

ORGANIZED VILLAGE OF SAXMAN (OVS)
REGULAR MEETING MINUTES
June 24, 2024 at 6:00 pm

A. CALL TO ORDER

The meeting was called to order by President Joe Williams Jr. at 6:03 pm.

B. PRAYER Invocation was given by Nora DeWitt.

ROLL CALL:

President Joe Williams Jr.	P	Vice President Nora DeWitt	P
Secretary Caryl Williams	P	Treasurer Charles (Chuck Denny)	Ex
Councilmember Carrie (Wallace) Denny	Ex	Councilmember Mike DeWitt	P
Councilmember Trudi Swink (zoom)	Z		

Others present: Tribal Administrator Charlie White, Bookkeeper Amy DeTienne, Richard Shields, Harvey Shields, Frank Seludo, Tim Lewis, FNP Marina McIntyre, Hemodialysis Technician Grant McIntyre, and Clinic Partner Marine Hoff.

C. PUBLIC COMMENTS

Tim Lewis stated he was at the meeting to support the Calm Clinic Owner, Partner and staff who are present to request funds for the Dialysis Clinic they are trying to start. Family Nurse Practitioner Marina McIntyre stated her clinic is looking at starting a dialysis facility in Ketchikan and the Juneau Clinic will be giving direction to their Clinic staff. She mentioned there was one Saxman resident that wants tailored dialysis care right to her home and there is one other person who is in urgent need of dialysis and wants to come home.

President Joe Williams stated this is the first communication OVS has had regarding this and wanted to have a presentation on this and wanted to know what degree of funding is desired. Marina stated once the desired funding is achieved this will bring hemodialysis to Ketchikan.

Information desired was what the overhead cost would be per month; What the cost would be to operate the clinic; and how many patients would be needed to make this successful. The question was asked if this was a one time request or is this something that will be required monthly. Marina stated this is a one time request. She explained it would take 6 patients to break even and 8 patients to see a profit. She explained until the larger number is reached she will be able to make this work because she is also a medical provider and between these services she will be able to operate her clinic. She said the annual cost would be about \$20,000 and staff expense would be \$2500 a payroll. Medicare reimbursement is \$650 per client visit. She explained they have a fixed flat rate and on top of this they can accept donations and this is how it is offset. She said to bring the two patients home is a humanity issue and she is not looking at

a profit. She said Cape Fox Corporation made a \$600,000 donation to Calm Harbor Health Clinic.

Tim Lewis stated Cape Fox is having their grant writer is looking into a grant now to support it. The timeframe estimated is one month before they start bring the two patients home. Marina stated the clinic services will be open to everyone. Either Marina or Tim Lewis will provide the business plan and a proposal they are seeking from OVS. It was suggested they approach Ketchikan Indian Community (KIC), Metlakatla Indian Community and the Prince of Wales Tribes. They are requesting \$120,000.

Harvey Shields stated Cape Fox Corporation has helped out and he thought the IRA knew about this. He felt things as important as this needs to have better communication. He also encouraged contacting Ketchikan Indian Community (KIC). Richard Shields spoke of this hardship for his family and encouraged the Tribe to help get this program off the ground and get it going. He stated his sister has been away from home for 4 years and it has been very hard for everyone

Tim Lewis thanked everyone for listening and advised Trudi Swink suggested that they come to OVS and make the request. It was asked if their proposal contained the information of where the sources of funding came from. Tim Lewis acknowledged that it did.

D. CONSIDERATION OF THE AGENDA

Motion/Second Nora DeWitt and Caryl Williams to move G.12. Heat Pump Grant Program to come before F.1. Finance Report; and defer the minutes to the next meeting; and place Roads Transportation meeting/conference to be held in Las Vegas in December as item H.4. All in favor, motion carried.

