

**Quartz Valley Indian Reservation
Business Council
March 9, 2020 5:00 pm
Minutes:**

Minutes taken by Charlene Henry

- 1. Call meeting to order at: 5:10 pm
By: K. Super**
- 2. Approval of agenda for: March 9, 2020**
- 3. Reading and approval of minutes for: Tabled**
- 4. Enrollment: None**
- 5. Resolution(s)**
2020-02: Approval to Enter into a P.L. 93-638 Annual Funding Agreement with the Bureau of Indian Affairs

**Fred Case moves a motion to approve Resolution 2020-02,
Sherrie Williams seconds the motion, For: 4, Against: 0,
Abstentions: 1**

- 6. Reports:**
 - a. Tribal Administrator:**
 - 1. Fire Hall:**
Position Description
Water Tender Operator/Commercial Driver

**Alondra Whittaker moves a motion to accept the Job Description for the, Water Tender Operator/Commercial Driver,
Sherrie Williams seconds, For: 4, Against: 0, Abstentions: 1**

Fire Administrator has been asked to attend the General Community Council meeting on March 14, 2020 to answer any

questions and to be able to recruit any interested tribal members interested in the position.

2. Position Description

Information Technology Support Specialist: Tabled

TA will bulk-mail the description to the membership and bring back to the next Business Council meeting.

3. Bay Alarm Quotes

- Were passed (project was originally approved a couple of years ago)
- Amount discussion
- Was accounted for in the budget

4. Economic Development Support Truck Request

- For the 2020 Fire Season
- From Ramah funding
- Will take to the next General Community Council

5. New Form: QVIR Domain/Email User Account Request Form developed by Grants Contracts Compliance Officer to make Apex requests more efficient

Consensus to pass the form with footer added that provides a date of creation and an original/revision ID (in this case, it is the original form)

6. Shackleford Creek Community Water System

Siskiyou County will approve well permit, per IHS District Engineer Mark Hench, who has provided contracted well driller Arlie Enloe with an application to submit to the county; once permit is signed, we will schedule a time to drill the well.

b. Tribal Chairwoman:

Discussion:

- 2020 Census incentives and plans
- Ordering to supply a booth

Having a dinner for members for help to fill out documents

- Gift cards
- T-Shirts

Discussion:

- Hemp symposium
- Finding out what could work for QVIR
- Meeting with other tribes—strong interest
- Deciding on a plan for USDA, legal language
- TA explained plans to develop a Section 17 Tribal corporation for economic development purposes

Discussion:

- Fitness Center
- Spin class
- Pool planning for summer
- Lifeguards – contacts

Directive: Tribal Administrator

Reported that admin directors were directed to upload basic non-BIA/IHS grant information to CGMS by Friday, March 13, and that he had let Health Administrator know, so that she could have her grant staff do the same

Also, we will support our GCCO, ~~he is doing a lot of work.~~

c. Tribal Vice-Chairperson:

- Has been working with the Tribal Chairwoman
- Submitted the DOJ Grant
- Wearing multiple hats
- Work has been busy this month for ICWA
- Has been working in the DV building
- Chairwoman and Secretary will be going to DC
- All of Finance will be out April 7-9, 2020.

d. Tribal Treasurer: Table

e. Modoc Lassen Indian Housing Authority:
Executive Director for MLIHA will be present at the next GCC.

f. Anav Tribal Health Clinic:
Tribal Administrator, Tribal Chairwoman and Health Administrator will be going to the Nuka Conference in Alaska. No one else from QVIR will be attending.

We have been conducting interviews at Anav

Planning a public meeting at Anav for the coronavirus

g. Firehall: CFP: Done above

h. Gymnasium:

- New stove
- Meals on Wheels idea, track activities
- Will fly the Gym Coordinator position and develop a new job description
- We are combining the activities
- Anav gym coordinator position will go to Health Board

i. Human Resources:

Worked on 2019 audit prep for payroll
Also entering 2020 payroll on a weekly basis

j. ICWA-DOJ-DV:

- 20 cases this month
- DOJ—applied for the new grant
- Moving on getting the building cleaned up
- Will be working on passing the policies
- Transitioning, we have two rooms
- No longer than a three-month time frame
- Are active in networking with other tribes
- Q: are there any Indian Foster Parents in Siskiyou County? Need to set up in the DV policies

Discussion:

- Codes

- Tribal courts
- NICWA

k. Education Department:

- Sign in log / sign out log when dropping off children
- Education and ICWA working together
- Seven SARB meetings, three tribal, Education Department on attended one; may not have been aware of the others, but Council wants to make Education Department attendance at SARB meetings that involve Tribal children a first priority

Directive: Education Director

SARB meeting attendance is a priority, the Education must attend.

Needs to be a system in place to sign in / sign out children on transports

l. Environmental Department:

Hired part-time Environmental Scientist

m. All Boards/Committees:

Had an Election Board meeting, three in attendance.

n. Any Delegate:

Restructure policy meetings

o. Training/Travel:

All of Finance will be out April 7-9, 2020

7. Old Business:

- Policies-Procedure-Contract**
- ZOOM: Meeting & Events recorded**
- Constitution—Former chair has revisions on a flash drive and wants to compare it with the revision on her laptop, then will provide to Chairwoman**
- Event calendar- All departments collaborating**

8. New Business:

**a. F. Case; Question:
Was answered**

9. Executive Session: None

10. Announcements: None

11. Adjournment:

**Sherrie Williams moves a motion to adjourn at 7:10 pm,
Fred Case seconds, For: 4, Against: 0, Abstention: 1**

CERTIFICATION

BE IT RESOLVED,

That the 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 6 For, 0 Against, 3 Abstention(s) and _____ No vote at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 6 Day of April, 2020.

Kayla Super
Kayla Super, Tribal Chairwoman or
Tribal Official

4/6/2020
Date

Lisa Carle
Lisa Carle, Tribal Secretary
Or Tribal Official

4/6/2020
Date