

Summit Lake Paiute Tribe  
Regular Council Meeting  
Saturday, January 16, 2021  
Administrative Office, 2255 Green Vista Dr. Ste. 402, Sparks, Nevada

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**CALL TO ORDER:** Chairwoman Randi Lone Eagle called the Regular Meeting of Saturday January 16, 2021 to order at 8:17 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 Philip Frank, present; and Council Member, Steven Crane, present.

**STAFF:** Linda Quinn, Finance Director; Rachael Youmans, Natural Resources Department Director; Austin New Moon, Housing Manager; Shalone Jimmy, Enrollment Coordinator; and Anne Macko, Contractor.

**GUEST:** Melissa Eller, Enrollment Committee Chair and Tribal Member

**Council Reports:**

**Chairwoman Randi Lone Eagle** thanked the staff who turned in electronic reports.

Ms. Lone Eagle came into the office and signed some SF-425's that were due on January 15, 2021.

Ms. Lone Eagle discussed how well the food pantry was doing.

She welcomed Shalone Jimmy as a new staff member in Enrollment. Ms. Lone Eagle received Ms. Eller's report for the January 5, 2021 Enrollment meeting. The next meeting will be as needed. There are currently two people on the Enrollment Committee. One person has resigned. There was a resolution for Enrollment which was tabled until February.

There was a meeting on January 5, 2021 with the Enrollment Committee of Melissa Eller, Utahna Romero and Christine Gonzalez. There were three enrollment applications reviewed. There was one adult application which was approved and two for children which were missing information. Ms. Romero brought a letter to the committee and officially resigned on January 4, 2021.

Ms. Lone Eagle also reported that she checked in with Ms. Youmans and came into the office after hours as needed. She received an email from a member with distance learning children. They asked about delivery on keyboards for tablets and ink for the printer.

Another member, a child, switched schools to one with distance learning. They cannot do distance learning because they do not have a laptop. The question raised was if there was one available for their use. Ms. Quinn remembered that NRD has some older

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laptops. They replaced laptops a little at a time. There should be four or five of them that would be useful for students or word processing although not suitable for NRD software and programs. She would be glad to give them over for learning, etc. for members. Ms. Quinn said there are already two members on a list already. NRD will find the box the laptops are packed in.

**Vice-Chairwoman Nedra Crane** reported that she attended the January 5, 2021 Enrollment Committee meeting and the January 9, 2021 Special Council meeting on Housing. She was going to attend meeting via Zoom regarding Naval Air Station Fallon, Nevada but it was postponed until January 27, 2021.

She completed Ms. Rodriguez's Job reference survey.

Ms. Crane signed checks.

**Secretary/Treasurer Eugene Mace, Sr.** attended the Special meeting on January 9, 2021 and signed checks.

**Council Member Philip Frank** attended the January 9, 2021 Special Housing meeting and signed checks. Mr. Frank got a donation of a 2 drawer fireproof filing cabinet. Ms. Quinn said that grant contracts and finance documents were put in there.

**Council Member Steven Crane** attended the Special Council meeting on January 9, 2021 for Housing policies. Ms. Lone Eagle remarked that it was a very informative.

### **Housing Report by Austin New Moon**

There are a total of 21 Housing applications. Currently there is one application for closing/down-payment costs and one new rental application.

New Sports Program: There is someone interested who has an application. They need to return the completed application.

There are three rental regulars.

Food Pantry: Ms. New Moon said they would like to do once-a-month donations from Horizon Church. They give so much. Catholic Charities is also donating to the pantry. There was one Tribal Member who donated meat and frozen pizza.

All the new programs started January 1, 2021. Policies are done and ready to go.

Pyramid Lake holds OSHA 30 and MSHA Training available for SLPT to attend. Ms. Youmans would like to have her staff attend OSHA training. Mr. Crane said that MSHA

was also a good program. Salvador Del La Luz is interested.

Ms. New Moon has been updating the Facebook pages she handles.

She is hoping to get a Cares Grant from Wells Fargo for Housing.

She completed the online job reference process for Kristin Rodriguez. Ms. New Moon wishes her well.

Ms. New Moon wants to promote the Sports Program.

### **Enrollment Report by Shalone Jimmy**

Ms. Jimmy did not send the Council the resolution for the one approved enrollment application.

She is trying to keep the Tribe compliant with the BIA. The Enrollment office is up and running. Progeny is being updated by entering the 16 memberships which were previously approved. Some applications need some clean-up. Ms. Jimmy is working with the Enrollment Committee. There was no follow-up or correspondence found. She sent letters of approvals to the new members and informing them of the procedures to get Member IDs.

