

# SMOKE SIGNALS

## JUNE 2019



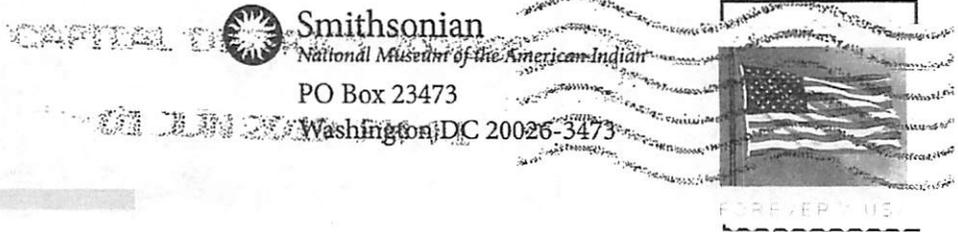
# JUNE 1913



PATRIOT NATIONS  
NATIVE AMERICANS IN OUR NATION'S ARMED FORCES

 Smithsonian

PATRIOT NATIONS:  
NATIVE AMERICANS IN OUR NATION'S  
ARMED FORCES



Do not miss this exhibition where you will learn about the United States Military Service by American Indian and Alaska Native men and women.

On view from  
**June 28, 2019 - July 21, 2019**  
at the  
**Fort Tuthill Military Museum**  
**2446 Fort Tuthill Loop**  
**Flagstaff, AZ 86005**

The exhibition was made possible  
by the generous support of:

**SAN MANUEL**  
BAND OF MISSION INDIANS

Kiowa Marine veteran Master Gunnery Sergeant Vernon Tsoodle's dance regalia.  
Photo by Nancy Tsoodle Moser, 2009.

Kaibab Band of Paiute Indians  
The Honorable Ona M. Segundo  
1 North Pipe Spring Road  
Fredonia, AZ 86022

Weekends Only



# NOTICE

2019

## Kaibab Paiute Mistletoe Project Starting

Be advised that BIA Southern Paiute Agency hand crew have started cutting trees on the project by Cutting & Clearing Affected Trees

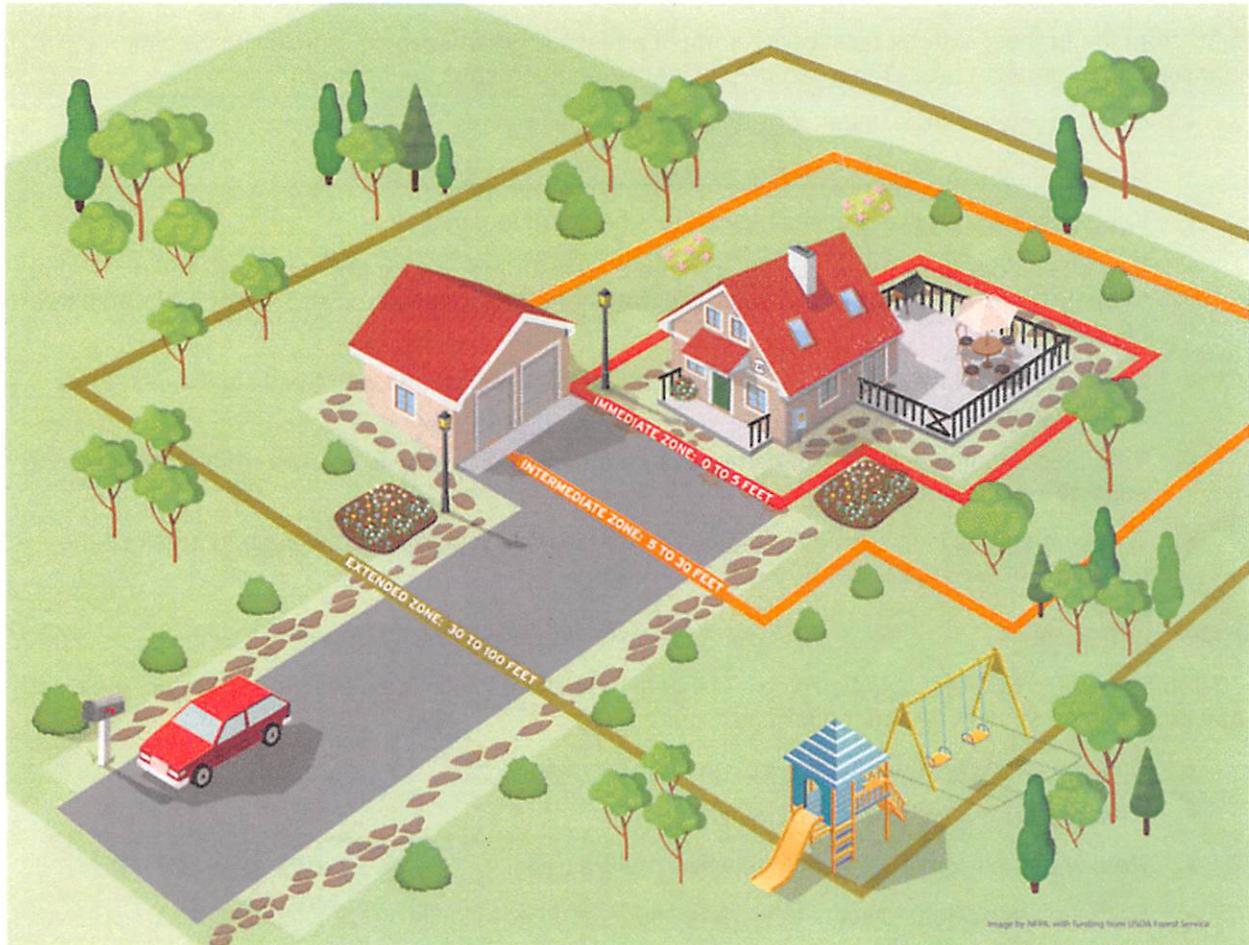
- Project will have a BIA work ground crew
- Project start time June 14, and continuing
- This primary phase is cutting for firewood and being saved
- Questions call Vincent Toya, Tribal Administrator (928) 643-7245

