



# SUSANVILLE INDIAN RANCHERIA

**REGULARLY SCHEDULED MEETING  
OF THE  
SUSANVILLE INDIAN RANCHERIA  
TRIBAL BUSINESS COUNCIL  
JULY 19, 2016  
4:00 PM**

- A. Call to Order.** Meeting called to order by Tribal Chairman, Brandon Gutierrez, at 4:11 p.m. A quorum was present.
- B. Roll Call.** Taken by: Tribal Secretary / Treasurer, Aaron Dixon, Sr. Present were: Brandon Gutierrez, Tribal Chairman; Arian Hart, Vice-Chairman; Aaron Dixon, Sr., Secretary / Treasurer; Tina Richards, District 1 Councilwoman; Robert Joseph, District 2 Councilman; and Tina Sanchez, Member At-Large. Absent was Marvena Harris, Member At-Large.

**RECORDER:** Ilma Willard.

**STAFF:** Anna Pasqua, Kenneth Capistrand, Meredith Gosejohan, Dan Howard, Jim Mackay, Valerie McCormick, Deborah Olstad, and Vance Olstad.

**GUESTS:** Marvin Benner, Sr., Wanda Brown, Damon Buff, Lupe Carman, Scott Dixon, Jamie Edeyaoch, Valerie Edwards, Amelia Luna, Freda Owens, Michael Preston, Anna Reyes-Sanchez, Juan Reyes-Sanchez, Adriana Torres-Miller, Mariana Torres-Miller, Lorraine Valadez, Gretchen Cox, and Jennifer Ross.

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- C. Review and Approval of the Agenda.** Chairman Guitierrez requested to strike agenda item E.3, California Indian Manpower Consortium Report, and to add Lorraine Valadez as a speaker to item I.2, Land Assignment Recommendation for Lot 34, Lower Rancheria.

**MOTION to approve the agenda with the changes.**

**Made by: Arian Hart,**

**2<sup>nd</sup> by: Robert Joseph.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

- D. Reading of the Minutes of July 05, 2016 for approval.**

**MOTION to approve the July 05, 2016 minutes as presented.**

**Made by: Robert Joseph,**

**2<sup>nd</sup> by: Aaron Dixon, Sr.**

**Vote: 4 Yes (Brandon Guitierrez, Aaron Dixon, Sr., Robert Joseph, and Tina Sanchez), 0 No, 2 Abstaining (Arian Hart and Tina Richards).**

**Reading of the Minutes of July 12, 2016 for approval.**

**MOTION to approve the July 12, 2016 minutes as presented.**

**Made by: Robert Joseph,**

**2<sup>nd</sup> by: Arian Hart.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

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**E. Reports.**

- 1. Fiscal.** The Fiscal Controller used the overhead projector to present his report and reviewed the June developments. During the discussion, the Fiscal Controller requested to postpone the additional principal payment on the Diamond Mountain Mini-Mart loan until next month.

**CONSENSUS to postpone the additional principal payment (\$30,000) on the Diamond Mountain Mini-Mart loan until next month.**

- 2. California Tribal TANF.** The Site Manager for the Susanville office of California Tribal TANF reviewed her report.
- 3. California Indian Manpower Consortium (CIMC).** This item was previously struck from the agenda because no report was submitted and the speaker was unavailable.
- 4. Neighborhood Watch.** The Neighborhood Watch Chairperson reviewed her report, provided updates, and stated that foot traffic has dropped. Issues discussed included the Elder Springs incident reports, vehicle availability, and the volunteer enrollment process. The Chairperson made a request for the Tribal Business Council to address the Elder Springs situation and stated that some residents are not leaving lights on, which makes it difficult to watch for intruders.

Chairman Guitierrez stated that issues regarding the vehicles would be followed up and recommended that obstacles be brought to his attention. He also said that he wanted review the application procedure at a later date.

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5. **Native Elders Circle.** The Chairman of the Native Elders Circle reviewed his report and discussed some of the proceedings of their latest meeting, expressing his desires regarding storytelling and teaching.

Secretary / Treasurer Dixon stated that he would look into obtaining monogrammed cups from the Casino for the Fun Day gift bags. Chairman Guitierrez added that the elder's stories should be recorded for future generations and the NEC Chairman was referred to the Natural Resources Department for assistance.

