

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, January 19, 2019
Administrative Office, Sparks, Nevada**

CALL TO ORDER: Council Chairwoman Randi DeSoto called the Regular Council meeting of Saturday, January 19, 2019 to order at 7:14 am.

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

STAFF: Natural Resources Director, Rachael Youmans, Finance Director, Linda Quinn; Anne Macko, Contractor

GUESTS: Tribal Member Jeri Lynn Barlese

REPORTS

Council Reports

Chairwoman Randi DeSoto reported that on January 9, 2019 there were interviews for the IT Consultant position. The initial decision was to choose Dan Braunnum of Synergy Quest Consulting (SQC). Mr. Braunnum has proposed \$950 for start-up and clean up and an additional \$250 for remote software plus \$75 per hour.

Ms. Komar and Ms. Quinn have reservations/hesitations about SQC. Ms. DeSoto read an email sent by Mr. Braunnum. Ms. Quinn voiced her concerns and Ms. Youmans was also concerned especially regarding password usage and "fitting into their (SQC) schedule." Their concerns made Ms. Crane express reservations as well. Mr. Braunnum was recommended by another Tribe. There was a discussion. Ms. DeSoto stated that this needs to be dealt with now. Mr. Crane and Mr. Mace were leaning toward a more established company. Ms. Crane does not like the demands made and recommends the contract go to someone else. The consensus of the Council is not to sign a contract between SQC and Summit Lake Paiute Tribe.

Ms. DeSoto has many appointments coming up. She will be available next Wednesday after 11:00 am.

The Chairwoman has been checking her emails. There is nothing from the BIA but they are still shutdown. Ms. DeSoto asked Ms. Quinn if the government shutdown was affecting the Tribe. Ms. Quinn assured the Council that the Tribe is fine and is financially sound.

The question of a new vehicle for the reservation was raised and will be discussed during the Natural Resources Department (NRD) report.

Tribal member William Cowan does not agree with a Council decision and wants to meet

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with the Council to discuss management of Tribal resources in an unofficial setting. Ms. DeSoto suggested that he come before or after the February 2, 2019 Special Meeting on the budget. She did not have a confirmation from Mr. Cowan at this time.

Ms. DeSoto has talked to some Tribal members regarding changing the blood quantum and move to a constitution.

There was a discussion on the political situation with the current Federal administration.

The Chairwoman received a letter from a Tribal member who wants to help their siblings become members and how to lower the blood quantum.

Ms. DeSoto has checked emails, texts and phone calls.

Ms. DeSoto mentioned that there was a resolution to update the Organization Chart. She also talked to Ms. Youmans regarding the requirements of some of the NRD grant application. There is a requirement to provide documentation on the stipends of the Council for the grant budget. Ms. Komar looked for documentation and there were no resolution but believes it is mentioned in the minutes. It has remained the same for several years. Currently the budgeted Council stipend is \$350. It was the Consensus of the Council to remain at \$350 for Council stipends.

There was a discussion of the additional duties performed by the Chairwoman.

There was a reaffirmation that Ms. Komar can continue to work on updating the Policy and Procedures.

Ms. DeSoto presented Tribal Coordinator Donna Komar's report.

Tribal Coordinator Report

2019 Calendars: The calendar arrived in mid-December 2018 and they were sent out to the membership with a "what's happening" letter from the Tribal Chairwoman on December 20, 2018. As of this date only one calendar was returned. Next year Ms. Komar proposes to the Council to print extras and sell them for some extra cash. The calendar could be completed by September and out to market.

IT Support: In the quest to solve the IT Support problem, Ms. Komar contacted the six candidates and had four phone interviews which had her schedule three candidates for the Tribal Council to interview. The Council decided upon Dan Braunnum and his company Synergy Quest Consulting. Mr. Braunnum has provided two different contracts.

- 1st Contract: full security with access to our passwords--\$625 to \$750 per month
- 2nd Contract: with resolution stating his company is not liable for security breaches and full access to passwords--\$250 plus \$75 per hour remote and or onsite.

Ms. Komar asked that the Council inform her as to the direction they would like to go.

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Information on the other candidates was provided if the Council wishes to go in that direction.

Trainings for 2019:

- Trainings during the Gathering of Nations on April 25-27, 2019 with a Pow Wow ticket included.
- CSN/DCI trainings in Albuquerque, New Mexico and Las Vegas, Nevada
- Understanding ICWA training
- Workshop at the Nevada Museum
- BIA Self Determination courses-The schedule for 2019 is delayed.

The Council also has the Progeny Training to schedule when an Enrollment person is hired.

