

Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, December 19, 2020
Administrative Office, 2255 Green Vista Dr. Ste. 402, Sparks, Nevada

CALL TO ORDER: Chairwoman Randi Lone Eagle called the Regular Meeting of Saturday, December 19, 2020 to order at 8:15 am.

ROLL CALL: Secretary/Treasurer, Eugene Mace, Sr. called the roll: Chairwoman Randi Lone Eagle, present; Vice-Chairwoman, Nedra Crane, present; Secretary/Treasurer, Eugene Mace, Sr., present; Council Member Phillip Frank, present; and Council Member, Steven Crane, present.

STAFF: Rachael Youmans, Natural Resources Department Director; Linda Quinn, Finance Director; Austin New Moon, Housing Manger; and Anne Macko, Contractor

GUESTS: Tribal Member, Election Committee Member, Melissa Eller

Reports:

Chairwoman Randi Lone Eagle received a question from a member who wants to take courses to continue their certifications for Child Services Care and would like a laptop computer. This does not qualify for the Higher Education Program since this is not associated with a school. No official request was submitted.

The move has been made to the new Administrative Office. People are working hard to get everything up and running. At the Cares Act meeting, it was noted that it was discovered that the Natural Resources Department (NRD) vehicles were unlocked. This was brought to the attention of the NRD Director, Rachael Youmans.

There was an interview for a new Enrollment Coordinator, part-time. The candidate was offered the position and did accept it. They will start with orientation on Monday, December 28, 2020. The Chairwoman requested that Ms. Crane coordinate with the new hire to go over policies and procedures, and have the forms necessary for their Human Resources file signed. The new hire did work for SLPT in the past as Finance Clerk and so is knowledgeable about SLPT and the day-to-day workings of the office.

Ms. Rodriguez is resigning as the Finance Clerk as of December 31, 2020.

Ms. Lone Eagle will be on leave December 31, 2020 through January 3, 2021. She will have her phone on if there is a need to contact her.

In regard to the move, the Chairwoman talked about a lengthy email from one of the movers. She believes it was resolved. The email was a one-sided account of the situation. It was not professional. She wants to be sure that they are taken care of. Ms. Quinn stated her side of the story. She explained her take on the situation. Ms. Lone Eagle said to make it right, that she does not want Summit Lake Paiute Tribe to look bad or unprofessional. Ms. Lone Eagle did email him but had no response was

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received. There was a discussion of what happened.

Ms. Crane asked Ms. Youmans when NRD was going to organize their area. Ms. Youmans explained that they were working on it but also had reports due on their grants which needed to be completed.

Ms. Lone Eagle stated that Ms. Youmans updated her that no one has been checking the admin email for the Tribe. There were things there from September until December. Ms. Lone Eagle thanked Ms. Youmans for responding to the things regarding Natural Resources. There was an Enrollment application request and an updated member address. There was one regarding the need for Emergency assistance from the Lujan family dated December 10, 2020 requesting assistance. Ms. Lone Eagle feels that they have been care taken of. There was another request for enrollment and an application will be sent out.

The Enrollment Committee had a meeting. They sent the Council reports electronically. Ms. Eller, will attend all future the Council meetings. She has been informed that an Enrollment Coordinator has been hired part-time.

Housing Department would like to have a special meeting to go over the new Housing policies. The new policy for job training starts on January 31, 2021. This may be of assistance to the member requesting assistance for certifications as previously discussed. There is a computer and printer available in the Housing Conference room.

There are good things to come. The Tribe is continuing to grow their programs. The calendars are available one to a household as well as the grocery bags. The masks have not been delivered due to shipping delays.

She has been coordinating different things. There was the interview. Ms. Lone Eagle came into the office to sign things and get the phones working. She still needs to set-up her office.

MOTION: Vice-Chairwoman Nedra Crane moved for an Executive Session for 20 minutes. Secretary/Treasurer Eugene Mace Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Council in Executive Session at 8:42 am.

