

**Summit Lake Paiute Tribe
Special Council Meeting
Wednesday, July 21, 2021
Primary Administrative Office, Sparks, Nevada**

CALL TO ORDER: Chairwoman Randi Lone Eagle called the Special Council Meeting of Wednesday, July 21 2021 to order at 6:00 pm.

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 and Council Member Steven Crane, present.

STAFF: Linda Quinn, Finance Director, Austin New Moon, Housing Manager; and James Waddell, NRD Interim Director

The discussion is regarding the American Relief Act Funding and how to distribute the funds.

A survey has been developed to be sent out to the membership to get their feedback on how to use the funding. They have already received a payout.

There was a previous discussion on sending out a second disbursement. Ms. Quinn suggested sending it out in mid-November so people could catch the Black Friday Sales and get Christmas presents. Ms. Quinn would like to send it out November 15, 2021. There should be a resolution written and presented at the October General Meeting.

It is the Consensus of the Council to send a second payout check.

Ms. New Moon will be sending out an insert with the survey with an update on what the SLPT HUD programs do. She asked if they send a pre-paid pre-addressed envelope, does the Council feel they would get a better return of the survey. It was agreed that it would help.

Ms. Quinn will also send out the Scanning Assistant position flyer. Although already sent out, no one as applied as yet. This is a full-time temporary position.

Employee or Personnel Handbook:

Ms. Quinn has a copy of the 2015 health benefit resolution if the Council decides to rescind it, and if so they will need to decide what to do to replace it. She did some calculations as requested.

Mr. Waddell was asked his opinions regarding what to do about health benefits. He acknowledged that the current one needs to be rescinded. He suggested clear tier-based raises/promotion. The current system is not organized well and is not transparent. He feels that this is also a question that needs to be addresses with Mr.

**Summit Lake Paiute Tribe
Special Council Meeting
Wednesday, July 21, 2021
Primary Administrative Office, Sparks, Nevada**

Simmons when he comes on board as the new director. The Council should give him a little time.

Mr. Waddell said it should be based on firm foundations, and should be fair across the board. Ms. Quinn said it must also be kept in mind that funding is based on money from grants and contracts.

They next discussed Ms. Youmans' proposed policy for Annual Leave. Ms. Quinn questioned the time grid and that there are actually only 26 pay periods. There was a discussion of the proposed calculations and how to simplify them.

Annual Leave is a percentage of hours worked.

It was suggested that the Health benefit should be changed into a bonus across the board. The bonus is based on a math chart or matrix which has some errors. Ms. Quinn will revise the chart and have it ready for the Council to review. M. Waddell also looked over the chart and felt that it basically worked and was on the right track.

There was a brief discussion about the new Natural Resources Director, James Simmons as he is someone who has worked on the Reservation as a member of the UNR group. He is known and well thought of in the area of fisheries. He working on his Ph.D.

Ms. Quinn talked about the policy for COVID-19 and conditions and timing of returning to work. There was a discussion about the procedures for vaccinated versus non-vaccinated people and maintaining proper safety procedures for the protection for all including testing and time before returning to work after a second testing. This is based on CDC Guidelines.

There was also a discussion of whether to continue or rescind the NRD policy especially regarding teleworking. Mr. Waddell said that teleworking was successful getting more done at less cost. He feels it should be flexible between teleworking and working in the office.

It was suggested to revisit the NRD COVID-19 policy.

Ms. New Moon left the meeting at 7:15 pm.

Washoe County says everyone, including those who are vaccinated, must wear masks in crowded indoor public settings.

Ms. Quinn suggested having another meeting regarding the Personnel Employee Handbook and COVID Funding.

**Summit Lake Paiute Tribe
Special Council Meeting
Wednesday, July 21, 2021
Primary Administrative Office, Sparks, Nevada**

Next Wednesday, July 28, 2021 will be a Special meeting for revisions for Personnel Manual Review at 6:00 pm.

It is the Consensus of the Council to move forward with providing a bonus across the board for all employees.

Everyone was given a copy of the proposed American Relief Act Survey. Ms. Quinn asked if it looked okay. It looks okay and Ms. Lone Eagle signed the accompanying letter so it can be sent out with Ms. New Moon's flyer on the Housing programs and a Scanning Assistant Position flyer.

Ms. Quinn sent out a notice about there being a delay in the second COVID funding distribution. It has been delayed again. They are giving Tribes more time. SLPT has already submitted for it. Ms. Quinn suggests hiring a Program Manager. The Grant does allow paying someone to manager it. The Council will think about it.

She received a new fact sheet for the American Rescue Relief 2021 ARPA which reauthorizes and amends the Small Business Jobs Act of 2010. It re-establishes the State's Small Business Credit Initiative and allocates \$500 million for Tribal Government SSBCA programs. This is in addition to the initial allocations to Tribal Government. SLPT has an estimated allotment of \$435,536. They must submit a Notice to Apply in order to receive the funds.

Mr. Waddell left the meeting at 7:29 pm.

The Building Next Door: They are going to sell the office at \$410,000. Ms. Quinn will have the realtor set up a look through Wednesday, July 28, 2021. It would be funded by the American Rescue Relief funds.

James Simmons will start August 2, 2021 as the new Director of NRD. They discussed his on-boarding.

A Biologist interested in employment stopped and gave Ms. Quinn her new phone. It will be given to Mr. Simmons when he starts in August.

There is a Treasury Portal. Ms. Lone Eagle will be the authorizing signature and Ms. Quinn will be a signatory as the administrator.

Ms. Quinn will make the necessary revisions to the Personnel Manual so it can be approved at the next meeting.

**Summit Lake Paiute Tribe
Special Council Meeting
Wednesday, July 21, 2021
Primary Administrative Office, Sparks, Nevada**

There was further discussion on the bonus and how much and with or without a cap. They also discussed comp time. The discussion will continue next week.

Next week they will start with the walk through of the office next door.

The health bonus is paid monthly at the end of the month.

Ms. Quinn will look for a cleaning service to start in August 2, 2021.

Next meetings:

Special Council Meeting Wednesday, July 28, 2021, at 6:00 pm for Revised Personnel Manual Review.

Regular Council Meeting August 21, 2021, at Administrative Office in Sparks, Nevada at 8:00 am.

MOTION: Vice-Chairwoman Nedra Crane moved to adjourn. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi Lone Eagle called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Meeting adjourned 8:20 pm

CERTIFICATION

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the July 21, 2021 Special Council Meeting were approved by the Council during a duly held meeting August 21, 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.

9/3/2021
Date

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