E. APPROVAL OF MINUTES

E.1. June 10, 2014 Regular Meeting
E.2. May 15, 2024 Workshop
E.3. May 13, 2024 Regular Meeting
E.4. April 29, 2024 Regular Meeting
E.5. February 8, 2024 Special Meeting
E.6. January 23, 2023 Regular Meeting
E.7. February 6, 2023 Regular Meeting
E.8. February 21, 2023 Regular Meeting
E.9. March 6, 2023 Regular Meeting
E.10. May 1 & 9, 2023 Regular Meeting

E. 11. May 22, 2023 Regular Meeting
E.12. June 12, 2023 Regular Meeting
E.13. June 26, 2023 Regular Meeting
E.14. June 27, 2023 Workshop at 10 am
E.15. June 27, 2023 Regular Meeting
E.16. July 26, 2023 Regular Meeting
E.17. September 13, 2023 Special Meeting
E.18. October 14, 2023 Special Meeting
E.19. November 11, 2023 Special Meeting
E.20. December 11, 2023 Regular Meeting
E.21. March 4, 2024 Regular Meeting

F12 Heat Pump Grant Program

Ronalda with Far North Strategies reported she was able to submit the grant report on Sams.Gov and this has been taken care of and we can draw down on these funds. She stated with the Department of Energy (DOE) there are three Tribal Resilience Grants. One is for providing electrical assistance of \$14,000 per household for heating pumps or other appliances needed for energy efficiency. This will be for three years.

Ronalda stated with OVS being short on staff they can assist with getting packets together or assisting the Tribal Administrator until staff is hired. A monthly report was requested from our consultants. Ronalda stated once she is done with the grant report she will send a copy to OVS.

F. STAFF REPORTS

F.1. Finance Report – Bookkeeper Amy DeTienne

The following reports was presented to the Council:

- Profit & Loss Budget vs. Actual ARPA June 2024
- Profit & Loss Budget vs. Actual ARPA January, 2024 through May, 2024
- Profit & Loss Budget vs. Actual ARPA January, 2021 through May, 2024
- Profit & Loss Grants January 2021 through May 2024
- Balance Sheet by Class – Grants as of May 31, 2024
- Profit & Loss Admin January through May 2024

ARPA had \$147,499.25 unallocated funds. One item suggested was the Dialysis request, sound system upgrade to the Saxman Community Center gym (which would greatly assist with marketing), and the woodmizer pad. It was felt we needed to look at ARPA Grant modifications before obligating any of these funds to ensure we have enough funds for the year. There has been no reimbursements received from CTHITA for the Small Tribes Grant. Council was advised the auditor has retired and she suggested two others that may be interested. Tribal Administrator Charlie White and Bookkeeper Amy Detienne would interview them to see who is a better fit. In the minutes it stated there were some response needed to findings the auditor made and Council asked staff if there was a response. They would check on this but it was thought this was done. Amy DeTienne reported the funds were received from the Forest Service and they have gotten notice the Denali Commission's funds will be sent soon.

Nora DeWitt asked for the detail expense report for the Food Grant. She said this can be provided when the Finance Committee reviews the ARPA Grant for needed modifications.

F.2. CCTHITA Social Worker Report – Jackie Johnson defer

F.3. Maintenance Supervisor Report – Rick Makua defer

F.4. Tribal Administrator Charlie White gave a verbal report.

C.White stated he has been off work for over one week. He anticipates submitting the required documents to the Bureau of Indian Affairs (BIA) on the withdrawal from CCTHITA by July 22, 2024. He said at this time he will have all documents ready for submittal and also the updated withdrawal resolution as he needs to bring a new one forward. The Sam System has had problems and explained the cage number was the problem but it has been worked out. The System for the IGAP Grant was sent in today so they should be able to do a drawdown. C.White thought there might be a conflict on when we can withdraw because Self Governance is different than the BIA. He explained the BIA lets drawdowns happen with flexibility whereas Self-Governance has a stricter schedule. The resolution on the property purchase was sent into CCTHITA and they have found it so he anticipates this will move forward. C.White discussed some of his experience with the Tribal Employment Rights Ordinance and noted he has done a lot of them. He stated the funding isn't that great but the Tribe can make money on this. He discussed land into trust and felt this would make it easier to enforce TERO. He stated if the reimbursement for 2023 and 2024 is not received they can submit this in the withdrawal documents he will submit in July. He said the Transportation Improvement Plan (TIP) is with Federal Highways and they said to let them know and they will work with us on getting this funding. He recommends moving these funds to the BIA and then draw down later. He explained this will open the Tribe up to doing BIA loans and all the Tribe would have to come up with is a 20% equity on the loan and the 105L will pay for the debt service. He stated enrollment needs to be corrected and if we don't have this done we have to submit the old one. With the Schoolhouse Agreement it was noted the City of Saxman will no longer pick up garbage but will supply a dumpster which will be a higher cost, another change maybe incremental increases and OVS having to pay for the smaller labor jobs. C.White stated with the IGAP Program there are two applicants and with the Tribal Administrative Assistant there is one applicant. C.White stated he will readvertise the positions. It was mentioned with Council's tablets it came with only a 30 day free Microsoft program and now they need to purchase the program. C.White stated he would check with the bookkeeper about this. Also there is another issue with CCTHITA showing up as the address on our emails and not OVS. This will be looked at and see what can be done. C.White was excused from the meeting.

