

**Quartz Valley Indian Reservation**  
Business Council Members

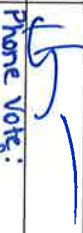

Phone Vote

Date: February 10, 2022

**SUBJECT:** The Quartz Valley Indian Reservation's needs to approve Minutes for September 30, 2021, with corrections. The minutes have been on the agenda for the past 3-months, but the minutes were tabled because they were not present. Each Business Council Member was given the opportunity to review the September 30, 2021, minutes and see all recommended corrections. The drafted minutes are attached as well as the corrections.

**Motion:**

To approved September 30, 2021, Business Council minutes with corrections.

Name of Council	Telephone #:	Signature or Telephone	Vote:	Date:	Time:
Harold Bennett - Chairman	530-340-1310		Yes	2/10/22	11:30
Angela Reynoso - Vice Chair	541-301-8328	Phone Vote: Kaye Super for Angela Reynoso	Yes	2/10/2022	11:33am
Vacant - Secretary					
Frieda Bennett - Treasurer	530-643-1919		Yes	2/10/2022	11:55am
Kevin Case - Board Member #1	530-643-6083	Verbal Communication: Kaye Super for Kevin Case	Yes	2/10/2022	11:47am
Tim Bennett – Board Member #2	530-643-9064	Voicemail-Mailbox Full Kaye Super	No Vote	2/10/2022	11:41am
Kayla Super – Member-at-Large	530-643-6283	Kaye Super	Yes	2/10/2022	11:15am
Evette Lewis – Member-at-Large	530-905-2290	Voicemail Kaye Super	No Vote	2/10/2022	11:43am
Isaiah Williams – Member-at-Large	530-598-9885	Phone Vote: Kaye Super for Isaiah Williams	Yes	2/10/2022	12:35pm

## Re: 9.30.21 BC Draft Minutes

Tribal Treasurer <tribaltreasurer@qvir-nsn.gov>

Thu 2/10/2022 6:37 AM

To: QVIR Business Council <BusinessCouncil@qvir-nsn.gov>

Hello QVIR BC members - Here are my corrections

1<sup>st</sup> Page -

Move Sherry Smith - Tribal Administrator to Guest

Move Crystal Robinson - EPA Director to Guest

Call meeting to Order - Add by Angela Reynoso, Vice Chairman

3<sup>rd</sup> Page -

All References - Change Koso to KOSO Consulting

All References - Add \$ to all dollar amounts

5<sup>th</sup> Page -

Under Tribal Chairman Report - change 'more money' to additional General Assistance

Under Tribal Chairman Report - Add 'negative economic impacts caused by the' before Pandemic

Under Tribal Chairman Report - Omit - 'who aren't living on the Reservation as well'

Under Tribal Chairman Report - BC Discussion - change 'not just sending out money to our members.....meals on wheels' to ' Don't just offer additional General Assistance QVIR needs to develop programs like Meal on Wheels'

Under Tribal Chairman Report - Change ' Maybe we can do a more elaborate .....Holiday Season' to ' Put together Food boxes while Covid-19 is on the Reservation to encourage and assist while in isolation.'

Under Chairman Report - Change - 'stiped' to General Assistance

Under Chairman Report - change - Stipend to General Assistance

6<sup>th</sup> Page-

Under Tribal Chairman Report - Add ' Phone vote will be performed by Tribal Vice Chairman for additional General Assistance and Isolation Food Support this coming week' after discussion about Suggested General Assistance.

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**From:** Tribal Treasurer <tribaltreasurer@qvir-nsn.gov>

**Sent:** Tuesday, February 8, 2022 8:04 PM

**To:** QVIR Business Council <BusinessCouncil@qvir-nsn.gov>

**Subject:** Fw: 9.30.21 BC Draft Minutes

Draft Minutes - Please review and "reply all" if you have any corrections. Thank you

Frieda Bennett

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**From:** Tribal Secretary <tribalsecretary@qvir-nsn.gov>

**Sent:** Thursday, September 30, 2021 7:37 PM

**To:** QVIR Business Council <BusinessCouncil@qvir-nsn.gov>

**Cc:** Christine Ryan <Christine.Ryan@qvir-nsn.gov>

**Subject:** 9.30.21 BC Draft Minutes

**QVIR – SPECIAL BUSINESS COUNCIL MEETING**

**LOCATION: Zoom**

**THURSDAY, September 30<sup>th</sup>, 2021**

I. **Called meeting to order @ 4:39PM**

II. **Attendance:**

Angela Reynoso, Frieda Bennett, Harold Bennett, Joselyn Kelley, Timothy Bennett,  
Sherry Smith, Kayla Super, Crystal Robinson, Isaiah Williams, Evette Lewis, Kevin  
Case

III. **Approval of Agenda**

Motion: Frieda Bennett                      Second: Timothy Bennett

Vote:        3 For                      0 Against                      2 Abstention

IV. **Reading & Approval of minutes for July 26<sup>th</sup>, 2021**

Corrections:

Fox to Quartz Valley drive property about covid

Out of town to budget purposes

Motion: Frieda Bennett    Second: Timothy Bennett

Vote:        2 For                      0 Against                      3 Abstentions

