

*Regularly Scheduled Meeting of
Susanville Indian Rancheria
Tribal Business Council*

October 3, 2017

4:00 PM

Agenda

Resource Center



- A. Call to Order: Chairwoman Bovée**
- B. Roll Call: Secretary/Treasurer Dixon**
- C. Review and Approval of the Agenda**
- D. Reading of the Minutes of September 19, 2017 and Minutes of September 26, 2017 for Approval**

E. Reports

- | | |
|-------------------------------|--------------------|
| 1. ITCC | Madeline McIntire |
| 2. Pow-Wow | Amelia Luna |
| 3. Casino | Campbell Jamieson |
| 4. Grants Writer | Chandra Jabbs |
| 5. Public Works | Russ Burriel |
| 6. IT | Kenneth Capistrand |
| 7. Tribal Administrator | Jim Mackay |
| 8. Tribal Secretary/Treasurer | Aaron Dixon, Sr. |
| 9. Tribal Chairwoman | Deana Bovée |

F. Unfinished Business Items

- 1. None

G. Action Items

- | | |
|---|-------------------------|
| 1. Sponsorship Request — Plumas County Search & Rescue | Tracey Deitch |
| 2. Resolution SU-BC-095-2017 (Election Board Stipend Request) | Erma Hart |
| 3. Native Elders Circle Request for Food for October 2017 | Valerie Edwards |
| 4. Policy for Friday Meal Vouchers for SIR and Non-SIR Native Elders and Their Spouses | Valerie Edwards |
| 5. Approval of Enrollment List #40/Set Enrollment Meeting Date | Ilma Willard |
| 6. Approval of Parent Advisory Committee Appointments | Chris La Marr |
| 7. Discharge of Pollutants into the Waters of the Susanville Indian Rancheria, Ordinance No. 2003-001 Amendment 1 | Roselyn Lwenya |
| 8. Staff Incentive Program for Breast Cancer Screening Rates | Jeanne Collins |
| 9. Services Agreement Between TGLC and Lorena Gorbet | Aaron Brazzanovich, Jr. |
| 10. Services Agreement Between TGLC and Mary Joseph | Aaron Brazzanovich, Jr. |
| 11. MOU for Annual Profit Sharing Distribution between SIR and SIRCO | Jim Mackay |

H. Discussion Items

- 1. None

I. Closed Business Items

- 1. TBC Executive Session Deana Bovée

**** Per the Meeting Agenda Policy approved on November 27, 2000, any person requesting to be placed on the TBC/Health Board agenda shall submit their request, in writing, three (3) business days prior to any regularly scheduled TBC/Health Board meeting. The matter to be discussed (health, gaming, tribal) will be held at the appropriate TBC/Health Board meeting.**

**REGULARLY SCHEDULED MEETING
OF THE
SUSANVILLE INDIAN RANCHERIA
TRIBAL BUSINESS COUNCIL
September 19, 2017
4:00 P.M.**

- A. **Call to Order.** Meeting called to order by Tribal Chairwoman, Deana Bovée at 4:06 p.m. A quorum was present.
- B. **Roll Call.** Taken by: Secretary/Treasurer, Aaron Dixon, Sr. Present were: Deana Bovée, Tribal Chairwoman; Aaron Dixon, Sr., Secretary/Treasurer; Robert Joseph, District 2 Councilman; Marvena Harris, Member At-Large; and Tina Sanchez, Member At-Large. Absent were: Arian Hart, Vice-Chairman; and Aaron Brazzanovich, Jr., District 1 Councilman.
- C. **RECORDER:** Christi Choo.
- STAFF:** Russ Burriel, Jeanne Collins, Alan Dowdy, Kevin Halbritter, Chandra Jabbs, Roselyn Lwenya, Jim Mackay, and Deborah Olstad.
- GUESTS:** Karli Barger, Wanda Brown, Lupe Carman, Teresa Dixon, Regina Ellenwood, Valerie Edwards, Marvin Harris, Jan LaMarr, Jean LaMarr, Pat LaMarr, Allen Lowry, Dwight Lowry, Amelia Luna, Barbara Marshall, Freda Owens, Christine Potts, and Rick Kelley.
- D. **Review and Approval of the Agenda.** Tribal Chairwoman Bovée requested to move E.10, Tribal Chairwoman's report to the next regularly scheduled Tribal Business Council meeting, October 3, 2017. The Tribal Administrator requested to table G.1 Resolution SU-BC-095-2017, Election Board Stipend Request and G.11 SIR Discharge of Pollutants into the Water of SI Ordinance. Councilwoman Harris requested to move I.1 Tribal Member Letter (Closed Business Item) to H.2 Discussion.

