

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

CALL TO ORDER: Vice-Chairwoman Randi DeSoto called the meeting of Saturday, July 16, 2016 to order at 8:07 am.

ROLL CALL: Secretary/Treasurer Celina Gonzalez called roll: Chairwoman Page Linton, absent, Vice-Chairwoman Randi DeSoto, present; Secretary/Treasurer Celina Gonzalez, present; Council Member Jerry Barr, present; and Council Member Eugene Mace Sr., present.

STAFF: William Cowan, Director of Natural Resources Department; Linda Quinn, Financial Director; and Anne Macko, Contractor

Guests: None present

REPORTS

Council Reports

Vice-Chairwoman gave the report of **Chairwoman Page Linton** in her absence due to personal issues.

Ms. Linton reported she answered emails, texts and mail. There were six female and two male IWCA enquiries. All of them were non-affiliated. There were no new Enrollment requests. She did do work on an enrollment roll for the BIA.

There were two meetings of the Enrollment Committee. She would like a discussion of the Committee's quota of six meetings per year. Ms. Linton asked Ms. Christine Harjo to come to the meeting and give a report to the Council. The Committee minutes have been submitted.

Ms. Linton received a question from a Tribal member regarding whether the Tribe received Burning Man tickets this year.

The Temporary Finance Clerk was hired on June 21st, 2016 and is working out well. The job description for the NFWF Assistant was sent out and also sent to ITCN.

BLM Winnemucca with attend via phone today. Ms. Linton notified Jennifer Rovanpera of BLM Applegate of the August 27, 2016 date for the field trip. There has been no response as of yet.

A new computer was purchased for Tribal Council member to replace one out of date.

Vice-Chairwoman Randi DeSoto reported she has been coming into the office hit or miss for emails, some are actually empty. The emails intended for the Chairwoman are

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

forwarded to Ms. Linton.

There was a notice from the Nevada Urban Indians Substance Abuse Program. They left a pamphlet and letter. It was posted in the front.

Ms. DeSoto attended an Enrollment Committee meeting. They sent the Council the minutes and agendas. The Committee is to have six meetings. They need to inform the Chairwoman before having a meeting. Council Member Barr suggests that they should save the next two meetings to latter in the year in case there is an application received. This should be discussed with Ms. Harjo, Enrollment Committee Chairman.

Secretary/Treasurer Celina Gonzalez said she handled texts, calls and emails. She came into the office to sign checks. She received a new laptop. She is good to go.

Council Member Jerry Barr reported he was on vacation. He answered emails and texts. There was one Higher Education submission. It is complete and he will go over it this afternoon.

Council Member Eugene Mace Sr. reported that he came into the office and signed checks.

Staff Reports:

Finance Director Linda Quinn:

Ms. Quinn stated that she was busy the past month. She had a question on the Council's system regarding signing checks. Should she call people or will they just come into the office to sign checks? Mr. Barr said that he usually comes in on Tuesdays to sign payroll. Ms. Quinn asked if they wanted to rotate signers. Mr. Barr said it was easy for him. Mr. Mace is off work at that time. It was decided that Mr. Barr and Mr. Mace would be the regular signers. If they are not available, Ms. Quinn can call some other Council member. Mr. Barr commented it is easier to get hold of him by text. Ms. Gonzalez said it was the same for her.

Sending ICWA Letters to the Chairwoman--the system for ICWA letters was discussed ICWA requests will be scanned and sent to Ms. Linton to determine if they are affiliated or non-affiliated. If they are non-affiliated, Ms. Gonzalez can sign the letters so a response can be sent out.

Ms. Quinn will assist Mr. Mace with check signing procedures.

Discussion Topics:

1. Indirect Cost Proposal needs to be done ASAP for 2015 and 2016. Ms. Quinn discussed the possibility of contracting an outside Company or relying on Mr.