Council returned from Executive Session at 9:10 am.

There are three or four Tribal members to discuss. Another enrollment application will be sent out to one requester. Mr. Glinsmen was sent three applications.

Vice-Chairwoman Nedra Crane attended the December 5, 2020 Special COVID meeting. She also went to the December 16, 2020 interview for Enrollment Coordinator, Shalone Jimmy. Ms. Crane was available to sign checks.

Secretary/Treasurer Eugene Mace Sr. attended the December 5, 2020 Special COVID meeting and the December 16, 2020 interview for Enrollment Coordinator. He helped to organize the new office He signed checks.

Council Member Philip Frank also attended the December 5, 2020 Special COVID meeting and the December 16, 2020 interview for Enrollment Coordinator

Council Member Steven Crane was at the Special meeting for COVID and attended the interview on December 16, 2020.

Housing Report by Austin New Moon

There is a total of 20 applications. Ms. New Moon is working on one down payment application. There is a pending rental application. They are going back and forth. It looks encouraging.

There is a total 59 following on the Housing Facebook page.

Currently there are three regular monthly rentals for the Rental Assistance Program. These are for one year, but the member can reapply.

Food Donations: She is receiving donations from Catholic Charities and the Northern Nevada Food Bank. Knights of Columbus donated 96 bags with sandwiches, single meals and produce and prepared food from Sprouts through ITCN.

The new ITCN building is good. It was formerly a four-story bank building. The NIAC membership dues of \$100 was paid.

Ms. New Moon is working on policies for new Housing projects. There are two policies ready for review: Security Deposit and First Month's Rent and Sports Registration and Equipment Policies. Please review them. Two more policies need to be written including the Job Training that is in the IHP and the other one is Counseling-which will be general. She will send them to the Council to review. She is including applications with the policies as they are specific to each program.

Ms. New Moon would like to open the Security Deposit and First Month's Rent Policy to all members because no inspection is required which may be able to help get more money from Housing as the program services not only the local area but six or seven other states. The Council agrees to open the policy to all areas.

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New programs will begin January 2021. When the policies are all approved Ms. New Moon will send out a flyer to the members to inform them of the current and new policies. Ms. New Moon proposes a special meeting to review and approve the new Housing policies. The meeting will be Saturday, January 9, 2021 at 9:00 am.

Housing Cares Act: She was glad the last \$40.19 was used by Council for a utilities payment. It is 100% used.

Ms. New Moon left the meeting at 9:34 am.

MOTION: Vice-Chairwoman Nedra Crane moved for an Agenda Change for the Enrollment Report by Enrollment Committee Chairwoman Melissa Eller. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried at 9:36 am.

Enrollment Committee Report by Melissa Eller

The Enrollment Committee met with Mr. Daniel Crawford in October. They reviewed thirteen enrollment applications. The committee made notations that all had things to be addressed. All applications needed to be completed and corrected. At the December 8, 2020 meeting it was noted that all applications were complete, but there was only one application that was complete. Many of the applications where they asked Mr. Crawford to contact the individuals to address the issues, Mr. Crawford made the changes himself and noted that he had received verbal approval. He crossed out information and corrected or filled in the forms himself. He did not have authority to do this.

The Committee contacted the parents of the applicants and as of today eight of the 13 applications were officially completed. Ms. Eller said the committee are working to make all applications complete. The rest of the people were contacted and will make the corrections. One woman would like three applications sent to her to complete.

There were three application in addition to the thirteen which were not reviewed and are now ready for presentation and approval.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-106-2020 Approval of Application for Enrollment for Julian Antonio Ortega as a Tribal Member with a waiving of the reading. Secretary/Treasurer Eugene Mace Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 4 ABSTAINED. Resolution SL-106-2020 enacted at 9:44 am.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-107-2020 Approval of Application for Enrollment for Isabella Lynn Ortega as a Tribal Member with a waiving of the reading. Council Member Steven Crane seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 4 ABSTAINED. Resolution SL-107-2020 enacted at 9:45 am.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-108-2020 Application for Enrollment Genesis Dee Ortega as a Tribal Member with a waiving of the reading. Council Member Philip Frank seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 4 ABSTAINED. Resolution SL-108-2020 enacted at 9:46 am.

