

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

ORIGINAL


**Business Council Meeting
April 25, 2016**

- I. Establish Quorum and Call Meeting to Order:** at: 5:37 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
Member at Large, Kevin Case
Member at Large, Joselyn Kelley
Member at Large, Cecilli Kelley No Call – No Show

Guest Present:

Receptionist/ Administrator Assistant, Brenda Masters
Grants Compliance Officer, Gerald Ballard
Fire Administrator Bob Cox
WUIP Crew Leader, David Caulder

- II. Establish and Approval of Agenda:** April 25, 2016
Alondra Bailey moves a motion to approve the agenda for April 25,
2016, Kevin Case seconds, 4 For, 0 Against, 1 Abstention
- III. Reading and Approval of Minutes:** January 25, 2016, February
29, 2016

January 25, 2016:

Alondra Bailey moves a motion to pass the minutes for January 25,
2016 with changes, Kevin Case seconds, 4 For, 0 Against, 1
Abstention

Change was to add the Tribal Treasurer section under Tribal Treasurer

February 29, 2016:

Alondra Bailey moves a motion to approve the minutes for February 29, 2016 with correction, Kevin Case seconds, 3 For, 0 Against, 3 Abstentions.

Corrections were:

Page 6, spelling error, change Coordination to Coordinator

Guest were moved above the Resolutions:

Receptionist /Administrator Assistant, Brenda Masters:

Topics of Discussion:

- Invoicing the Gymnasium users per past Tribal Administrator
- Did not charge enough
- Chairman verbally gave the Receptionist a different figure to charge
- This figure not acceptable to the Anav Tribal Health Clinic, it was not following instated current Gymnasium Policy
- The Gymnasium Policy needs revision, was understood the Policy was being revised already
- How should she proceed, either the instruction from the Chairman or per the policy that does not allow enough to cover the expenses?

Directive: For the Tribal Chairman

Chairman to write a letter stating Inter-department fees are waived, charge the deposit in a Directive Memo, until further notice.

Facility use form must be filled out and brought to Brenda Masters who will be keeping track of the Gymnasium use until we have a Gymnasium Coordinator.

Tablets:

- Tablets are not ready to be passed out

- Policies were made for the tablets by the IT personnel and the Chairman said they were ok maybe
- Going to have a new Council soon
- Brenda to send out these policies to the council in word to the council

Anav:

Anav Gymnasium keys, we have no control over

Anav keep track of their personnel.

Anav has to keep track after their employees use the gym and they will know what to do.

Fire Administrator, Bob Cox:

Topics Discussed:

- Bob provides information packets
- Has applied for a Fire Department ID number
- With the ID number we may be able to apply for grants

1. Wildland Fire Proposal:

- Separate from other programs
- WUIP personnel will do the brushing from July to October
- Forest Service Contracts would pay for their time and would not overlap their regular wages

2. Vehicle leasing opportunities:

- We could get dozer's, fallers, toilet rentals
- We need basic fire line safety classes
- Finance Officers
- Work with Forest Service / Cal Fire
- We could establish rates, sign up privately, go in with other tribes
- Emergency responders would be called first
- We would need to update every six months

3. Fire Fighter Sleeper Initiative:

- People can come over here
- Volunteer time
- We can offer stipends

- Later maybe establish a FEMA type emergency area

4. GSA:

- Sign up for equipment
- We do not want non-working vehicles sitting around the Fire Hall
- If we want something let Bob know, he will look into it
- Need to use it a year and then we could turn it around

5. Charitable Donations:

- Auction Houses, keep 20%
- They pick up and sell
- We write them a receipt
- We could raise funds that way
- Fire hoses, used grants to buy new, they need a receipt

6. Round Table:

- Fire Board to make decisions
- Will need workman's comp for workers
- Fire Committee: Frieda Bennett and Joselyn Kelley

7. Photos of Available Vehicles:

- Ambulance
- Fire Truck
- 86 Diesel

Wild Land Interface Crew Leader, David Caulder:

