



CITIZENS' ADVISORY COMMITTEE ON *MEASURE Z* EXPENDITURES

The Advisory Committee meets on each Wednesday in March to review applications and will make recommendations to the Humboldt County Board of Supervisors in April.

APPLICATION FOR FUNDING

Agency Name: Yurok Tribe Office of the Tribal Prosecutor

Mailing Address: 190 Klamath Blvd., Klamath, CA 95548

Contact Person: Rosemary Deck Title: Chief Prosecutor

Telephone: (707) 457-7612 E-mail address: rdeck@yuroktribe.nsn.us

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2023-2024: \$240,920.17

2. ENTITY TYPE -- Please check appropriate box.

- a. Humboldt County Department
- b. Contract Service Provider to Humboldt County
- c. Local Government Entity
- d. Private Service Provider
- e. Non-Profit Service Provider
- f. Other, Describe: _____

3. Is this application a renewal or related to a project that has been funded by *Measure Z* in the past?
(check one) Yes No

4. Describe how the scope of your proposal fits the intent of *Measure Z*. Specifically, how will it maintain and improve public safety and essential services, as described on the previous page?

The Yurok Tribe's ancestral territory includes large, rural swaths of Humboldt County. If granted, our proposal will build off the Measure Z award from the previous year, which funded the hiring of a dedicated Missing and Murdered Indigenous Persons (MMIP) Investigator for the Yurok Office of the Tribal Prosecutor. The investigator position funded through last year's award will help improve public safety in the community by expanding the Tribe's efforts to solve MMIP cases and grow the capacity to investigate and prosecute domestic violence, sexual assault, and crimes against children. Moreover, the MMIP Investigator position is an additional sworn officer who can support the Yurok Tribal Police, an agency which holds cross-deputization with the Humboldt County Sheriff's Department. We currently have a conditional offer of employment out to a highly qualified candidate pending successful background checks. Considering the new MMIP Investigator position, there will be an increased administrative burden on both the Office of the Tribal Prosecutor as well as the Yurok Tribal Police Department to help facilitate these criminal MMIP investigations. Administrative support



is needed to help with building case files, maintaining records and evidence, communicating with missing persons databases, coordinating witnesses and victims, and liaising with our local justice partners. Dedicated investigation of these violent crimes of MMIP reflects the priorities and intent of the Measure Z grant award, increasing public safety in the community.

5. Please provide a brief description of the proposal for which you are seeking funding.

The investigator funded through last year's award will work with the Prosecutor and the Yurok Tribal Police to interview witnesses, investigate leads, receive training on cold-case protocols, and coordinate with state and federal agencies to help prosecute domestic violence crimes and re-examine cold cases. In light of this new sworn position, there is a need for additional administrative support for both the Office of the Tribal Prosecutor and the Yurok Tribal Police. We are seeking Measure Z assistance to fund the hiring of an Administrative Support Specialist for the Yurok Tribal Police and an Office Manager for the Office of the Tribal Prosecutor.

The Office Manager is a crucial position as the Office of the Tribal Prosecutor continues expanding our scope of work. In order to ensure that the Measure Z funded Prosecutor's MMIP Investigator has the support required to build case files, follow leads, take witness statements, meet with victims, collect evidence, etc., the administration of the legal office will need to be shored up. Currently, the Chief and Deputy Prosecutors are performing all administrative work, including applying for grants, tracking budgets, reporting to funding agencies, maintaining records, ensuring compliance with criminal laws and government code. When this administrative burden is lifted from the attorneys, they will be available to ensure that the Investigator has the support and criminal justice expertise needed to adequately build out the program funded through last year's Measure Z award.

The Yurok Tribal Police Department (YTP) has a need for an Administrative Support Specialist. Currently, YTP employs 12 sworn officers, 9 of whom actively carry cross-deputizations with the Humboldt County Sheriff's Office, including our Chief and Lieutenant. Additionally, there is one non-sworn officer who serves as a Warden. There are currently only two administrative staff to support this police department: a Records Manager and an Administrative Support Specialist. YTP provides public safety services to Humboldt County, and manages to do so with very minimal administrative support. In light of the Prosecutor's MMIP Investigator coming on board, there will be an increased administrative burden on this already overburdened law enforcement agency. The second Administrative Support Specialist will be able to support YTP and the MMIP Investigator by preparing and disseminating reports to authorized allied agencies, prepare crime statistics reports, dispatch and coordinate response for YTP officers, assist in identifying and applying for additional funding opportunities, and generally provide administrative support as needed.

6. How have you developed a plan for sustainability, including diversification of funding sources, for your proposal to carry on without reliance on future *Measure Z* funds?

We are applying for additional federal funding to supplement the existing staff salaries, but with the addition of the MMIP investigator, we will need an Office Manager to help implement that program adequately. The Measure Z funding would be used for this Office Manager. We are also including a request for funding of the Office Manager position for subsequent years as part of our federal grant applications to the Office for Victims of Crime and the Bureau of Indian Affairs.



