

**Karuk Tribe – Council Meeting
November 20, 2025 – Meeting Minutes**

Meeting called to order at 10am by Secretary/Treasurer Quinn.

Present:

Scott Quinn, Secretary/Treasurer
Arch Super, Member at Large
Kristen King, Member at Large
Eli Hensher-Aubrey, Member at Large
Laura Mayton, Member at Large
Jennifer Goodwin, Member at Large

Absent:

Russell “Buster” Attebery, Chairman
Kenneth “Binx” Brink, Vice-Chairman
Robert Super, Member at Large

Agenda:

Jennifer Goodwin moved and Laura Mayton seconded to approve the agenda with changes, 5 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Arch had inquiries on the consent calendar. Strike resolution 25-R-147.

Arch Super moved and Kristen King seconded to approve the consent calendar, 5 haa, 0 puuhara, 0 pupitihara.

Meeting Minutes of October 23, 2025:

Arch Super moved and Kristen King seconded to approve the meeting minutes of October 23, 3 haa, 0 puuhara, 2 pupitihara (Arch/Kristen).

Old Business:

Arch has old business but his laptop has frozen. He does have notes so he will come back to this.

Language:

Ayukii, Yootva, Suvanik (Hello, Thank you, and See you later).

Haa, Puuhara, iikitch (yes, no, maybe)

Guests:

1) Election Committee:

Representatives of the Election Committee, Judy, Barry, Michelle, and Bobbiesue are present to conduct the swearing in of newly elected Council Members.

Kristen King first took her oath of office for the Orleans District. She was emotional and took her oath very serious.

Kristen thanked the Membership for their votes.

The Election Committee then introduced Arch Super, Yreka Council Member at Large. Arch states that he is an avid language apprentice master and added that it is very important to use the language and has translated the oath into Karuk. He then took the oath of office for the Yreka District.

Arch took a minute to thank the folks who signed his petition. He ran unopposed so was selected for the Yreka position. He has been on the Council for a long time, and is now a senior citizen so he has different priorities.

Both Kristen and Arch took their seats as Yreka and Orleans Council Members at Large.

2) Paul Peterlin ICWA Administrator:

Paul is present to seek approval of resolution 25-R-147 which appoints Sandra as a representative and himself as the alternate to represent the Karuk Tribes ICWA Department.

Eli Hensher-Aubrey moved and Laura Mayton seconded to approve resolution 25-R-147, 5 haa, 0 puuhara, 0 pupitihara.

Director Reports:

1) Tyvin Whittaker, Public Affairs & Strategic Communications:

Tyvin is present to review his report. There have been a lot of reports of speeding cars so he would like to issue a reminder to slow down. Scott agrees that this time of year it is dangerous so employees need to slow down.

The website is still being updated. Arch asked about the updated website and stating that there will be some videoing of the Tribe. There will be some footage taken soon and other parts will be shot in the summer, so more than one season will be filmed. The HHS video will be finalized this year.

The Tribe is getting a little over 500 visits to the website. The employees use the site the most and its clear that they need it. The employee forms need to be internal and new ones are updated as soon as possible.

Arch Super moved and Eli Hensher-Aubrey seconded to approve Tyvin's report, 5 haa, 0 puuhara, 0 pupitihara.

2) Brionna Gonzalez, Education Director:

Brionna is present to review her report. They did not get awarded a mental health grant but only 2% of applicants were awarded for that grant. She has been in conversations with foundations on funding opportunities. She and Ish have just done the elections for the Youth Council. Ish updated that the youth elected; Avalynn Allec, Juaquin Aubrey, Patty Watson, Ashley Goodwin.

They sit on the SARB for Siskiyou County and there are quite a few youths on this list. They have piloted projects to help get the youth off of the list.

Brionna reminded the audience that the Karuk Education Department staff do not work for the school, but work for the Tribe and this is a common reminder that is provided to the schools.

They partnered with 477 and ordered some lice kits. Those are available in the Yreka 477 office. Brionna has not been able to get Humboldt County to sign the MOU with the Tribe. Chase will

attend Orleans schools but cannot assist unless the MOU is signed. Kristen asked Bri to send that the MOU to her and she will assist in getting this finalized.

The 15, half year education scholarships are supposed to happen. Jennifer asked about funding opportunities to obtain grant funding for scholarships and added that it would be good to continue to seek resources.