6. **Gaming Commission.** The Gaming Administrator reviewed his report and discussed the current status of the surveillance cameras, plans to install additional equipment, and information regarding the installation of cameras in administrative and management offices.

The Gaming Commission Chairman also discussed information he gathered regarding the surveillance of staff offices and stated that the objective of the Gaming Commission is to protect gaming assets. Additionally, he announced that the Compact Tribes Steering Committee sent out a request to all member tribes for a one-time payment of membership dues. He then discussed the status of the compact negotiations.

7. **SIRHA.** The Chairwoman of the SIRHA Board of Directors read out the SIRHA report and recommended that further housing development be held off until the Natural Resources Department has been consulted about the findings regarding culturally sensitive sites.

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The status of the gates, fencing, and signage was discussed and Chairman Guitierrez asked the Tribal Administrator to consult with the Public Works Director about making improvements to prevent trespassing on tribal property.

8. **Education Department.** The Education Programs Director reviewed her report, thanked the parent volunteer drivers for helping with the field trips, and reviewed the summer program activities.

She then introduced the Tribal Youth Program Advocate and five members of the Teen Center who gave a presentation regarding their recent college tours. Each campus they visited was reviewed and the teens expressed how they benefited from the experience. Gratitude was expressed to the Tribal Business Council for the opportunity and special thanks were given to the Fiscal Controller. The Tribal Business Council expressed their appreciation to the Tribal Youth Program Advocate and the Education Programs Director for their efforts in supporting the Teen Center's activities.

9. **Natural Resources Department.** The Natural Resources Director reviewed her report, provided updates, and discussed the theft of an item of equipment and measures being taken to prevent further loss. She then discussed recommendations for the site cleanup of the Guitierrez 10-acre property and asked if the Tribal Business Council had any opposition to the four recommendations. No opposition was expressed.
10. **Human Resources.** The Human Resources Manager reviewed her report and announced that the Certified Medical Assistant position had been filled.

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**F. Unfinished Business.**

- 1. Tribal Member Request (Pow Wow Income).** The Pow Wow Coordinator requested that the tribe pay for the indirect costs generated by Pow Wow income.

**MOTION to keep the financial setup for the Pow Wow the same where the Pow Wow pays indirect costs and for the tribe to pay the shortfall amount of \$2,969.61. Additionally, the Pow Wow Committee is to apply for non-profit status with assistance from the Fiscal Department so they do not have to pay indirect costs in the future.**

**Made by: Tina Sanchez,**

**2nd by: Tina Richards.**

**Vote: 5 Yes (Brandon Guitierrez, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 1 Abstaining (Arian Hart).**

**G. Action Items.**

- 1. Education Services Agreement.** The Education Programs Director presented the services agreement between the Susanville Indian Rancheria and Danielle Brewster for approval.

**MOTION to approve the services agreement between the Susanville Indian Rancheria and Danielle Brewster as presented.**

**Made by: Arian Hart,**

**2nd by: Tina Richards.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

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- 2. Tribal Administrative Assistant I Position Description.**  
The Human Resources Manager presented the Tribal Administrative Assistant I Position Description for approval.

**MOTION to approve the Tribal Administrative Assistant I Position Description as presented.**

**Made by: Tina Richards,**

**2nd by: Tina Sanchez.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

- 3. Tribal Administrative Assistant II Position Description.**  
The Human Resources Manager presented the Tribal Administrative Assistant II Position Description for approval.

**MOTION to approve the Tribal Administrative Assistant II Position Description as presented.**

**Made by: Arian Hart,**

**2nd by: Tina Richards.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

- 4. August 06, 2016 General Council Meeting Agenda.** The Tribal Office Manager presented the General Council Agenda for August 06, 2016 for approval. Chairman Guitierrez stated the ballot measure results for the 2016 property purchase will need to be sent out to the general membership if a quorum is not established at this meeting.