7. If this request is for the continuation or expansion of an existing program/service, what is the current source of funding for that program/service?

The Office of the Tribal Prosecutor has received several grant awards to support and build off the initial Measure Z grant. We have secured an additional five years of funding for the MMIP Investigator position from the Department of Justice Coordinated Tribal Assistance Solicitation, in addition to one year of funding for the MMIP Investigator from the San Manuel Band of Mission Indians. Together with the Measure Z award from 2022, we now have seven years of this crucial position funded. Additionally, the Bureau of Indian Affairs has given us a one-time funding award of \$314,000 to help supplement the salaries of the attorneys, paralegal, and assistant. The Tribal Nations Grant Fund has awarded us \$150,000 to fund our MMIP justice policy work, advocating for changes in the law to support addressing the MMIP crisis head on.

8. If you are awarded *Measure Z* funds, how do you plan to leverage these funds to secure additional grants, contributions or community support?

In addition to supporting the Investigator with implementing our MMIP program, one of the major roles the Office Manager will play is identifying other grant opportunities and applying for them to maintain the office in perpetuity. Additionally, the Yurok Tribe has several economic development projects and corporations, with plans to eventually use a portion of those proceeds to ensure critical infrastructure and organizational growth.

9. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, name that entity and describe what that participation would look like.

The Yurok Office of the Tribal Prosecutor and the Yurok Tribal Police Department will work together to onboard both of these administrative positions in conjunction with one another to ensure maximum efficiency and interdepartmental coordination. These two departments of the Yurok Tribe have a history of successful and effective work together. Dealing with these cases will not impose a burden on the county law enforcement system in order to be fully functional and effective.

10. Are there recurring expenses associated with this application, such as personnel cost? Please check yes or no: YES

If you checked yes, detail those expenses here:

This funding would create the position of the Office of the Tribal Prosecutor Office Manager and the Yurok Tribal Police administrative support specialist, which would require recurring personnel costs in order to fund the salary for these positions in perpetuity.



REQUIRED ATTACHMENTS

Include the following with your application, making sure to **limit your responses to one page, per section**. Responses longer than the maximum, may not be read by committee members or considered as part of your application

Prior Year Results: If your request is a continuation of a program funded with Measure Z in prior fiscal years, please provide the results of implementation. (one page maximum)

Program Budget: Please utilize the template provided on the following pages. This will need to be updated if your agency is approved for funding.

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: 02/17/2023 _____

SIGNATURE: _____

SUBMIT YOUR COMPLETE APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures
c/o County Administrative Office
825 Fifth Street, Suite 112
Eureka, CA 95501-1153

Measure Z Proposal 2023:

Yurok Tribe Office of the Tribal Prosecutor

Funding Proposal: Administrative Support for MMIP Investigator Program

On behalf of the Yurok Tribe, we are seeking your support and assistance to address the crisis of Missing and Murdered Indigenous People (MMIP) that continues to be inadequately addressed across the nation. The research, data, and interviews conducted by the Yurok Tribe and their outside partners indicate that MMIP cases lack the appropriate response, follow-through, and conclusions necessary to produce results that will lead to the prevention of and response to the ongoing loss of Native American peoples.

The Yurok People represent the largest surviving Tribe in California. The Yurok Tribe is requesting assistance in building an adequate internal infrastructure and obtaining the tools and personnel necessary for the Tribe to combat this crisis head-on and begin to make headway in prevention and intervention. Last year, the Measure Z committee generously granted our department funding for a full-time investigator and a vehicle to be used for investigations. In total, the award for one year of the Investigator's salary, fringe benefits and a vehicle was \$118,539. Since that award, we have secured an additional six years of funding from other grantors for the Investigator's position, in addition to infrastructure and equipment to get the program started. To continue with this momentum for this important program, we now seek funding to assist shoring up the necessary administrative support to ensure the Investigator's work can be most effective and efficient.

The Office Manager is a crucial position as the Office of the Tribal Prosecutor continues expanding our scope of work. To ensure that the Measure Z funded Prosecutor's MMIP Investigator has the support required to build case files, follow leads, take witness statements, meet with victims, collect evidence, etc., the administration of the legal office will need to be shored up. Currently, the Chief and Deputy Prosecutors are performing all administrative work, including applying for grants, tracking budgets, reporting to funding agencies, maintaining records, ensuring compliance with criminal laws and government code. When this administrative burden is lifted from the attorneys, they will be available to ensure that the Investigator has the support and criminal justice expertise needed to adequately build out the program funded through last year's Measure Z award. For the Office Manager position, we are seeking \$88,000 in order to recruit a qualified candidate who is capable of supporting the department's efforts.