- Wants his crew to be able to go onto fires, this goes along with Bob's first proposal
- Chain saw training: Council Member Kevin Case said he will train if they received a contract
- We can do our own Fire Training
- We need to do some improvements and we are improving

IV. Resolutions: 2016-06, 2016-08, 2016-09, 2016-12

Resolution 2016-06:

COMMERCE ORDINANCE AUTHORIZATION

VOID

Resolution 2016-08:

**ECONOMIC DEVELOPMENT RECAPTURE FUND
AUTHORIZATION**

TABLE

Resolution 2016-09:

**BANK ACCOUNT AUTHORIZATION FOR ECONOMIC
DEVELOPMENT RECAPTURED FUNDS**

TABLE

Resolution 2016-12:

**APPROVED AUTHORIZATION TO ANAV CLINIC TO
SUBMIT GRANT APPLICATION TO U.S. DEPARTMENT
OF HEALTH AND HUMAN SERVICES, SUBSTANCE ABUSE
AND MENTAL HEALTH SERVICES ADMINISTRATION,
“NATIVE CONNECTIONS” FOR UP TO \$200,000.00 PER
YEAR FOR UP TO 5 YEARS; FUNDING OPPORTUNITY #
SM-16-010; CFDA 393,243**

Discussion:

- What departments will oversee?
- How will reports be handled?
- Council can not blindly pass resolutions with out knowing these things
- What are the benefits, and how will the funding be used?
- What are the man hours?
- Should add these along with the resolutions
- We are just seeing a glimmer
- Council should be getting reports back from these grants on how they are doing, is this a new position?

- We want a grant outline of what we want to go with the grant submittal
- Reports are going to the Health Board
- It is alarming that the Business Council are not getting reports
- Reports need to be done for their grants
- What are the requirements?
- How are you going to meet them
- Specifications of the grant outline

Directive:

All grants will become a part of the Grants Compliance Officer Gerald Ballard monthly reports, to include the Anav Tribal Health Clinic.

Tribal Treasurer will discuss this directive with the Grants Compliance Officer, to include how the grants are going along and how they are being tracked.

TABLE until questions are answered

V. Reports:

- a. **Tribal Administrator: Vacant**
Applications have been referenced and are pending instruction
- b. **Chairman: Table**
- c. **Vice-Chairperson: Vacant**
- d. **Treasurer- Finance:**
Finance Assistant #2 will be leaving her position
We have not hired an auditor as of yet
Tribal Treasurer will do what she can
- e. **Modoc Lassen Indian Housing Authority: Table**
- f. **Anav Tribal Health Clinic: No Report, No Health Board Meeting this month**
- g. **Fire Hall: Bob Cox, David Caulder: Done Above**

h. **Gymnasium:** Brenda Masters: Done Above

VI. Old Business:

a. **TPC Position:**

Not enough funding for this position right now

b. **Travel Authorizations: None**

c. **IT Position:**

Anav working on something, position on hold

d. **Report on 2015 Travel-Monthly Reports: Table**

e. **Policies: Table**

VII. New Business:

a. **Scheduling: Table**

b. **Chain of Command / Delegation of Authority: Table**

c. **Grad Night 2016: Table**

VIII. Executive Session:

Entered at 7:13 pm

Exited at 7:16 pm

Will ask Finance Director if feasible and will bring back to the Business Council

IX. Announcement: None

X. Adjournment: 7:17 pm

Joselyn Kelley moves a motion to adjourn at 7:17 pm, Alondra

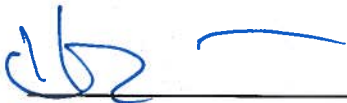
Bailey seconds,

4 For, 0 Against, 2 Abstentions

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 5 For, 0 Against, and 1 Abstention(s) at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 23rd Day of May, 2016.



Harold Bennett, Tribal Chairman

Frieda Bennett, Tribal Treasurer



Charlene Henry, Tribal Secretary

5-25-16

Date

May 25, 2016

Date