There was one complete application. A few address changes came in to the office. Ms. Jimmy sent out eight new applications, some of which were for clean-up purposes.

Ms. Melissa Eller entered the meeting at 8:59 am.

The contact at the BIA is Norma Moyle.

The updated Base Roll requires a resolution to be official so it can be sent to the BIA.

ICWA: Ms. Jimmy stated she was a bit out of the loop but did a report for the BIA. She will get caught up. She is trying to see what needs to be done or corrected.

Ms. Lone Eagle discussed some previous issues with Tribal ID's. There is a possible reason for information not being on the desk top due to computer upgrading. It will be a big catch-up game. Ms. Lone Eagle also mentioned the last Enrollment Coordinator would be available to answer questions.

Ms. Lone Eagle explained that some Tribal ID's have no expiration date, no updates. Ms. Jimmy will be asking for verification of identity before updating or requesting ID cards. Ms. Eller suggested sending a letter to the membership that if the Member

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wishes to have an official identification card, an expiration date must be on the ID card.

The Narrative report as well as the Quarterly report for the BIA were completed.

Ms. Crane asked why there were non-members on the Base Roll. Ms. Jimmy explained it was to show lineage-family tree.

Updated Base Roll:

There was a discussion about what is to be on the 2020 Year End Base Roll. This will require a new resolution.

**MOTION: Vice-Chairwoman Nedra moved to accept and approve Resolution SL-06-2021 Certification of the 2020 Year End Base Roll 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, 0 ABSTAINED. Resolution SL-06-2021 enacted at 9:21 am.**

Ms. Jimmy looked forward to the new year and making things run smoothly. In reviewing the tribal website, she saw that forms need to be updated with the new address. Ms. Quinn will assist Ms. Jimmy in accessing the website so she can make changes.

Ms. Lone Eagle is still getting ICWA mail, etc. There is now a second ICWA case involving a Tribal member where a child was removed from the father.

SLPT is getting more members wanting to be engaged. They should work as a team.

Ms. Lone Eagle called a ten-minute break at 9:32 am.

Council returned from break at 9:51 am.

### **Finance Report by Linda Quinn**

Personnel/Staff Openings: There was a discussion of a new position for Tribal Coordinator. Enrollment position funding must come from CPTG. The Tribal Coordinator position is more of a Council secretary job with grant research and writing; policy correction and updating with proposals and/or recommendations.

There was some discussion on combining the two part-time jobs, Enrollment and Tribal Coordinators. It was decided it was not a good idea. Ms. Jimmy would be willing to look at the full-time Finance Clerk position.

It was noted that the Finance Director has been shouldering a lot of administration. A

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Tribal Coordinator would help. Ms. Crane felt this was unfair that one person should be asked to fill-in all the time. Ms. Quinn said this is in the past and to move forward. A flyer will go out requesting new Enrollment committee member(s). It is the consensus of the Council to post the Tribal Coordinator and Finance Clerk positions for the two-week Native preference period before opening it up for all.

Tribal Budget Formula Request Annual Response: This is the needs and wants of the Tribe. It uses the same form as last year to set the priorities for the coming year. The Council and staff discussed the priorities set in 2020 and the current priorities. Some items had priorities rearranged for 2021.

Use of Pyramid Lake Paiute Tribe Dump for 2021: In the past SLPT has used the Nixon dump. The office has the use of the HOA provided large waste receptacle. Ms. Youmans said that NRD may need to dump some large things from Summit Lake. It was decided by Council to renew the Pyramid Lake dump contract. She will discuss it with Ms. Youmans.

Liberty Mutual Audit for 2020: Ms. Quinn discussed the Workers Comp insurance audit.

Quarterly SF-425's: All Quarterly SF-425's for all grants requiring quarterly reports have been completed. They were sent via email with hard copies mailed to the BIA on January 15, 2021. Indirect has not been posted at this time.

Budget Summary: Ms. Quinn went over the budget. The CARES Act funds were all spent. 80% of these funds went to the Tribal members. All late requests have been processed and went out the week of January 15, 2021 from Fund 30, Ramah.

ITCN Fund 112: Fire tablets for children 2-12 years of age need to be sent to the newest members. There should be 16 new children. Ms. Quinn needs the addresses of the parents to send letters. Ms. Jimmy can get the information for the children who are eligible. Ms. Eller will also help.