F.5. Tribal Administrative Assistant Report - Vacant

F.6. President Report - Joe Williams Jr.

President Williams stated he is talking to the Forest Service on how to get the poles out of the forest and he is waiting to hear from the contractor. Then he will see what is needed to pull them out. He discussed talking with Seamens about tidal action energy. He said he had a two hour meeting with KPU manager, Patrick with Hawaii Waves Energy and a representative of the University of Washington.

He explained the desire of this project is to capture the rise and fall of the tide. There was an application process and July 10th is the deadline. He stated Seaman Guy Jerry is willing to apply for us. With the Woodmizer there hasn't been much done. He said the Foods Grant is pretty much expended. Salmon are being caught every day and he distributes them as they come in. So far they have delivered 750 lbs of king. They are looking at delivering 1500 lbs. of salmon then go after 2500 lbs. of coho. He said they got 500 lbs. of halibut and that was distributed a day or so ago. He gave over 100 bags of 5 lbs. of halibut away at the office. Chuck couldn't work on this as he had an apartment inspection, so he used Flo and Layla for this process. Fish delivery will continue through the end of August. He said he went to Trident Seafood to get Coho and Sockeye, but they wouldn't respond so he went to the company next door and they took the order.

Now that OVS has the woodmizer the Council didn't want to see it just sitting there and asked if there is a plan of action. Also asked if there was something going on with the City of Saxman (COS) and OVS to get it working. President Williams stated the land has been selected and they are working on how they will allow us on the property. He asked instead of these various considerations why not just gift it to OVS and we can pay for the land survey. President Williams stated the guy who has a woodmizer locally is willing to provide training. He advised the City was open to gifting the land. The question now is how are we going to get our money back and a Councilmember suggested treating it like a business corporation and do this by shares. An example of seine boat's using shares to pay their workers with the owner of the boat getting one share, the boat getting one share and the captain getting one share and then each worker would get a share etc. President Williams thought a business plan would be in order.

Concern was raised on the totem poles deteriorating once they are raised. It was thought we can discuss this with Alaska Village Initiatives (AVI) Manager Charles Porter on what wood preservation they use and to also get the carvers input. It was thought the Tribe could capitalize on the solution for wood preservation. A question asked is will the paint stick to it or how would the paint react to the chemicals. The ending result is will this protect the totem poles.

President Williams stated the Forest Service would like to see an architectural plan on the woodmizer facility. He said he discussed this project with Jackie Pata of Tlingit & Haida Regional Housing Authority (THRHA) and suggested a community warehouse and it could be the same size as the one in Juneau. He suggested using the Indian Community Development Block Grant (ICDBG) funds for this and noted the deadline is in July. He explained using the woodmizer with solving these challenges will cause the woodmizer to get worn out sooner.

Discussed was the method used to deliver the fish and it was found having the Tribal Citizens come to the Tribal Office to pick up works the best.

F.7. KIC/OVS Advisory Health Board Report

Nora DeWitt reported the meeting for June was cancelled as the Council left town for strategic planning meetings and the Health Board's meeting was cancelled so the next meeting is in July.

G. OLD BUSINESS Reported on previous by Tribal Administrator Charlie White.

G.1. Schoolhouse Rental Agreement

BACKGROUND: The City of Saxman is working on revisions to the agreement and then OVS will need to approve or possibly there maybe a forgiveness of rent and an offer to transfer the building to OVS.

G.2. Committee Appointments

The following Committee appointments were made by President Joe Williams:

Policy Committee: Nora DeWitt (Chair), Mike DeWitt, Trudi Swink and Caryl Williams. Chuck Denny wasn't present to accept the appointment.

Enrollment Committee: Nora DeWitt (Chair) and Caryl Williams. Chuck Denny and Carrie Denny wasn't present to accept the appointment.

