



YUROK TRIBE - EXECUTIVE OFFICE

Executive Office

The Executive Office and Administrative staff are responsible for implementing Council's work program throughout the Tribal government. The Executive Office provides timely policy and strategic advice to Council that allows them to make effective and informed decisions. The Executive Office is also responsible for all Tribal operations and management oversight.

The Executive Office has recently undergone significant transitions. In October 2007, Ralph Simon (Kickapoo Tribe in Kansas) began his duties as Executive Director for the tribe. Ralph is a 1981 graduate of the University of Tulsa College of Law and has an extensive background in litigation, business law and natural resources law practice, and executive management for tribes, tribal organizations and corporations. In June 2008, the Executive Secretary position was filled by Laura Borden; and, the Tribal Council authorized the refilling of the Deputy Executive Director position that had been vacant for some time and approved the transfer of the Self Governance Officer to the Executive Office.

The Executive Office seeks the following operational outcomes:

- prioritize projects and services to focus financial and human resources on matters that provide the highest benefits to tribe and its members
- build the resources of the tribe to timely and successfully respond to opportunities that preserve the culture and traditions of the tribe, expand its land base, and increase employment opportunities
- continue the tribe's record of exercising its sovereignty in a manner that achieves its goals and protects its credibility and reputation
- contribute to the Council's actions that increase transparency of government services and decisions
- increase management accountability
- improve services to members by building, acquiring and managing infrastructure
- improve interdepartmental processes that promote teamwork and informed decisions
- improve qualifications of tribal members for better employment opportunities by providing relevant training and education programs
- position the tribe so that it is competitive and effective in its grant applications and contracting opportunities.
- revise personnel policies and compensation plans as appropriate
- revise of organizational structure to reflect evolution of tribal government
- improve fiscal management by the programs

- implement project/grant tracking and outcome reporting mechanisms

The Executive Office will maintain departmental and program oversight and direction, in addition to providing timely strategic and policy advice to the Yurok Tribal Council.

The Executive Office will guide and provide advice to Council on the following specific activities:

- Inter tribal relations
- Government agency and nonprofit organization relations
- Fish and Water issues
- Gaming
- Hoopa-Yurok Settlement Act Phase II implementation
- Tribal Park and other land acquisition
- Infrastructure development
- Other special projects as arise

STAFF

Ralph Simon, Executive Director
Shaunna McCovey, Deputy Executive Director/Self Governance Officer
Laura Borden, Executive Secretary

Buffy McQuillen, Repatriation Collections Manager
Matt Mais, Public Relations Manager
Bertha Peters, Weitchpec Office Admin Specialist
Peggy Sanderson, Klamath Office Admin Specialist
Sasha LeMieux, Klamath Office Admin Specialist
Antoinette Risling, Cutten Office Admin Specialist