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

- Charles Carslaw with Council. Mr. Carslaw has verbally agreed to work on the IDC Proposal as a priority. This was okay with the Council.
2. Conover, our current Insurance Broker, has requested information to complete the renewal process. Mr. Cowan did an excellent job updating the physical inventory.
 3. Ms. Quinn asked where the DMV files were located. She also asked if she could use a file cabinet in the Enrollment office for ICWA letters.
 4. CMS—Ms. Quinn responded to the CMS letter requiring information from Summit Lake on employee health plans. An online response was required for social security data matching. Since we have less than 20 employees, the Tribe is not required to provide “Mandatory” insurance. Summit Lake does provide a reimbursement program for full-time employees.
 5. SF-425 reports—Ms. Quinn has been busy preparing the second quarter report for all programs. She plans to complete these by the end of the month.
 6. The Bond payment was processed. This is 5.4% of the gross wages.
 7. ASAP Payment System—Ms. Quinn now has access to the ASAP payment system which allows her to draw down funds, check balances, etc. Funds were drawn down without having been earned or can be used in a reasonable timeframe. This will be reflected in the SF-425’s.
 8. Vehicle Mileage—Vehicle mileage is caught up and the GSA payments are also caught up. The GSA is requesting a 2016 funding contract in order to renew our 2015 lease. Ms. Quinn is working with Marilyn Bitisillie to obtain a copy of the 2016 Continuation Contract.
 9. Banking—Bank reconciliations are up-to-date and deposits and payments have all been posted
 10. New Temporary Finance Clerk—Jennie Burns was hired. She is very helpful. The BIA funding will last 11 weeks. Ms. Quinn would like to recommend that Ms. Burns to stay in the NFWF Program Assistant position. Ms. Linton reviewed the job announcement and it was approved on July 13, 2016.
 11. Mr. Carslaw made adjustments to the accounts and got a balanced trial balance for the Audit. Ms. Quinn reviewed the A/P for payments made in 2016 that needed to be booked in 2015. It is looking good for the Audit. The physical audit begins July 25, 2016. Ms. Quinn has been scanning things and sending it to the auditors.
 12. Audit—The Audit for 2015 is starting July 25, 2016. Ms. Quinn needs to find the 2016 minutes and resolutions and 2015 minutes. She also needs a copy of the policy books.
 13. 2015 General ledgers were printed for Mr. Cowan and the Natural Resources Department.
 14. BIA Annual Narrative Reports—Mr. Carslaw asked about the second quarter Narrative. It still needs to be done. The reports for 2015 are up-to-date. Ms. Quinn needs to find it. Mr. Barr suggested she talk to Ms. Bitisillie at the BIA to request copies and/or talk to Ms. Linton.
 15. Old Business:

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

- Abila Software Training—Ms. Quinn proposed using five hours at a cost of \$225 an hour for a couple of sessions. She needs help with budget building.
- The current budget was sent out. Ms. Quinn asked if she should send out budget figures to the Council a week before a Council meeting. The Council says yes to this and asked her to also send the budget to Mr. Cowan.
- HUD Calculations—IHBG benefits is based on HUD calculations numbers. They request an annual review of the numbers so the Tribe can challenge it. It was decided those numbers are fine for now.
- Bank Credit Card—Ms. Quinn explained that the Portland office of the US Bank has been calling. When the Council added signers and changed the contact to Ms. Linton, it was not registered in Portland where it needs to be on file. The Portland office still has Ms. DeSoto listed as the contact. This means Ms. DeSoto is the only one to authorize Ms. Quinn to have on-line access. Ms. DeSoto will need to change the contact. The monthly bank charges are low, so Ms. Quinn does not want to change anything, but would like the on-line access. Ms. Linton did say she would use her information at the bank, but it is not done yet. Ms. Quinn suggested asking Ms. Linton if the Chairwoman still wants to do it.
- Budgets—just picking up a little increased expenses. Fund 102 looks upside down, but might not be. She is not done adding all the modifications. They will see next month.

Ms. Quinn asked for any questions. There were none. Ms. DeSoto said she would follow up with the bank on Monday.

Director of Natural Resources William Cowan: Mr. Cowan previously emailed his report to the Council and asked for any questions. There were only two discussion topics: Credit Card (discussed in the Finance report) and an Executive Session for personnel.

Mr. Cowan asked for an executive session for personnel.

MOTION: Council Member Jerry Barr moved to go into Executive Session for 15 minutes for personnel. Council Member Eugene Mace seconded the motion. Vice-Chairwoman Randi DeSoto called the vote. 3 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried. Executive Session began at 9:18 am.

Council returned from Executive Session at 9:33 am.

Vice-Chairwoman DeSoto called for a 10 minute break at 10:02 am. Returned from break at 10:12

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
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MOTION: Council Member Jerry Barr moved to make an agenda change to pass the June 18, 2016 minutes. Council Member Eugene Mace seconded the motion. Vice-Chairwoman Randi DeSoto called the vote. 3 FOR, 0 AGAINST, 0 ABSTAINED. Motion carried.

MINUTES:

MOTION: Council Member Jerry Barr moved to approve the Saturday, June 18, 2016 minutes as corrected with a waiving of the reading. Secretary/Treasurer Celina Gonzalez seconded the motion. Vice-Chairwoman Randi DeSoto called the vote. 3 FOR, 0 AGAINST, 0 ABSTAINED. Motion approved at 10:15 am.

The next meeting will be August 20, 2016 at 8:00 am at the Sparks office.

Ms. DeSoto explained to Mr. Mace that a Narrative is a quarterly summary of what the Council has done over each quarter.

It was also noted that Ms. Linton was contacted and she forgot to take care of the credit card thing. She will work on it the next time she is in town.

