

TU' KWA HONE NEWSLETTER

Burns, Oregon

September 21, 2020

Burns Paiute Tribe

100 Pasigo St.

Burns, OR 97720

541.573.8016

TRIBAL COUNCIL CONTACT:

Chairman - Cecil Dick

541-589-1685

Burns Paiute Agency

BIA District Office

360 -726-6300

Contact number for complaints

Family & Children Services. / ICWA

Jody Richards—541-573-8005

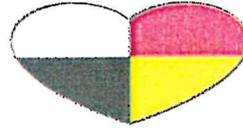
Domestic Violence / Assault-

**Teresa Cowing,
541.573.8053 / 541.413.0216**

Police After hours:

**Call Harney County
911**

**Non – Emergency
541.573.6028**



*Talking Circle and Red Road to Wellbriety
wellbriety means to both be sober and well, a balanced
being*

*Wellbriety focus's on the four directions of human
growth;
spirituality, emotionally, physically, and mentally*

**Join us in Wellbriety
Friday Nights at Washington Park
At 6:30 P.M.**

*Jolene Snapp is in charge of the meetings you can contact her
at 541-413-0615*

Or

*Joellen Billington Alcohol and Drug Program Coordinator
Cell-541-589-2380*

Hope to see you there!

LAW ENFORCEMENT

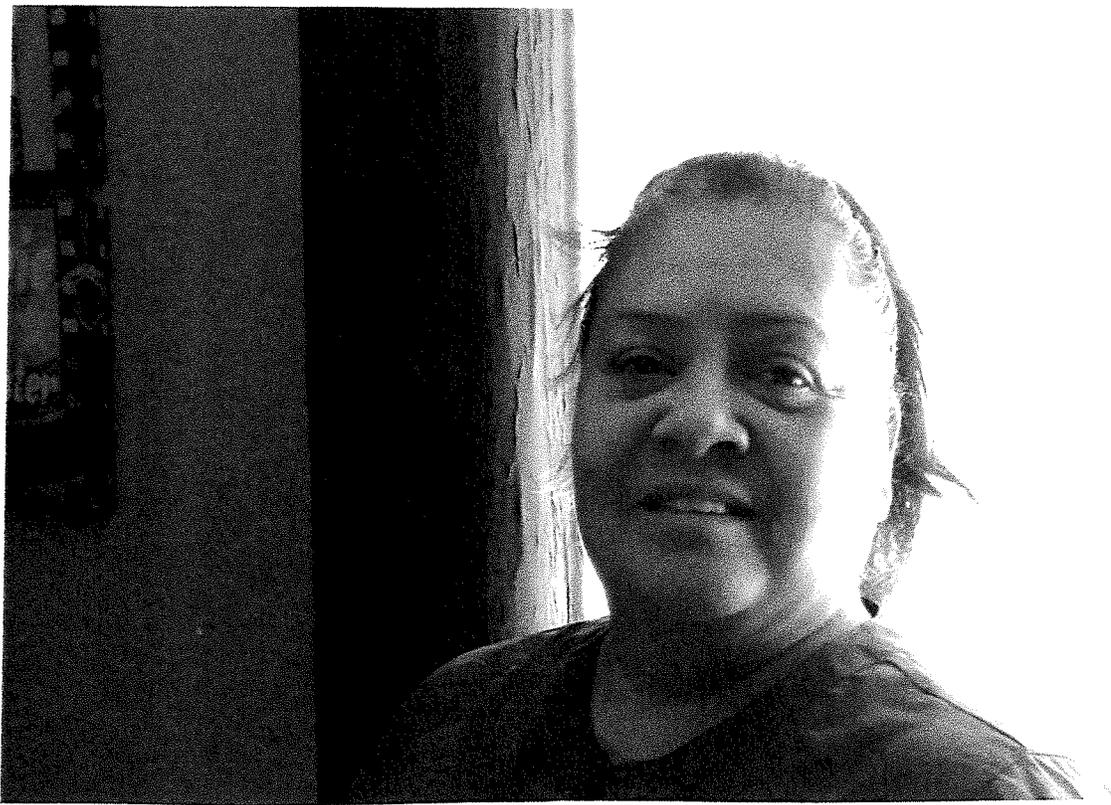
Additionally the following has changed, from the "Burns Tribal Police" to the "Burns Tribal Agency."

Complaints please call the District Office

360-726-6300

SEPTEMBER





I Margarita Zacarias, except your nomination and now ask for your vote for a seat on the Burns Paiute Tribal council. I am an enrolled member of the Burns Paiute Tribe, the daughter of Mike and Dorene Teeman Zacarias and now an Elder.

I believe we can re-build a strong and caring community. I understand the importance to building a strong community is communication. We have a chance to choose a better future for our membership and I will do my best to make life better for you.

Through my eyes, I see all tribal members as being equal and will treat everyone equally. I strongly believe as a tribal council member it is important to keep the tribal membership up dated on what's going on in our community, whether you live on or off the reservation. I am a very easy person to talk to; I will always have the time to visit with you.

I am dedicating my time to protect the tribal members and our sovereignty rights. We are in a Pandemic; I understand where in a constant chaos and having to quarantine leave us feeling alone. This is a time we need all to be pulling together and helping each other, asking each other what can I do to help?

If I am voted into tribal council, I will do my best to protect the sovereignty of the Burns Paiute Tribe, our economic developments, the health and well-being of the membership, our Indian lands, our Elders and our children, as they are our future.

I want to thank you for taking the time and consideration and thank you for your vote in advance.

Margarita Zacarias

Yeba Meha September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
Sponsored by NACF 2020						
6	7	8	9	10	11	12
				Mentor-App Project 10am, Zoom		
13	14	15	16	17	18	19
				Mentor-App Project 10am, Zoom	Tuwakii Yadua Grades K-3, 11am, Zoom	
20	21	22	23	24	25	26
		Community Yadua, 5:30p Zoom		Mentor-App Project 10am. Zoom	Tuwakii Yadua Grades 4-8, 11am, Zoom	
27	28	29	30	1	2	3
				Mentor-App Project 10am, Zoom	Tuwakii Yadua Grades 9-12, 11am, Zoom	

Community Yadua Night - Zoom

The WYLP will be starting up community Neme language nights for all ages again, but online on Zoom.

Date & Time: 2nd & 4th Tuesday of month,
5:30pm

**September 22nd next class*

Join Zoom Meeting (will always be same link)

<https://us02.web.zoom.us/j/88566053332>

Meeting ID: 885 6605 3332

Dial by your location

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

If you would like to be placed on the email list for this zoom class,

Call/text Lindsey (541)413-1380, or

email Lindsey.dick@burnspaiute-nsn.gov & we will send you link.

Sponsored by C & H Dept: Wadatika Yadian Language Program

Tuaki Yadua

The Wadatika Yaduan Language Program

*will be offering Zoom classes for our
little Paiute's in our community.*

If you (parent/caregiver) & your Tuaki (kids)

Would like to participate, call/text

Lindsey (541)413-1380 to add you to

email list to send you Zoom link.

YEBA MEHA – Sept. Schedule

Grades K-3: 9/18, 11 am, Zoom

Grades 4-8: 9/25, 11 am, Zoom

Grades 9-12: 10/2, 11am, Zoom

Sponsored by NACF 2020

Cultural & Traditional Practices...

Do you go out and gather or hunt for traditional first-foods, basketry, or practice any type of traditional practice for yourself, family or community?

Do to Covid 19, are you struggling to pay for the gas & food you would need to get out to collect or get your food and/or traditional materials?

If so, please contact the C&H Dept., Lindsey Dick (541)413-1380. It is important our Wadatika neme families remain vibrant & healthy through these hard times. C&H can assist with a gas card & Safeway gift card for food.

***1 gas & food gift card per vehicle.**

*** Required to write a short trip report with pictures of traditional activity for grant-funder purposes.**

Email to Lindsey.Dick@burnspaiute-nsn.gov

Burns Paiute Tribe

Human Resource Manager

Job Title:	Human Resource Manager
Department:	Administration
Reports To:	General Manager
FLSA Status:	Full Time
Opens:	September 14, 2020
Closes:	Until Filled
Salary:	\$50k to \$65k w/benefits after 90 days

POSITION SUMMARY

The main function of the Human Resources Manager is to formulate and administer personnel policies that create a fair, safe, lawful and productive work environment conducive to productivity. This encompasses organizational planning, development and implementation of all policies relating to equal employment opportunities, wage and salary administration, implementing disciplinary and grievance procedures, workforce planning, change management interventions and strategies, performance management, staffing, training/development, compensation, and oversight of employee benefit plans and programs. The Human Resource Manager builds partnerships with employees at all levels of the organization to create a culture that values all employees and enhances the productivity and quality of employment. The Human Resource Manager provides a neutral place and foundation for effective communication and services for successful employment and personal lifestyles. Integrity, sensitivity and quality characterize the services provided, and service delivery emphasizes strategic and progressive Human Resource practices.

Tribal sovereignty must be promoted through Tribal and Indian preference and Tribal Human Resource policies in lieu of state or government agency employment laws when applicable.

DUTIES and RESPONSIBILITIES

- Create policy and direct and coordinate Human Resource Management activities, such as employment compensation, employee relations, performance appraisal, and employee services, by performing the following duties personally or through subordinate supervisors.
- Write directives advising department managers, directors, and supervisors of the Burns Paiute Tribe's organizational policies regarding equal employment opportunities, training, and development and performance appraisals.
- Confer with the General Manager to ensure Human Resources staffing and career development plans support the strategic plan of the Burns Paiute Tribe. Oversees recruitment and job placement activities.
- Formulate compensation guidelines and policy in concert with the General Manager.
- Confer with directors, managers and supervisors to determine training needs. Recommend appropriate instructional methods, such as contracted on-site instructions, or other external workshops or seminars.

- Consult legal counsel to ensure that Tribal policies comply, when necessary, with Federal Law. Provide information to employees concerning Tribal Laws, regulations, and procedures governing employment with the Burns Paiute Tribe and the need for compliance.
- Develop and maintain a Human Resources information system that meets top management information needs.
- Oversee the analysis, maintenance and communication of records required by law or Tribal policies. Implement appropriate procedures to maintain confidentiality of protected information.
- Meet with directors, managers, and supervisors to discuss personnel issues, concerns or actions to be taken. Alternately represent management and/or act as employee's advocate in problem solution. May inspect any operation or administrative departments or workstations to ensure that required changes are implemented.
- Oversee issuance of Human Resource policies to operational and administrative managers. Review and approve revisions of the Tribal Policy & Procedures Management Manual. Recommend to the General Manager for final approval.

REQUIRED QUALIFICATIONS

Bachelor's degree in Human Resources, Business Administration or related discipline or an equivalent combination of formal training, education, and experience from which comparable knowledge and skills may be acquired; three years of relevant and progressively more responsible experience in a broad range of Human Resource professional fields; strong computer skills utilizing MS Word, PowerPoint, Outlook; clear UA, criminal background check, valid Oregon Driver's License or ability to obtain driver's license.

OTHER DESIRED QUALIFICATIONS

Characteristics necessary for success include: skills in resolving problems impacting people, process and program issues; the ability to effectively influence individuals of varying backgrounds and learning styles; the ability to operate independently where appropriate, and to understand when to escalate issues to the General Manager for review, guidance and/or resolution; the ability to establish effective working relationships with peers, subordinates and superiors through contributions provided in team settings, working groups, and committees; effective leadership/management skills with success in motivating and positively impacting teams; an understanding of humanistic management and the ability to "manage" cultural differences; unparalleled problem-solving and multi-tasking finesse; relentless customer service and tenacious desire to succeed; ability to coordinate multiple and changing priorities; ability to remain calm and centered in stressful or demanding situations; provide the highest level of integrity to maintain and safeguard employee and employer confidentiality.

INDIAN PREFERENCE

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Successful Candidate must:

- Submit to, and pass a drug test
- Agree to a criminal background check
- Sign confidentiality clause

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:

Human Resources Coordinator
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Job Application: <http://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents/245-2020-bpt-job-application-1>

Burns Paiute Tribe

HUD/NAHASDA Housing Director

Job Title: HUD
Department: Administration
Reports To: General Manager
FLSA Status: Full Time
Opens: September 14, 2020
Closes: Until Filled
Salary: \$50k to \$65k w/benefits after 90 days

POSITION SUMMARY

The successful candidate for this position is responsible for planning, development, administering and coordinating all phases of the Tribal Housing operations, which include (but are not limited to): accounting/reporting, operations and maintenance, securing funding, enforcing any and all regulations related to the Housing Department. Additionally, the director develops strategies to meet the services needs of the area, accounting, security, and tenant developments pursuant to HUD/NASDA and the Burns Paiute Tribe Housing Policies and Procedures.

DUTIES and RESPONSIBILITIES

Responsible for management of Mutual Help, lease purchase and low rent housing in the organizations housing inventory. Knowledge of rules and regulations governing Native American Housing programs and services. Performs duties in accordance with NAHASDA regulations and program guidance and housing policies and procedures.

Updating and development of policies and procedures that could affect the efficient and effective operation of the housing management department. Planning, development, and implementation of housing management services outlined in the IHP/APR. Develop and provide training to homebuyers in Federal regulations, MHO Agreements, housing policies, upkeep and maintenance, personal budgeting, and related activities to ensure housing unit is properly maintained.

Establish and maintain files and records of all field counseling sessions, mandatory counseling sessions, court cases and related legal proceedings. Updates waiting list to ensure qualified Burns Paiute Tribal members receive preference in selection process. Assist in the determination of applicant eligibility. Maintains waiting list of eligible applicants. Selects eligible applicants when housing unit become available. Notifies applicants of selection and approval.

Develops and administers annual budgets with approval from the General Manager. Works with outside agencies, contractors, federal, state, and tribal officials, represents tribal housing at national and regional conferences and meetings. Sets work priorities, participates in hiring of new staff, selects and orders new equipment, and supplies to complete jobs.

Enforces housing collection policies. Implements administrative remedies prior to any legal action. Files legal notices - termination, vacate, force entry, and eviction. Represents the tribal program in any legal or court proceedings. Ensures that any vacated unit is properly inspected and renovated.

Coordinated inspections, repairs, maintenance with Force account and Maintenance Department. Provides tenant orientation on their responsibilities and obligations prior to entering into lease agreement. Performs other duties as assigned.

REQUIRED QUALIFICATIONS

Must have a high school diploma or GED. Bachelor's Degree preferred/related experience and/or training commensurate. Must pass a pre-employment drug and alcohol test. Applicant will be required to authorize a background check per Burns Paiute Employee Manual. Failure to complete the form will disqualify the applicant for consideration for the position.

OTHER DESIRED QUALIFICATIONS

Characteristics necessary for success include a good rapport with local Indian community. Have ability to oversee housing site development and construction of HUD homes. Experience computing payments for annual re-certification, conducting annual recertification counseling, processes delinquent accounts, ability to negotiate payback agreements and schedules mandatory counseling for non-compliance of agreements.

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Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Job Application: <http://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents/245-2020-bpt-job-application-1>

Burns Paiute Tribe

Social Services Director

Job Title:	Social Services Director
Department:	Social Services
Reports To:	General Manager
FLSA Status:	Full Time/Benefits after 90 days
Opens:	August 12, 2020
Closes:	Until filled
Salary:	\$65k to \$75k DOE

POSITION SUMMARY

Supervise staff and programs assigned to Social Services:

- Programs:
 - General Assistance
 - Child Care
 - Food Distribution
 - Juvenile Crime Prevention
 - Alcohol and Drug Prevention
 - State Tobacco Prevention
 - State Outpatient Drug and Alcohol Prevention
 - Suicide Prevention
 - Domestic Violence Awareness
 - BIA Social Services
 - BIA Indian Child Welfare Program
- Staff:
 - Child Care coordinator
 - State Prevention/Juvenile Services Coordinator
 - Domestic Violence/Tobacco/Suicide Prevention Coordinator
 - ICWA assistant/foster home certifier/quarter time domestic violence coordinator

DUTIES and RESPONSIBILITIES

With the supervision of above, make sure clients receive quality services, respond to complaints, and make sure plans, reports and budgets for all programs are turned in.

Complete yearly evaluations on staff and supervise their activities. Make sure staff and self are maintaining regular updated trainings for the programs.

Need to know each of the programs and be able to provide these services to clients. For example, be able to do a general assistance report, or client intake or a food distribution report.

Develop and maintain relationships with tribal community members. This includes elders and everyone who resides on reservation. Relationship building is key, especially when there is a child welfare or domestic violence crisis.

Develop and maintain relationships with Tribal community partners and tribal programs, especially Tribal Police, Tribal Housing, Tribal Administration, Tribal Alcohol and Drug, and Tribal Education. Work with these programs to identify training needs and provide training, education and activities to the community.

Develop and maintain relationships with community partners in the local community, including Department of Human Services, the school district, Harney Behavioral Health, District Attorney's Office, Victim's Services, Harney County Corrections and Harney County Juvenile Department.

Collaborate with Community agencies as necessary and represent the Tribe to make sure the Tribes needs are not neglected in the Social Services arenas. Currently the committees represented by BPT Social Services are Multi-Disciplinary Team, Community Action Team, Harney County Commission on Children and Families, Harney Behavioral Health Advisory Board and Harney Partners for Kids and Families.

Maintain at least monthly activities for elders.

Responsible for the Child Welfare system including taking referrals, investigating reports of abuse and neglect, collaborating with police and FBI. If founded case, taking client through the entire court process, developing case plans, monitoring the case, providing services, supervising visitation, reporting to court, etc.

Maintain an on-call status so during times of crisis, you are available to respond to, or send a designee.

Responsible to monitor ICWA cases that are in any state or other Tribal court with children eligible to enroll in the Burns Paiute Tribe. Intervene in case and work with NAPOLS, Tribal Court and ICWA committee in regards to the case.

Maintain monthly ICWA advisory meetings, maintain documentation required, offer training to ICWA committee members, participate in State ICWA cluster meeting, complete reports to BIA in regards to ICWA notices and respond to all ICWA notices within required time frame.

Provide training to the tribal community as needed in regards to child welfare including mandatory reporting training, good touch bad touch training, sex education classes, etc.

Work with staff to develop programming activities, training, and speakers, etc. to plan for the year. Plan, coordinate and follow through with all logistics of activity.

Coordinate parenting classes for the community.

Provide services to community members as they come in, including crisis services, transportation, referrals to treatment, provide minimal counseling services including anger management, skill building, etc.

Continually look for funding sources, work with staff to develop strategic plans and look for grant funding and write grants to fund these programs and support ongoing programs.

Complete six month and yearly reports to BIA and General Council. Complete reports to Tribal Council as required.

Develop policies, procedures as they relate to changing programs, work with Tribal Court to develop tribal codes as they involve child welfare and delinquency.

REQUIRED QUALIFICATIONS

- Travel Local In-State Out-of-State, travel required for grant management, training and meetings.
- Minimum of a Bachelor's degree required in Social Work, Public Health, Humans Services or related field
- Ten years of experience in managing Social service programs, and personnel management.
- Experience in the development of human service strategies

- Experience managing private, state and federal grants; and grant compliance
- Experience in budget management
- Experience in policy and procedure development & implementation
- Knowledge and experience working with cultural diversities
- Knowledge of the Burns Paiute Tribe's culture and traditions
- License/Certification (or willingness to become certified)
- Valid Oregon Driver license and must remain insurable under the Tribe's policy. Extensive background check is required.

EDUCATION or EXPERIENCE REQUIREMENTS

Knowledge base must include:

- The laws and policies related to Senior and Disabilities Services programs; Oregon Department of Human Services; Bureau of Indian Affairs; Indian Health Services
- The terminology commonly used in human services fields or settings;
- The elements of the care coordination process;
- The resources available to meet the needs of recipients;
- Critical Incident Reporting and Reports of Harm;
- The ability to organize, evaluate, and present information orally and in writing; and
- The ability to work with professional and support staff

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Job Application: <http://www.burnspaiute-nsn.gov/index.php/resources/online-documents/documents/245-2020-bpt-job-application-1>

Finance Administrative Assistant

Part Time Position: Finance Administrative Assistant
Hourly Rate: \$15.00 to \$20.00 DOE
Opens: March 19, 2020
Closes: Until filled

Duties and Responsibilities, including but not limited to

- Data Entry
- In the absence of the Administrative Assistant will cover front desk, phones, process incoming and outgoing mail, etc.
- Copies, collates, and binds reports, etc.
- Make weekly bank deposits
- Review and approve work of coworkers
- Prepare for and assist with annual audit of Accounts Payable, Grants, Contracts, and Fixed Assets
- Other duties as assigned

Qualifications:

- Any combination of education and/or experience providing the required skill and knowledge for success performance will qualify. High school diploma or GED
- General knowledge of computer hardware and software
- Experience with Word Perfect, Word Processing software, and Excel
- Team player personality with strong interpersonal and communication skills
- Commitment to confidentiality

Successful Candidate must:

- Submit to, and pass a drug test
- Agree to a criminal background check
- Sign confidentiality clause

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Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov

Language and Traditional Culture Program Manager

Job Title:	Language and Traditional Culture Program Manager
Department:	Culture & Heritage
Reports to:	Culture & Heritage Director
FLSA Status:	Full time/permanent (+ benefits after probationary period)
Opens:	March 10, 2020
Closes:	Open until filled
Salary:	Salary commensurate to GS-9/11 (Exempt), DOE

This Candidate must pass a pre-employment drug screen and Criminal and Character Background Check.

SUMMARY OF MAJOR FUNCTION

Develop the Wadatika Neme Yaduan Language and Traditional Culture Program's growth, capacity, and expertise to meet the increasing needs of the Tribal community for education in Northern Paiute language and culture.

1. Manage the daily efforts of the program including supervising and mentoring staff, program planning and administration of the Language and Traditional Culture Education Program; maintain and improve Burns Paiute Nation's language and traditional culture proficiency among Burns Paiute tribal community and staff.
2. Supervise and set expectations for performance of staff; prepare written performance evaluations; initiate corrective and disciplinary action if necessary.
3. Encourages each staff member to reach their full potential in the Language and Traditional Culture Education Program.
4. Manage the daily fiscal management and responsibilities of the program, including preparation of the program's annual budget.
5. Implement a productive management system of effective staff utilization and sound budget practices.
6. Maintain and implement departmental Standard Operating Procedures (SOP's) in keeping with the Language and Traditional Culture Education Program's strategic plan.
7. Supervise implementation of appropriate tribal policies and procedures with the program environment.
8. Establish an on-going system of progress evaluation for the program and components of program.
9. Plan and implement program objectives and operational goals.
10. Develop and Manage with participating tribal community, a Burns Paiute Tribal Language Certification process.
11. Lead the Supervise development of internal and publicly accessible sets of language and traditional culture lessons.
12. Perform other related duties as deemed necessary.
13. Maintain strict confidentiality of sensitive and/or intellectual property information that may present itself during program activities.
14. Demonstrate proficiency in Northern Paiute or be willing to actively work towards language proficiency.
15. Maintain complete records of progress and outcomes of assigned program objectives.
16. Assist with language recording efforts as needed.
17. Manage program related activities such as field trips, project meetings, and scheduling activities in concert with the objectives of grants, strategic plan, and participating community input.
18. Participate and be engaged in the short, midrange, and long-term language team efforts as outlined the program's strategic plan, with the Burns Paiute tribal community and staff.
19. Work as a member of the Language Team to manage language and culture outreach while integrating components of traditional and contemporary education and language into events co-sponsored by multiple programs and departments.
20. Maintain an impeccable attendance record, and be available for flexible work scheduling (day, evenings, weekends, some holidays).

21. Writing grant applications toward supplemental program funding.
22. Other duties as assigned.
23. Provide regular (weekly) detailed written and verbal progress updates to the Culture & Heritage Director.

Disclaimer

The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all the work requirements that may be inherent in the job. Other duties may be assigned.

MINIMUM QUALIFICATIONS

1. Bachelor's degree in Native American Studies, Education, Anthropology, Linguistics or related field required. A Master's Degree in the same preferred.
2. At least three years' experience in curriculum development with an emphasis on 2nd language acquisition and teaching in a multicultural environment required. Experience with State of Oregon k-12 curriculum requirements a plus.
3. Two years supervisory experience, including project management.
4. Two years administrative experience, including records management, budget management, administration of federal grants and contracts and project and language planning.
5. Experience in teaching in Tribal and/or Oregon Public Schools settings, along with participation in lesson and curriculum development and planning preferred.
6. Excellent communication skills and ability to work with others.
7. Valid Oregon State Driver's License, dependable vehicle and required insurance.
8. No misuse of or abuse of alcohol or other illicit mind-altering drugs 3-years prior to date of employment.
9. Ability to work effectively with tribal community Elders and youth (demonstrated experience preferred).
10. Successful grant writing experience preferred.
11. Possess a working understanding of Indigenous Great Basin cultures, and the ability to assist in the incorporation of those cultural norms into research methods and practice.
12. High energy individual with the ability to provide assistance and support to Elder Language Experts as they serve as expert language consultants with the Language and Traditional Culture Program.
13. Experience with or ability to quickly learn effective use of digital recorders, digital cameras, etc.).
14. Ability to communicate effectively, both orally and in writing;(understanding and/or conversational fluency in Northern Paiute, particularly in the Wadatika dialect, preferred). Willingness to actively work toward Wadatika Yadian conversational proficiency.
15. Maintain First Aid/CPR certification

Indian Preference

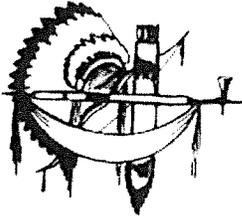
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HOW TO APPLY:

Return completed Burns Paiute Indian Tribe Application, Cover Letter, Curriculum vitae/resume, and transcripts to:
Human Resources Director
Burns Paiute Tribe
100 Pasigo Street
Burns, OR 97720

Fax: 541-573-2323

Email: Tammi.Holliday@burnspaiute-nsn.gov



Burns Paiute Tribe

100 Pasigo St
Burns, OR 97720
Phone (541)573-2088
Fax (541)573-2323

VOLUNTEER APPLICATION

Our organization encourages the participation of volunteers. If you agree and are willing to be interviewed and trained in our procedures, we encourage you to complete this application. The information on this form will be kept confidential and will help us find the most satisfying and appropriate volunteer opportunity for you.

Thank you for your interest in our organization.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Employer: _____ Position: _____ Any special talents or skills you have that you feel would benefit our organization?

Interests: Please tell us in which areas you are interested in volunteering Administration

Events

Program

Fundraising

Education

Elders

Cultural

Please indicate days available: Mon Tues Wed Thur Fri Sat

Times available: From _____ to _____

Any physical limitations? _____

In case of emergency contact: _____

As a volunteer of our organization I agree to abide by the policies and procedures. I understand that I will be volunteering at my own risk and that the organization, its employees and affiliates, cannot assume any responsibility for any liability for any accident, injury or health problem which may arise from any volunteer work I perform for the organization. I agree that all the work I do is on a volunteer basis and I am not eligible to receive any monetary payment or reward.

Signature: _____ Date: _____

WILDFIRE SMOKE FACTSHEET



Prepare for Fire Season

If you live in an area where the wildfire risk is high, take steps now to prepare for fire season. Being prepared for fire season is especially important for the health of children, older adults, and people with heart or lung disease.

Before a Wildfire

- **If any family member has heart or lung disease, including asthma,** check with your doctor about what you should do during smoke events. Have a plan to manage your condition.
- **Stock up** so you don't have to go out when it's smoky. Have several days of medications on hand. Buy groceries that do not need to be refrigerated or cooked because cooking can add to indoor air pollution.
- **Create a "clean room"** in your home. Choose a room with no fireplace and as few windows and doors as possible, such as a bedroom. Use a portable air cleaner in the room.
- **Buy a portable air cleaner** before there is a smoke event. Make sure it has high efficiency HEPA filters and it is the right size for the room.
- **Know how you will get alerts** and health warnings, including air quality reports, public service announcements (PSAs), and social media warning you about high fire risk or an active fire.
- **Ask** an air conditioning professional what kind of high efficiency filters to use in your home's system and how to close the fresh-air intake if your central air system or room air conditioner has one.
- **Have a supply of N95 respirators** and learn how to use them. They are sold at many home improvement stores and online.
- **Organize your important items** ahead of time, including financial and personal documents. Know your evacuation routes and where to go if you have to evacuate. Make sure to prepare your children, and consider your pets when making an evacuation plan.



During a Wildfire

- **Follow instructions from local officials** to keep yourself and your family safe.
- **Stay inside** with the doors and windows closed. Run your air conditioner with the fresh-air intake closed (“recirculate mode”) to keep smoke from getting indoors. Seek shelter elsewhere if you do not have an air conditioner and it is too warm to stay inside with the windows closed.
- **Follow your health care provider’s advice if you have heart or lung disease**, and follow your management plan if you have one. If your symptoms worsen, reduce your exposure to smoke and contact your provider.
- **Do not add to indoor air pollution.** Do not burn candles or use gas, propane, wood-burning stoves, fireplaces, or aerosol sprays. Do not fry or broil meat, smoke tobacco products, or vacuum. All of these can increase air pollution indoors.
- **Use a portable air cleaner** to reduce indoor air pollution. Follow the manufacturer’s instructions on where to put the air cleaner and when to replace the filters.
- **Reduce how much smoke you inhale.** If it looks or smells smoky outside, avoid strenuous activities such as mowing the lawn or going for a run. Wait until air quality is better before you are active outdoors.
- **Pay attention to local air quality reports and health warnings.** Smoke levels can vary a lot during the day, so you may have a chance to do errands and open up windows when air quality is better. Public service announcements give you important information such as changing conditions, cancelled events, or evacuation notices.
- **Do not rely on dust masks or bandanas** for protection from smoke. An N95 respirator can protect you if it fits snugly to your face and is worn properly. These are not recommended for children.
- **Reduce smoke in your vehicle** by closing the windows and vents and running the air conditioner in recirculate mode. Slow down when you drive in smoky conditions.

For more information:

- **Get air quality information:** Check your local news, the airnow.gov website, or your state air quality agency’s website.
- **Learn about home air cleaners:** <https://www.epa.gov/indoor-air-quality-iaq/guide-air-cleaners-home>
- **Find certified air cleaning devices:** <http://www.arb.ca.gov/research/indoor/aircleaners/certified.htm>
- **Learn how to use an N95 respirator mask:** <http://www.bepreparedcalifornia.ca.gov/Documents/Protect%20Your%20Lungs%20Respirator.pdf>
- **Learn more about wildfire smoke:** *How Smoke from Fires Can Affect Your Health:* <https://airnow.gov/index.cfm?action=smoke.index>



Election

Newsletter – September 14, 2020

Requirements for a 30 day notice prior to Election Day

Election Day: October 6, 2020

Burns Paiute Tribal Elections will be held on October 6, 2020 at the Burns Paiute Tribal Courtroom on the Burns Paiute Reservation. Polling will be open from 10:00 a.m. to 7:00 p.m. Any person waiting in line to vote at 7:00 p.m. may vote, but no one who arrives at the polling place after 7:00 p.m. will be permitted to vote.

The following are Tribal Council member terms that are up: Eric Hawley and Charisse Soucie. These seats are three (3) year terms.

Nominated at the June 21, 2020, General Council meeting are as follows: Wanda Johnson, Myra Peck, Margaret Zacarias, Brenda Sam and Charisse Soucie.

Absentee Ballots

A registered voter may request an absentee ballot for himself or herself, for any person. No person may request an absentee ballot for another.

Please contact the following for an absentee ballot: Desiree Sam at (541) 589-5464 or Vanessa Bahe at (541) 527-2822, 100 PaSiGo Street, Burns, OR 97720. Email address is: bptelections19@gmail.com

- (a) Any registered voter may request an absentee ballot, for any reason. **No person may request an absentee ballot for any other person.**
- (b) Absentee ballots may be requested only from the Election Board member or members who have been designated to process absentee ballots.
- (c) Absentee ballots may be requested by the registered voter in person, mail, email, fax or telephone. Absentee ballots will not be issued after the deadlines set forth in this section.
 - (1) Absentee ballots may be requested in person up to 5 business days before the Election Day.
 - (2) Absentee ballot requests that are sent by mail, email, fax, or telephone must be received by the Election Board at least 10 business days before the Election Day.
- (d) Ballots shall not be emailed or faxed to a voter and may not be returned by email or fax.
- (e) Absentee ballots shall be included in a packet that contains the following:
 - (1) A Ballot;
 - (2) A preaddressed outer envelope for mailing back the ballot, which includes lines and instructions for the voter to print and sign his or her name; and
 - (3) Instructions for completing and returning the ballot shall be substantially similar in format to the instructions include in Appendix D, and shall state that:
 - a. The voter should mark the ballot; as instructed on the ballot, and enclose the ballot in the pre-addressed return envelope;
 - b. The voter must sign and clearly print his or her name on the envelope. Ballots returned in unsigned envelopes will not be counted.

- c. To be counted, absentee ballots must be returned as follows:
- By mail: Received at the designate P.O. Box or mailbox for absentee ballots on or before Election Day; or
 - Hand-delivered: Delivered to the Election Board, at the polling place on Election Day, between 10:00 a.m. and 7:00 p.m. Absentee ballots may only be delivered by the voter who requested the ballot. **Hand delivered ballots delivered by any other person, or delivered before Election Day will not be accepted.**

BURNS PAIUTE TRIBAL ELECTION

October 6, 2020

On your ballot, please place a mark in the square next to the candidate(s) you wish to vote for or write in the name of a write-in candidate.

You may cast (1) vote for each open set on the Tribal council. There are two (2) open seats in the 2020 election. If there are more than two (2) votes on your ballot, the ballot will be voided.

- Wanda Johnson
- Myra Peck
- Margaret Zacarias
- Brenda Sam
- Charisse Soucie

Write-in _____

Write-in _____

Sample

2020 Voter Registration List

Burns Paiute Tribe

1	Adams, Chester Dean	31	Hawley, Derek
2	Adams, Thomas	32	Hawley, Eric
3	Adams, Zachary	33	Hawley, Paulette
4	Bahe, Vanessa	34	Hawley, Sara
5	Barney, Ernest	35	Holliday, Bucki
6	Barney, Shayla	36	Holtby, Dillon
7	Beers, Andrew	37	Holtby, Rhonda
8	Beers, Beverly	38	Hoodie, DeWayne
9	Caponetto, Elisha	39	Hoodie, Lyle
10	Cook, Sean	40	Hoodie, Maureen
11	Cress, Tippy Teeman	41	Hoodie, Tyrone
12	Deboard, Anna	42	Jim, Michael
13	De La Rosa, Deborah	43	Jim, Rodney
14	De La Rosa, Devree	44	Johnson, Aurelia
15	De La Rosa, Jose Jr.	45	Johnson, Wanda
16	Defender, Bradley	46	Kennedy, Aaron
17	Dick, Cecil	47	Kennedy, Chandell
18	Dick, Kenton	48	Kennedy, Christopher
19	Dick, Leland	49	Kennedy, Keith
20	Dick, Lindsey	50	Kennedy, Jarvis
21	Dick, Marlon	51	Kennedy, Laura
22	Dick, Sonya	52	Kennedy, Roxanne
23	Garcia, Krystal	53	Kennedy, Nathan
24	Garcia, Shakina	54	Kennedy, Taylor
25	Garcia, Sheena	55	Kennedy, Tracy
26	Garcia, Stephen	56	Kennedy, Vernon
27	GhostDog, Sarah	57	Lewis, Randall
28	GhostDog, Thomas	58	Lewis, Vincent
29	Gonzalez, Vanessa	59	Melvin, Cheryl
30	Hainline, Lee	60	Norris, Rhiannon

61	Peck, Myra	94	Teeman, Bridget
62	Proctor, Cynthia	95	Teeman, Carla
63	Proctor, Rebecca	96	Teeman, Diane
64	Purcella, Anthony	97	Teeman, Ernest
65	Richards, Dawnida	98	Teeman, Gilbert
66	Richards, Jody	99	Teeman, Hattie
67	Richards, Shelley	100	Teeman, Justin
68	Richards, Todd	101	Teeman, LeAnne
69	Rodriguez, Jennifer	102	Teeman, Lonnie
70	Rodriguez, Judy	103	Teeman, Martha
71	Sam, Avery	104	Teeman, Nora
72	Sam, Brenda	105	Teeman, Twila
73	Sam, Brett	106	Teton, Lanada
74	Sam, Bruce	107	Teton, Maria
75	Sam, Clifford	108	Todd, Elisa
76	Sam, Desiree	109	Townsend, Fredrick
77	Sam, Donna	110	Underwood, Caroline
78	Sam, Garrett	111	Zacarias, Adelita
79	Sam, Jane	112	Zacarias, Bernardo
80	Sam, Jerry	113	Zacarias, Christina
81	Sam, Mariah	114	Zacarias, Darlene
82	Sam, Selena	115	Zacarias, Derek
83	Samor, Lucas	116	Zacarias, Dorene
84	Serna, Karen	117	Zacarias, Florentino
85	SkunkCap, JoEllen	118	Zacarias, Isac
86	Smartt, Alyssa	119	Zacarias, Joel
87	Snapp, Ambrosia	120	Zacarias, Latoya
88	Snapp, Rachel	121	Zacarias, Manuel
89	Snapp, Yolonda	122	Zacarias, Marcus
90	Soucie, Charisse	123	Zacarias, Margarita
91	Soucie, Kristeny	124	Zacarias, Nastassia
92	Soucie, Timothy		
93	Teeman, Bernadette		

61	Peck, Myra	94	Teeman, Bridget
62	Proctor, Cynthia	95	Teeman, Carla
63	Proctor, Rebecca	96	Teeman, Diane
64	Purcella, Anthony	97	Teeman, Ernest
65	Richards, Dawnida	98	Teeman, Gilbert
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92	Soucie, Timothy		
93	Teeman, Bernadette		

Burns Paiute Tribe Election Board

Covid-19 Protocols for the 2020 Tribal Council Elections

Chapter 8.2 (Elections) of the Burns Paiute Tribal Code establishes the Election Board, and sets forth procedures for conducting Tribal Elections. These protocols do not, and are not meant to, supersede any provisions of the Tribal Code. Rather, the COVID-19 Protocols are meant to provide for the protection of Election Board members and the voters, so that the 2020 Tribal Council election can be carried out as safely as possible.

I. EQUIPMENT AND SUPPLIES

The Tribal Code specifically empowers the Election Board to impartially carry out Tribal elections, in accordance with the Tribal Constitution and this chapter, and shall: ... (o)btain and manage all equipment and supplies needed to carry out an election BPT Tribal Code § 8.2.8 (b).

The challenges presented by COVID-19 require that the Election Board obtain supplies, such as, disinfectant, hand sanitizer, signage, and Personal Protective Equipment (PPE), in order to minimize the risk of virus transmission. As such, the Election Board should create a list of necessary equipment, and request additional funding from Tribal Council for the 2020 Tribal Council Election. The Election Board should also request that the Tribal Council assign staff necessary to prepare signage, set up, and help clean/disinfect the area in which the election will be held.

II. ABSENTEE BALLOTS

BPT Tribal Code § 8.2.27 allows for registered voters to request an absentee ballot for themselves. Because voters can both request absentee ballots, and vote, remotely, it may be advisable for the Election Board to send notice to all eligible voters that voting by absentee ballot is the safest method of voting in the upcoming election.

III. ELECTION DAY

A. Election Board

1. Election Board members should stay home when sick, or following recent, close contact with a person suspected of having COVID-19.
2. Election Board members who have tested positive for COVID-19, or have recently had a close contact with a person confirmed to have COVID-19 must stay home. It is advisable to request that Tribal Council appoint an additional alternative member to adequately staff the Election in case any sick Election Board members are required to stay home.

B. Hygiene

1. The Election Board must provide an alcohol-based hand sanitizer with at least 60% alcohol for use at each step in the voting process where voters interact with poll workers, after casting a ballot, or as the final step in the voting process. Alcohol-based hand sanitizer should be placed in visible, frequently used locations such as registration desks, and exits.
2. Election Board members should wash hands as frequently as possible before entering the DPP, before and after breaks or shifts, after touching or handling masks or PPE, after using the restroom, after touching shared surfaces or objects, with soap and water for at least 20 seconds.

C. Masks/barrier

1. Masks are required for Election Board members, and voters at the DPP, as well as for any Tribal Law Enforcement assisting in the voting process.

Note: masks should **not** be placed on, or required for:

- a. Babies and children younger than 2 years old;
- b. Anyone who has trouble breathing or is unconscious;
- c. Anyone who is incapacitated or otherwise unable to remove the mask without assistance.

2. A plastic barrier between the voter and the Election Board members can provide additional protection

D. Social Distancing

1. The Election Board should provide notification to all voters, prior to the Election, and by signage at the Designated Polling Place (DPP) that reminds voters upon arrival to leave space between themselves and others, and encourages voters to stay at least 6 feet apart, and to wear masks outside of the DPP if possible, and at all times inside of the DPP.

2. The DPP should have visual cues such as floor markings, decals, or chalk marks to help voters and workers maintain distance.

3. If possible, voter lines should be clearly designated with separate entrance and exit of the DPP, and lines should be actively managed to ensure social distancing can be maintained.

4. Visible signage should discourage voters and workers from greeting others with physical contact such as handshakes.

E. Disinfect Surfaces

1. Surfaces that are frequently touched by multiple people, for example door handles, registration tables, pens, and clipboards, should be disinfected frequently.
2. If a surface is dirty, it should be cleaned before disinfecting.
3. If public restrooms are available in the DPP, they should be cleaned and disinfected routinely.
4. After the polling location closes, clean and disinfect all facility areas and items, including all tables, chairs, door handles, and restrooms, used by Election Board members or voters.

F. Shared Objects

1. Where possible, replace shared objects, such as pens, with single-use objects.
2. Shared objects, if not replaceable with single-use objects, should be disinfected between users.
3. Minimize handling of shared objects – for example, reusable ballot activation cards or ballot secrecy sleeves can be deposited into a container instead of handing them to an Election Board member.

G. Ventilation

Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors.

H. Ballot Counting

Only Election Board members and a Tribal Police Officer shall be present inside the DPP for ballot counting, due to Covid-19 precautionary and safety measures.

BURNS PAIUTE TRIBE
HUNTING APPLICATION

Year 2020 Date _____

NAME: _____

ADDRESS: _____

*YOU MUST SHOW PROOF OF BURNS PAIUTE TRIBAL ID CARD (if requested)

PERMIT TYPE:

Self _____ -or- Designated Hunter Permit _____

Person Hunting for: _____

PERMIT VALID FOR: DEER –SEASONS:

BUCK 2 POINT OR BETTER --AUGUST 15 THROUGH OCTOBER 15

OR DRY DOE – OCTOBER 01 THROUGH OCTOBER 15

_____ I UNDERSTAND THAT FOR DEER SEASON, I WILL BE REQUIRED TO REPORT HARVEST DATA.

_____ I UNDERSTAND THAT DESIGNATED HUNTER PERMITS MUST BE SIGNED BY PERSON I AM HUNTING FOR UPON DELIVERY OF THE KILL, AND THE SIGNED FILLED PERMIT RETURNED TO THE TRIBAL COURT CLERK WITHIN 72-HOURS OF FILLING THE PERMIT.

RING-NECKED PHEASANTS	OCTOBER 16 – NOVEMBER 28
HUNGARIAN & CHUKAR PARTRIDGES	OCTOBER 16 – JANUARY 31
VALLEY OR CALIFORNIA QUAIL	OCTOBER 16 – DECEMBER 31
WATERFOWL	SAME AS STATE CODE

NOTE: SEASONS ARE SUBJECT TO CHANGE BASED ON SURVEY INFORMATION FROM NATURAL RESOURCE DEPARTMENT

UNDER FEDERAL LAW YOU CANNOT POSSESS A FIREARM IF YOU HAVE BEEN CONVICTED OF A FELONY OR CONVICTED OF DOMESTIC VIOLENCE. 18 USC 922. IF YOU HAVE BEEN CONVICTED IN TRIBAL COURT FOR DOMESTIC VIOLENCE OR COMMISSION OF A CRIME INVOLVING A FIREARM YOU ARE NOT ALLOWED TO HUNT.

HAVE YOU BEEN CONVICTED OF DOMESTIC VIOLENCE OR A FELONY?

YES _____ NO _____

I HAVE READ THE ABOVE AND WILL COMPLY WITH ALL REGULATIONS. IF VIOLATED THE FOLLOWING APPLIES:

1. CONFISCATION OF FIREARMS
2. CONFISCATION OF AMMUNITION
3. CONFISCATION OF ALL GAME.

APPLICANT'S SIGNATURE

AUTHORIZED BY:

BURNS PAIUTE TRIBAL HUNTING PERMIT

BURNS PAIUTE TRIBE

100 PASIGO STREET
BURNS, OR 97720

AUTHORIZATION TO RELEASE CRIMINAL HISTORY INFORMATION

Having made application with the Burns Paiute Tribe for a hunting license, I hereby authorize a complete investigation into my criminal arrests and convictions, I authorize the Burns Paiute Tribal Police, or another police agency authorized to conduct applicant investigations, to ascertain any and all information which may concern my criminal history, and release the Burns Paiute Tribe and all persons whomsoever from any charge because of furnishing said information. The purpose of the requested information is to determine the eligibility of individuals to possess firearms. I further acknowledge that I am aware the results of the investigation are confidential for the Burns Paiute use only and will not be disclosed to myself or any other person without proper authorization.

Name: _____ Date of Birth: _____

Any other name ever used: _____

Driver's License Number: _____ State of: _____

Social Security Number: (Optional) _____

Applicant's Signature

Date

OFFICE USE ONLY

Person conducting investigation: _____

Signature

Date

Confederated Tribes of the Colville Reservation Air Quality Program



Issued : July 9, 2019

Protecting Yourself from Wildfire Smoke

Box Fan and Filter Instruction Guide To Decreasing Smoke in Your Home

A box fan combined with furnace filter(s) that collect smoke sized particles or smaller have become popular during wildfire smoke episodes. This combination is easily constructed, effective and economical. Adding a filter to the box fan can reduce air flow up to 75%. The air flow arrow should face the intake side of the fan.

Single Filter Configuration

One Step: Tape filter onto the intake side of fan, allow spaces for greater air flow needed by the fan. Alternative - turn on the fan and add the filter. The air flow will hold the filter to the fan



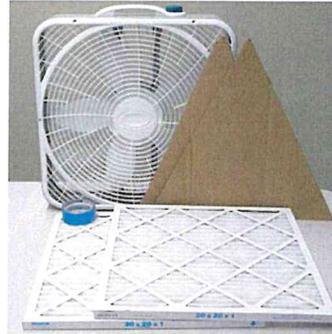
Tip for Using Box Fan and Filter

- **Do not** use the fan/filter while sleeping and remember to turn off when you leave home Close all windows and doors while fan/filter is in use
- Better to use in the room that you are in at that time.
- Position the fan/filter toward the middle of the room, away from walls and big objects.
- Replace filters when they look dirty/dark

Performance Comparison



Manufactured air filters are the best method and investment to protect your health from wildfire smoke in your home.



Materials needed:

- 20 Inch Box Fan - Make sure the controls are on top
- **MERV 13 Rated** 20" x 20" x 1" pleated filters
- Tape - Painter or Duct
- Two Cardboard triangles 21" on all sides

Price:

Box Fan about \$22

Filter Prices Range \$5 to \$18, depending on brand and quality purchased

Double Filter Configuration

Twice the filtration and airflow than single, and is easier on the fan

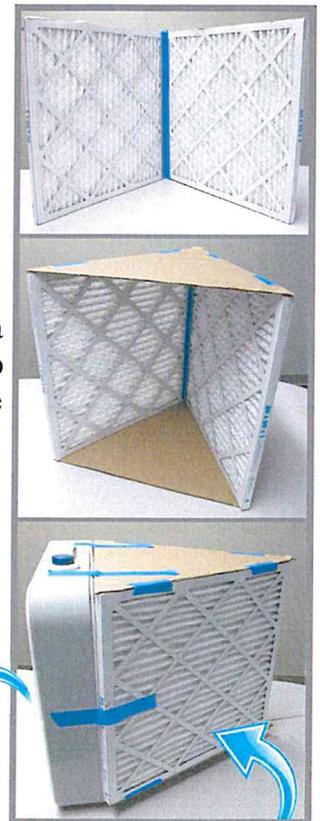
Step 1: Lay two filters side by side with the flow arrow facing up and tape together to form a hinge.

Step 2: Stand filter up and tape a cardboard triangle to the top, flip over and tape the second triangle on.

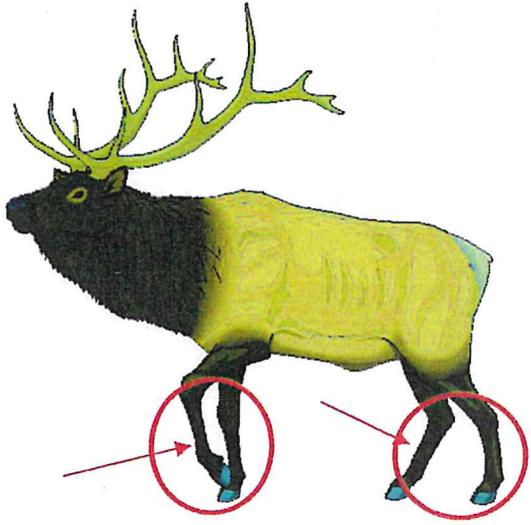
Step 3: All that remains is to tape the filters to the box fan. Gaps are OK and help with air flow. Use a spacer under the filter assembly to match the fan better.

Filtered Air comes out of the front of the fan producing up to 95% reduction of harmful materials.

For more information go to:
<https://www.colvilletribes.com/environmental-trust> or email
Air.Quality@colvilletribes.com



Smoke Pollution
Particulate matter & toxic gases are pulled in through the back of the fan.



Wanted:

Discarded front and rear lower elk leg bones. (A drop off bucket is located in the driveway #20 Yapa St. Upper Housing)

Thanks!

Jim Soucie 541-573-2687



**BURNS PAIUTE
TRIBE**
Est. 10-13-1972

NUMBERS TO KNOW

General Manager, Rachelle Perkes, (541) 573-8001
Human Resources, Tammi Holliday, (541) 573-8017
Payroll/AR, Lynda Fine, (541) 573-8012
Administration Reception, Beverly Beers, (541) 573-8016
Land Lease Compliance, Charisse Soucie, (541) 573-8066
Tribal Planner, Kenton Dick, (541) 573-5562
Comm Eco Dev Coordinator, Tracy Kennedy, (541) 573-8014
IT Director, Jonathan Mocan, (541) 573-8061
IT Help Desk, Andi Harmon, (541) 573-8060
Transit Operator, Victor Johnson, (541) 413-0057
Housing Director, contact GM, (541) 573-8066
Enrollment, Beverly Beers, (541) 573-8016
Health Services Director, Twila Teeman, (541) 573-8049
Wadatika Front Office, Rachel Samor, (541) 573-8050
Family & Children's Services Dir, vacant, (541) 573-8043
DV/SA Manager, Teresa Cowing, (541) 573-8053; (541) 413-0216
Tu Wa Kii Coordinator, Elise Adams, (541) 573-1572
Prevention Director, vacant, (541) 573-8046
A&D Program Coordinator, Joellen Billington, (541) 573-8003
Prevention Coordinator, Jody Richards, (541) 573-8005
Maintenance, Todd Richards, (541) 589-1299
Natural Resources Director, Calla Hagle, (541) 573-8021
Natural Resources Administrative Assistant, Rhonda Holtby, (541) 573-8087
Fishery Program Manager, Brandon Haslick, (541) 573-8084
Wildlife Program Manager, Carter Crouch, (541) 573-8086
Environmental Manager, Jason Fenton, (541) 573-8020
Environmental Tech, Andrew Beers, (541) 573-8022
Culture & Heritage Director, Diane Teeman, (541) 573-8096
Tribal Court Admin/Clerk, Linda Beaver, (541) 573-8072
Jonesboro, Lucas Samor, (541) 277-3375