Arch appreciates Ish in the program and his work with the Youth Leadership.

Scott asked if there is a process for catching students early if they start missing school. Brionna noted that through Title VI they receive a list of students. Scott asked if the program staff reach out to the students. Brionna noted that at the school, when they meet with schools, they conduct intake and start communication on resources including tutoring, etc.

Scott added that catching delinquencies early and documentation of reasons for absences is important.

Eli asked if non-Karuk Tribal Members can apply for tutoring. Yes, to be a tutor can be any person who is qualified.

Jennifer Goodwin moved and Laura Mayton seconded to approve Brionna's report, 5 haa, 0 puuhara, 0 pupitihara.

3) Jeff Heign, Economic Developer:

Jeff is present to review his report. He is working on repairs for the hotel and working with Tyvin on a website. He is working with maintenance on the timeline for the laundry mat.

The grant writer has written out on the CEDS document and he has submitted edits to the consultant.

Scott asked if the CEDS narrative portion can be discussed further regarding recreation. Jeff noted that the grant writer adds expanded language on 'recreation' which would be accessing the river and accessing the forest for relevant opportunities. Scott asked if there are specific ideas that need to be discussed. Sara noted that a boat ramp, and improvements near the pond at the Happy Camp River Park are some previous discussions. Jeff noted that the park has a lot of potential but it is overrun by fire camps each year.

Laura added that it may be more cost effective to repair the current laundry service. Arch then added that the Council has also discussed a laundry mat in Yreka. Arch is hoping that 477 and Jeff get together to determine a plan. They always want the members to open businesses. Arch would like this plan to move forward. Scott would like to a market study completed first. The laundry service is in the CEDS.

Laura noted that the project in Yreka is different and is more commercial. The Tribe alone could support the business even without outside customers.

Arch Super moved and Laura Mayton seconded to approve Jeff's report, 5 haa, 0 puuhara, 0 pupitihara.

4) Jack Lantz, Director of Public Works:

Jack is present to review his report. He noted that the construction outside is due to the easement that was approved by the Council. Scott asked that perhaps dates/times could be added to restrict when there are meetings.

The generator will be brought back that was purchased for the community district to use, and now would be available for use by the Tribe.

There is procurement for flooring in DocuSign, painting is done, and remodel is now well underway. There have been two new maintenance workers brought on board. The roof at the OR Senior Nutrition is finished. The OR Council Chambers is now going to be done.

They will be moving out of KTHA building starting tomorrow. There is another office for Yreka will be available. Barbara advised that that office space is already assigned.

Scott asked when there will be the need for some fencing in Yreka. Jack noted that it is already needed. This needs to be discussed so that a plan is made to fence property in Yreka.

Darrell Frost added that a fence is needed, on average there are 3 persons who walk on property between 10pm-3am, crossing from RRC. Since the last Council Meeting there have been more visitors. He also wants to talk about an extension for a water grant and that was approved until June 2026. They will put another water kiosk at DOT building in Yreka.

The water program is open to everyone and not just Tribal. Orleans and Happy Camp would be the highest need due to the old piping, etc. Kristen thanked Darrell for supplying the machine.

Arch commented that the elders in Yreka were wondering where elders could go when the power goes off. They have asked for a warming shelter in the winter. Sara explained there are ongoing issues with that. Darrell and his staff provide support to county services and shelters that are already in place. However, there are needs and community outreach that is needed.

Eli asked if Eric has something he would like to present. Maintenance and Mechanic Shop network one. It was not finished yet, and requires changes.

There needs to be another PacifiCorp line agreement signed for Skyline and that can be done when Chairman returns.

Eli Hensher-Aubrey moved and Kristen King seconded to approve Jack's report, 5 haa, 0 puuhara, 0 pupitihara.

5) James Davis, Self-Governance Director:

James is present to review his report. He noted that his tasks include drafting letters, resolution drafting, and attending meetings. Because of the recent government shutdown, he has not had a lot of movement with consultations but he anticipates that it will pick up soon.

The heritage commission is interesting information and he will follow that as necessary.

The drone usage comments have been developed by Tyvin and Alex, and he is ready to submit those to the Council for approval.

He will discuss Parcel B in closed session.

Scott asked when the drone comments will be presented to the Council. James advised that they will be submitted with time to review and then an action item at the next meeting.