Transboundary Committee: Mike DeWitt. Chuck Denny (Chair) and Carrie Denny wasn't present to accept the appointment.

Finance Committee: Trudi Swink, Nora DeWitt and Caryl Williams. Chuck Denny (Chair) wasn't present to accept the appointment.

Negotiations Committee: Joe Williams (Chair), Nora DeWitt, Trudi Swink and Mike DeWitt.

Economic Committee: Caryl Williams (Chair), Mike DeWitt (Co-Chair), Nora DeWitt and Trudi Swink.

Land Purchase Committee: Nora DeWitt (Chair), Trudi Swink and Mike DeWitt.

Roads Committee: Joe Williams (Chair), Mike DeWitt and Nora DeWitt.

G.3. Daanaa Saati Board of Directors (CDC) Cash Call

BACKGROUND: Report on the last meeting was given by Nora DeWitt. She advised the Board gave all three entities notice that they are doing a cash call for the \$40,000 which is due July, 2024. President J.Williams asked for a written report from CDC on what has been accomplished since the last \$40,000 was given to them.

No report was received. President Williams suggested the CDC Board representatives make a change and stop the Executive Committee from doing business without the full Board. Nora DeWitt explained that the Bylaws of the organization have been approved and this document allows this to happen but she would bring this forward to the Board.

G.4. Traditional Food Grant Submitted Report (both Narrative and Financial)

BACKGROUND: At the last meeting President J. Williams gave a verbal report on the project activity of this grant. The Council would like the final report that was submitted to the granting agency that provides the written narrative and financial close out.

The Council confirmed they received the last written report from President Williams. Nora DeWitt explained that they wanted the narrative and expense report that is submitted to the granting agency. She stated Ronald with Far North Strategies stated that it is not done yet and they will get it to us when done. President Williams reported he was able to purchase \$200 worth of seaweed and he put them in quart bags. He said it took him three days to do this and when Chuck Denny returns he will distribute the seaweed. He said there is a total of 60 bags they will distribute. President Williams stated they have kept a list of who they delivered these items too.

G.5. Traditional Food Grant Next Award Period

BACKGROUND: At the last meeting this was brought up and it was mentioned the funds would not be as much as before and there should be another round. Follow up on this is desired. President Williams stated he has no idea yet but hopefully it might be \$30,000.

G.6. Woodmizer Status of Fund Reimbursements

BACKGROUND: Has the funds been received from the Forest Service and Denali Commission. Council would like to know the status of the reimbursement to ARPA. This was previously reported by Bookkeeper Amy DeTienne Report.

G.7. IGAP Program Coordinator

BACKGROUND: This position was to be advertised and Council is desiring an update. This was previously reported by the Tribal Administrator Charlie White.

President Williams stated he is working with COS and told them he would reimburse them for their expenses in doing clean up week and the vehicle disposal program.

G.8. Administrative Assistant Job Opening

BACKGROUND: This position was to be advertised and Council is desiring an update. This was previously reported by the Tribal Administrator Charlie White.

G.9. ICDBG Grant Program

BACKGROUND: At the last Council meeting there was discussion on using these funds and the City of Saxman's CDBG grant to build a warehouse. Our grant writers were going to be contacted to see if they would write these grants. Status of this future grant is requested. President Williams advised the Council THRHA will be submitting this grant.

G.10. Tribal Employment Rights Office (TERO)

BACKGROUND: Council was asked to read the TERO Ordinance and be familiar with it so that it could be discussed at the meeting tonight.

President Williams stated OVS needs to give notice to the State of Alaska (SOA) Dept of Transportation (DOT) as they have an upcoming project going through Saxman and they will be using federal funds which is subject to our TERO Ordinance.

G.11. Espresso Machine

BACKGROUND: President J. Williams asked for consideration to sell the Espresso Machine. At the last Council meeting the Council wanted to check on the fair market value and to make sure there are no grant stipulations as CCTHITA provided the grant funds to purchase this.

The research was not done. Discussion occurred regarding starting the coffee shop back up. This was referred to the Economic Committee.

G.12. Heat Pump Grant Program

BACKGROUND: Status of this grant application.
This was reported on earlier in the meeting.

G.13. Property Purchase on Lot between Eagle and Totem Row

BACKGROUND: The status of this purchase is desired as OVS hasn't heard from CCTHITA employee Desiree Duncan.