There were three new applications received after the December 8, 2020 meeting.

The BIA needs an official Base Roll. A new, updated roll needs to be sent to the BIA by December 30, 2020.

There is a need to set-up the enrollment computer so they can get the Base Roll.

There will be an Enrollment Committee meeting on January 5, 2021 at 5:00 pm.

The committee needs a Liaison due to meeting afterhours for access to the building and Enrollment office. They will ask the new part-time Enrollment Coordinator if she could attend after hours meetings when required. If she cannot, a Council member will be able to stay and lock-up.

Ms. Eller left the meeting at 10:03 am.

MOTION: Vice-Chairwoman Nedra Crane moved for an Agenda Change to move the Finance Report before the Natural Resources Department Report. Council Member Steven Crane seconded the motion. Chairwoman Randi Lone Eagle called the vote: 3 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried at 10:05 am.

Finance Department Report by Linda Quinn

1. SLPT has moved into a new building at 2255 Green Vista Drive Suite 402, Sparks, Nevada. The staff is still organizing. There are still several issues. The furnace on the south side is not turning on. The repair company has been scheduled. They need to clear all supplies from the hallways and move the server from the furnace room and into the NRD storage room. The phones and the fax are now working properly.

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The logo grocery bags have been received. The masks have not been delivered yet. The supplier says it is due to freight delays. The bags and the calendars will be sent to each household. There will be a holiday letter with holiday greetings and a reminder that the office has moved.

2. Budget:

- CTGP: SLPT started 2020 with a \$110,784 carryover, plus BIA allocations of \$180,000. The current unexpended budget is \$187,095.92 as of November 18, 2020. BIA Cares Fund had \$55,101.78.
- Additional COVID-19 needs requests disbursed from Fund 1401 (BIA Cares Act) back-up is needed.
- CARES ACT FUNDNG: 67 extension payments were made totaling \$63,650. (Fund 112 Treasury Cares Act). More requests for forms have been received from members. The available balance is \$28,841.53.

Currently the Housing Department COVID funds have all been spent. \$13,641 is left of the Cares Act funds and the BIA has \$13,000 left.

The bags and masks still need to be paid out. Last checks will be printed December 30, 2020. Any funds left will be moved to CTPG.

3. The Tribal Coordinator position description is not ready for review.

4. NAE (National Association of Employers) HR policy department answered the question of whether employers could mandate that employees get the vaccine once it became available. The Equal Employment Opportunity Commission (EEOC) issued guidance that states employers can require employees to get vaccinated for COVID-19. However, there are limitations. Employers are still required to make reasonable accommodations for employees who cannot get vaccinated due to a disability or sincerely held religious belief.

5. Insurance renewal is 1/1/2021. The proposed policies are the same as before. There is a \$400 increase from the previous year. A new vehicle has been added.

6. The Workers Comp Insurance Audit is due.

7. UPDATE:

Higher Education: Celina Gonzalez Spring session 2021 application was received December 16, 2020. It is awaiting the Needs Analysis from the school to complete the application. Ms. Crane asked what was left in Higher Education funds. Ms. Quinn stated that Fund 144 which has \$4, 937.36 should be enough for this application.

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Time is being spent to unpack and organize the new office and do the required work. All door locks have been replaced and have new keys.

Natural Resources Department Report by Rachael Youmans

The NRD has been very busy. They are doing data entry and have people in quarantine.

The temperatures at the Lake have been 50° to 5°. It has been cold. The SnoTel is recording snow at 22”

The staff was engaged in the move, data entry and year-end reports. Ms. Youmans will be on leave until January 4, 2021. Call her if the Council needs something.