### Key Points of the Problem in Pinon Juniper Trees

- Mistletoes is a Forest Pest and affect tree growth and form.
- Mistletoe shoots this parasitic gel to surrounding healthy trees and infect.
- Control is accomplished by killing infected trees and preventing spread to young trees.
- Seeds are consumed by a variety of birds, mammals and insects.
- They are formed as Parasitic Plants causing significant damage to trees
- Be cautiously on the look-out for manpower and heavy equipment when project starts
- Map of Project Area included (Pipe Springs Road to Moccasin Boundary)

## What is the Home Ignition Zone?

The concept of the home ignition zone was developed by retired USDA Forest Service fire scientist Jack Cohen in the late 1990s, following some breakthrough experimental research into how homes ignite due to the effects of radiant heat. The HIZ is divided into three zones.



### Immediate zone

The home and the area 0-5' from the furthest attached exterior point of the home; defined as a non-combustible area. Science tells us this is the most important zone to take immediate action on as it is the most vulnerable to embers. **START WITH THE HOUSE ITSELF** then move into the landscaping section of the Immediate Zone.

- Clean roofs and gutters of dead leaves, debris and pine needles that could catch embers.
- Replace or repair any loose or missing shingles or roof tiles to prevent ember penetration.
- Reduce embers that could pass through vents in the eaves by installing 1/8 inch metal mesh screening.
- Clean debris from exterior attic vents and install 1/8 inch metal mesh screening to reduce embers.
- Repair or replace damaged or loose window screens and any broken windows.

- Screen or box-in areas below patios and decks with wire mesh to prevent debris and combustible materials from accumulating.
- Move any flammable material away from wall exteriors – mulch, flammable plants, leaves and needles, firewood piles – anything that can burn. Remove anything stored underneath decks or porches.

### Intermediate zone

5-30' from the furthest exterior point of the home. Landscaping/hardscaping- employing careful landscaping or creating breaks that can help influence and decrease fire behavior

- Clear vegetation from under large stationary propane tanks.
- Create fuel breaks with driveways, walkways/paths, patios, and decks.
- Keep lawns and native grasses mowed to a height of four inches.
- Remove ladder fuels (vegetation under trees) so a surface fire cannot reach the crowns. Prune trees up to six to ten feet from the ground; for shorter trees do not exceed 1/3 of the overall tree height.
- Space trees to have a minimum of eighteen feet between crowns with the distance increasing with the percentage of slope.
- Tree placement should be planned to ensure the mature canopy is no closer than ten feet to the edge of the structure.
- Tree and shrubs in this zone should be limited to small clusters of a few each to break up the continuity of the vegetation across the landscape.

### Extended zone

30-100 feet, out to 200 feet. Landscaping – the goal here is not to eliminate fire but to interrupt fire's path and keep flames smaller and on the ground.

- Dispose of heavy accumulations of ground litter/debris.
- Remove dead plant and tree material.
- Remove small conifers growing between mature trees.
- Remove vegetation adjacent to storage sheds or other outbuildings within this area.
- Trees 30 to 60 feet from the home should have at least 12 feet between canopy tops.\*
- Trees 60 to 100 feet from the home should have at least 6 feet between the canopy tops.\*

*\*The distances listed for crown spacing are suggested based on NFPA 1144. However, the crown spacing needed to reduce/prevent crown fire potential could be significantly greater due to slope, the species of trees involved and other site specific conditions. Check with your local forestry professional to get advice on what is appropriate for your property.*

“Reproduced from NFPA’s website, [www.nfpa.org/publiceducation](http://www.nfpa.org/publiceducation). © NFPA.”



# Memorandum

**To:** Community Members  
**CC:** File, Ona Segundo, Chairperson, Members of Tribal Council  
**From:** Vincent Toya, Tribal Administrator   
**Date:** June 21, 2019  
**Re:** SOTM Pow-wow on August 17 & 18, 2019

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Sounds of Thunder Mountain Pow-wow is getting close. This will be the second year that tribal employees will not be required to work the 4 hours per day per the decision of the General Membership during the 2017 Annual Meeting. So, the employee mandatory support is no longer required, and the event will be on volunteer basis. However, the need in setting up still requires tremendous help. Therefore, Staff will be assisting on Friday August 16, 2019, for preparations and for clean-up needs. In addition, the two days will also be needing assistance and that will be graciously appreciated.

It is with great hope in having a successful and enjoyable Pow-wow which will bring family, friends and visitors to the grounds of the Kaibab Band of Paiute Indians. We look forward to the SOTM activities and please join us thank you.

The Volunteer Sign Up sheet is located on the front desk at the Tribal Office!!

