



Kashia Monthly Newsletter

MAR 2022

Upcoming Meetings General Council Meeting May 14, 2022

~~~~~

#### ARP Services

1. Rental & Mortgage Assistance
2. Temporary Hotel Assistance for COVID
3. Utility Assistance
4. Childcare Assistance
5. Vocational Training
6. Student Tutoring Assistance

Please contact the tribal office at 707-591-0580

~~~~~

New Grant Award

"Clean California"

This grant will allow the tribe to assist in the clean up of all tribal lands, we will be hiring a work crew, supervisor, as well as obtain dumpsters, heavy equipment and more..this will be a 10 month work project once started.

~~~~~



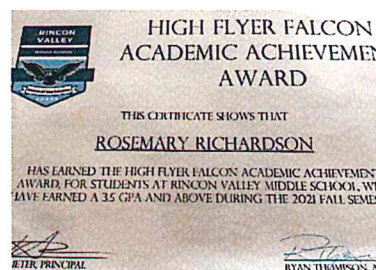
KDEP started its marine biotoxin monitoring program in January of 2022. Staff will work with California Department of Public Health (CDPH) to test mussel samples on the Kashia Coastal Reserve for paralytic shellfish poisoning (psp) toxins. Results will be posted on the Tribal Facebook page and KDEP Instagram page



## KASHIA KIDS~ SHINE!



Congrats to  
Brandon Covarrubias on  
maintaining a 4.0 GPA  
All Year!



**Rosemary Richardson** dedicates much of her time making sure she is putting 100% effort into her school work. She studies and does homework even on weekends. Rosemary is determined to get into a top university. To ensure this happens, she takes extracurricular courses like French, and has plans to start a new student union next year. She also loves reading and carries a book with her every where she goes.



# KASHIA ANNOUCEMENTS

**General Welfare Assistance Distribution :** ( formally known as per cap will be mailed out by the 15th of every quarter; February 15, May 15, August 15, and November 15.)

**Please make sure your address and contact information is up to date with the Tribal Office. You can find the forms on the tribes website at [www.stewartspoint.org](http://www.stewartspoint.org)**

## Department Services

**Housing Authority:** BIA Housing Improvement Program, Rental Assistance, Temporary Housing & Emergency Rental Assistance Program. For information please contact the Housing Authority at 707-591-0580 x106.

**Education Department:** Higher Education / Vocational Training & Direct Employment

**Kashia Youth Services:** School Uniforms/ Grade Incentives & Sports Registration. For more information please contact Brittany Sheard at 707-591-0580 x101

**Member Services:** For a full description of what is available under our Member Services Program please contact Naomi Atchley at 707-591-0580 x 124.

**we can  
help**

## Job Announcement– Environmental Tech 1



Kashia Band of Pomo Indians – Stewart's Point Rancheria  
Job Announcement – Tribal Membership  
February 23, 2022



**Job Title:** Environmental Technician I  
**Department:** Kashia Department of Environmental Planning  
**Supervisor:** Director of Environmental Planning  
**Location:** Environmental Department Tribal Office/Kashia Tribal Lands  
**Hours:** 32 hours/week (1 year minimum, may be extended pending funding)  
**Salary:** \$15/hour  
**Closing Date:** March 16, 2022, at 4:00 pm

### Position Summary:

This is a part time position within the Environmental Department of the Kashia Band of Pomo Indians. Under supervision of the Director of Environmental Planning, the Environmental Technician will assist in various projects collecting field data and conducting data entry, coordinating events, and performing community outreach and education.

### Essential Duties & Responsibilities:

*Typical duties may include, but are not limited to the following:*

- Assists with implementation of environmental projects relating to water and natural resource programs on and off Tribal lands.
- Assists the Director and other Department Staff with surveys and monitoring activities (e.g. water quality sampling, beach watch surveys, marine biotoxin monitoring, etc.).
- Performs data entry and management, updates inventories.
- Attends meetings and participates in trainings.
- Maintains documentation/notes/conducts research
- Prepares newsletter articles and social media posts.
- Assists in development of educational outreach materials.
- Assists in event coordination/logistic activities and intern/youth programs.
- Assists with developing grant reports and grant close out documents.
- Other duties as assigned

### Qualifications:

High School Diploma or GED and 2 years' experience in the environmental field; or equivalent combination of education and experience. Must possess and maintain a valid California driver's license or capable of obtaining one within thirty-days of employment. Must be insurable by the Tribe's Driving Policy. Must be able to successfully pass a pre-employment drug/alcohol screen and background investigation.