Topics for the Agenda at 2:00 pm:
Enrollment Committee Report
Land Assignment—this was discussed at the last meeting.

Vice-Chairwoman DeSoto called for Lunch at 10:27 am.

CALL TO ORDER: Vice-Chairwoman Randi DeSoto called the meeting of Saturday, July 16, 2016 back to order at 1:04 pm.

ROLL CALL: Secretary/Treasurer Celina Gonzalez called roll: Chairwoman Page Linton, absent; Vice-Chairwoman Randi DeSoto, present; Secretary/Treasurer Celina Gonzalez, present; Council Member Jerry Barr, present; and Council Member Eugene Mace Sr., present.

STAFF: Anne Macko, Contractor

Guests: None

Government to Government Consultation

BLM Winnemucca via phone conference. Mark Hall is on the phone for the BLM.

1. Visits to Sites—visits to sites are impacted the Hycroft Mine expansion. Now is the

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

time visits need to be set-up. Since the area is not within a 70 mile radius of the reservation, the Council does not want to do a site consult. It is not cost effective to travel there. There is a proposed joint project with the BLM and Fish and Wildlife Service. If approved, the plan is to remove two eagle nests. Fish and Wildlife will send a consult letter.

2. Funds to repair fences have been used. And the BIA must inspect the fences in order to close the contract. The BLM needs the BIA's okay. The BLM has tried to contact Jerry at the BIA. There has been no response. Mr. Hall suggests that the Chairwoman also write a letter to the BIA asking for the inspection.

3. The BLM was sent a letter regarding a small test excavation at Trego Hot Springs. The BLM is working on a management plan to prevent people from trashing/leaving trash in the area. They are planning on fencing to stop people from parking right next to the hot springs and re-routing roads to the hot springs. The excavation is to discover what is there. This is the extent of archeologic sites. There are three open unpaid positions. They would like Native American or youth workers. They will get a per diem. There is no date set for the start of the excavation. They are using a third-party contract opening in August to be done for approximately two weeks during August to October.

Mr. Cowan updated the Council prior to his departure before lunch regarding un-authorized cattle grazing in Soldier Meadows near Summit Lake. Two days ago they were moved to the Idaho Canyon side. There is concern about the west side water gap. It was reported that the cattle were in Soldier Meadows for at least two weeks. Mr. Hall said that next week Angie could take a look at the water gap to see what the situation is there. Regarding the northern fence on Idaho Canyon, the western side maintenance is the responsibility of the permittee. Mr. Hall asked to let the BLM know if the maintenance is not being done.

The Land Bill passed the House and is onto the Senate. Regarding the SLPT Roads proposal, the Sage Grouse EIS says how the roads are to proceed in priority habitats. The BLM Winnemucca does not have any instructions yet so right-of-way requests are on hold.

Denio Site Visit Status—the project looks like it will go ahead at some time and start with a temperature drill hole, mostly off road 140.

The report concluded and Mark Hall ended the conference at 1:31 pm.

OPEN FORUM:

OLD BUSINESS – Item previously discussed at last meeting.

Summit Lake Paiute Tribe
General Council Meeting
Saturday, July 16, 2016
Primary Administrative Office, Sparks, Nevada

Note: Add Enrollment Committee to the next meeting agenda at 2:00 pm.

NEW BUSINESS

Mr. Barr has a Higher Education application that is complete in the amount of \$434 for six credits for part-time schedule of an ongoing student. It is within the budget. The class needs analysis is subject to change. It was decided that if the student adds a class, they can apply for that class and ask for more money.

MOTION: Council Member Jerry Barr moved to approve \$434 of unmet needs to attend TMCC for Celina Gonzalez for the fall semester. Council Member Eugene Mace seconded the motion. Vice-Chairwoman Randi DeSoto called the vote. 2 FOR 0 AGAINST 1 ABSTAINED. A Higher Education Funds of \$434 have been awarded to Celina Gonzalez.

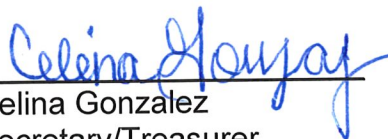
MOTION: Council Member Jerry Barr moved to adjourn. Eugene Mace seconded the motion. Vice-Chairwoman Randi DeSoto called the vote: 3 For 0 Against 0 Abstained. The meeting was adjourned at 1:45 pm.

CERTIFICATION

I, Celina Gonzalez, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the July 16, 2016, Council Meeting were approved by the Council during a duly held meeting on August 20, 2016 at which there was a quorum present, and the Council voted:

3 - FOR 0 - AGAINST 0 -ABSTAINING, Chairwoman Page Linton did not vote because there was not a tie vote.

08/20/16
Date



Celina Gonzalez
Secretary/Treasurer
Summit Lake Tribal Council