

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

ORIGINAL
CA

**Business Council Meeting
February 29, 2016**

**I. Establish Quorum and Call Meeting to Order: at: 5:40 pm, by
Tribal Treasurer Frieda Bennett**

Minutes taken by Tribal Secretary Charlene Henry

Council Members Present:

Tribal Chairman, Harold Bennett – Called In
Vice Chairperson, Vacant
Tribal Secretary, Charlene Henry
Tribal Treasurer, Frieda Bennett
Board Member #1, Alondra Bailey
Board Member #2 Lisa Carle – Called In
Member at Large, Kevin Case
Member at Large, Joselyn Kelley
Member at Large, Cecilli Kelley

Guest Present:

Grants Compliance Officer Gerald Ballard
EPA Biologist, Sarah Schaefer
QVIR Receptionist/ Administrative Assistant, Brenda Masters
QVIR Fire Administrator, Robert Cox

II. Establish and Approval of Agenda: February 29, 2016
Alondra Bailey moves a motion to approve the agenda for February
29, 2016, Kevin Case seconds, 3 For, 0 Against, 3 Abstentions

III. Reading and Approval of Minutes: January 25, 2016, Table

Corrections were:

Redo to follow regular minutes format

IV. Resolutions: 2016-06, 2016-08, 2016-09, 2016-10

2016-06: COMMERNCE ORDINANCE AUTHORIZATION

Discussion:

- Keep defined; all manner of commerce
- Business and association covered by QVIR sovereignty
- Jurisdictional areas
- Keep the four components together
- Recapture funds that other grants can not
- Deadline?
- Need separate resolutions for development arm and business plan
- Look at set of ordinances before we develop an arm

Business Council wants our Tribal Attorney to look over the Resolutions and Ordinances before the council votes on them, possibly in two weeks at the CEDS meeting.

Member at Large Joselyn Kelley request that she be notified when the Grants Compliance Officer; Tribal Treasurer, speaks to the Tribal Lawyer about Resolutions 2016-06, 2016-08, and 2016-09.

Discuss these Resolutions at the next meeting on March 14, 2016 at 5:30 pm.

2016-06: Table

2016-08: ECONOMIC DEVELOPMENT RECAPTURE FUND AUTHORIZATION, Table

2016-09: BANK ACCOUNT AUTHORIZATION ECONOMIC DEVELOPMENT & RECAPTURE FUNDS, Table

2016-10: APPLICATION TO THE U.S. FISH AND WILDLIFE SERVICE (USFWS) FOR FUNDING TO CONDUCT FY-16 SPAWNING GROUND ESCAPEMENT SURVEYS

Joselyn Kelley moves a motion to approve Resolution 2016-10, Kevin Case seconds, 5 For, 0 Against, 1 Abstention

V. Reports:

QVIR Receptionist/ Administration Assistant Brenda Masters has two matters to bring before the Business Council:

1. Suburban Propane:

- Needing information about the propane tanks, has asked and have not received a response from emails or phone messages
- Need to know where tanks will be placed
- Empty tanks are going to the EPA Yard
- Need proper address' for tanks
- Propane would reflect into monthly rent payments

Receptionist is to Contact MLIHA for a list of addresses of where the tanks will go.

2. Gymnasium Usage

- A group of local Native Americans want to rent the Gymnasium every Sunday for Church Services and they are willing to pay the rental fees.
- The request was given a few months ago and there has not been a response to date.
- Member at Large-Joselyn Kelley is taking the lead in this and will figure this out and get back to us. Rental rates will be placed into the Gymnasium Policy, as so will the rental forms.
- Flying the position for two Gymnasium Coordinators
- Joselyn will be looking into establishing a custodian fee.
- Parents must accompany their children; we are not responsible to watch over them.
- QVIR Receptionist will monitor the keys for the gym.
- Receptionist suggests putting together training on food handling, budgets, inventory of food and equipment.
- Custodian keeping a log of his activities at the gym

a. Tribal Administrator: Vacant

Grants Compliance Officer Gerald Ballard, brought the Resolutions, 2016-06, 2016-08, 2016-09

He will prepare for the CEDS meeting on March 14, 2016 at 5:30 pm.

