

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

1 **DATE: Wednesday, November 30, 2022**

2 **TIME: 5:30 p.m.**

3 **LOCATION: BlueJacket Building**

4 **INVOCATION: 1st Council Clint Kisse**

5
6 **CALL TO ORDER, ROLL CALL, DECLARATION OF QUORUM**

7 The Business Committee Meeting was called to order at 5:33 p.m. by Second Chief
8 Samples with the following answering roll call: 1st Council Kisse, 2nd Council
9 Daugherty, 3rd Council Kraus, Secretary Littlefield and Treasurer Barrett. A Quorum
10 was declared by Second Chief Samples. Chief Wallace was absent.

11
12 The Business Committee presented Melanie Heskett, General Manager of Indigo Sky and
13 Outpost Casino's with a blanket to recognize a team member who has shown their
14 dedication and loyalty to this tribe. Treasurer Barrett made the following statements
15 during the presentation. "July 21, 1989 was Melanie Heskett's first day. She started in
16 bingo. At Bordertown Casino she became our Marketing Director. She was promoted to
17 Assistant General Manager and shortly after the Business Committee made her General
18 Manager. Since becoming the General Manager, she has led the property management
19 team, continued to drive revenue, and led the properties thru a pandemic."

20 "As a tribal government we have been able to transfer over \$30 million that wasn't
21 budgeted in the last two years from the gaming operations. This allowed us to expand
22 benefits and diversify the tribe's portfolio."

23 "On July 21, 2022, Melanie celebrated her 33rd anniversary with the tribe. The Business
24 Committee wants to honor her for her service to our properties and our tribal people with
25 this blanket." The blanket was presented to Melanie by her mother, Norma Kraus, 3rd
26 Council member of the Business Committee.

27
28 **NEW ENROLLEES:**

29 **Beau Bear Sweat** **DOB: 06/17/2022**

30 **Shyloh Dawn Spencer** **DOB: 04/22/2021**

31 **Adam Lee Summers** **DOB: 11/17/2020**

32
33 **MOTION: To Approve New Enrollees: The motion was made by Treasurer**
34 **Barrett with second by 2nd Council Daugherty.**

35 **Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.**

36
37 **MINUTES**

38 **MOTION: To Approve the Minutes of the November 9, 2022, Business Committee**
39 **Meeting. The motion was made by 1st Council Kisse with second by Treasurer Barrett.**
40 **Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.**

41
42 **REPORTS**

43 **CASINO REPORT – Melanie Heskett, General Manager**

44 **Comparison of actual to budget for October total revenues for Indigo Sky was up**
45 **14%, Expenses down 3 ½%.**

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

46 **Outpost Revenues were down by 6%, Expenses down by 9%.**

47

48 **YTD numbers would match since this is the first month of the year.**

49

50 **Outpost Anniversary Celebration will be held Saturday, December 26th, 2022.**

51

52 **The General Manager conveyed gratitude from the Employees of the Casinos for**
53 **their Christmas Bonus. She also expressed thanks for the new Chevy Tahoe**
54 **provided for the Casino.**

55

56 **GAMING COMMISSION REPORT: Jalene Wells, Gaming Commissioner**
57 **The Gaming Commission currently has 40 total employees. 8 employees are tribal**
58 **members, 1 tribal spouse, 4 Native, 22.50% Eastern Shawnee, 32.50% Native**
59 **American.**

