

Quartz Valley Indian Reservation  
13601 Quartz Valley Road  
Fort Jones, California 96032

ORIGINAL  
*(Handwritten mark)*

Business Council Meeting  
May 30, 2013

- I. **Establish Quorum and Call Meeting to Order:** at 9:19 am, by  
Interim Chairperson, Melissa McCloud  
Minutes taken by Tribal Secretary Charlene Henry

**Council Members Present:**

Tribal Chairman, Vacant  
Interim Chairperson, Melissa McCloud  
Tribal Secretary, Charlene Henry  
Tribal Treasurer, Frieda Bennett – On Travel  
Board Member #1, Lisa Carle  
Board Member #2 Rick Case – No Call –No Show  
Member at Large, Fred Case  
Member at Large, Virginia Croy  
Member at Large, Joselyn Kelley

**Guest Present:**

Celena Grant  
KBTYP Coordinator, Trevor Super  
EPA Director, Kim Mattson

- II. **Establish and Approval of Agenda:** May 30, 2013  
Add: EPA under reports; Interim Chairperson, Table Tribal  
Administrator, Table Modoc Lassen Indian Housing Authority  
(MLIHA)

Joselyn Kelley moves a **motion** to approve the agenda for May 30,  
2013 with additions, Fred Case seconds, 5 For, 0 Against, 1  
Abstention

- III. **Reading and Approval of Minutes:** April 26, 2013  
Joselyn Kelley Moves a **motion** to approve the minutes for April 26,  
2013 with changes, Charlene Henry seconds, 4 For, 0 Against, 2  
Abstentions

**Corrections were:**

**Page 1:** Take off the time of the meeting; Place Vacant behind Tribal Chairman

**Page 3:** under Discussion: change; haven't to hasn't

**Page 4:** Spell out AFA to read Annual Funding Agreement; last line add: for water system, behind denied

**Page 5:** add: under Reports, behind *July 27, 2012*

**Page 7:** add Topic Tom Cannon, and take his name off the bullets; change Curley to Curly

**IV. Enrollment:** Take Enrollment off of the Business Council agenda as Enrollment should go under reports

**V. Resolutions: None**

**VI. Reports:**

a. Tribal Administrator: – Table

b. Chairman: – Vacant

c. Interim Chairperson:

EPA Director and Guest Celena Grant and Trevor Super is asking for approval to use the Fire House for three weeks to house six (6) students from The Klamath Basin Tribal Youth Program (KBTYP)

The KBTYP in partnership with National Aeronautics and Space Administration (NASA), U.S. Fish and Wildlife Service, U.S. forest Service, and the U.S. Geological Survey, is seeking candidates for a summer job opportunity as Field Science Researchers in the Klamath Basin.

The six KBTYP students are to be in our area in July 2013, where they will be surveying the upper, middle, and lower areas of the Klamath River. It is the three weeks they are surveying the middle section of the Klamath, that they are asking to use the Fire House for housing. The Fire House is a good location for them to

set up and it can make it easier for them to come and go on their different surveying schedules.

All of the information they gather will be shared with the Quartz Valley, Karuk, Yurok and Colville tribes. One student is a member of the Quartz Valley Indian Reservation.

**Discussion:**

- The students do not have beds, dishes, or supplies.
- The students can bring their own linens, and food
- We need to talk with our Tribal Treasurer to see if we could get a reimbursement on cots that the EPA Director is looking to purchase from HUD funding for the Fire House.
- There is a waiver of all liability
- Higher Education may be able to seek funding

The **Interim Chairperson** states that she is going to look into this a little bit more before a decision is made and possibly do a phone vote to the council before June 8, 2013.

**Topic Tom Cannon:**

EPA Director asks permission to offer Tom Cannon a contract from his presentation to the Business Council on May 2, 2013.

QVIR Business Council wants to read his proposal before making a decision. We need to understand each different task with each proposal.

**Directive: EPA Director;**

Define funding; Write the proposal in two drafts, one for EPA and one for QVIR. On the contracts, clearly define what is going to be done.

EPA Director request that the Council accept and sign; **Letter of request for removal of the Shackleford Creek and Mill Creek stream systems from the Scott Valley Watermaster Service Areas.**

**Discussion:**

- Water rights
- Easements
- Diversions
- Measurements, QV data entry

**Directive: Tribal Secretary;**

Send this letter of request to our Tribal Attorney and with it ask;

1. If we were to sign this letter, how would this effect Quartz Valley in the future?
2. Have you seen this letter before our last Chairman, signed it?