Discussion Topics

1. Updates:

- Fallon Naval Air Station Expansion Denied
- Monarch Butterflies Listed as Candidate Species. This means they are candidates for designation as an endangered or threatened species. Butterflies and bees are very important as pollinators. NRD will be looking out for them.
- SLPT Bat project report: They found some exciting things. Bats are good indicators of ecological health. NRD records the sounds or calls of bats which are then analyzed. This is a hands-off non-evasive project with a lot of information monitored from June to November 2020. They have 88,000 calls from which the software identified 16 different species. This is important as it shows that the Reservation eco-system is healthy, being able to support all the species. Three of the species have not been found in Humboldt County before so there is a need to investigate further. There is more data analysis to be done. This is preliminary data.
- NAE review of Personnel Manual: Since SLPT is a member there is no fee to review the manual. Ms. Youmans sent a draft copy to them with the COVID policy. They sent back comments which are in an unfamiliar program's format. She will do some editing and bring it to the next meeting.
- Tribal Environmental plan: NRD received one online response and 20 on paper. Ms. Youmans passed out the summary of the responses. They are just starting to analyze the results. She wants to draft a document for the EPA in the new year. The incentive is a deck of cards with the SLPT logo. She will work with Ms. Quinn to send out the incentives.

2. Grant Administration

- A new grant has been awarded. Now there are two Bat grants which currently overlap. To prevent this the project dates will need to be adjusted. Bat fund 145

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will end March 31, 2021. The new grant starts April 1, 2021 so project dates do not overlap in project time period. It allows NRD to spend what they have and get additional funding. It will require filling out a few forms and having them signed. The Council has no objection.

- The approved resolution to request that the Transportation funding be moved to a Program Agreement was submitted. The BIA needs to do a risk assessment of the Tribe to show SLPT can support this type of BIA agreement. A meeting has been set-up on January 7, 2021 with BIA Phoenix, Arizona. Existing funding was confirmed to be able to move to the new grant. Chairwoman Lone Eagle will need to sign a letter. This was approved by the Council.

3. Approvals

- U.S. Fish and Wildlife Services is requesting data to decide if they want to classify the Western Bumblebees as a candidate species like the Monarch butterfly recently was. They want photos and locations of sightings of Western bumblebees. NRD staff have some of this information that they collected out of their own interest. Sharing this data would be valuable to the USFWS effort. Ms. Youmans feels this is important and wants Council permission to share this data. It would be good to share data/photos. It is the consensus of the Council to share the data.
- Altera Statement of Work for 2021 Archiving Project: The project is about scanning and organizing the archived documents for easier use. There is a need to check everything to be certain all documents are scanned and readable for use. Then all documents will be double checked to be sure it is all saved. Ms. Crane feels this is good to save the information and that the project should continue. The next project is to summarize the data for easier access/retrieval.
- Altera Statement of Work 2021 Vegetation Management: This was originally work to be done in 2020 which could not be done due to COVID-19. This is to do the work in 2021.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-109-2020 Approval of 2021 Statement of Work with Altera Enterprises, LLC Archival Project with a waiving of the reading. Council Member Philip Frank seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-109-2021 enacted 11:02 am.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-110-2020 Approval of 2021 Statement of Work with Altera Enterprises, LLC for Natural Resources Department Vegetation Management Assistance with a waiving of the reading. Council Member Steven Crane seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution

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SL-110-2021 enacted 11:03 am.

Security Cameras: On Thursday, December 17, 2020 the front and rear wiper blades on the NRD vehicles were broken. Ms. Youmans would like to get the security cameras installed. Ms. Lone Eagle asked that the NRD vehicles moved down the parking slots to allow the people who come in daily to park by the door. First, they have to verify with the HOA whether cameras can be mounted outside or inside of the building or not. They can put up a sign stating there is camera surveillance as a deterrent. Mr. Mace also suggested motion detection lighting.