60

61 **The Licensing Department processed:**

62 **Renewals – 12**

63 **New Hires – 18**

64 **Conditional Employee Licenses monitored – 4**

65 **Non-gaming vendor companies – 25**

66 **Non-gaming vendor employee licenses – 26**

67 **Gaming Companies – 1**

68 **Gaming vendor employees – 26**

69 **The Gaming Commission collected – \$15,025 (YTD \$15,025)**

70

71 **The EGM Department performed the following:**

72 **New Machine Installs – 15**

73 **Machines Removed – 13**

74 **Machine Software/Theme Conversions – 3**

75 **Software Upgrades – 6**

76 **Software replacements - 1**

77 **Gaming machine relocations – 0**

78 **Server installs/Upgrades – 1**

79 **Single pieces of software tested – 118**

80 **Seal Activities – 131**

81 **The Gaming Commission billed –\$1,525 (YTD \$1,525)**

82 **The Gaming Commission collected – \$1,525 (\$1,525)**

83

84 **The Compliance Department performed the following observations:**

85 **Cage – 103**

86 **EGM – 80**

87 **EGM Activity Assists - 0**

88 **Jackpot – 78**

89 **Players Club - 112**

90 **Exchanges – 5**

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

- 91 **Table Inventory – 57**
92 **Table Fill – 33**
93 **Table Credit – 6**
94 **Title 31 Inquiries – 7**
95
96 **Internal Auditors assisted External Auditors while on-site and performed document**
97 **reviews for Internal Audit.**
98
99 **The Surveillance Department performed the following for Indigo Sky Casino &**
100 **Resort:**
101 **Phone Calls – 2868**
102 **Radio Calls – 655**
103 **Observations - 15763**
104 **Policy Violations Noted – 206**
105 **JDLR’s Noted - 38**
106 **Incident Reports Written Total – 53**
107 **Medical Reports Written – 38**
108 **CD Requests from Tribal PD- 2**
109 **Imaging Requests from Tribal – 0**
110 **Review Requests from Operations - 20**
111
112 **The Surveillance Department performed the following for Outpost Casino:**
113 **Phone Calls – 167**
114 **Radio Calls – 110**
115 **Observations – 3207**
116 **Policy Violations Noted – 29**
117 **JDLR’s Noted - 11**
118 **Incident Reports Written Total – 2**
119 **Medical Reports Written – 0**
120 **Imaging Requests from Tribal - 0**
121 **CD Requests from Tribal PD – 0**
122 **Review Requests from Operations – 0**
123
124 **Commissioner Updates**
125
 - **Tort Claims- Updates provided to the BC.**
 - **Commissioner and Learning Center Director attended job fair in Neosho**
127 **with Tribal HR. Casino HR also had a booth and we set up, side by side.**
 - **Commissioner has reviewed and approved all submitted and updated**
129 **promotions through November and December.**
 - **Commissioner approved updated AML Program as submitted. Some sections**
131 **will need to be added and updated.**
 - **Commissioner reviewed and approved P&P’s 1200.14, 1200.25.**
 - **Tribal IT Director and Commissioner met after the last BC meeting and**
134 **discussed the teams working together on future projects. Neither of our**
135 **departments have received anything in writing from the BC on transferring**

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

136 any of the surveillance equipment, but in anticipation of receiving, we
137 scheduled a team meeting and began the first trial with the move of the Travel
138 center and Growing Thyme since these buildings are connected and house the
139 IT Department.

- 140 • LPR (License Plate Recognition). The Commissioner presented briefly and it
141 was decided to move this to the next Business Committee meeting in closed
142 session for further discussion.

143

144 **TREASURER REPORT – Justin Barrett, Treasurer**

145 **Cash Balance Report as of 11/30:**

146 **General Fund 61 million**
147 **Land Account 1.1 million**
148 **Economic Development 3 million**
149 **Social Services/Ed. Reserves 20.8 million**
150 **Education 1.8 million**
151 **Total Available Cash 18.6 million**

152

153 **The tribes audit will start next week on site.**

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155 **RESOLUTIONS**

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157 **BRANCO CONTRACT – Tabled**

158 **MOTION: To table the Branco Contract. The motion was made by 1st Council**
159 **Kissee with second by Treasurer Barrett.**

160 **Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.**

161

162 **RESOLUTION NUMBER 113022-R-01 Authorizing a Service Lease Agreement**
163 **between the Eastern Shawnee Tribe of Oklahoma and Copy Products, Inc. for**
164 **Eastern Shawnee Tribal Administration copiers and printers.**

165 **NOW THEREFORE BE IT RESOLVED, that the Business Committee of the**
166 **Eastern Shawnee Tribe of Oklahoma does hereby wish to approve the attached**
167 **Service Lease Agreement between the Eastern Shawnee Tribe of Oklahoma and**
168 **Copy Products, Inc. for Eastern Shawnee Tribal Administration copiers and**
169 **printers.**

170 **MOTION: To Approve Resolution Number 113022-R-01. The motion was made**
171 **Treasurer Barrett with second by 1st Council Kissee.**

172 **Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.**

173

174 **REQUISITIONS**

175 **Purchase Request Number PR-00059319 payable to Indigo Sky Casino for Dell**
176 **Maintenance Renewal in the amount of \$86,076.16.**

177 **MOTION: To Approve Purchase Request Number PR-00059319. The motion was made**
178 **by 3rd Council Kraus with second by Treasurer Barrett.**

179 **Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.**

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ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

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NEW BUSINESS

LPR discussed during Gaming Commissioner's report.

OLD BUSINESS

MOTION: To go into Closed Session at 6:36 p.m. following a five-minute break.

Motion made by Treasurer Barrett with second by 1st Council Kissee.

Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

CLOSED SESSION

OPEN SESSION

MOTION: To return to Open Session at 10:38 p.m. The motion was made by 2nd Council Daugherty with second by 1st Council Kissee.

Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

MOTION: To approve the bid from BW Builders in the amount of \$45,000.00 for the cemetery fencing. The motion was made by Treasurer Barrett with second by 1st Council Kissee.

Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

MOTION: To authorize Woodland's Management Board of Directors to invest in Stash link pending legal review. The motion was made by Treasurer Barrett with second by 2nd Council Daugherty.

Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 1 opposed (Kraus), 0 abstained, 0 absent.

MOTION: To authorize Connect Advisors to issue a Limited Notice to Proceed to BRP Architects. The motion was made by Treasurer Barrett with second by 3rd Council Kraus.

Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

MOTION: To adjourn at 10:40 p.m. The motion was made by 2nd Council Daugherty with second by 3rd Council Kraus.

Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

ADJOURN

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

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Debbie Littlefield
Debbie Littlefield, Secretary

12-14-22
Date

Chris Samples
Chris Samples, Second Chief

12-14-22
Date