The Yurok Tribal Police Department (YTP) has a need for an Administrative Support Specialist. Currently, YTP employs 12 sworn officers, 9 of whom actively carry cross-deputizations with the Humboldt County Sheriff's Office, including our Chief and Lieutenant. Additionally, there is one non-sworn officer who serves as a Warden. There are currently only two administrative staff to support this police department: a Records Manager and an Administrative Support Specialist. YTP provides public safety services to Humboldt County, and manages to do so with very minimal administrative support. In light of the Prosecutor's MMIP Investigator coming on board, there will be an increased administrative burden on this already overburdened law enforcement agency. The second Administrative Support Specialist will be able to support YTP and the MMIP Investigator by preparing and disseminating reports to authorized allied agencies, prepare crime statistics reports, dispatch and coordinate response for YTP officers, assist in identifying and applying for additional funding opportunities, and generally provide administrative support as needed. For the Administrative Support Specialist we are seeking \$54,080.

For each position at the Yurok Tribe, we use a rate of 32% to calculate fringe benefits, as well as an Indirect Cost Rate of 28.38% to cover operational costs, such as facilities, maintenance, human resources, in house legal counsel etc. As such, both positions in this

Measure Z Proposal 2023:

Yurok Tribe Office of the Tribal Prosecutor

Funding Proposal: Administrative Support for MMIP Investigator Program

proposal are subject to those percentages being imposed. **Therefore, our total request from the Measure Z committee to continue their support of the MMIP Investigator program is \$240,920.17.** This number includes the fringe benefits and Indirect Cost Rate.

Additional administrative support for both the Office of the Tribal Prosecutor and YTP is necessary as we begin identifying, investigating, and resolving outstanding case files within Northern California. County law enforcement agencies are understaffed due to a staffing crisis facing all of California. Tribes are now, more than ever, having to rely on their own resources to provide competent services. Jurisdictional boundaries can be a barrier for local law enforcement, but tribal people have inner-reservation connections to better respond to cases of MMIP. By hiring a dedicated Investigator to interview witnesses, follow leads, and respond to tips from the community, the Yurok Tribe will have more autonomy in the investigative process and will be able to supplement and support local law enforcement. The purpose of Measure Z was to increase public safety within Humboldt County. By increasing the capacity of the Yurok Tribe to investigate regional MMIP cases in all of Humboldt County, not just on the Yurok Reservation, Measure Z's goal of bolstering public safety in the county can be achieved.

PRIOR YEAR RESULTS

We have not yet drawn down the funds granted to us in last year's award. We are weeks away from onboarding our MMIP Investigator and have started our internal process to sign the necessary MOU with the county to receive the money. We have also started the process of procurement for the vehicle for the Investigator.

Exhibit E

PROPOSED BUDGET

Agency Name: Yurok Office of the Tribal Prosecutor
Coordinator/Contact: Rosemary Deck (Prosecutor)
Address: 190 Klamath Blvd., Klamath CA 95548
Phone: (707) 457-7612

Descriptions	Costs	Requested Budget	Remaining Balance
A. Personnel Costs			
Title: OTP Office Manager			
Salary and Benefits Salary: \$88,088.00 + Benefits (32%): 27,307.28	\$116,276.16	\$116,276.16	0
Duties Description: Supervision and coordination of administrative assistants,			
Title: YTP Administrative Support Specialist			
Salary and Benefits Salary: \$54,080.00 + Benefits (32%): \$16,764.80	\$71,385.60	\$71,385.60	0
Duties Description: Performs a variety of clerical support duties for the Yurok			
Title:			0
Salary and Benefits			0
Duties Description:			0
Title:			0
Salary and Benefits			0
Duties Description:			0
Title:			0
Salary and Benefits			0
Duties Description:			0
Total Personnel:	\$187,661.76	\$187,661.76	0.00
B. Operational Costs (Rent, Utilities, Phones, etc.)			
Title: Indirect (28.38%)			
Description: Indirect Rate for Operational Costs for Yurok Tribe	\$53,258.41	\$53,258.41	
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Operating Costs:	\$53,258.41	\$53,258.41	0
C. Consumables/Supplies (Supplies and Consumables should be separate)			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Consumable/Supplies:	0	0	0
D. Transportation/Travel (Local and Out-of-County should be separate)			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Transportation/Travel Costs:	0	0	0
E. Fixed Assets			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Other Costs:	0	0	0
Budget Total:	\$240,920.17		

EXHIBIT F

Exhibit F - Measure Z - Proposed Invoice

Agency Name: Yurok Office of the Tribal Prosecutor
Coordinator/Contact: Rosemary Deck (Prosecutor)
Address: 190 Klamath Blvd., Klamath CA 95548
Phone: (707) 457-7612

Invoice Date: _____

Invoice # MZ- _____

Invoice Period: _____

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits)	\$187,661.76	
Operational Costs (Rent, Utilities, Phones, etc.)	\$53,258.41	
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		\$240,920.17

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Approved by County Administrative Office: _____ Date: _____

Humboldt County Administrative Office
 825 Fifth Street, Room 112
 Eureka Ca 95501



cao@co.humboldt.ca.us
 (707) 445-7266