President Williams stated Desiree Duncan Land Manager of CCTHITA would be coming to Saxman next week. He stated he advised her that OVS won't make the purchase until the encroachment by the land owner next to this lot clears their stuff off. Other matters he wants to discuss with her is taking down some of the demolished buildings in Saxman.

G.14. CCTHITA REIMBURSEMENT FOR 2023 AND 2024

BACKGROUND: The arrears for OVS reimbursement came up in the meeting on April 29th and a status is requested.
This was reported on previously.

G.15. CCTHITA WITHDRAWAL

BACKGROUND: The Status of documents that need to be submitted to BIA and CCTHITA for our withdrawal of the 93-638 program funding and the IRR Roads funding.
This was reported on previously.

H. NEW BUSINESS

H.1. Transportation Improvement Plan

BACKGROUND: CCTHITA Representatives discussed this at the last meeting and was going to send this to the Council so we can review and see what our Transportation Plan is currently. This was reported on previously.

H.2. TABLET PROBLEMS

BACKGROUND: In accessing Council emails the address showing is Central Council Tlingit & Haida not OVS. This needs to be corrected. Also our phone system needs to be corrected and Winona's name needs to be removed. Also the Microsoft office has not been purchased for our tablets. The one on our tablets is the free 30 day one. We need to purchase the business one as it covers 10 tablets. Status of these problems.

This was discussed previously and it is noted the Tribal Administrator would check with the Bookkeeper tomorrow and ensure that the purchase of Microsoft Office is done. He also will check on why CCTHITA shows up on our emails. It was noted that the tablets were issued to positions and not to the individual. Notice was given that the Council needed to turn in their tablets so they can be reissued to the new officers. This was questioned as to why and staff will check with our Computer Consultant.

H.3. BANK AUTHORIZATION AND CHECK SIGNERS

BACKGROUND: The signers for the bank need to be done and has this been accomplished. Do we need anything further for the bank to remove Carrie Denny and Trudi Swink and replace with Nora DeWitt and Caryl Williams.

Motion/Second Nora DeWitt and Caryl Williams to prepare a resolution or letter naming the new check signers President Joseph Williams Jr., Vice President Nora DeWitt (new), Secretary Caryl Williams (new), Treasurer Charles Denny and Tribal Administrator Charlie White; and to allow access to our accounts for Bookkeeper Amy DeTienne. All in favor, motion carried. For the record the ones being removed are Trudi Swink and Carrie (Wallace) Denny.

H.4. TRANSPORTATION FUNDS CONFERENCE

M/2 Caryl Williams and Nora DeWitt to send two representatives to the Roads Workshop/Conference in Las Vegas, Nevada in December. All in favor, motion carried.

I. EXECUTIVE SESSION None

J. UNFINISHED BUSINESS None

K. NEXT MEETING DATES

OVS Regular Monthly meetings will be July 8th and July 22nd.
August 5th and 19th will get the meetings back to our regular schedule.
Wednesday June 26th the Enrollment Committee will meet.

L. COUNCIL/PRESIDENTS COMMENTS

Councilmember Mike DeWitt commented it is good we are making progress and getting the minutes caught up allows us to know where we stand with our grants.


Secretary Caryl Williams stated we are closer to being on tract and it is good we are getting back on schedule. She felt the goal of having the Finance Reports at one meeting and the other reports at another is good. She asked to get the two positions filled asap.

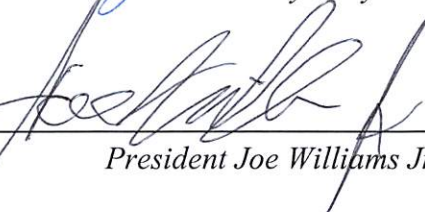
Vice President Nora DeWitt stated her appreciation for the time and effort put forward by the staff and Council. She felt that this was a good meeting.

President Joe Williams Jr. stated he was glad everyone stayed until the end.

M. ADJOURNMENT

Motion/Second Caryl Williams and Mike DeWitt to adjourn. All in favor, motion carried. The meeting ended at 9:45 pm.

Submitted by: 
Secretary Caryl Williams

Signed by: 
President Joe Williams Jr.

Date of Meeting: July 22, 2024
Council Approved

Handout distributed: Council Committee listing