### Required Knowledge, Abilities, Skills and Certifications:

- Knowledge of business English, proper spelling, grammar, punctuation, and basic arithmetic.
- Ability to communicate effectively in the English language, both verbally and in writing.
- Ability to work independently, and effectively handle multiple assignments simultaneously.
- Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
- Ability to maintain confidentiality.
- Skill in operating business computers and office machines, including in a Windows environment, specifically Word, Excel, and presentation software (such as PowerPoint).

### Desired Knowledge, Abilities, Skills and Certifications:

- Knowledge of traditional form of government and tribal customs and traditions.
- Knowledge of the functions and structure of the Kashia Tribe.
- Knowledge of applicable federal, state, county and local laws, regulations, and requirements.
- Knowledge of the Kashia Tribal ancestral lands.
- Knowledge of basic environmental terms.
- GPS and GIS experience.

### Work Conditions:

Work is regularly performed both indoors in an office setting and outdoors where exposure to natural weather conditions and various dusts and mists may occur. Prolonged standing and walking may be on uneven surfaces or unstable ground. Must be physically fit to complete field work if necessary and lift or move up to 50 pounds if required. Situations where safety-toe shoes, safety goggles, gloves, protective face shields or hardhats are needed may occur. Evening and/or weekend work may be required. Travel is required to participate in trainings, meetings, conferences, presentations, and other events.

For more information, please contact Nina Hapner, Director of Environmental Planning (707) 591-0580 x 107, [nina@stewartspoint.org](mailto:nina@stewartspoint.org).

Applications may be picked up at:

[www.stewartspoint.org](http://www.stewartspoint.org)  
Kashia Band of Pomo Indians of the Stewart's Point Rancheria  
1420 Guerneville Road, Suite 1  
Santa Rosa CA 95403  
(707) 591-0580

1420 Guerneville Rd, Suite 1, Santa Rosa, CA 95403  
(707) 591-0580 • fax (707) 591-0583

1420 Guerneville Rd, Suite 1, Santa Rosa, CA 95403  
(707) 591-0580 • fax (707) 591-0583

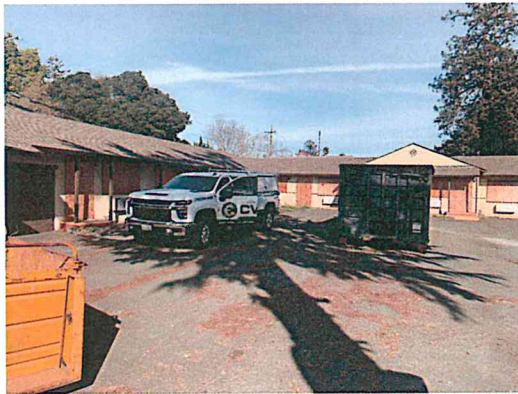


## Housing Authority-Homekey Project

On March 1, 2022 we started the construction work at the homeless rehabilitation site. The work is scheduled to be completed in June 2022.

The Housing Authority will hire an onsite manager for the 20-unit property and other supportive services will be made available. Applications for the site will be available in April 2022.

Please contact Raymond McQuillen, Executive Director at 707-326-0418 or [raymond@stewartspoint.org](mailto:raymond@stewartspoint.org) for more information







Kashia Round House  
Founded in 1916

*Kashia Band of Pomo Indians  
Of the Stewarts Point Rancheria*

## MEMORANDUM

Date: March 1, 2022

To: Angelique Lane, BOC Chairperson, Reno K. Franklin, Tribal Chairman, Tribal Council

Cc: Vaughn Pena, Tribal Administrator

From: Raymond McQuillen, Housing Authority Executive Director

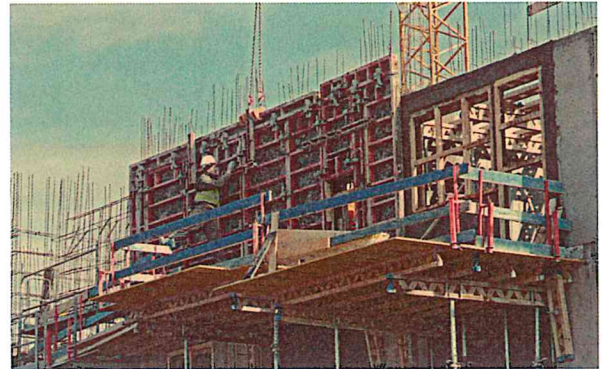
Re: FY 2021 APR IHBG

The Housing Authority has prepared its report to NAHASDA (HUD) on the activities and expenditures for funds drawn down in the 2021 calendar year. Funds were received from NAHASDA in the amount of \$562,473. These funds were expended in the following categories:

- Rental Assistance Program: staff costs and rental assistance payments totaled \$62,636.81
- Rancheria Housing Maintenance: staff costs, supplies and equipment totaled \$224,495.01
- Job Placement and Training: staff costs totaled \$693.24
- Hiring of Grant Writers for Affordable Housing Applications/Model Activities/Land Acquisition Costs: consultant costs and Environmental, A & E totaled \$27,095.44
- Rental Rehabilitation Program: staff and materials costs totaled \$26,115.91
- Planning and Administration: staff costs, indirect costs, travel, education, vehicle costs, rent, phones, computer consultants, legal and other administrative costs totaled \$130,813.92  
2021 Total Spent \$471,850.33
- There are carryover FY2021 funds for FY2022 - \$90,622.67 for the development of the Windsor Property for housing, and other Approved Activities for the 2022 Program Year plus FY2022 estimated award of \$671,090. The total operating budget for Housing in FY2022 is \$1,117,009 with IHBG and IHBG-ARP funds. Individual Annual Performance Reports will be completed for each grant.

