

**Quartz Valley Indian Reservation
Continuation Business Council meeting
Remote location-zoom
January 27, 2021**

Minutes:

Established quorum.

Member's present:

Kayla Super, Tribal Chairwoman
Angela Reynoso, Tribal Vice Chair
Lisa Carle, Tribal Secretary
Kevin Case, Board member #1
Virginia Croy, Board member #2
Dominic Villagomes, Member at large
Alondra Whittaker, Member at large
Charlene Henry, Member at large left at 7:30 p.m.

Guest(s)

Mike Slizewski, Tribal Administrator
Joshua Stanshaw, Health Administrator

I. Called meeting to order at 5:10 p.m. by Angela Reynoso.

II. Approval of agenda

Kevin Case makes a motion to approve the agenda.
Charlene Henry seconds the motion.

Roll call:

Angela Reynoso-abstain	Dominic Villagomes-for
Lisa Carle-for	Alondra Whittaker-for
Kevin Case-for	Charlene Henry-for

Vote: 5 for, 0 against, 1 abstention.

III. Reading and approval of minutes for January 25, 2021-TABLED

IV. Enrollment

2- application for the position of Enrollment Clerk,
Interviews scheduled for February 3, 2021 at 2:00 and 2:30 p.m.

V. Resolution-None

VI. Reports

a. Tribal Administrator

Topic: Resignation of Medical Director

- Effective February 5, 2021.
- Revised contract was presented, and it included only dates. It did not include her list of revisions.
- ARC Health contract, the doctor has meet with staff.
- Topic: Hazard pay and mission critical pay

Angela Reynoso makes a motion that due to loss of funding effective February 7, 2021, Quartz Valley Indian Reservation will discontinue Hazard, Mission-Critical, and Administration Leave pay. Staff will be asked to either work from home or come into the office, abiding by all pandemic-related safety precautions. For the time being, QVIR will grant leave without pay to those staff members who cannot work their full hours, which will affect leave accrual. Kevin Case seconds the motion.

Roll call:

Kayla Super-abstain	Dominic Villagomes-for
Angela Reynoso-for	Alondra Whittaker-abstain
Lisa Carle-for	Charlene Henry-for
Kevin Case-for	

Vote: 5 for, 0 against, 2 abstentions.

Topic: Payroll Protection Program (PPP)

- Pending forgiveness of first loan from the bank.
- PPP portal are open.
- Question: Do you get Administration leave if you were exposed at work?
- Discussion: Exposure due to private life.

Topic: Revised job announcement templet

- Recruitment tool

Consensus of Business Council to use the newly revised job announcement templet.

Topic: Grants Contract Compliance Officer vacant position

- Discussion: Recommendation of an in-house promotion of Grants Assistance.
- Job position description, supervisor said she is a quick learner and up to the task.

Angela Reynoso makes a motion to approve the in-house Grants Assistant to the Grants Contract Compliance Officer position.

Alondra Whittaker seconds the motion.

Roll call:

Kayla Super-abstain

Dominic Villagomes-for

Angela Reynoso-for

Alondra Whittaker-for

Lisa Carle-abstain

Charlene Henry-for

Kevin Case-for

Vote: 5 for, 0 against, 2 abstentions.

Topic: Payroll

- Change payroll day from Tuesday to Wednesday.
- Personnel Policy states Tuesday.

Place this subject on next agenda.

Topic: Workforce

- Discussion: Re-apply annually, rolling list of potential workers. Workers to update their sheet.
- Amend and update current Workforce Policy.

Directive for Human Resources to update and amend the Workforce Policy.

Plan for another continuation meeting.

Topic: Approval of Bio-mass grant application

- A resolution to apply for grant.
- Due February 11, 2021.
- Matching funds

Kevin Case makes a motion to apply to the pursue the submittal for the Biomass energy generator gasification matching grant application, if awarded, we will review it and decide if Business Council choose to accept or decline. It does not bind us.

Alondra Whittaker seconds the motion.

Roll call:

Kayla Super-abstain

Virginia Croy-for

Angela Reynoso-against

Dominic Villagomes-for

Lisa Carle-abstain

Alondra Whittaker-for

Kevin Case-for

Charlene Henry-against

Vote: 4 for, 2 against, 2 abstentions.

Topic Department of Justice-Domestic Violence

- University of Maine request to enter a MOU to share generic information for resources purposes.

Directive to Indian Child Welfare Act Department to give more information. and send it out to the Business Council for a phone vote.

Topic: Property for sale

- Contract person: Attorney who administers the trust.
- 10-acres property
- Location to get into trust easier.
- Cost \$200, 000.
- Tribal Nations Funds Grant is \$400,000. Potential usage is land.

Topic: Stauffer

- Extension

Topic: Treasurer opened position

- Appoint as an interim
- Announcement of opened position and letter of intent

Angela Reynoso makes a motion to renewal policy on the contract property. liability and worker's Comp insurance through Amerind under Arthur J. Gallagher, broker.

