicate with Emma Lee that they're getting it done.

Scott noted that there will be issues for maintaining deadlines and then Emma Lee should have a spreadsheet notifying them of this. The entire process should be easier and the plan is to use E-Civis. Emma Lee is not clear on how and when it can be used for grants, but it can be used for agreements and contracts and it may work well for the organization.

Scott Quinn moved and Robert Super seconded to approve Emma Lee's report, 6 haa, 0 puuhara, 0 pupitihara (Eli absent for vote)

3) Sara Spence, KTHA ED:

Sara is present to review her report in Happy Camp. She is reviewing the land exchange agreement between KTHA and the Tribe and that will be coming to the Council and BOC.

There was a request to hold on posting for a position and to start over again with a deadline. She has talked to HR to also use Craigslist for advertising. There is currently a seasonal position still covering so there is coverage.

Robert noted that Happy Camp and Orleans elders' units are having complaints. Sara noted that the units in HC and OR work when the power is out. The solar system with battery backup will work temporarily. The OR units are being checked and each one is being reviewed.

Jennifer Goodwin moved and Kristen King seconded to approve Sara's report, 7 haa, 0 puuhara, 0 pupitihara.

4) Dion Wood, TERO:

Dion is present to review his report. The TERO Department has been working diligently on the 477-proposal plan. It has been officially been reviewed internally and signed off. The comment

period is open for 45 days. There were changes since the Planning Meeting, but those were minor and included guidance from the Council.

Scott Quinn moved and Eli Hensher-Aubrey seconded to approve resolution 24-R-186 authorizing consolidation programs into the 477 plan, 7 haa, 0 puuhara, 0 pupitihara.

In addition to that, he would like to establish a new committee and he will be working to develop position descriptions and many tasks will be underway.

He discussed the adult care program and the staff have been meeting to conduct a transfer of the program under the PHN of HHS. They would like to change the wages of the workers to \$16 per hour.

Laura Mayton moved and Kristen King seconded to approve \$16 per hour for Elders Care Contractors, 6 haa, 0 puuhara, 1 pupitihara (Eli).

The deadline for the higher education grants is due tomorrow.

Dion then invited David Arwood II to provide an update. He commented that he is going to conduct outreach activities in January that will happen in all three communities to inform the community of TANF services.

Robert commented that the Council has asked for fuel and lodging for sports, etc. David has an updated portion of the policy that will be presented in closed session.

Eli Hensher-Aubrey moved and Jennifer Goodwin seconded to approve Dion's report, 7 haa, 0 puuhara, 0 pupitihara.

Janet Super took a minute to bring in baskets that were found at the local Goodwill that her son works at. He brought the baskets to the Tribe in the hopes to return them. The Council advised that they could be given to the PCAC to evaluate.

5) Annelle Lerner, HR:
Not present. Tabled.

6) Jack Lantz, Director of Public Works:
Not present. Darrell Frost is present to seek approval of a letter of support to Caltrans who will be applying for a Planning grant to address issues on Hwy 96. KDOT has been partnering with them already on joint projects.

Arch Super moved and Robert Super seconded to approve a LOS to the Department of Transportation, 5 haa, 0 puuhara, 2 pupitihara (Arch/Scott).

Robert is present to seek approval of 25-C-034 which is for re-wiring of the Public Works building on Oberlin Road. It was not put out for an RFP but they did do procurement and seek contractors.

Scott Quinn moved and Robert Super seconded to approve contract 25-C-034, 7 haa, 0 puuhara, 0 pupitihara.

Robert then presented procurement and contract 25-C-038 which will provide services for a third-party inspection for concrete on Skyline Homes. Arch noted that the quote does not match the not to exceed. Robert commented that it will likely not exceed \$50k and the language has been drafted and signed off.

Eli Hensher-Aubrey moved and Robert Super seconded to approve contract 25-C-038, 7 haa, 0 puuhara, 0 pupitihara.

Bob then presented an agreement with Terminix. He understands that they have a no spray policy with Terminix. They have been spraying at KTHA and the Tribe. He asked what the direction is from the Tribe.

Leon was hired on doing great and now needs a new truck.

Scott chairing the meeting.

Eli Hensher-Aubrey moved and Arch Super seconded to approve Jack's report, 5 haa, 0 puuhara, 1 pupitihara (Robert).

7) Erin Hillman, Director of Operations:

Erin is present to review her report. It is really important to close the Tribes ARPA fully and the staff has worked diligently to meet at the deadlines.

Modification (1) to contract 24-C-245. Laura asked about setting aside \$50k in contingency and the potential of losing \$25k if it's not spent. Erin commented that it will not be that much, but that is a concern to monitor closely. The budget was managed for multi millions on eligible projects, has been updated to ensure compliance, and has been budgeted to allowable projects to ensure the Tribe sends no funding back. But at the end of the day a very minimal amount may be returned, however that is not anticipated.

Kristen King moved and Eli Hensher-Aubrey seconded to approve modification (1) to contract 24-C-245, 6 haa, 0 puuhara, 0 pupitihara.

She then presented agreement 25-A-032 to obligate funding to KTHA as startup funding. This will give them funding so they won't have to wait to generate funding for the workforce housing management. This will fund a position, vehicle, and some funding to start operations immediately once the homes open.

Kristen King moved and Arch Super seconded to approve agreement 25-A-032, 6 haa, 0 puuhara, 0 pupitihara.