# NOTICE!!!

## Kaibab Paiute Tribal Members!!

Again, this year, the Thunder Mountain Pow Wow Committee and staff will not be running the Concession stand.

If any tribal member who would like to rent the concession stand, listed below, are the terms and conditions.

- ❖ Saturday, August 17th & Sunday, 18th, 2019
- ❖ Use Fee of \$500.00 for both days, \$250.00 will be refunded (cleaning deposit) if building is clean when done.
- ❖ If you are unable to fulfill this contract your Use Fee will not be refunded.
- ❖ You will be responsible for all your paper, plastic, food and soda machine supplies
- ❖ If you would like to use the Coke machine, please let the tribal office know as soon as possible!!!
- ❖ All equipment should be in operating condition when you enter the building and when you exit.
- ❖ Documents needed for a complete application:

- Building Use Form
- Food Handler Cards for everyone working in the building
- Five Hundred Dollars Cash or Money Order Accepted

Proposals will be accepted July 31st from 8:00 am to 10:00 am, they are to be turned into staff at the front desk in the Tribal Office **(EMAIL AND FAXES WILL BE ACCEPTED!!)**

**Email:** [dpavinyama@kaibabpaiute-nsn.gov](mailto:dpavinyama@kaibabpaiute-nsn.gov)

**Phone #** 928.643.7245

**Fax #:** 888-939-3777

**SELECTION WILL BE DONE BY LOTTERY  
YOU WILL BE NOTIFIED AS SOON AS SELECTION IS MADE!**

# *RAFFLE TIME!!*

*We are starting our RAFFLE for the 2019  
Sounds of Thunder Mountain Pow-wow on  
Monday July 1, 2019*

*The Grand Prize Tickets will be selling at 1  
for \$5.00*

*The Regular Prize Tickets will be selling at  
1 for \$1.00 or 6 for \$5.00*

*Tickets will be sold at the Tribal Office and  
the C-store.*

*If any questions please call 643-7245*



**Bear Growler Making Workshop  
For Men and Boys 10 years +  
Tuesday, July 23, 2019  
Kaibab Park Pavilion**



**\*Sign-up Sheet @ Tribal Office\***

Parents fill out & return the Consent to Participate form



Family adults please come help your boys with this fun cultural project  
**\*Adults please bring a sharpened saw for this activity\***

Space and Supplies are limited SIGN-UP sheet will be at front desk from 7/1/-7/12

**Men & Boys Bear Growler Workshop**

**Tuesday, July 23, 2019**

- |                  |  |
|------------------|--|
| 9:00am – 12:00pm | Bear Growler Making workshop                                 |
| 12:00pm – 1:00pm | Lunch will be provided for participants                      |
| 1:00pm – 1:30pm  | Discussion Importance of treating women & girls with respect |
| 1:30pm – 3:30pm  | Learn how to use Bear Growler and sing                       |

**Community Activity**

**Ute Bear Dance Protocol Workshop  
& Grounds Blessing**

**Wednesday, July 24, 2019**

**Bear Dance Corral Kaibab Village**

**Luncheon to follow at Kaibab Community Building**



**Wednesday, July 24, 2019**

**Community Activity**

- |                  |   |
|------------------|---|
| 9:30am – 11:30am | “Ute” Bear Dance Protocol Workshop & Grounds Blessing |
| 11:30am – 1:30pm | Community Luncheon                                    |



We are pleased to have **Mr. Henley Frost**, Sundance Chief & Cultural Instructor of the Southern Ute Tribe, visit us here at Kaibab to facilitate some Bear Dance workshops in celebration of our newly constructed Bear Dance Corral/Social Dance Grounds. We realize Tuesday and Wednesday are not convenient days sorry for the inconvenience however, we are working around Mr. Frost’s schedule.





### Consent to Participate

Cultural Activity for Men & Boys 10 years old and older  
Bear Growler Making Workshop  
Tuesday, July 23, 2019



Space and supplies are limited please **sign-up** at the front desk or call 643-7245  
By July 12<sup>th</sup> to ensure we will have workshop materials for your youth.

Parent(s), please read carefully, initial and sign. Since we will be working with sharp tools your child/children **must have a signed consent form in order to participate.** Please return this signed form to the Cultural Preservation office prior to the workshop or bring the signed form to the workshop with you. **If your children need transportation, call Daniel Bulletts, Cultural Committee Chairman at 643-8311 by Monday, July 22<sup>nd</sup> 4:00pm.** We start picking up about 8:15 am in Fredonia/Eagle Mt. Village.

I agree to allow my child/children to participate in the Bear Growler Making Workshop:

NAME	AGE	T-SHIRT SIZE (Youth S, M, L, XL)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_ I understand that the Kaibab Paiute Tribe will not be liable for any injuries to my child/children that may occur during the Bear Growler Making Workshop.

\_\_\_\_\_ In the event that my child should be injured, in an accident or choking, I give my permission for any tribal employees to preform CPR, administer First Aid, treat, or preform any other life saving act to insure the welfare of my child/children.

\_\_\_\_\_ I understand that if my child refuses to follow the workshop rules that I will be contacted to immediately pick-up my child.

\_\_\_\_\_ I authorize my child/children to be transported by an employee of the Kaibab Paiute Tribe to and from the Bear Growler Making Workshop.