Indirect costs are those costs not actually expended by the Housing Department, but rather a negotiated percentage of Housing's funds that go towards supportive costs, such as costs of the main office, costs for fiscal staff, admin staff, insurance, legal, and other costs. The report as submitted to HUD is contained in binders, one located at the Tribal Office, and one located at the Rancheria Community Center office. The information contained is important and provides a full outline of what activities Housing has undertaken, and the outcomes of Housing's efforts, both in expenditures and results achieved. The report is submitted online.

1420 Guerneville Rd, Suite 1 • P.O. Box 6525 Santa Rosa, CA 95403  
(707) 591-0580 • fax (707) 591-0583



**Kashia Band of Pomo Indians  
of Stewarts Point Rancheria**

**Windsor Property Housing and Tribal Office Development  
Funding Announcement:**



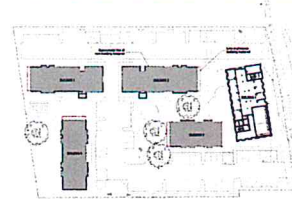
**Feb. 28, 2022** - Last week the California Department of Housing and Community Development (Department) announced that the Kashia Band of Pomo Indians of the Stewarts Point Rancheria and Development Partner Burbank Housing Development Corporation (Awardees) have been awarded a Multifamily Housing Program (MHP), Round 4, award in the amount of \$8,543,384. This award is a big piece of the Project Funding. Below is a tentative schedule:

In September 2021, the Tribe received the entitlements from the Town of Windsor to develop the 54 unit affordable housing project and Tribal Headquarters. Land entitlements are an agreement between the owner and a governing municipality (Town of Windsor) to allow development for a certain building type to occur in an area.

**Design Development (DD) Phase (Current).** In design development, the schematic plans and elevations are reviewed, revised and expanded to incorporate all the details and specifications required for construction. Finish DD phase at the end of May 2022. Construction Document phase would follow the DD phase.

We are pursuing local, private, state and federal funding opportunities. In March 2023, the Tribe will submit a CA Tax Credit application to TCAC. If awarded Tax Credits, in late June 2023, the construction will start by December 2023/Jan 2024. Construction of the project would take approximately 14 months. Construction Administration Phase 12/1/23 - 2/2/25.

### BUILDING FOOTPRINTS EXISTING VS UPDATED



Check the Tribal website and social media site for more updates. Please contact Kashia Housing Authority Executive Director, Raymond McQuillen at 707-591-0580 ext 106 or email at [raymond@stewartspoint.org](mailto:raymond@stewartspoint.org) for more information.



# KASHIA MARCH CALENDAR 2022

| Sunday | Monday                           | 1 Tuesday | 2 Wednesday | 3 Thursday                     | 4 Friday | 5 Saturday |
|--------|----------------------------------|-----------|-------------|--------------------------------|----------|------------|
|        | Homekey<br>Demolition starts     |           |             | TC<br>Meeting<br>6:00 PM       |          |            |
| 6      | 7<br>LANGUAGE<br>CLASS<br>6-8 PM | 8         | 9           | 10                             | 11       | 12         |
| 13     | 14<br>GOV<br>Meeting<br>5:30     | 15        | 16          | 17<br>TC<br>Meeting<br>6:00 PM | 17       | 18         |
| 19     | 21<br>Lang. Class<br>6-8 pm      | 22        | 23          | 24                             | 25       | 26         |
| 27     | 28<br>GOV<br>Meeting<br>5:30     | 29        | 30          | 31<br>TC Meeting<br>6:00 PM    |          |            |

We are working on an email list – serve so you can receive the monthly newsletter directly to your email.

If you would like the monthly newsletter emailed to you please email: [melissa@stewartpoint.org](mailto:melissa@stewartpoint.org) with your request and you will be added to the list.

## Newsletter



## Kashia Economic

### Questionnaire-

The Kashia Band of Pomo Indians have received a grant from the Department of Health and Human Services Administration for Children and Families, Administration for Native Americans "SEDS" Program to develop and adopt a comprehensive sustainable community master plan for the development and use of Tribal lands. This plan will include the voices of our community.

You can fill out a survey on the tribes website at [stewartpoint.org](http://stewartpoint.org)

Thank  
YOU