**Interim Chairperson leaves at 10:49 am, Tribal Secretary Chairs  
The meeting until her return at 11:19 am.**

Interim chairperson states we need to have in writing that we can monitor the water

EPA Director asked if he should ask some more questions and was informed that we are going to wait for our attorney's reply.

Trees:

**Directive: Tribal Administrator:**

Ask our Tribal Administrator to get us our permit to cut dead and dying trees.

**Discussion:**

- Training and classes for the Environmental Assistant to receive an environmental education, needs to begin.

**Directive: Environmental Director;**

Look into getting trainings and COS classes, and look into funding and transportation for these events for the Environmental Assistant, then bring it back to the Business Council for approval

ICWA: Interim Chairperson reads recommendation from the Tribal Administrator on the ICWA interviews done on May 16, 2013.

No discussion, no action taken

Van Repairs: Interim Chairperson reads the recommendation from the Tribal Administrator on payment of the van repairs.

**Discussion:**

- The van belongs to Culture, they can pay the additional cost for repair
- Does Cultural have vehicle maintenance in their budget?

**Directive: Tribal Administrator;**

Take this to the Cultural Committee, since we have paid \$971.64 already, Culture should pay the additional cost for the van's repair.

**Discussion:**

- The Finance Director can be a consultant but should not make the decisions on payments
- Departments should know where the payments are to be taken from
- Funding should be in place before the repair was done
- Finance office needs ask for authorization for the funding to be used

Wrecker:

**Directive: Tribal Administrator;**

Find out when the person will be here to pick up his wrecker.

Education Report:

Please look at the Burial forms in this report. The Education Director has done a very good job. Look it over and email any questions to the Education Director.

Comment: Burial must be kept separate from Education

ANAV Report:

Submit Health Board minutes for the Business Council

**Directive: Tribal Secretary;**

One week before Business Council meetings, the Tribal Secretary must email the Business council and the Tribal Administrator to

have their directives completed for the next Business Council meeting.

The Directives must be brought to the meetings to receive the Council's responses.

**Gymnasium: Gymnasium Coordinator**

The Etna High School is having four basketball teams this winter, 2 Junior Varsity and 2 Varsity.

Practice is running too long at the school and they get home too late.

Can one of the teams come out here to our Gym to practice?

This should be in November and December

**Directive: Gymnasium Coordinator;**

Figure out the logistics and tell them about our fees and liabilities, this would be like renting.

**Discussion:**

- The programs do not have to pay fees
- Long term use
- We need to amend our policies

Bingo: We want to start up Bingo again. We need to retrieve the Bingo Prizes from the last Bingo Coordinator

## **VII. Old Business:**

a. Loan Policies – Treasurer: Table

b. Policies – LC: Tribal Administrator is working on them.  
Interim Chairperson asked the Council if we could sponsor a Bar-B-Q for the staff and council members.

**Directive: Interim Chairperson;**

Ask the Tribal Treasurer to look into funding to sponsor the Bar-B-Q

c. Van Repairs: Has already been mentioned under Reports

**VIII. New Business:**

- a. Personnel Policy Amendment, HR:  
HR asked to add the 7 Minute rules into the Personnel Policy Handbook.  
Short discussion; will discuss next time. Also at our next Business Council, bring up Flex time for amendment

**IX. Executive Session:** None

**X. Announcement:**

Next Business Council meeting will be Friday June 28, 2013 at 8:30 am.

Graduations on June 6 and June 13, 2013

**XI. Adjournment:** at 2:14 pm

Lisa Carle moves a **motion** to adjourn at 2:14 pm, Joselyn Kelley seconds, 4 For, 0 Against, 1 Abstention

**C\*E\*R\*T\*I\*F\*I\*C\*A\*T\*I\*O\*N**

BE IT RESOLVED,

That Quartz Valley Indian Reservation Presiding Executive Official is hereby authorized to sign and the Tribal Secretary to attest this document to give it full force and effect. The foregoing is adopted by a vote of 4 For, 0 Against, and 2 Abstention(s) at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 28 Day of June, 2013.

Melissa McCloud  
Melissa McCloud, Interim Chairperson

6-28-13  
Date

Charlene Henry  
Charlene Henry, Tribal Secretary

June 28, 2013  
Date