Jennifer Goodwin moved and Laura Mayton seconded to approve James' report, 5 haa, 0 puuhara, 0 pupitihara.

He also reported that there is only one outstanding resolution. Paul did very good in finalizing an outstanding task.

6) April Attebury, Judicial Systems:

Not present, report provided.

Arch Super moved and Eli Hensher-Aubrey seconded to approve April's report, 5 haa, 0 puuhara, 0 pupitihara.

7) Analisa Tripp, Deputy DNR Director:

Analisa is present in Orleans to provide her report. She updated that the BIA is picking up fire invoices again and representatives came to go through invoices with Tawnia, Tamara, Greg and Meeko. They closed out 2022 and parts of 2024. Approximately over \$2 million dollars of those invoices have been processed and finalized. The group is about a 1/3 of the way through.

Scott asked about the project near Camp Creek. This has been in the works and Cleo is focusing on this to include restoration in conjunction with cultural sites, cultural plants, swimming holes, etc. Implementation will be next year.

Laura asked if the office space trailers are going to be delivered and set up in Orleans. There is some funding received for office spaces for wildlife and Tim has been assisting in securing office space and workforce housing. They will house the trailer at Rosehaven. They will purchase two trailers which will provide office space. Scott asked if they are coordinating with Public Works on the placement and Analisa believes so, and she does know that Tim has been meeting with Bobby on this. Analisa commented that they are temporary. Emma Lee commented that they are in the early stages of procurement so there is time to coordinate and communicate with staff.

Arch Super moved and Eli Hensher-Aubrey seconded to approve Analisa's report, 5 haa 0 puuhara, 0 pupitihara.

8) Evan Mills, HR Director:

Evan is present to review his report. He noted that there has been a large influx of applicants for positions. The turnover is up a little bit but it's a position shifting occurring. Scott commented that turnover has not approved according to his report. Evan clarified that he is reporting it is up overall for a year.

Open enrollment started on Monday for the workforce. He reminded folks to complete their insurance forms.

Pryor Learning will be launched and due in February. Policy reviews are ongoing. Job descriptions are ongoing and they have been using the DNR template and one action item he has is to take the DNR template and shift it into a word document with instructions. Departments are using DNR's template but it is not working for them. He has a new template that changes slightly to include items needed.

Analisa commented that the new DNR template will have training and additional information to help people understand how to use it. Evan commented that he needs this new template and it will assist. Analisa doesn't see any reason for HR to not work on a template if they need it. Evan appreciates the feedback and the HR Department template can be more of a helpful tool for Directors.

The employee survey had over 70% response. They will set up goals for responses. Evan noted that information will be sent out to the workforce as soon as possible.

There was an EAP proposal that was done previously, and he may want to bring that back.

He would like approval of the org chart, CEO position description, etc.

Arch Super moved and Jennifer Goodwin seconded to approve Evan's report, 5 haa, 0 puuhara, 0 pupitihara.

9) Dion Wood, 477 Director:

Dion is present to review his report. Dion commented that the resolution is backdated but it needs approved.

Erin clarified that the Head Start grant was not approved and not signed off. The Office of Head Start grant has changes and those are pending. But Dion is working on this resolution to bring it into compliance. There are a lot of unknowns at this time. The resolution requires approval but the grant was already submitted.

Eli Hensher-Aubrey moved and Laura Mayton seconded to approve resolution 25-R-172, 5 haa, 0 puuhara, 0 pupitihara.

He commented as well that a cultural resources and project staff position has been drafted and will fill a position within 477.

Laura Mayton moved and Eli Hensher-Aubrey seconded to approve the cultural resource and project coordinator position description, 5 haa, 0 puuhara, 0 pupitihara.

The 477 Committee is coming together and Tyvin is their chairperson. There are carryover funds in 477 and there is 25% carryover that can be used for training and economic development. Laura noted that there was discussion on taking persons from the transitional home and providing them employment opportunities.

The work participation rates are low so that will be monitored. They will be very busy until February with LIAP requests. Yesterday, they made an offer.

Arch asked how to declare an emergency. Scott commented that having the new CEO to evaluate declarations and each programs mission, to provide recommendations.

Arch Super moved and Laura Mayton seconded to approve Dion's report, 5 haa, 0 puuhara, 0 pupitihara.