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MOTION to approve the agenda with the changes.

**Made by Robert Joseph,
2nd by Tina Sanchez.**

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

Reading of the Minutes of September 6, 2017 and the Tobacco Commission Meeting of September 6, 2017 for approval.

MOTION to approve the minutes of September 6, 2017 as presented.

**Made by Robert Joseph,
2nd by Tina Sanchez.**

Vote: 4 Yes (Deana Bovée, Robert Joseph, Marvena Harris and Tina Sanchez), 1 No (Aaron Dixon, Sr.), 0 Abstaining.

MOTION to approve the Tobacco Commission Meeting minutes of September 6, 2017 as presented.

**Made by Robert Joseph,
2nd by Aaron Dixon, Sr.**

Vote: 3 Yes (Deana Bovée, Aaron Dixon, Sr., and Robert Joseph), 0 No, and 2 Abstaining (Tina Sanchez and Marvena Harris),

E. Reports.

- 1. Fiscal.** The Chief Financial Officer reviewed her report and stated that the fiscal department has been working with the Tribal Administrator and the LIHC COO, to prepare the Preliminary 2018 Budget worksheets. The 2016 Government Audit report has been submitted. The Chief Financial Officer answered questions from tribal members regarding Indirect Cost rate increases and restricted accounts.

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2. **California Tribal TANF.** The Lassen Site Manager presented her report. She stated that to date, TANF has 20 active cases. Fifteen of those active cases are enrolled members of the Susanville Indian Rancheria. TANF currently has a receptionist position open, due to the increase of clients.
3. **CIMC.** This report was tabled to the next regularly scheduled Tribal Business Council meeting, scheduled for October 3, 2017.
4. **Native Elders Circle.** The Native Elders Circle Chair presented her report and stated that the Elders would like to propose that the Burial Fund Ordinance be reviewed to increase the amount from \$2,500 to \$5,000. The Chair announced that the Native Elder's Circle Health Fair is scheduled for October 19, 2017 at the casino and their flyer needs to be approved and sent out ASAP. Discussion was held in regards to the Friday Meal Vouchers for SIR and Non-SIR Local Elders and their Spouses Policies and Procedures.

CONSENSUS to approve the Native Elder's Circle "flyer" for Senior Health Fair scheduled for October 19, 2017 at the casino.

CONSENSUS to rescind the Friday Meal Vouchers for SIR and Non-SIR Local Native Elders and their Spouses Policies and Procedures.

5. **Gaming Commission.** The Gaming Administrator reviewed his report and stated that the surveillance officer position was filled. Currently there are 206 class III gaming machines on the gaming floor. Blue Bird held their mid-year audit and the final report had no findings. To date, the casino currently has 137 gaming licensed employees.
6. **SIRHA.** The SIRHA Chairperson reviewed her report and stated that the second round of Bid Opening for Limoneria Project was recently held and bids were received and are being processed. NST

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Engineering finalized the Paiute 2 lot merge. The Preliminary site design for multi-family units is currently under review by SIRHA and five rehab/rental units have been completed.

7. **Education.** The Tribal Administrator reviewed the August Monthly Report. Currently the Indian Education Center has 21 students enrolled for the 2017-2018 academic school year. The Teen Center opened for students on Monday, August 28th. A Parent Advisory Council meeting is scheduled for Monday, September 25, 2017. The Indian Education tutors have been invited to attend class training with the teachers so that they can learn their methods of teaching and better understand common core math.
 8. **Natural Resources.** The Natural Resources Director reviewed her report and stated that the Natural Resources Department, Public Works, and EPA Contractors made a site visit on the Guitierrez property for planning and assessment (observation and walk through) in preparation for the planned ESA Phase II project to be conducted by EPA contractors through the Brownfield's program. Both the Discharge of Pollutants into the water and the Solid Waste Ordinance was finalized. NRD also completed the SIR Composting Plan.
 9. **Human Resources.** The Human Resources Manager reviewed his report and stated that six positions have been filled. Five positions are currently open. Employee performance evaluations have been submitted by supervisors and managers.
- F. Unfinished Business.**
1. **None.**
- G. Action Items.**
1. **Resolution SU-BC-095-2017 (Election Board Stipend Request).**
This was TABLED at the request of the Election Board.