V. **Enrollment – none**

VI. **Resolutions – none**

VII. **Reports:**

- EPA –

- Annual review for EPA and requesting a raise greater than two dollars for Environmental Scientist. Human Resources suggested EPA Director ask at Business Council. EPA Director currently has researched the pay for a similar position at another organization. There is funding available in EPA budgets. Employee has been working with EPA for approximately 2 years. She could fly the new rate as a new title and change the pay in that way
  - Business Council discussion-
    - It's a significant raise, greater than three or four dollars
    - Move discussion to a more private setting, BC request EPA Director to email documentation and suggestions
    - BC should know about raises greater than a certain amount that should come before BC in general with all employees. We should put it into our policies, that at a certain amount these raises do come through BC. Directors should work with our Tribal Treasurer when approving certain raises, so we can understand the dynamics such as longevity within our budgets. BC should ask REDW about adding these concerns into our new/updated policies. REDW to make sure our upcoming policies have continuity and a clear review process.
    - BC requests that documents go through Tribal Administrator and then to BC instead of through the EPA Director.
    - When the documents are presented from TA to BC, a phone vote can be conducted

#### Crystal Robinson Exits Meeting

- Before EPA Director mentioned that she wanted to move her employees into WUIP instead of hiring new employees to help afford the current staff, and now the department has money for this new request?

▪ **Tribal Administrator–**

- Director Reports- none stood out in particular
- Worked with Tribal Treasurer about Enrollment Clerk/Reception position about a 6-month review with notes from previous TA
- Discussion item- Annual leave limitation and maximum hours that they are not to exceed. Working with finance and lawyer on these policies
- Many reviews are overdue, TA is working on this to get the reviews taken care of
- **Action Items:**

- Check signers need to be updated to current council; Admin. Assistant will get the proper paperwork in order for this. A resolution needs to be created for this; Admin. Assistant will prepare the resolution. Timeframe for Admin. Assistant is to be completed by Wednesday of next week (10/6/21). Resolution has already been voted on, just needs signatures.

**1. Evette Lewis requests to opt out of being a check signer**

- Contract for Koso Strategies 2021-2022 for fiscal, no significant changes were made to the contract.
  1. BC Discussion- How long are we planning to keep Koso? This current contract is for 1 year. However, initially when the contracted started with Koso it was with an understanding that we would eventually take this work back in-house. Possibly when we hire our Comptroller then we should re-think future contracts with Koso.
  2. Where's the funding come from? Also, what's the cost? Funding is coming from Indirect under contractual. The cost from 2021-2022 is 3K per months which equates to 200 per hour.
- Motion to approve Koso Strategies contract for 2021-2022 for 3,000 per month to come from Indirect under contractual, Fund 900-900-

Motion: Isaiah Williams

Second: Harold Bennett

Vote: 6 For

0 Against

2 Abstention

iii. Prospective individuals were contacted about Comptroller and no one wanted to take that position from those prospective individuals. What should the next move be?

- BC Discussion: We should fly the position again because we need a comptroller position at the tribe and also for the clinic as well. We have a large revenue to manage and that is why it is key to have the comptroller position
- We still need to have positions looking for grants. Grants Compliance Officer and Comptroller positions will not be looking for grants, but maybe we can hire a grant writer as a contractual position. Still having budget concerns about hiring a grant position even through contractual. Re-fly the comptroller position and discuss it at the next Business Council meeting
- How do we “fly” positions? We post them on QVIR website, indeed, and etc. Do we do Oregon? Not at the moment we don’t fly in Oregon. We should do a posting through the BIA website and you can also post on EDD now.

**Directive to Tribal Administrator to take care of or delegate the Comptroller position to all the correct/suggested avenues**

Kayla Super Exits Meeting

- Motion to approve BAA Asphalt Maintenance gym parking lot asphalt job to clean the area, seal/coat the area, and re-apply the paint markings. The cost of this contract will be 25,000 as a sole source due to the timeframe of needing to be completed before winter and we have also used this vendor previously. (FUND 512- DEPT- BIA/TTP/FASY/ACT

Motion: Harold Bennett

Second: Evette Lewis

Vote:

6 For

0 Against

1 Abstention

### Sherry Smith Exits Meeting

#### ▪ **Tribal Chairman Report-**

- We should think about utilizing the roads money more. We have a substantial amount of money, and we should spend some money to train our tribal members.
- We should help our members more through the pandemic and send some food gift cards out or something to provide more support for our members during this time
- We have a kitchen, maybe we can cook meals for our elders to make sure we are feeding them, that they have something to eat each day. Meals on wheels is an idea
- With our ARPA funds, we should provide our members more money to help support them through the pandemic
- BC Discussion:
  - We should be there more for our members to show them that we care. Not just sending money to our members, but also showing them in other ways like the meals on wheels. It's good to hear that our tribe is aiming to go in a direction to support our members more. Food cards should be done for members who aren't living on the reservation as well. Maybe we can do a more elaborate food box for members, and maybe think about spreading the support out throughout the holiday season. General Council did create a TNGF priority list, we should look and see what could be completed now. Zoom TV in the gym still needs to be taken care of.
  - Suggested stipend 1500 per adult & 750 per child and hopefully providing another stipend in some future months. Maybe we could provide more because members living off the reservation have much larger bills. Tribal Treasurer and Tribal Secretary can meet and figure

out more options. Should we do food boxes or just give each member like a 100-dollar food card? Food boxes were helping people on quarantine but if our members have covid, we should be supporting them anyways.

- Rental Assistance- The policy isn't a 2-round basis. It's just running currently the way the policies were written so members can submit applications as long as they are not overlapping there months or exceeding their 12-month allowance. We should establish more funds out of ARPA to keep the assistance going as a tribal program

**Zoom Session Ended During Discussion**

- **Treasurer Report- None**

**VIII. Old Business- None**

**IX. New Business- None**

**X. Announcements-None**

**XI. Adjourn (Zoom shutdown)**

Motion:                      Second:

Vote:        for                      against                      ab

Meeting adjourned at 7:09PM