Employee Handbook/Personnel Manual: Ms. Komar has prepared a new organizational chart with supporting documents and a resolution. She is currently working on the Personnel Manual; adding changes in "red" and striking out what is proposed to be removed. She hopes to have the project done in the next month or two for the Council's review.

Other Information: Ms. DeSoto signed for three membership applications which were sent out for three minor children. There are still three pending. Ms. Komar plans to attend the Broadband Webinar when the Government is back up and running.

Tribal Coordinator report was concluded.

Ms. DeSoto was asked for two Tribal ID cards for descendants. The ID is required to obtain health care and other services. The ID card for descendants is designated by the Tribal member's ID preceded by a D and followed by the number of the descendant. Example: DMember Number-1. The process is time consuming.

Vice-Chairwoman Nedra Crane did not have much to report. The ITCN meeting was moved to January 25, 2019 at 10 am.

There is training in Las Vegas, Nevada for Tribal Enrollment Audit and Reconstruction Workshop on January 29, 2019 and January 30, 2019 which Ms. Crane would like to attend. The Council authorized her attending the training.

There was a discussion on upcoming trainings for Enrollment and ICWA including:

- Resilience in Tribal Enrollment: Navigating the Turbulent Atmosphere presented in Albuquerque, New Mexico on February 5-6, 2019
- The 24th Annual Mid-year Tribal Enrollment Conference in April in Las Vegas, Nevada
- ICWA Tribal Customary Adoption and In Home Service in February 5-7, 2019 in

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Palm Springs, California

- Understanding ICWA and Positive Indian Parenting in April 3-5, 2019 in Albuquerque, New Mexico

Secretary/Treasurer Eugene Mace came in to sign checks.

Council Member Phillip Frank had nothing to report.

Council Member Steve Crane had nothing to report.

Staff Reports

Natural Resources Department (NRD) Report by Natural Resources Director Rachael Youmans

Ms. Youmans gave the Council her report.

The department has been working on reports and proposals for BIA grants. Even though the Federal government is shut down the NRD is still maintaining the original deadlines and sent the reports and proposals to the BIA prior to January 15, 2019.

EPA GAP grant application was submitted on January 15, 2019.

The staff has been busy entering data for reports.

A Fish and Wildlife Biologist has resigned. However they have been receiving applications for other posted positions. A system was developed to organize these applications.

The Natural Resources Department is waiting for the Federal Government shutdown to end.

The Maintenance Worker position was posted for a year. During 2018 the applications returned were either for heavy equipment or facilities experience so Ms. Youmans created a second position for a Heavy Equipment Operator.

The new backhoe was delivered.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-02-2019 Approval of the Position Description for Natural Resources Department Heavy Equipment Operator with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-02-2019 enacted at 9:23 am.

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MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-03-2019 Approval of the Position Description for Natural Resources Department Maintenance Worker with a waiving of the reading. Council Member Phillip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-03-2019 enacted at 9:24 am.

NFWF is okay with the title change for the Program Assistant to the one approved in December of Natural Resources Program Coordinator/Biologist. Ms. Youmans would like to start charging the Program Coordinator's time to the actual grants she is working on as opposed to entirely to the NFWF grant as originally established. Ms. Quinn as Financial Director agrees with this action. The Council also agrees.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-01-2019 Amending and Updating the Summit Lake Paiute Tribe Organizational Chart with a reading of the resolution. Council Member Steven Crane seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-01-2019 enacted at 9:36 am.

Fund 107-Desert Terminus Lakes Grant from the Bureau of Reclamation will end on April 1, 2019. There is a large balance left. Ms. Youmans proposes to request a three year extension through 2022. She needs a letter signed by the Chairwoman.

There were some good applications received for the posted NRD positions.

Ms. Youmans would like to hire someone for the Fish and Wildlife 3 / 4 position first. She would like to start interviewing the week of January 29, 2019. She would like to know the process. Ms. DeSoto is available January 30, 2019. Mr. Mace will check his availability. Mr. Frank and Mr. Crane are also available. Ms. Crane will be at Enrollment training.

The other positions open are Fish and Wildlife Biologist 1 and 2, also Natural Resources Technician.

The snow melted in December 2018. Then the Reservation got more snow. The manager at Soldiers Meadow sent an email that there was seven to eight inches of snow on the ground as of January 18, 2019.

Ms. Youmans has been working on the NRD budget with Ms. Quinn.

The NRD has \$45,000 from the BIA to buy a truck for the Reservation. The plan is to buy a work truck. The priority has increased to buy one for this field season.

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The Natural Resources Department report concluded at 9:55 am.