\_\_\_\_\_ I understand that the Kaibab Paiute Tribe is not liable for any accidents or injuries that may occur during transport of my child/children.

\_\_\_\_\_ I understand that photographs will be taken of participants at this workshop and may be published in newsletter, website, social media, reports, etc.

Yes No An adult family member will be attending with my child/children to assist them with this project.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Emergency Contact

\_\_\_\_\_  
Phone Number



# Elder's Day Celebration

July 19, 2019

## CASINO Theme

Paiute Tribal Gym  
Cedar City UT

10am  
to  
4pm



Register Early  
to enter the drawing



Questions or to Register Contact Tanayah @  
435-586-1112 ext 313 Tracie @ 435-586-1112 ext 301



FourPoints  
HEALTH

FourPointsHealth.org

## Kaibab Band of Paiute Indians

### Wildlife, Fisheries & Parks Department

#### Going out shooting?

There has been a concern raised about Tribal Member shooting high power rifles neat home's and out at the farm, leaving empty casing around, the caliber is a military type Assault bullet capable of high velocity and long range, this is not a hunting bullet, and shooting more than one round, scares Tribal and Community members. People need to use the Shooting range in the calf pasture the reason it is located out there, is that it is far away from the homes, and people hiking or walking around, remember you still have to pick up your empty shell casings. 1) There is **No Alcohol Allowed on the Reservation**, you should never mix guns and Alcohol. 2) Trash – pick up all your trash, pick up your empty shells, don't just leave them there, you can be cited for "Littering". 3) Do not shoot at water troughs, tanks, or any structures. Again there is a Firing Range in the Calf Pasture, Please use it. **If you have questions come see me. Also Target Shooting will be prohibited when fire Restrictions are put it place soon.**

**Fishing** – Everyone needs a permit to fish, a Tribal Members can come and get a one year permit at NO COST, for Non-Members it is \$10 dollars for the first day and if they bring back the original permit it will be \$5 dollars for a day for the next five day as long as you bring back the original permit. The limit is four per day. We do sell a year round permit for Non Tribal Members for \$80 dollars.

**WATCHOUT FOR DEER** - On County Road 240 Slow down. Also remember it is a violation in the Wildlife Ordinance that hitting a deer needs to be reported to this Department or BIA Police, if Non-Indian it needs to be reported to County/State or Arizona Game & Fish it is an Arizona State Law...

**Tribal Hunters** – If you made a kill in the 2018 hunts and haven't turned in your White tag to the Wildlife Department. You have been tagged to not get a permit next hunting season.

**Minors Hunters Safety Card** – On the internet go to [hunter-ed.com](http://hunter-ed.com) - Everyone below the age of 18 needs to attend a hunter's safety course or they need to attend one of the ones we do every October during the Youth Hunt, the child will need one to get a hunting permit. This is not something new it has been in the Ordinance since the beginning. It is better to get a Hunters Safety card in the state you live in so you can participate in there State hunts.

**Fire Wood** – You don't need a permit to get fire wood, unless you are selling it off the Reservation. But, to get wood for personal use or for a Tribal Member, it is ok, you can get wood anywhere on the reservation.

**Back Dirt Roads** – If for some reason you take the back roads, beware of the sand and mud, remember to tell someone where you are going and about when you will return, take a lot of water, some snacks, matches, and bring a shovel, tow chain, and a jack (Handyman), Cell phone may or may not work, and pickup all litter, **KEEP MAIN GATES CLOSED!!!**, if the road gets sandy or muddy turn back you don't want to get stuck. If you know of someone that has gone out and not returned call this Department at any time, (office or Home) contact any Wildlife Committee member, or BIA-Police. This will only be to get you home, but if asked to be pulled you out, you may be charged a fee.

**Snake are out! So watch out for them.**

Any questions or concerns contact Danny Bullets, Jr. at 643-8305.or Email me at [dbulletsjr@kaibabpaiute-nsn.gov](mailto:dbulletsjr@kaibabpaiute-nsn.gov). Thank You.



## Human Resources

HC 65 Box 2  
Fredonia, AZ 86022

Phone: (928) 643-7245 Fax: (888) 294-9453

E-mail: [HR@kaibabpaiute-nsn.gov](mailto:HR@kaibabpaiute-nsn.gov)

Website: [www.kaibabpaiute-nsn.gov](http://www.kaibabpaiute-nsn.gov)



### Employment Opportunities – June 26, 2019

**NEW!** **Title XX Homemaker/Title VI:** Full-Time/Benefits after 90 days; \$11.00 hr

Maintain safe and sanitary living conditions for eligible individuals. Cleaning tasks include dusting, cleaning floors, bathrooms, windows (if necessary to attain safe or sanitary living conditions); cleaning oven and refrigerator (if necessary to prepare food safely); cleaning kitchen; washing dishes; changing linens; making beds; and routine maintenance of household appliances. Washing, drying and folding laundry. Ironing to be included if clothes cannot be worn otherwise. Shopping for and storing household supplies. Chopping and stacking wood along with cutting kindling for wood stoves. Provide any minor transportation needs for any needed personal errands.