NV Energy: NV Energy credited the SLPT new account in error instead of crediting the Tribal member who was being assisted. The matter has been resolved and the proper account credited.

FYI: President Biden has announced additional funding planned with \$20 billion of support for Tribal governments including vaccine shots.

Census Bureau: The Census Bureau is planning a Tribal Consultation to review the use of differential privacy in 2020 Census data products before making their final decision. Sample questions are given. This will be a listening event on February 18, 2021 via a dial-in webinar. Ms. Crane and Mr. Crane will try to sit-in and participate.

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Updates:

- Rural Community Assistance Corporation (RCAC) lender; first payment of \$1,313 has been made.
- US Postal Service Rates to increase on January 26, 2021.
- It was decided to hold off on rescheduling the new office Open House. Things need to be cleaned up and unpacked. Ms. Eller says it is off putting. Ms. Quinn would also like to find someone to come in and clean weekly. Ms. Del La Luz will be contacted. Ms. Quinn has two \$100 Walmart cards. It was suggested to raffle them at the Open House
- All Insurance has been renewed.

Higher Education:

Higher Education has a completed application requesting Higher Education funds. There was a discussion of the request for tuition fees, books, room and board. The decision of the Council was to pay for tuition fees and books in the amount of \$1,183.

**MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-09-2021 Approval of Higher Education Funding for Celina Gonzalez 's Nursing Program in the amount of \$1,183 for Tuition Fees and Books with a waiving of the reading. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 3 FOR, 0 AGAINST, 1 ABSTAINING. Resolution SL-09-2021 enacted at 10:08 am.**

It was noted that funding is never guaranteed and is subject to available funds. Ms. Eller asked that membership be notified in writing of the availability of Higher Education funds.

Ms. Jimmy was excused from the meeting at 11:55 am.

**Natural Resources Department by Rachael Youmans**

The staff worked on data entry and analysis and wrote reports and proposals. They are done with half of the reports with the rest due at the end of the January.

The temperature on the Reservation was cold, but gradually warming through the day with highs around 50°F to lows around 0°F.

Discussion Topics:

Upcoming Virtual Meetings

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- LTC Interagency Meeting which is a series of three to three and a half hour webinars January 19-20 and 21, 2021 from 1:00 pm to 4:00 pm. The NRD staff will be attending.
- EPA Regional Tribal Operations Committee (RTOC) on February 2-4, 2021 including the EPA Tribal Leader's Roundtable on February 3, 2021 from 2:30 pm to 4:00 pm specifically for Tribal leaders. Ms. Crane and Mr. Mace would like to attend.

Grant Administration:

- FY22 GAP grant proposal submitted. Work Plan for FY2022 starts on October 21, 2021 Mr. Mace talked about a Reservation Cleanup.
- FY22 Clean water Act (CWA) Section 106 and 319 proposals upcoming

It is the consensus of the Council to submit the proposals for FY22 Gap and FY22 Clean Water Act.

Permissions:

- Procurement
- Trainings: Wilderness Certifications are expiring. Ms. Youmans wants to brush up with a first aid/CPR virtual class. She would like to send staff to Red Cross a CPR class for \$80 per person. There are five people whose cost can be paid by various grants. Until things open up, Ms. Youmans would rather use online classes as refreshers. Mr. Mace asked if NRD had first aid supplies. Ms. Youmans explained there are first aid kits in the cars/trucks and these are checked every month. They also have backup supplies. There is an AED machine at the Lake but the office needs one. They might be a good thing for members (Housing).

Free Virtual Class from Louisiana State. There are two four-hour classes; Sight Protection with Observational Techniques and Biological Incidence Awareness – COVID-19. Ms. Youmans wants to have the staff attend.

NAE-Nevada Association of Employers has Supervisor Skills Next Step (2) for \$250 which Ms. Youmans would like to take. There are four webinars. This would be paid by the GAP grant. NAE also has other trainings. Wages which would be for someone like Ms. Quinn. There is also an HR training

- Setting Harvest Limits: Last year there was a meeting to inform people of the science side. Ms. Youmans would like to do this meeting every year but there is nothing new due to the pandemic. The Council tabled the discussion to the February Council meeting.
- Sage grouse mailing: The remaining project to close out one of the NRD sage grouse grants is an education component on native seeds for Tribal members.

Because of the pandemic, they have decided to create a booklet to accompany some native seed. These will be sent to the members so they can plant their own seeds themselves. The booklet will have the instructions to plant the seeds. One booklet will be sent to each household. They will make 100 booklets. This should close the project. The Council granted permission to mail the booklet when it is ready.