Financial Report by Ms. Linda Quinn, Finance Director

UPDATE:

- The 2019 Indirect Cost Proposal has not been assigned to a negotiator. Ms. Quinn was told this was due to heavy workload, holidays and government shutdown and to check back in a month.
- Year-end taxes completed include 4th Quarter 2018 Federal Employee Tax 941 Report; Fuel exempt usage report to DMV; and 4th Qtr. SF-425's; and DETR unemployment 4th Qtr. 2018. Still to process are the W-2's; 1099's.

Ms. Quinn met with Mr. Carslaw to discuss a discrepancy in the finances although the bottom line looks good. They believe some funding was put into the wrong fund. It needs to be cleaned up.

- Berkley Net requested the annual Workers Comp Insurance Audit for payroll expenses which was completed online and submitted on January 4, 2019.
- Liberty Mutual is our Workers Comp Insurance Carrier for 2019.
- US Bank has credited our account for the fraudulent activity (\$5,059.31 from Verizon WRLS).
- The 2018 annual Audit with BlueBird, CPAs has been scheduled for May 28 – May 31, 2019.
- 2018 Budget Review Meeting will be 10:00 am on Saturday, February 2, 2019. Mr. Cowan will be asked to come in after the meeting in the afternoon.
- BIA, Carson City, Nevada is closed due to the Government shutdown so Ms. Quinn has been unable to contact Norma Moyle on the Social Service employee background check issue.

A letter to Mr. Eben requesting BIA assistance for Constitution and Blood Quantum Proposal was signed by Chairwoman.

An extension Request Letter for Funds 101, 102, 103, 104 and 105 was signed by the Chairwoman.

Notable dates:

- Interviews on January 30, 2019

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- Special Budget meeting on February 2, 2019
- Chairwoman DeSoto traveling on February 8-10, 2019
- Regular Council Meeting on February 16, 2019

4th Qtr. 2018 Invoice with backup documents for Fund 120 has been submitted to Rebecca Smith.

BUDGET REPORTS: Summary of Account Balances as of 12/31/2018 was reviewed.

A Training Opportunity for a webinar series for CY 2019 from Federal Grants Management Training, Brian Tipton was reviewed and approved for payment.

MOTION: Vice-Chairwoman Nedra Crane moved to purchase 2019 Webinar Series. Council Member Phillip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried at 10:42 am.

The open positions for Housing Director and Enrollment Coordinator were advertised with Native preference on January 9, 2019 ready for review on January 23, 2019. Council selected January 30, 2019 to interview the Native Housing applicants.

The Financial Report concluded at 10:52 am.

Minutes

MOTION: Vice-Chairwoman Nedra Crane moved to approve the minutes of Regular Council Meeting of December 15, 2018 with a waiving of the reading. Council Member Phillip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried at 10:56 am.

MOTION: Vice-Chairwoman Nedra Crane moved to approve the minutes of the Special Council Meeting of December 29, 2018 with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried at 11:00 am.

Ms. Macko will not be able to attend at the February 16, 2019 Regular Meeting.

Jerri Lynn Barlese entered the meeting at 11:04 am.

OPEN FORUM

Ms. Barlese stated that she had some questions to ask the Council.

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1. Why is the Council not using the Enrollment Committee?
2. Why were some submitted candidate names not on the Election ballot?
3. She wanted to protest the enrollment of some members.
4. Regarding minutes, she stated that there were minutes that were in error regarding her and asked what can be done to fix them. She will send the date of those minutes. She would also like a copy of the October and December 2018.
5. She asked how she could participate in the HUD Housing programs. It was checked and she was informed that she was already on the list once the programs go into effect.

Ms. Barlese would like a response to her questions by the next Regular Council meeting.

Ms. Barlese left the meeting at 11:31 am.

MOTION: Vice-Chairwoman Nedra Crane moved to go into Executive Session for Administrative purposes for 20 minutes. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED Motion carried and Council went into Executive Session at 11:34 am.

Council returned from Executive Session at 11:36 am.

The next meetings are:

Special Council Meeting on February 2, 2019 at 11:00 pm.

Regular Council Meeting on February 16, 2019 at 8:00 am.

MOTION: Vice-Chairwoman Nedra Crane moved to adjourn. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Meeting adjourned at 11:37 am.

CERTIFICATION

I, Eugene Mace, Sr., Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the January 19, 2019 Regular Council Meeting were approved by the Council during a duly held meeting February 16, 2019 at which there was a quorum present, and the Council voted: 4 - FOR; 0 - AGAINST; 0 - ABSTAINING, Chairwoman Randi DeSoto did not vote because there was not a tie vote.

02/20/2019
Date

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