

**Quartz Valley Indian Reservation  
Business Council Meeting  
Location: QVIR Gymnasium  
March 29, 2021**

**Established Quorum**

**Member's Present:**

**Kayla Super, Tribal Chairwoman  
Angela Reynoso, Tribal Vice-Chair  
Frieda Bennett, Tribal Treasurer  
Kevin Case, Board Member #1  
Virginia Croy, Board Member #2  
Charlene Henry, Member at Large  
Alondra Whittaker, Member at Large**

**Member's Absent:**

**Lisa Carle, Tribal Secretary  
Dominic Villagomes, Member at Large**

**Guests:**

**Mike Slizewski, Tribal Administrator  
Veronica Rasmussen, Fire Administrator**

- I. Call Meeting to order at 5:12 pm by Kayla Super  
Minutes taken by Alondra Whittaker**

- II. Approval of Agenda**

Move Fire Administrator Report before the Approval of February 22, 2021 Minutes  
Under HR Report, add Executive Session

**Frieda Bennett makes a motion to approve agenda**

**Virginia Croy seconds the motion**

**Vote: 6 For 0 Against 1 Abstain**

- III. Fire Administrator's Report**

- Proposal with Scott Valley Fire / Quartz Valley Fire is not a Recognized Fire Hall
- Due to not being recognized and not insured: Quartz Valley can not respond to fire calls
- Draft MOU between QVIR and Scott Valley Fire Protection District
  - If we push the MOU forward it will then go to the County Board of Commissioners
  - QV would be responsible for Fuel and Employee's Pay
  - Pay would be minimum of 8 hrs./day: Different Rate when called out for fires: Checking wordage to clarify "No Double Pay"
  - QV would then be under SVFD Insurance
- **Next Step: Needs to work with Tribal Secretary and Finance Manager to establish a Budget for Fire Dept.**

- Cooperative Agreement Between BIA & QVIR
  - We are Tribal: If Quartz Valley goes on a Fire, BIA can be Paid, then pays QVIR
- Handwashing Station Ready in 2 Weeks
- Fire Hall needs 2 Employees:
  - Water Tender Driver
  - Handwashing Station Employee
- Fire Hall Admin would like to get notified when QV gets payment for Fire Jobs
- QV needs to put incoming funds into separate funds of what is made for the Water Tender and Handwashing Station
- Think about the water Usage for future fires and effect it has on Community
  - Time Limit: First 24 hours?
  - Charge for water picked up?

**IV. Reading and approval of minutes for February 22, 2021**

**Corrections: Pg. 1: Add “Left” to III: Corrections – “Charlene \_\_ meeting...”**

**Charlene Henry makes a motion to approve minutes with corrections**

**Angela Reynoso Seconds the motion**

**Vote: 3 For 0 Against 4 Abstain**

**V. Enrollment:**

- Enrollment’s Computer is Really Slow
- IT suggested that Enrollment has 2 Computers:
  - 1 for Progeny System & 1 for Everyday Usage
- Need to pay Technical Assistance Licensing for Progeny
  - Funding for Technical Assistance
- Computer Purchase should come out of IT Fund
  - Should get suggestion on what kind of Computer and Software needed to use for Enrollment
- **Enrollment Clerk and Tribal Treasurer work together to Create a Budget for Enrollment Dept.**

**VI. Resolutions:**

- **Resolution 2021-06: Appointment of Frieda Bennett as Tribal Treasure of Quartz Valley Indian Reservation**

**Angela Reynoso makes a motion to approve Resolution 2021-06**

**Kevin Case seconds the motion**

**Vote: 5 For 0 Against 2 Abstain**

- **Resolution 2021-07: Approval to Use State Median Income for Emergency Rental Relief Program**

**Angela Reynoso makes a motion to approve Resolution 2021-07  
Kevin Case seconds the motion**

**Vote: 6 For 0 Against 1 Abstain**

**VII. Reports:**

**Tribal Administrator:**

- Payment Protection Program (PPP): Banner Bank Extended the Deadline to April 01, 2021
- Tribal Chairwoman opened up our portal for the PPP 2<sup>nd</sup> round
- REDW: Need to send out a printed copy of current policies/ Need to update policies.
- Last Week: Contacted Apex to help with QVIR Website Design Company
- TA Turned in His Report for Minutes
- Health Administrators Request:
  - He can do a phone vote to Health Board.
  - Find out where the Funds to cover request is available
  - Human Resources needs to check with Anthem Insurance Guidelines
- Staff Accountant:
  - Need to get a Better Understanding of Each Current Finance Staffs Jobs before hiring another person for Finance Dept.

➤ **Enter Executive Session: 7:04 pm**

**Exit Executive Session: 8:19 pm**

- **Tribal Vice-Chair reiterated that Business Council wants the Job Descriptions collected and available for BC Review**
- **Consensus: Human Resources File Folders are to Stay in the Main QVIR Office. Any HR file can be scanned at the Main Office for the Abila HR Module.**
- Gym Discussion:
  - Gym layout for Education / Gym Coordinator / Computer Lab
  - Clarification: Education in Weight Room: Keep mindset of Temporary at the Gym
    - Currently Good for Computer Lab
    - Kids able to run around
    - Opens up Tribal Office to have Finance in One Room
  - Gym Coordinator:

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- Should Hire at least one to be at the Gym to Meet Personnel: Plumbers, Electricians / to open up gym when called on / to keep Gym Cleaned up
  - To Start Driving the QVIR Bus
- Clarification of Payroll / AR Job Title
- Continuation Business Council Meeting:
  - Monday, April 12, 2021 @ 5:00pm Location: QVIR Gym
- Finance Meeting:
  - Wednesday, April 07, 2021 @ 1:30pm Location: QVIR Gym
    - All Finance Staff, Tribal Administrator, Tribal Chairwoman, Tribal Treasurer
- Health Board Meeting:
  - Tuesday, April 06, 2021 @ 5:00pm Location: QVIR Gym
- ❖ Office Reopening: Beginning of April: Discuss at Continuation Business Meeting

**The Rest of the Agenda to be continued at the Continuation Business Council Meeting.**

### **Adjournment:**

**Kevin Case makes a motion to Adjourn**

**Angela Reynoso seconds motion**

**Vote: 6 For 0 Against 1 Abstain**

**Adjourned at 8:39 pm**

**CERTIFICATION**

**BE IT RESOLVE,**

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 the vote of \_\_\_\_\_ For, \_\_\_\_\_ Against, \_\_\_\_\_ Abstention(s) and \_\_\_\_\_ No Vote at this duly called meeting of Quartz Valley Indian Reservation at which a quorum was Present on the \_\_\_\_\_ Day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Kayla Super, QVIR Tribal Chairwoman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lisa Carle, QVIR Tribal Secretary

\_\_\_\_\_  
Date