**NEW!** **Red Cliffs Chevron Assistant Manager:** Full-Time/Benefits after 90 days; \$12.00/DOQ

Assist manager with daily operations of the Red Cliffs Chevron Station/Convenience Store by helping to ensure the overall success of the store. Assist with controls, reporting, and staff to efficiently grow the business to ensure profitability and provide a positive customer experience. Provide training to new cashiers in all aspects of cashier duties and responsibilities. Plan and prepare work schedules and assign duties necessary in day-to-day operations. Perform cashier duties, inventory merchandise, reconcile cash with sales receipts, keep operating records, and prepare daily record of transactions. Order merchandise weekly to keep store properly stocked. Ensure store employees are in compliance with established security, sales, and record keeping procedures and practices. Prepare daily reports, invoices, gasoline data, etc. All other duties as assigned.

**NEW!** **Red Cliffs Chevron Cashier:** Full-Time/Benefits after 90-days; \$11.00 hr

This position requires familiarity with cashiering and retail sales. The applicant must be able to provide pleasant and courteous service to customers according to tribal goals, policies and procedures. Must have excellent customer service skills and can engage with customers. The cashiers must also be able to keep the manager informed of general inventory needs and will be accountable for cash and receipts during each shift. Must be able to handle cash transactions, be responsible for general cleanup, restocking of inventory and performing all related duties as necessary. Be able to work all shifts including evening, weekend and holidays and must be able to closely follow written and oral instructions.

**Early Learning Center Director:** Full-Time/Benefits after 90-days; Wage DOQ

The Kaibab Early Learning Center is seeking an enthusiastic, motivated Director. The Director is responsible for overseeing the day-to-day operations of the Early Learning Center to ensure the children and staff are provided a safe learning environment. Duties include the following: assure the Center is a safe, nurturing place for the children to learn; implement activities that inspire and encourage social, physical and intellectual development; give the children in the Center's care the opportunity to explore each day, help them understand and expand their individual interests, assert their independence and build

self-esteem; prepare children to enter elementary school. Minimum qualifications are very specific and must be followed. Please see full position announcement for required qualifications.

**Housing Maintenance Worker:** Full-Time/Benefits after 90-days; Wage DOQ

This position supports the mission of the Kaibab Paiute Tribal Housing Authority by providing high quality residential maintenance and customer service so that tenants are assured safe, quality and decent living conditions. This is done according to HUD and KPT Housing Authority policies and procedures, by working with Housing staff and other vendors and community partners. Maintain, repair and upgrade tribal housing, including full rehabilitation of homes, both interior and exterior. Complete work orders in a timely and professional manner; assure that HUD regulations and agency standards are met. Maintain accurate inventory and records, including all tools, materials and equipment. Complete repairs, maintenance and upkeep, including, but not limited to: cement, cleaning, doors, electrical, floor repairs, furnaces, lighting, locks, mechanical, painting, paving, plumbing, roofs, screens, structural, windows. Drywall/sheetrock, tape, mud and texture. Painting interior and exterior; as well as heavy cleaning, carpet shampooing and landscaping. Replace flooring, repair or replace appliances and heating/AC units. Plumbing repairs, use of related tools and equipment. Properly maintain all equipment, tools and vehicles of the department. Provide excellent customer service to tenants by completing work orders in a timely manner; treat all tenants in a respectful and professional manner. Attend and actively participate in all staff meetings and trainings. All other duties as assigned.

**K-12 Tutor:** Part-Time (20 hrs wk)/No Benefits; \$12 - \$15 hr, DOQ

Under the direct supervision of the Education Director, the tutor will provide skills tutoring and homework help to Native American students of the Kaibab Paiute Tribe, in all subject areas, daily in the Library. Provide students, K-12<sup>th</sup> grade with daily skills tutoring and homework help after school hours Monday through Thursday and on Fridays. Be proficient in academic areas including elementary and high school level math, science, reading, and grammar. Inform students, parents and others of upcoming events, concerns and progress. Provide academic assistance to assigned students, either in groups or individually. Be responsible for maintaining records on each student who is being tutored, including follow-up and periodic assessment. Help students develop positive attitudes toward learning and studying. Help students develop a high level of motivation in academic areas and the study skills necessary for academic success. Serve as a role model for students being served. All other duties as assigned.

**Red Cliffs Chevron Cashier:** Part-Time/No Benefits; \$11.00 hr

This position requires familiarity with cashiering and retail sales. The applicant must be able to provide pleasant and courteous service to customers according to tribal goals, policies and procedures. Must have excellent customer service skills and can engage with customers. The cashiers must also be able to keep the manager informed of general inventory needs and will be accountable for cash and receipts during each shift. Must be able to handle cash transactions, be responsible for general cleanup, restocking of inventory and performing all related duties as necessary. Be able to work all shifts including evening, weekend and holidays and must be able to closely follow written and oral instructions.

**KELC Teacher Assistant:** Part Time/No Benefits; \$11.00 hr

The Kaibab Early Learning Center is seeking an enthusiastic and motivated Teacher Assistant to help the Center's Lead Teacher and Director in all areas as needed. The aide will be assisting with children that range in age from 2 ½ until they start Kindergarten in all aspects of the Center. This position is responsible for, but not limited to providing care and support to children of various ages (2.5 to 5+) including: Provide care and support to children of different ages as needed and assist the Lead Teacher in the classroom.

Supervision of children at all times. Be respectful of child and family cultures, values and differences of all children. Inform parent of any pertinent information regarding the child or Center if Lead Teacher is unable. Help maintain the environment and keep it in a safe and healthy condition daily (e.g. checking for broken equipment, keeping their classroom clean, sterilize toys, etc.). Promote the importance of good hygiene, care and kindness toward others. Assist with other duties as needed, attend and participate in staff meetings, center events and parent meetings. Must have knowledge of emergency procedures. All other duties as assigned.