Charlene Henry seconds the motion.

Roll call:

Kayla Super-abstain	Virginia Croy-abstain
Angela Reynoso-for	Dominic Villagomes-for
Lisa Carle-for	Alondra Whittaker-for
Kevin Case-for	Charlene Henry-for

Vote: 6 for, 0 against, 2 abstentions.

b. Tribal Chairwoman

Updates:

1. Department of Treasury assured rental assistance.
2. QVIR web designer
3. Hired IT Specialist
4. Tribal member requested to have meeting recorded on website.
 - Address it at General Community Council
 - Send out drafted Remote Policy.

5. **Conference calls from Federal, State, local**
 - President Biden's memo consultation with tribes and to honor the commitment to work with tribes
6. **COVID-19**
 - Northern Siskiyou is in purple tier and to follow certain guidelines, which means ICU beds capacity and not to traveling 120 miles and out of state for recreational reasons.
7. **Changing the curriculum of California requirements. Educator's point of view. Tribal curriculum.**

c. Tribal Vice Chair

Updates:

1. Commercial kitchen in gymnasium

- Equipment estimated cost \$11,000. Add \$7,000. Sanitized washer.
- Leaks-water damage.
- Install commercial stove, sink.
- SVM Plumbing was requested to look and price out, pipe relocation.

2. HVAC system

- Completed

Topic: Main Street property

- Inspection submitted: issue is a lot of bug damage, wood rotting, rebuild foundation.

Topic Robert Rules

- By-laws need to be amended.

Topic: Isolation home

- Discussion of the spaces, soap, adult education.
- Prior discussion of water being redirected. The previous property owner has no water issues.
- There is a signed document, courthouse, possibly EPA.
- Needed items: table, couch, chairs, pots, plates.
- House keys are at the office.
- Create a proposal for isolation house.
- Criteria for rules-safety-security.
- Block of stairs leading to second level.
- No one will have keys.

Topic: Check signing

- Banner Bank needs a resolution.
- Paperwork to be filled out for check signing.

Topic: Request from GCC to know what BC/HB members have made during CARES-COVID funding and as well as youth programs. Breakdown of what has been spent.

- Bring forth the decisions.
- Finance has a CARES-COVID spreadsheet expenses.

- No personal employee details will be given. Confidential
- Elected by General Community Council to do the business.
- Food cards-could children be included.

Topic: Tribal Nations Grant Fund

- Much stricter
- Must be specific on what the tribe is asking for.
- Food cards for tribal members for further COVID emergency assistance. Include medical, utilities and food.

Topic: Water Tender

- Procurement packet
- Grant purchase
- Recommendation from Fire Administrator
- Need approval from Business Council. A phone vote on Water Tender (used) that fit under the grant amount of \$119,000.

Topic: Cultural area map (original)

Action item: Fire Administrator updated and improved application for fire hall employment include verbiage. Amend with workforce.

Action item: Request to post the training schedule.

Consensus of the Business Council to post the training schedule and to include in mailer.

Topic: Employment opportunity

Job descriptions:

1. Cultural Resource Advisor
2. Forestry Technician/Firefighter
3. Handwashing Station Sanitation Specialist (Fire season)
 - No pack test is needed.

Topic: Budget for Fire

- The fire department needs at least \$150,000. (BIA carry over)
- Scott Valley fire agreement signed.
- Discussion on showers in gym.
- Cannot fly positions.

Topic: Laptops

- 73 remaining laptops.
- 10 laptops to Firehall
- 10 laptops to Higher education
- Head count of members-Where did the count come from?
- By ages of children, college students, elders.

Topic: Vehicle titles

- Where are the titles to vehicles? Some of the vehicles are sold.
- Could the copies be kept at the Administration office? Could the originals be kept at the Firehall?

Topic: Drivers on insurance.

- Human Resources request to take off 25 names removed from the monthly insurance.
- They are tribal members on the insurance.

Consensus of the Business Council to remove some of the tribal members and keep the employee drivers.

Executive Session

A. Kayla Super

Enter at 8:14 p.m.

Exit at 8:19 p.m.

Topic: REDW

- Update by zoom meeting.

Adjournment

Charlene Henry makes a motion to adjourn.

Angela Reynoso seconds the motion.

Roll call:

Kayla Super-abstain

Kevin Case-for

Angela Reynoso-for

Alondra Whittaker-for

Lisa Carle-for

Charlene Henry-for

Vote: 5 for, 0 against, 1 abstention.

Adjourned at 8:22 p.m.

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 4 For, 0 Against, 1 Abstention(s) and _____ No vote at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was present on the 22 Day of February, 2021.

Kayla Super
Kayla Super, Tribal Chairwoman

2/23/2021
Date

Lisa Carle
Lisa Carle, Tribal Secretary

2/23/2021
Date