Ms. Youmans opened sealed bids for legal services at 11:14 am before the Council. There are four. Ms. Quinn will scan and send to Ms. Youmans who is attending the meeting remotely via Zoom.

MOTION: Vice-Chairwoman Nedra Crane moved to go into Executive Session for 20 minutes for Culturally Sensitive Topics. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 4 AGAINST, 4 ABSTAINED. Council went into Executive Session at 11:16 am.

Council returned from Executive Session at 11:36 am.

Ms. Youmans said that BIA made a call for proposals in their endangered species and hatchery programs. These proposals do not require a match or in-kind and do allow indirect. She has five projects proposed to expand current programs. The goal is to purchase equipment or services to go to the next step in current projects.

- Water Quality Equipment and Maintenance: There is a need for additional funding to maintain the existing water quality equipment and the radio network that connects them.
- Primary Productivity Study which is going on with the UNR. It was put on hold until NRD could find more funding.
- Water Quality Equipment: analysis of data from fin clips for genetic information on fish.
- They need a new vehicle (updating vehicles), not this season but next season since the current vehicles are getting older and they are worked hard.
- North channel and its connectivity to the main-South channel: installation of PIT tag reader to determine the use by the fish.

Ms. Crane stated the there was talk of putting logos on the vehicles. This is already in the works.

Bids for Legal Services: The maximum budget is \$20,000 paid by fund 135.

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A legal opinion is required stating the Tribe has the governmental structure and authority to support NRD to continue to get Clean Water Act funding and also have it explain SLPT's authority for two other sections of the Clean Water Act so that NRD can move forward to drafting water quality standards.

There were four bids from:

- Sinoski, Chamber, Slesisch, Milkie, Brennell: No more than \$45,000
- Ogden, Murphy and Wallace: not to exceed \$15,000
- Morisset, Schlosser, Jozwiak and Summerville: \$1,200 with \$5,000 down to cover plus fees and expenses. The Council is concerned that this is incorrect and might be \$12,000.
- Holland and Knight: fixed \$10,000 (very high hourly rates) Ms. Youmans feels they missed the point of the bid request.

The bids were reviewed and discussed by Council, and staff present. They looked at both price and qualifications. It was decided to use the bid from Morisset, Schlosser, Jozwiak and Summerville at \$1,200 with \$5,000 down, pending confirmation of the bid price. They were the lowest and best qualified. The Council concurs with the decision.

MINUTES

MOTION: Vice-Chairwoman Nedra Crane moved to approve the minutes of the Regular Council meeting of Saturday, November 21, 2020 with a waiving of the reading and corrections. Secretary/Treasurer Eugene Mace Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion approved at 12:11 pm.

MOTION: Vice-Chairwoman Nedra Crane moved to approve the minutes of the Special Council meeting of Saturday, December 5, 2020 with a waiving of the reading and corrections. Council Member Steven Crane seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion approved at 12:12 pm.

Next meetings:

Special Council Meeting Saturday, January 9, 2021 at 9:00 am.

Regular Council Meeting will be Saturday January 16, 2021 at 8:00 am.

The Office Open House to be rescheduled with the date to be announced.

MOTION: Vice-Chairwoman Nedra Crane moved to adjourn the meeting. Secretary/Treasurer Eugene Mace Sr. seconded the motion. Chairwoman Rand Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. The meeting was adjourned at 12:13 pm.

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CERTIFICATION

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the December 19, 2020R Council Meeting were approved by the Council during a duly held meeting January 16, 2021 at which there was a quorum present, and the Council voted:

4 - FOR 0- AGAINST 0-ABSTAINING, Chairwoman Randi Lone Eagle did not vote because there was not a tie vote.

1/26/2021
Date

Eugene Mace, Sr.
Eugene Mace, Sr.
Secretary/Treasurer
Summit Lake Tribal Council