**KELC Lead Teacher:** Full Time/Benefits after 90 days; \$12.00 hr, DOQ\*

The Kaibab Early Learning Center is seeking an enthusiastic and motivated Lead Teacher to oversee the classroom. This individual will provide a safe, nurturing, learning environment and implement activities that inspire and encourage social, physical and intellectual development. KELC children/students range from age 2 ½ (must be potty trained) until they start Kindergarten. They need direction to help them explore and expand their individual interests, assert independence, build self-esteem and prepare them to enter elementary school. Provide information to parents regarding their child(ren)'s progress. Maintain an environment that is respectful of family cultures and values. Assist the Director in keeping parents/guardians informed by posting parent information on the parent information board by the Learning Center entry, including lesson plans, daily schedules, special activities, etc. Supervise children and be actively involved in their daily activities and transitions. All other duties as assigned.

**Assistant Economic Development Director:** Full-Time/Benefits after 90-days; Wage DOQ

This position is responsible for coordinating and implementing projects that support the Economic Development Plan of the Kaibab Paiute Tribe. This position requires a high level of responsibility and motivation. Work closely with the Tribal Council and Economic Development Committee to plan and carry out the goals and objectives of the Kaibab Paiute Tribe. Manage the development, execution and coordination of new business. Manage current projects successfully by establishing priorities and goals to a successful completion. Work to advance economic growth on the Kaibab Paiute Reservation. Work collaboratively with the Kaibab Paiute Economic Development Committee and Tribal Council. Establish and maintain professional relationships and diplomatically represent the Kaibab Paiute Tribe with external economic development agencies. Work closely with supervisor, Economic Development Director, regarding timely execution/status and completion of projects. Consult with and provide assistance to entrepreneurs seeking to establish business activities on the Kaibab Paiute Reservation. Represent the Tribe at various agencies and committees. Prepare report and budgets, monthly. Maintain project files, records, and databases. Review contracts and proposals before submission or execution. Develop, maintain, and implement department policies and procedures. Develop, edit, and update various forms of communication, including letters, reports, newsletters, and websites. Resolve problems and issues affecting economic development and direct measures to improve effectiveness and efficiency. Coordinates resources and services to maximize funding and funding opportunities. Research, collect, and analyze information related to economic development functions (for use in presentations, reports or other documents). Act as liaison between the Tribal Council and other government agencies on trust land initiatives. All other duties as assigned. See position announcement for Minimum Qualifications.

**Assistant Economic Development Director (Statistical Analysis):** Part-Time/No Benefits; Wage DOQ

This position will assist the Economic Development Director with daily operations of the department. Under the direction of the Economic Development Director, the Assistant's duties will include, but is not limited to, the following: Run statistical analysis, business analysis; Research, collect, and analyze information related to economic development functions; Create spreadsheets, report writing; Work in

Tribal Enterprise businesses, provide training to employees; Assist Director with reports, office work, taking and returning phone calls, and preparing for the restaurant opening. Work with the Director in running the Restaurant and RV Park; cover shifts when needed. Help procure needed tools and equipment and assemble them for use. All other duties as assigned. See position announcement for Minimum Qualifications.

**Tribal Council Secretary:** Full-Time/Benefits after 90 days; \$12.00 hr

The Tribal Council Secretary works under the direct supervision of the Chairperson and Council. This position is responsible for meeting minutes, correspondence, official documents and many other duties. Tribal Council Secretary is responsible for the maintenance of all official files of the Tribal Council. Responsible for creating and proper dispersal of correspondence and official documents of the Tribe, subject to approval of the Chairperson. Provide administrative support to the Tribal Chairperson in the preparation of agendas, proposed resolutions and ordinances, for all Tribal Council and General Tribal meetings. Responsible for preparation and distribution of all minutes of the Tribal Council and General Tribal meetings. Prepares, proofreads, edits and corrects correspondence and documents. Arrange teleconferences and conference calls. Handles special projects and conducts research as requested. Prioritize emails and other correspondence, including faxes. Manage incoming mail and other papers by sorting, distributing and taking appropriate action as required. Manage multiple projects and properly prioritize workload. All other duties as assigned.

**Facilities Maintenance Assistant:** Full Time/Benefits after 90 days; \$12.00 hr, DOQ\*

This position works under the direct supervision of the Facilities Maintenance Director and provides general basic maintenance and repair work on tribal buildings and fleet vehicles as assigned. This can include plumbing, electrical, carpentry and air-conditioning and heating systems. Duties and responsibilities include: Maintain and repair machines, mechanical equipment, and buildings. Troubleshoot and fix faulty electrical components. Inspect and diagnose problems and situations and figure out best solutions. Do routine preventive maintenance to ensure that machines continue to run smoothly. Assemble and set up machinery or equipment. Plan repair work using blueprints or diagrams. Do general cleaning and upkeep of buildings and properties. Order supplies from catalogs and storerooms. Meet with staff to estimate repairs and costs. Keep detailed records of work performed. Maintain Tribal vehicle fleet. Maintain a high level of confidentiality. All other duties as assigned.

