

**Summit Lake Paiute Tribe
Special Council Meeting
Thursday November 15, 2018
Primary Administrative Office, Sparks, Nevada**

CALL TO ORDER: Chairwoman Randi DeSoto called the Special Council Meeting of Thursday, November 15, 2018 to order at 6:28 pm.

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

STAFF: Linda Quinn, Financial Director

GUEST: Bill Nibbelink, HUD Contractor

This is a re-convening of the previous day's meeting.

Ms. DeSoto commented that everyone had three packets: the Summit Lake Paiute Tribe Rental Assistance Program Policy, the Summit Lake Paiute Tribe Self-Monitoring and Compliance Assessment Policy, and the Summit Lake Paiute Tribe Rehab Policy.

Ms. Quinn read through the Rental Assistance Policy and highlighted the revisions. It was decided the minimum age for a Head of Household will be 21 years old. Mr. Nibbelink clarified the policy when required. It was decided to create a Grievance Policy for the HUD policies. Ms. Quinn also went through the Tenant Based Rental Assistance Recipient and Lead Based Disclosure agreement forms. Also read was Resolution SL-28-2018 Approval of Revisions to Rental Assistance Program Policies and Applications.

MOTION: Vice-Chairwoman Nedra Crane moved to accept and approve Resolution SL-28-2018 Approval of Revisions to Rental Assistance Program Policies and Applications with a reading of the Resolution. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-28-2018 was enacted at 7:25 pm.

Ms. Quinn asked to table the other two policy resolutions until the November 17, 2018 meeting.

Mr. Nibbelink talked about the Self-Monitoring and Compliance Assessment Policy. He stated it was a required policy. It is required by law to monitor the Tribe itself to make sure they are compliant with of the adopted polices in addition to the statutory regulatory requirements of the Indian Housing Block Program. Self-Monitoring is a HUD term. He explained the requirements of the policy. It is the Tribe's responsibility to make sure the assessment is done annually either by themselves, by another Tribe or an outside

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resource like Mr. Nibbelink. He went over the check list. It applies to the Housing policies, the Procurement policy and the Internal control policy.

Mr. Nibbelink suggested doing an electronic back-up to off-site storage, the cloud or a second server, in case of a fire or loss of computers. He suggests the Council be proactive.

Personnel: In regards to the position for Housing Manager, Mr. Nibbelink's observation was that it is a part-time position. He suggests that they consider Ms. Komar as the part-time Housing Manager until the programs grows. He feels she is quite personable and well suited to working with the Tribal members although she would have a lot to learn. Ms. DeSoto said they need to discuss it with Ms. Komar. There are others that deserve consideration.

It is the consensus of the Council to table Resolutions SL-29-2018 and SL-30-2018 until Saturday, November 17, 2018.

Ms. DeSoto thanked Mr. Nibbelink for his assistance. She also thanked Ms. Quinn for working with Mr. Nibbelink to develop the policies.

He mentioned the Native American Indian Housing Council seminar on December 10-12, 2018 in Las Vegas, Nevada and some of the breakout sessions and the importance of networking. Ms. DeSoto asked who would be interested. The Council will discuss this on Saturday. They can use HUD funds.

There is a training program in Tempe, Arizona in January 2019 for budget formulation that Ms. DeSoto would also like to discuss on Saturday.

Ms. Quinn asked people to please review the other two policies ready for the resolutions.

The next meeting is Saturday, November 17, 2018 at 8:00 am.

MOTION: Vice-Chairwoman Nedra Crane moved to adjourn. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. The meeting was adjourned at 7:56 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 November 15, 2018 Special Council Meeting were approved by the Council during a duly held meeting December 15, 2018 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.

12-18-2017

Date

Eugene Mace

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