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- 2. 2018 Indian Housing Plan.** The SIRHA Chairperson requested approval of the 2018 Indian Housing Plan.

MOTION to approve the SIR Indian Housing Plan.

Made by: Aaron Dixon, Sr.,

2nd by: Robert Joseph.

Vote: 4 Yes (Deana Bovée, Arian Hart, Aaron Dixon, Sr. and Robert Joseph), 0 No, 1 Abstaining (Marvena Harris).

- 3. Resolution SU-BC-094-2017 (IHS Behavioral Integration Initiative [BH21]).** The Grants Writer requested approval of Resolution SU-BC-094-2017 (IHS Behavioral Integration Initiative [BH21]).

MOTION to approve Resolution SU-BC-094-2017 (IHS BEHAVIORAL INTEGRATION INITIATIVE [BH21]).

Made by: Aaron Dixon, Sr.,

2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

- 4. SIRHA Audited Financials.** The Chief Financial Officer requested approval of the SIRHA Audited Financials.

MOTION to approve the release of the Susanville Indian Rancherias Housing Authority's audited financials to Blue Bird CPA's.

Made by: Marvena Harris,

2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

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5. **Approval of 2016 Government Audit.** The Chief Financial Officer requested approval of the FY 2016 Government Audit.

MOTION to approve the FY 2016 Government Wide Audit.

Made by: Robert Joseph,

2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

6. **Revised SIR Procurement Policies and Procedures.** The Public Works Director requested approval of the revised SIR Procurement Policies and Procedures.

MOTION to approve the revised Susanville Indian Rancheria Procurement Policies and Procedures.

Made by: Marvena Harris,

2nd by: Aaron Dixon, Sr.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

7. **SIR Nonpoint Source Assessment Report and Management Plan.** The NRD Director requested approval of the SIR Nonpoint Source Assessment Report and Management Plan.

MOTION to approve the SIR Nonpoint Source Assessment Report and Management Plan.

Made by: Marvena Harris,

2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

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8. **SIR Composting Plan.** The NRD Director requested approval of the SIR Composting Plan.

MOTION to approve the newly developed Susanville Indian Rancherias Composting Plan.

Made by: Marvena Harris,

2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

9. **SIR Environmental Protection Ordinance No. 2017-002.** The NRD Director requested approval of the SIR Environmental Protection Ordinance No. 2017-002.

MOTION to approve the SIR Environmental Protection Ordinance No. 2017-002.

Made by: Marvena Harris,

2nd by: Aaron Dixon, Sr.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

10. **Susanville Abandoned Vehicles Ordinance No. 2005-001, Amendment 1.** The NRD Director requested approval of the Susanville Abandoned Vehicles Ordinance No. 2005-001.

MOTION to approve the Susanville Indian Rancheria Abandoned Vehicles Ordinance No. 2005-001 Amendment 1.

Made by: Marvena Harris,

2nd by: Aaron Dixon, Sr.

Vote: 5 Yes (Deana Bovée, Aaron Dixon, Sr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

11. **SIR Discharge of Pollutants into the Waters of SIR Ordinance.** This item was TABLED.

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- 12. Susanville Solid Waste Ordinance No. 2004-002 Amendment 1.**
The NRD Director requested approval of the Susanville Indian Rancheria Solid Waste Ordinance No.2004-002 Amendment 1.

MOTION to approve the Susanville Indian Rancheria Solid Waste Ordinance No. 2004-002 Amendment 1.

Made by: Marvena Harris,
2nd by: Tina Sanchez.

Vote: 5 Yes (Deana Bovée, Arian Hart, Aaron Dixon, Sr., Aaron Brazzanovich, Jr., Robert Joseph, Marvena Harris and Tina Sanchez), 0 No, 0 Abstaining.