**Events/Activities Coordinator:** Part Time/No Benefits; \$11.00 hr

This position will be responsible for planning, coordinating and putting on events and activities for the Kaibab Band of Paiute Indians. This includes seasonal community parties, staff functions and community events. Weekly hours will vary depending on upcoming events/activities.

The Events/Activities Coordinator will control an event/activity from conception to clean up. Coordinator will meet with the committee, community or employee that needs an event or activity planned to work out event details such as location, food, entertainment, guest lists, staff and cleanup. Proactively handle any arising issues and troubleshoot any emerging problems when event occurs. Ensure that all budgets are adhered to and that events run smoothly. Events and activities include but are not limited to the following: Community Parties, i.e. Easter, Halloween, Christmas; Sounds of Thunder Mountain Pow Wow; Staff Appreciation Party; Christmas Staff Brunch and staff luncheons; Youth Basketball Camp; Health Fair; Annual Meeting and Open House; Heritage Day; Grand Openings and Dedications. Propose ideas to improve events/activities. Provide feedback/reports to committees/employees/administration. Deliver flyers to communities relating to events/activities. All other duties as assigned.



# MOLD

*"The key to mold control is moisture control."*

U.S. Environmental Protection Agency

## Did you know...?

- Stains or discoloration on your walls, ceiling, or furniture?
- A damp or musty smell?
- Water problems like a leaky roof or water in the basement?

Molds are alive. There are hundreds of thousands of different types of mold. They are living organisms that grow naturally, particularly in warm, damp, humid conditions where there is little air movement. Often called "mildew," we can only see or smell mold when there is a large quantity. Mold can grow almost anywhere: on walls, ceilings, carpets, or furniture. Humidity or wetness, caused by water leaks, spills from bathtubs or showers, or condensation, can cause mold to grow in your home.

Mold produces "spores," tiny particles that float through the air. These can sometimes cause health problems. Mold does not affect everyone, and different people are affected differently when mold is breathed or inhaled. People who are allergic to mold may get watery eyes, runny or stuffed noses, itching, headaches, and may have difficulty breathing. Mold can also trigger asthma attacks (see "Asthma" fact sheet). Some molds produce toxins (poisons) that may be hazardous if people are exposed to large amounts of these molds.

continued on back



U.S. Department of Housing and  
Urban Development  
Office of Healthy Homes and Lead  
Hazard Control



HEALTHY HOMES  
Healthy Families | Healthy Children

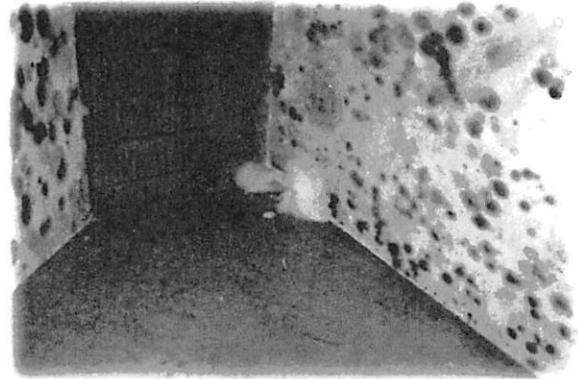
# MOLD

You cannot eliminate all mold spores from a home, but you can take the following steps to prevent and get rid of mold.

1. Prevent: keep your house clean and dry.
  - Fix water problems such as roof leaks, wet basements, and leaking pipes or faucets.
  - Make sure your home is well ventilated and always use ventilation fans in bathrooms and kitchens.
  - If possible, keep humidity in your house below 50% by using an air conditioner or dehumidifier.
  - Avoid carpeting in kitchens, bathrooms, and basements. Dry floor mats as quickly as possible.
2. Identify: find mold that might be growing in your home.
  - Search for areas that have a damp or moldy smell, especially in basements, kitchens, and bathrooms.
  - Look for water stains fuzzy growth or discoloration on and around ceilings, walls, floors, window sills and pipes.
  - Search behind and underneath materials such as carpeting, furniture, or stored items.
  - Inspect kitchens, bathrooms, and basements for standing water, water stains, and patches of out-of-place color.
3. Respond: fix any water problems immediately and clean or remove wet materials, furnishings, or mold.
  - Clean up spills or floods within one day.
  - Dry all surfaces and fix the problem or leak to prevent further damage.
  - Install a dehumidifier where there is high humidity.
  - Replace water damaged components, such as drywall and insulation.
  - Clean mold off non-porous surfaces with a weak solution of bleach and water (no more than 1 cup to 1 gallon water).
  - Throw away moldy materials that cannot be cleaned, such as carpet, upholstered furniture, drywall, and floorboards.
  - When cleaning mold, protect yourself by wearing long sleeves, pants, shoes, and rubber gloves, as well as goggles and a face-mask.
  - If you find a large area of mold (larger than the top of a twin-sized bed) or are allergic to mold, consider hiring a professional to clean it and fix the cause of the problem.

(For a list of mold-removal professionals, look under "Fire and Water Damage Restoration" in your telephone book.)

Moldy materials that cannot be cleaned should be thrown away.



For More Information...

Visit HUD's website at [www.hud.gov/healthyhomes](http://www.hud.gov/healthyhomes) for more information about addressing health hazards in homes or to learn if HUD has a Healthy Homes program in your community. From this website, you can download a copy of "Help Yourself to A Healthy Home" for more practical steps you can take to make your home a healthy home.