Data Management Plan:

There is a lot of data. It is not always collected/stored/etc. in the same way.

NRD wrote a standard process for collection and storage of the data. It is ready to go and Ms. Youmans would like to start using it. She would like a consensus of the Council to implement the plan. It is the consensus of the Council to implement the Data Management Plan.

Ms. Crane wondered about what happens to the old data. Ms. Youmans explained that once the documents are scanned and put into the system and the system backed up. The old files can be shredded unless it is of significant importance to keep the paper copy of a certain document. It is the consensus of the Council to shred appropriate documents after scanning them.

Data Sharing: There was a discussion on what procedures and conditions are part of data sharing.

- Ms. Youmans usually asks the Council.
- Both parties need to know how the data will be used and that they should not share it with anyone else.
- A Data Sharing Agreement is needed. Ms. Youmans has written a sample one to be part of the Data Management Plan.

The question was raised if data sharing needs a resolution. Ms. Lone Eagle stated that she did not believe the data sharing agreement needs a resolution because it would be part of the overall contract which requires a resolution or it can be brought up case-by-case.

Employee Handbook: Ms. Youmans received the NAE comments as well as James Waddell's comments on the revised Employee Handbook. Ms. Youmans and Ms. Quinn will review it for a final changes and comments. Then it will be given to Council to review. Council was asked to send any changes to Ms. Youmans by February 15, 2021. Ms. Quinn said she would not be able to work on it until March. It needs the COVID-19 policy inserted. Ms. Youmans is trying to keep it moving forward.

Tribal Transportation Program Agreement: The Risk Assessment meeting went very well. Ms. Youmans thanked Ms. Quinn for her time. They think that SLPT is a low-risk organization. They do want a book on how to do things on Abila. It was agreed that they



should do a step-by-step booklet for this and other purposes.

**MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-07-2021 Approval of Tribal Transportation Program Agreement Between Summit Lake Paiute Tribe of Nevada and United States Department of the Interior Bureau of Indian Affairs 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-07-2021 enacted at 1:07 pm.**

Approval of Treatment as State (TAS) legal Assistance: Ms. Youmans contacted Mr. Schlosser to verify the price of the proposal. It was confirmed to be \$1,200. They asked for SLPT to specify the contact name for the scope of work. This will be Ms. Youmans.

**MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-08-2021 Acceptance of Letter of Engagement from Morisset, Schlosser, Jozwiak and Somerville 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, 0 ABSTAINED. Resolution SL-08-2021 enacted at 1:13 pm.**

Ms. Youmans requested an Executive Session for Personnel for 15 minutes.

**MOTION: Vice-Chairwoman Nedra Crane moved to go into Executive Session for 15 minutes for Personnel. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Council went into Executive Session at 1:14 pm.**

Council returned from Executive Session at 1:29 pm.

## **OPEN FORUM**

Open House: Due to COVID-19 and time to get the office ready, the Council decided to revisit rescheduling the Open House until June or July.

Ms. Lone Eagle received a letter from one member to inform the Tribe of a change of address. They would like a new calendar and to send their Covid money to this new address. Ms. Quinn has already sent out a calendar and forms.

Mr. Dean Barlese was contacted. He said he would like to bless the new office. He will be having surgery the week of January 22, 2021 so he would be available after he has recovered.

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**MOTION: MOTION: Vice-Chairwoman Nedra Crane moved to approve the minutes of the Regular Council Meeting of Saturday, December 19, 2020 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, 0 ABSTAINED. Minutes approved at 1:34 pm.**

The next meeting will be the Regular Council Meeting on February 20, 2021 with Zoom at 8:00 am until conclusion at the Administrative office, 2255 Green Vista Dr., Ste. 402, Sparks, Nevada.

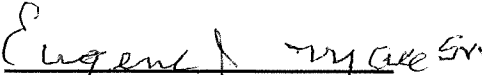
Mr. Eben of the BIA-Carson City, Nevada has retired. Ms. Lone Eagle will contact Norma Moyle to set new contact. The BIA Agency in Phoenix, Arizona is currently working from home.

**MOTION: Vice-Chairwoman Nedra Crane moved to adjourn the meeting. Council Secretary/Treasurer Eugene Mace Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. The meeting was adjourned at 1:36 pm.**

**CERTIFICATION**

I, Eugene Mace, Sr., Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the January 16, 2021 Regular Council Meeting were approved by the Council with corrections at a duly held meeting February 20, 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.

2/23/2021  
Date

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