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**MOTION to approve and send to the general membership the General Council Agenda for August 06, 2016.**

**Made by: Robert Joseph,**

**2nd by: Tina Richards.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

- 5. Resolution SU-BC-087-2016 (Election Board Compensation for 2016/2017).** The Tribal Administrator presented Resolution SU-BC-087-2016 (COMPENSATION OF THE 2016/2017 ELECTION BOARD FOR THEIR SERVICES) for approval. .

**MOTION to approve Resolution SU-BC-087-2016 (COMPENSATION OF THE 2016/2017 ELECTION BOARD FOR THEIR SERVICES).**

**Made by: Robert Joseph,**

**2nd by: Aaron Dixon, Sr.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

- 6. SIR and SCFO Tribal Facility Lease Agreement.** The Tribal Administrator presented the five year lease between the Susanville Indian Rancheria and Sierra Cascade Family Opportunities, Inc. for approval for the use of tribal facilities for a Head Start and Child Care Program. A correction was noted in the third to last sentence on page one where "SIRCO" should be changed to "SIR".



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**MOTION to approve the five year lease between the Susanville Indian Rancheria and Sierra Cascade Family Opportunities, Inc. with the change.**

**Made by: Robert Joseph,**

**2nd by: Arian Hart.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

**7. Ratification of Action without Meeting (Tribal Member Emergency Donation Request for Robert Mullen, Jr.).**

The Action without Meeting to waive the Susanville Indian Rancheria Donation Policy and approve an Emergency Donation in the amount of \$500 for Robert Mullen, Jr. was presented by Chairman Guitierrez for ratification.

**MOTION to ratify the Action without Meeting to waive the Susanville Indian Rancheria Donation Policy and approve an Emergency Donation in the amount of \$500 for Robert Mullen, Jr.**

**Made by: Aaron Dixon, Sr.,**

**2nd by: Arian Hart.**

**Vote: 5 Yes (Brandon Guitierrez, Arian Hart, Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 1 Abstaining (Aaron Dixon, Sr.).**

**H. Discussion Items.**

**1. None.**

**\*\* 7:00 p.m. Regular session ends, closed session begins.**

**I. Closed Business Items.**

**1. ICWA Report.** This item was discussed in closed session.

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- 2. Land Assignment Recommendation for Lot 34, Lower Rancheria.** This item was discussed in closed session.
- 3. TBC Executive Session.** This item was discussed in closed session.

**\*\* 8:19 p.m. Closed session ends, regular session begins.**

**MOTION to approve Resolution SU-BC-088-2016 (ICWA).**

**Made by: Aaron Dixon, Sr.,**

**2nd by: Robert Joseph.**

**Vote: 6 Yes (Brandon Guitierrez, Arian Hart, Aaron Dixon, Sr., Tina Richards, Robert Joseph, and Tina Sanchez), 0 No, 0 Abstaining.**

**CONSENSUS for District 2 Councilman Joseph to verify the procedure regarding the proposed purchase of Lot 34 on the Lower Rancheria with the SIRHA consultant and to report to Chairman Guitierrez with guidance concerning the lot.**

**MOTION to negotiate a line of credit with SIRCO in the amount of \$500,000.**

**Made by: Arian Hart,**

**2nd by: Robert Joseph.**

**Vote: 3 Yes (Brandon Guitierrez, Arian Hart, and Robert Joseph), 3 No (Aaron Dixon, Sr., Tina Richards, and Tina Sanchez), 0 Abstaining. MOTION FAILED.**

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**MOTION to negotiate terms with SFSI to use \$300,000 to leverage a line of credit for corporation use.**

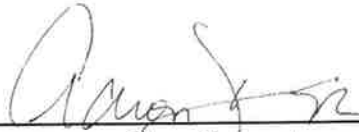
**Made by: Arian Hart,**

**2nd by: Robert Joseph.**

**Vote: 1 Yes (Tina Richards), 3 No (Brandon Guitierrez, Arian Hart, and Robert Joseph), 2 Abstaining (Aaron Dixon, Sr. and Tina Sanchez). MOTION FAILED.**

- J. Adjourn Meeting.** Meeting adjourned by Tribal Chairman, Brandon Guitierrez, at 8:24 p.m.

**Submitted by:**



**Aaron Dixon, Sr., Secretary/Treasurer**

**ATTEST:**



**Brandon Guitierrez, Tribal Chairman**