Other Federal Resources

EPA: Indoor Air Quality - Mold. "Mold Resources"  
[www.epa.gov/mold](http://www.epa.gov/mold)

FEMA: Actions to Take Following a Flood  
[www.fema.gov/hazards/floods/](http://www.fema.gov/hazards/floods/)

Other Resources

American Academy of Allergy, Asthma, and Immunology (AAAAI):  
[www.aaaai.org](http://www.aaaai.org)

American Industrial Hygiene Association  
[www.aiha.org/](http://www.aiha.org/)

California Department of Health, Mold  
[www.cal-iaq.org](http://www.cal-iaq.org)



# HOME SAFETY



*"There are simple steps you can take to help keep your loved ones safe in and around the home."*

## Did you know...?

- Home accidents kill one person every 16 minutes and injure one person every four seconds in the U.S.<sup>1</sup>
- More than 1.2 million poisonings among children under age 5 were reported to U.S. poison control centers in 2002.<sup>2</sup>
- Nearly 40,000 children under age 14 are injured by fires each year.<sup>3</sup>

Home Safety is the prevention of unintentional injuries that occur in and around the home.

## What can you do?

Many home related injuries are preventable. Below are some of the many small and easy things you can do to protect your family.

Post emergency telephone numbers next to all phones to get help quickly for any type of injury.

### Poison

- Read warning labels and follow storage directions on household products. Poisonous products can include medicines, cleaning supplies, pesticides, and hair spray.
- Keep poisonous products out of children's sight and reach. Store on high shelves in locked cabinets and install child-proof latches.

continued on back

⚠️ AVERTENCIA!



U.S. Department of Housing and  
Urban Development  
Office of Healthy Homes and Lead  
Hazard Control



HEALTHY HOMES  
Healthy Families | Healthy Children

# HOME SAFETY

- Store food and non-food products separately to prevent confusion and possible food contamination.
- Always choose non-toxic alternatives when possible and use products with child-resistant caps.
- Never mix cleaning products together; they may produce dangerous fumes (ammonia and bleach should never be mixed).
- Install Carbon Monoxide (CO) detectors in your home.
- Properly dispose of expired medicines.
- If it is necessary to use harsh chemicals, use them when children are not at home, follow manufacturer's instructions, and wear protective clothing such as gloves and eye protection.

## Fires and Burns

- Install smoke detectors on every floor of your home near every bedroom. Test detectors every month and change their batteries every year. Never disable smoke detectors.
- Develop a family escape plan.
- Keep matches, lighters, and candles out of children's reach.
- Never smoke in bed. It is the leading cause of fire-related deaths.
- Keep anything that can catch fire away from fireplaces, heaters, and radiators.
- Keep electrical systems in good condition. Replace frayed electrical wires.
- Avoid kitchen fires and burns.
  - Stay in the kitchen while cooking.
  - Turn pot handles toward the inside of the stove so children cannot grab them.
  - Install ground-fault circuit interrupters (GFCIs) in kitchens and bathrooms.
- Set water-heater thermostats below 120° F (50° C). Always test the water before bathing yourself or your child.

## Drowning, Choking, Suffocation, and Strangulation

- Never leave children alone near water, including bathtubs, buckets, swimming pools, rivers, and the ocean. Learn and practice First Aid and CPR.
- Use child-proof fencing around all swimming pools and hot-tubs.
- Avoid toys for children under 3 years of age that are smaller than 2 inches long and 1 inch wide. Toys for young children should never have small or removable parts that could be choked on.
- Avoid window blinds with looped cords, which may cause strangulation if not stored out of children's reach.
- Keep plastic bags and drawstring cords away from children.

## Falls and Other Injuries

- Keep your floors free of anything that may cause tripping, such as toys, shoes, or magazines.
- Use stools, ladders and stepladders carefully.
- Make sure that your home is well lit.
- Use guards on windows and safety gates near stairs to keep children from falling.
- Follow manufacturers' instructions for storing and using lawn equipment or chemicals.
- Wear protective gear on eyes and ears when using power tools.
- Keep sharp objects out of children's reach.
- Keep electric appliances away from water.
- Always keep firearms well secured. Firearms should always be locked, unloaded, and stored out of reach of children. Store ammunition in a separate, locked location.

## For more information . . .

Visit HUD's website at [www.hud.gov/healthyhomes](http://www.hud.gov/healthyhomes) for more information about addressing health and safety hazards in homes or to learn if HUD has a Healthy Homes program in your community. From this website, you can download a copy of "Help Yourself to A Healthy Home" for more practical steps you can take to make your home a healthy home.

## Other Federal Resources

US Centers for Disease Control and Prevention  
[www.cdc.gov](http://www.cdc.gov)

US Environmental Protection Agency  
[www.epa.gov](http://www.epa.gov)

## Other Resources

National Safe Kids Campaign  
[www.safekids.org](http://www.safekids.org)

National Safety Council  
[www.nationalsafetycouncil.org](http://www.nationalsafetycouncil.org)

Home Safety Council  
[www.homesafetycouncil.org](http://www.homesafetycouncil.org)

## Emergency Resources

National Poison Control Center hotline: 1-800-222-1222.

For other emergencies (fire, drowning, choking, falls, etc.) call 911. In areas without 911 service, memorize your fire department's emergency phone number. In case of fire, dial 911 from outside your home.