10) Jake Suppah, CFO:

Jake is present to review his report. It is his first report in this building. He updated the Council on the audit steps that are going on right now. 219 documents have been uploaded into SuraLink portal. The first week of January is when the information needs to be uploaded.

He has a request to have an additional cash management software which will assist with cash management. He went through a demo on what will help the Tribe and he believes this software will assist.

He has been spending time on the grant software package with e-Civis. They are on year three of the agreement and it hasn't been used. In order to do this, they need to look at this and determine if it's useful for the Tribe. He would like to go through the numbers. He talked to legal a month ago to evaluate moving away from the e-Civis contract.

His last item is getting all the budgets uploaded. They are looking at the worksheets and getting them uploaded into Microfund. They are fine tuning spreadsheets for implementation and to display codes. Jake commented that e-Civis is not compatible with Harris so this is going to be an ongoing issue.

He reported that offices being moved around is happening and they continue to have boxes and cabinets that need moved. He would like to purge data and store electronically. It is concerning to cut some of this stuff but he would like to archive some items which will help the systems in functioning.

Jake then commented that he attended a CFO Conference call and he was able to plug the Karuk Tribe.

Laura Mayton moved and Arch Super seconded to approve Jake's report, 5 haa, 0 puuhara, 0 pupitihara.

11) Sara Spence, KTHA ED:

Sara is present to review her report. She updated that Amerin did their site visit on hazard mitigation and gathered additional information.

Preston's retirement party was well attended. The HAF program is spent at 1/3 and KTHA is on target to spend accurately. Sara has a legal description and conveyance to be finished. KTHA solar credits have been submitted. Scott asked if this goes into housing discretionary. It will go back into the program budget. KTHA will receive interest as well.

Arch Super moved and Laura Mayton seconded to approve Sara's report, 5 haa, 0 puuhara, 0 pupitihara.

12) Michelle Cook, TERO Director:

Michelle is present to review her report. There was a Caltrans meeting yesterday and she was able to introduce TERO Commissioners to the Caltrans reps. She has no action items at this time. The recent tribe wide training was held which was customer service training. She will continue to work on training each quarter.

Trade schools are being supported by TERO. There have been a few Tribal Members who have received assistance. They have discussed ideas on providing information and outreach to provide more services. Jennifer asked if folks who go to trade school, can receive student rent vouchers. Dion commented that the deadlines were challenging before, but it could be done.

Michelle is very comfortable where she is and there is an empty office space that is available for the new 477 Deputy, so Michelle will not move to the Administrative building.

Eli asked about TERO supporting Tribal Members getting on crews and jobs along the river. Michelle is looking forward to working with other agencies and doing outreach as well as collaborate with others. Scott commented that flagger training has been sponsored and that will help. She would like to push for a skills bank update and get information collected and on-hand. Scott asked that she do a newsletter article and work on a skills bank collection, but to also try to get it available electronically. Dion commented that there are challenges in working with Caltrans because the Tribe is a “right to work” Tribe and Caltrans is union.

Arch suggested that TERO do a talking circle or outreach, to ensure that there is open communication on getting Tribal Members to work and provide support for that. Michelle commented that there are barriers to being employable which includes drivers licenses and education requirements so she is actively working on those as well, including to review position descriptions to remove barriers.

Arch Super moved and Eli Hensher-Aubrey seconded to approve Michelle’s report, 5 haa, 0 puuhara, 0 pupitihara.

13) Erin Hillman, Director of Operations:

Erin is present. She has an action item. She has a modification (1) to contract 25-A-121 with Buchalter.

Eli Hensher-Aubrey moved and Kristen King seconded to approve modification (1) to agreement 25-A-121, 5 haa, 0 puuhara, 0 pupitihara.

They did go down and pick up the baskets and those were brought back to the Tribe.

Jennifer Goodwin moved and Eli Hensher-Aubrey seconded to approve Erin’s report, 5 haa, 0 puuhara, 0 pupitihara.

14) Ray Martin, General Counsel:

Not present, report provided.

Eli Hensher-Aubrey moved and Kristen King seconded to approve Ray’s report, 5 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Arch Super moved and Jennifer Goodwin seconded to approve resolution 25-R-191, 5 haa, 0 puuhara, 0 pupitihara.