The three projects awarded for Orleans were awarded to a Tribally owned business, this is a new contractor and the Tribe is excited for a tribally owned business to be independent, competitive, and participating in Karuk tribe projects.

Jennifer Goodwin moved and Kristen King seconded to approve Erin's report, 5 haa, 0 puuhara, 0 pupitihara.

8) April Attebury, Judicial Systems:

April is not present, report provided.

Jennifer Goodwin moved and Laura Mayton seconded to approve April's report, 5 haa, 0 puuhara, 0 pupitihara (Robert absent for vote).

9) James Davis, Director of Self-Governance:

James is present to review his report. He thanked Chairman Attebery for his diligent work on the PROGRESS Act. The 477 was quite a task and Dion really took the project on and carried it across the line to seek approval. It will take about 1 year to put in the tasks and processes to ensure compliance.

BOEM continues to ask for the Karuk Tribes input. Five sites have been chosen for the windmill work. In Oregon the project has been temporarily suspended but it is moving forward in California. James noted that it is important to include DNR into these specific analyses. It is important for DNR to participate.

The Parcel B lands meetings are ongoing. Eli thanked Dr. James for speaking up about other third-party groups, then if they want that then they should also present to all Tribes. It was reported that maybe the Siskiyou Land Trust is interested as well. Buster added that a Inter - Tribal Commission should be created. The Council needs to have a discussion and lay out a plan.

Eli and Binx will follow this as it moves forward. The part that the Karuk Tribe is interested in is restoration and making sure it is restored.

The Gaming issue in Medford is ongoing. There are several irons in the fire.

Buster thanked James for being his alternate on the PROGRESS Act. He ensured and covered when it was needed and provided support.

Scott Quinn moved and Kristen King seconded to approve James' report, 7 haa, 0 puuhara, 0 pupitihara.

10) Sherezada Cabrillo, PR:

Sherezada is not present, report provided.

Arch Super moved and Kristen King seconded to approve Sherezada's report, 7 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Informational: HC medical administration is an issue and GC will send notice to contractor.

Informational: New suit will be filed in DC which will change the litigation budget. A meeting with the US Attorney's office will be held regarding sales in Yreka.

Scott Quinn moved and Kristen King seconded to approve Ray's report, 7 haa, 0 puuhara, 0 pupitihara.

Kristen moved and Jennifer Goodwin seconded to approve PAN for RR, 6 haa, 0 puuhara, 1 pupitihara (Arch).

Laura Mayton moved and Kristen King seconded to pay \$1,000 to Tribal First for rental car incident on 6/20/2024, 6 haa, 0 puuhara, 0 pupitihara (Jennifer absent for vote).

Informational: CFO interviews shall be held.

Scott Quinn moved and Laura Mayton seconded to approve modification (1) to contract 24-C-162, 7 haa, 0 puuhara, 0 pupitihara

Robert Super moved and Laura Mayton seconded to approve modification (1) to contract 24-C-161, 7 haa, 0 puuhara, 0 pupitihara.

Scott Quinn moved and Kristen King seconded to approve modification (2) to contract 24-C-038, 7 haa, 0 puuhara, 0 pupitihara.

Scott Quinn moved and Robert Super seconded to approve resolution 24-R-195, 6 haa, 0 puuhara, 1 pupitihara (Arch).

Scott Quinn moved and Robert Super seconded to approve resolution 24-R-196, 6 haa, 0 puuhara, 1 pupitihara (Arch).

Robert Super moved and Laura Mayton seconded to approve modification (1) to agreement 22-A-115, 7 haa, 0 puuhara, 0 pupitihara.

Informational: Council discussion with GC on Code of Conduct violations or possible violations.

Consensus: to cancel inline agreement.

Robert Super moved and Eli Hensher-Aubrey seconded to approve agreement 25-A-025 with changes, clarifying permanent, 7 haa, 0 puuhara, 0 pupitihara.

Eli Hensher-Aubrey moved and Scott Quinn seconded to approve PAN for CG, 4 haa, 2 puuhara (Kristen/Jennifer), 1 pupitihara (Arch).

Informational: Discussion on the extension of the SAP grant was held with the HHS CEO who reported that it is being worked on.

Informational: Follow up task list and priorities will be developed by the Council and sent to the new ED.

Jennifer Goodwin moved and Kristen King seconded to approve VISA charge for CPUC gift, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Kristen King seconded to approve burial assistance for #2242, 7 haa, 0 puuhara, 0 pupitihara.

Laura Mayton moved and Kristen King seconded to reimburse expenses for PR up to \$3,000 in moving expenses, 7 haa, 0 puuhara, 0 pupitihara.

Informational: Tribal audition will be assigned to the Administrative Clerk.

Eli Hensher-Aubrey moved and Kristen King seconded to approve procurement and purchase two trucks for maintenance, 7 ha, 0 puuhara, 0 pupitihara.

Informational: Seeking donations for the Holiday party should have gone out, but need to go out ASAP.

Informational: TERO should be doing newsletter articles on services provided to the Membership, PR shall institute informational material for distribution on success projects, and GC shall notify CM that emails are harassing and all communications shall be routed through GC with assistance from Self-Governance Director with server re-routing all email communications to them.

Next Meeting: January 23, 2025 at 10am in Yreka.

Adjourned at 6:10pm.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider