

RESOLUTION OF THE SUMMIT LAKE PAIUTE COUNCIL  
SUMMIT LAKE PAIUTE TRIBE  
OF THE  
SUMMIT LAKE PAIUTE RESERVATION, NEVADA

RESOLUTION NO.: SL - 21 - 2007

TITLE: Amending the Summit Lake Paiute Tribe Records Management Manual

WHEREAS, the Summit Lake Paiute Tribe, is a modern entity of the Northern Paiute People known, in English, as Lake Trout and Wild Onion Eaters who, for thousands of years, controlled 2,800 square miles of land in and around Summit Lake as a tribe with sovereign, unlimited, powers and laws (customs, traditions, usages, etc.); and,

WHEREAS, in 1964, and after much consideration, the members of the Lake Trout and Wild Onion Eaters organized pursuant to Section 16 of the Indian Reorganization Act of June 18, 1934 (48 Stat. 984) as amended, adopting, for certain sovereign purposes, the name "Summit Lake Paiute Tribe" with a tribal constitution titled "Articles of Association," the latter which was approved by the Secretary of the U.S. Department of the Interior on January 8, 1965; and,

WHEREAS, over time the members of the Summit Lake Paiute Tribe have regained a small fraction of their historic land base, including the Tribe's reserved lands (Reservation), and the Indian allotments outside the Reservation boundaries; and,

WHEREAS, the Summit Lake Paiute Tribe's Articles of Association grant to the Summit Lake Paiute Council (see Article II, Section 1) certain sovereign powers, including the power to seek funding from federal agencies like the U.S. Environmental Protection Agency (EPA) to improve the welfare and education of tribal members (see Article II, Section 1 (b), (k)); and,

WHEREAS, the Summit Lake Paiute Tribe received EPA General Assistance Program ("GAP") funding for the four (4) year Fiscal Year ("FY") periods from FY 2005 through FY 2009 and other EPA funding for other purposes; and,

WHEREAS, one of the requirements for spending EPA's GAP funding is that the Tribe's policies, including Records Management, must meet the requirements of Title 40, Code of Federal Regulations ("40 C.F.R."). See, GAP Work Plan Amendment #1 (September 27, 2007), Work Plan Component 1 (Financial/Administrative Capacity Building), Commitment 1.1 (requiring the Tribe to submit to EPA a completed Administrative Checklist and update as needed) and Commitment 1.2 (requiring Environmental Coordinator to submit report to EPA identifying

deficiencies in tribal policies relative to the requirements of 40 C.F.R.; and,

WHEREAS, the Summit Lake Paiute Tribe's Environmental Coordinator has presented to this Council an amendment to the Summit Lake Paiute Tribe Records Management Manual, dated October 10, 2007; and,

WHEREAS, the suggested amendment would only, as the appended Memorandum of the Environmental Coordinator states, add a greater description of the type of grant documents the Tribe needs to retain and make no other changes; and,

WHEREAS, if the changes noted to the Summit Lake Paiute Tribe Records Management Manual, which are appended to this Resolution, are adopted by the Council, the Environmental Coordinator is directed to finalize the noted approved changes in the Manual, and insert a Policy History section immediately under the change in policy which is to include this Resolution number.

NOW THEREFORE, BE IT RESOLVED that the Summit Lake Paiute Tribal Council has reviewed and been briefed on the proposed changes to the Summit Lake Paiute Tribe Record Management Manual, which is appended to this Resolution, at a duly held meeting on November 3, 2007 and,

BE IT FURTHER RESOLVED that the Summit Lake Paiute Council approves, and hereby amends the Summit Lake Paiute Tribe Records Management Manual as set forth in the appended Summit Lake Paiute Tribe Procurement Procedure Manual.

#### CERTIFICATION

I, LORRAINE WATSON, Secretary/Treasurer of the Summit Lake Paiute Council, hereby certify that the above Resolution, No. SL - 21 - 2007, was brought before the Summit Lake Paiute Council at a duly held meeting on the 3rd day of November, 2007, with 5 members present, constituting a quorum, with the following votes to enact the Resolution: 4 FOR, 0 AGAINST; and 0 ABSTAINING, with the Tribal Chairman presiding and 4 voting, and that this Resolution has not been rescinded, revoked or amended.

03 Nov 2007  
Date

  
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Lorraine Watson, Secretary/Treasurer  
Summit Lake Tribal Council

4. FEDERAL AGENCIES: Grants, projects and contracts financial and programmatic records, supporting documents, statistical records, and other records required to be maintained.	Transfer to archives 7 years after grant, contract, or project.
5. OFFICE OF PRESIDENT: Information.	Update and purge material to keep current.
6. U.S. SUPREME COURT: Information.	Update and purge material to keep current.
7. STATE LEGISLATURE: Correspondence and testimony.	Transfer to archives after 6 years.
8 STATE AGENCIES: Information.	Update and purge material to keep current.
9. STATE AGENCIES: Contracts and Memoranda of Agreement.	Transfer to archives 7 years after the end of the contract.
10. GOVERNOR’S OFFICE: Information and correspondence.	Transfer selected material to archives after 4 years.
11. COUNTY BOARD OF COMMISSIONERS: Contracts, memoranda of Agreement.	Update and purge material to keep current.

FILES FOR OTHER GOVERNING BODIES SUCH AS CITIES, DISTRICTS, COMMUNITY COLLEGES AND THE UNIVESITY SHOULD BE SET UP SIMILARLY TO THOSE FOR THE COUNTY.

**POLICY HISTORY**

Section 4 (Federal Agencies) was amended to include greater description of the types of federal grants and contracts documents and data that is to be retained to demonstrate the Tribe’s commitment that its procurement policies would comply, to the greatest extent possible, with 40 CFR Part 31.36(b)(8). See, Resolution No.: SL - 21- 2007.