Informational: RV appeal notes that equipment should be returned to the Tribe that is now owned by the tenant. Grounds work for rent must be documented and tracked, and ongoing rent must be submitted timely. Unauthorized grounds work does not allow for rent reduction if not authorized. Reported animal bites are not documented by police reports and doesn’t agree with them. A couple parties have occurred but there are other issues in the RV Park.

Informational: Tribal Member JT was present to appeal the Tribal Member Code of Conduct for a reported incident. TM provided an account of the incidents to the Tribal Council. TM had a witness TH speak to the incident as well. The incident began during the Tribal Reunion (reportedly) and then has been

ongoing. An officer came over and the reports were made to him as well. The Code of Conduct appeal will be concluded and the Tribe will get back to him in 10 working days.

Council Caucus: no minutes recorded.

Informational: Tribal Member was present to seek a contract extension for a project that was bid on. Secretary/Treasurer advised that the Council will discuss this with the employee over the contract and clarify the information.

Informational: Tribal Member TH is present to note that the start of 477 was not notified to clients. It is also noted that assistance should be allowable from LIHEAP but 477 is imposing different policies that have not been provided to clients.

Informational: Tribal Member TH would like to know why he was not interviewed prior to termination to allow for due process. The appeal process for TERO was not followed by the TM so that is no longer being appealed, but understanding the process and interviews that should have been done, is a request to be clarified.

Informational: Council Member Goodwin advised to speak to the Director if staff are not returning calls.

Informational: Potential land purchase indicates the price must come way down in order for the Council to consider it.

Informational: The Yreka 4th street rentals shall be available for workforce housing and if DNR would like additional upgrades they may fund them and work toward them.

Laura Mayton moved and Jennifer Goodwin seconded to approve procurement and authorize contract 26-C-023 from Ishpook leasing and use indirect, 5 haa, 0 puuhara, 0 pupitihara.

Informational: ICDBG shall be the Orleans Senior Center project and including monitoring the roof lines in the design.

Arch Super moved and Laura Mayton seconded to approve the revised CEO position description, 4 haa, 0 puuhara, 1 pupitihara (Eli Hensher-Aubrey).

Informational: The template that was made in word is also some of the same as DNR's, but slightly different. Scott likes the template and would like a footer to have a tracked date so that it has the last date approved.

Arch super moved and Laura Mayton seconded to approve the position description template, 5 haa, 0 puuhara, 0 pupitihara.

Eli Hensher-Aubrey moved and Laura Mayton seconded to approve changes to the Organizational Chart with changes (PR, ED will be moved under the CEO), 5 haa, 0 puuhara, 0 pupitihara.

Informational: The top three detractors are identified and they can identify the top three goals. CEO will take the communication on and assist in distribution. The survey shall have a 'neutral' category tracked as such.

Consensus: to pick the top two categories communication and training from the survey.

Consensus: Eli will remain on KRAB and Kristen will assume the OR representative for KJAC.

Laura Mayton moved and Kristen King seconded to approve accepting Eli Hensher-Aubrey's resignation effective Sunday and notify the election committee in writing of the vacancy in accordance with the Election Ordinance, 4 haa, 0 puuhara, 1 pupitihara (Eli).

Arch Super moved and Kristen King seconded to approve flowers being sent to Rondi Johnson, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Eli Hensher-Aubrey seconded to approve Craig to attend the meeting on 12/3 to discuss Parcel B Lands, 4 haa, 0 puuhara, 1 pupitihara (Kristen).

Council Caucus: no minutes recorded.

Informational: CEO will address the use of e-Civis and ensure that it is followed up on. CEO will Supervise the CFO while in probationary status.

Informational: Laura Mayton provided the statistics of assistance provided by TERO to Tribal Members.

Informational: Secretary/Treasurer thanked Council Member Hensher-Aubrey for his work, dedication, feedback and collaboration while serving on the Tribal Council.

Informational: Lack of information being shared on the HC Dentist being backfilled is a concern.

Eli Hensher-Aubrey moved and Jennifer Goodwin seconded to uphold the eviction of RV Park Tenant JT, 3 haa, 1 puuhara (Arch Super), 1 pupitihara (Laura Mayton).

Arch Super moved and Kristen King seconded to adjourn at 5:07pm.

Next Meeting Date: December 18, 2025 at 10am in Orleans.

Respectfully Submitted,

Scott Quinn, Secretary/Treasurer

Recording Secretary, Barbara Snider