- 13. Services Agreement Between TGLC and Lorena Gorbet.**

CONSENSUS to TABLE until the next regularly scheduled TBC meeting, scheduled for October 3, 2017.

- 14. Services Agreement Between TGLC and Mary Joseph.**

CONSENSUS to TABLE until the next regularly scheduled TBC meeting scheduled for October 3, 2017.

H. Discussion Items.

- 1. Voting List.** Tribal Chairwoman Bovée excused non-tribal members. Discussion was held regarding the Susanville Indian Rancheria Voting List.
- 2. Tribal Member Letter.** Discussion was held regarding a letter received from a Tribal Member.

**** 7:05 p.m. regular session ends, closed session begins.**

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SEPTEMBER 6, 2017**

I. Closed Business Items.

- 1. ICWA.** This item was discussed in closed session with no action required.
- 2. TBC Executive Session.** This item was discussed in closed session with no action required.

**** 7:34 p.m. Closed session ends, regular session begins.**

E. Adjourn Meeting. Meeting adjourned by Chairwoman, Deana Bovée, at 7:35 p.m.

Submitted by:

Aaron Dixon, Sr., Secretary/Treasurer

ATTEST:

Deana M. Bovée, Tribal Chairwoman

**SPECIAL MEETING
OF THE
SUSANVILLE INDIAN RANCHERIA
TRIBAL BUSINESS COUNCIL
SEPTEMBER 26, 2017
10:00 A.M.**

- A. Call to Order.** Meeting called to order by Tribal Chairwoman, Deana Bovée, at 10:58 a.m. A quorum was present.
- B. Roll Call.** Taken by: Tribal Secretary / Treasurer, Aaron Dixon, Sr. Present were: Deana Bovée, Tribal Chairwoman, Arian Hart, Vice-Chairman; Aaron Dixon, Sr., Secretary / Treasurer; Aaron Brazzanovich, Jr., District 1 Councilman; and Marvena Harris, Member At-Large. Absent were: Robert Joseph, District 2 Councilman and Tina Sanchez, Member At-Large.

RECORDER: James Mackay.

STAFF: Jacqueline Bae and Jeanne Collins.

GUESTS: None.

- C. Review and Approval of the Agenda.** The Tribal Administrator asked to TABLE item G.1. as the ordinance has not been reviewed by the tribal attorney. Chairwoman Bovée asked to add a sponsorship request to the agenda as item G.2.

MOTION to approve the agenda with the changes.

Made by Arian Hart,

2nd by Aaron Brazzanovich, Jr.

Vote: 5 Yes (Deana Bovée, Arian Hart, Aaron Dixon, Sr., Aaron Brazzanovich, Jr., and Marvena Harris), 0 No, 0 Abstaining.

- D. Reading of the Minutes for approval. N/A.**

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E. Reports

1. **None.**

F. Unfinished Business Items.

1. **None.**

G. Action Items.

1. **SIR Discharge of Pollutants into the Waters of SIR Ordinance.** This item was TABLED during the agenda approval process.
2. **Sponsorship Request.** Chairwoman Bovée discussed the sponsorship request by James St. Goddard from the Blackfeet Tribe to assist in the transfer of some wolf pups from Ravendale to the Blackfeet Reservation in Montana.

MOTION to approve the sponsorship request in the amount of \$150.00 to transfer wolf pups from Ravendale to the Blackfeet Reservation in Montana.

**Made by Arian Hart,
2nd by Aaron Brazzanovich, Jr.**

Vote: 3 Yes (Deana Bovée, Aaron Dixon, Sr. and Aaron Brazzanovich, Jr.), 1 No (Arian Hart), 1 Abstaining (Marvena Harris).

H. Discussion Items.

1. **None.**

**** 11:11 a.m. Regular session ends, closed session begins.**

I. Closed Business Items

1. **2018 Draft Budget Presentation.** This item was discussed in closed session with no action required.

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2. Executive Session. There were no items to discuss in executive session.

**** 3:30 p.m. Closed session ends, regular session begins.**

J. Adjourn Meeting. Meeting adjourned by Tribal Chairwoman, Deana Bovée, at 3:31 p.m.

Submitted by:

Aaron Dixon, Sr., Secretary/Treasurer

ATTEST:

Deana Bovée, Chairwoman