Education:

- MOU of Circles of Care from COC Director
- Substance abuse and mental health
- MOU to collaborate with our Education Department, sharing information, resources, numbers
- COC – turn into PSU? Needs to be included
- The MOU is just for information sharing
- Snap –Ed class resume writing and job interviewing skills, max occupancy

Concern: will this MOU take the Education personnel away from their regular duties?

b. Tribal Chairman: None

c. Tribal Vice-Chairperson: Vacant

d. Tribal Treasurer:

- Attended a Klamath Dams Meeting
- If you are not at the table you will not know what is going on
- The speakers were not speaking positively about tribes and running all tribes together
- They need to hear us and know QVIR is there
- There are a lot of pros and cons

e. MLIHA: None

f. Anav Tribal Health Clinic: None

g. Fire Hall: Moved ahead before reports

Fire Hall Administrator Robert Cox, is requesting 15 minutes of time for him at our next Business Council meeting on March 28, 2016.

He would to present some proposals and gave us a draft to go over for a Question and Answer to be a part of the meeting.

Discussion:

- WUIP work with Fire Department as volunteers
- Mutual aid, State or Federal
- Gear updated
- Emergency vehicle pay for pickup trucks, rent out pickups
- Sleeper initiative, credits
- Fire equipment – GSA access
- Donations/auction off “matter”

Fire Hall Administrator may be on the next Business Council Meeting

VI. Old Business:

a. TPC Position:

Discussion:

- Raise or no raise, no review on this position
- This position ended as a trial position
- Can we offer different times, like three days a week?
- What about the in-kind
- Where is the payment from Clinic half and Tribal Office half? 100% ATTG
- Do we want to keep the same pay? It was \$12.50.
- Need to start this position fresh
- First trial was poorly organized
- Need a measurement of production
- Give the TPC Goals
- Too sporadic
- Need to set up to do a new trial
- We are soon to have a new council
- When we have a TA, TPC does not need to be here 40 hours a week
- There are meetings that are not being attended
- We need leadership at meetings
- We only need a Chairman here maybe five hours a week, and ask them what did you work on
- Anav, ask about what the TPC does there

- We need to put more thought into this position more organization
- Give priorities
- Define how much is Chairman volunteer time
- Put a cap, how much is in-kind
- TPC is not in charge of personnel, the TA is in charge of personnel

Tribal Project Coordinator Meeting on Friday March 4, 2016 at 12:00 noon, have the job descriptions for the TPC and the TA so we can see them side by side.

b. Wage Increase Clarification-Ex Session:

Entered Executive Session at 8:11 pm

Exited Executive Session at 8:38 pm

c. Travel Authorizations:

Discussion:

- Council Members with titles
- Business Council needs to approve
- Is the travel necessary to the program that the traveler is under?

Until we hire a new Tribal Administrator the travels for Business Council Members must come before the Business council or be phone vote acknowledged and approved by four Business Council Members.

d. Policies: None

VII. New Business:

a. Report on 2015 Travel – Monthly Reports:

The Tribal Secretary is asking how much money was spent from Business Council Members from all travels in 2015.

The Business Council agrees the Tribal Secretary may proceed and find this information on her own.

b. IT Position:

Entered Executive Session at 8:51 pm

Exited Executive Session at 9:01 pm

The IT Position discussion is to be continued.

c. **Brenda Masters:** Done above

d. **Robert Cox:** Done above

e. **Gymnasium:** Done above

VIII. **Executive Session:** Done above

IX. **Announcement:** None

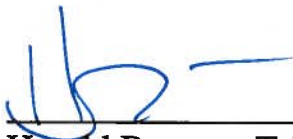
X. **Adjournment:** at 9:01 pm

Kevin Case moves a motion to adjourn at 9:01 pm, Alondra Bailey seconds, 5 For, 0 Against, 1 Abstention

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

BE IT RESOLVED,

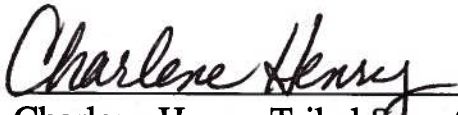
That Quartz Valley Indian Reservation Presiding Executive Official is hereby authorized to sign and the Tribal Secretary to attest this document to give it full force and effect. The foregoing is adopted by a vote of 3 For, 0 Against, and 3 Abstention(s) at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 25th Day of April, 2016.



Harold Bennett, Tribal Chairman

4/27/16

Date



Charlene Henry, Tribal Secretary

April 26, 2016

Date