

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

1 **DATE:** Wednesday, September 28, 2022

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

3 **LOCATION:** BlueJacket Building

4 **INVOCATION:** Chief Glenna Wallace

5

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

7 The Business Committee Meeting was called to order at 5:38 p.m. by Second Chief
8 Samples with the following answering roll call: 1st Council Kissee, 2nd Council
9 Daugherty, 3rd Council Kraus, Secretary Littlefield and Treasurer Barrett. Chief Wallace
10 and Second Chief Samples were in attendance. A Quorum was declared by Second Chief
11 Samples.

12

13 **NEW ENROLLEE:** None presented

14

15 **MINUTES**

16 **MOTION:** To approve the minutes of the September 14, 2022, Business Committee
17 Meeting. The motion was made by Treasurer Barrett with second by 3rd Council Kraus.
18 Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.

19

20 **REPORTS**

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

22 **Comparison of actual to budget for August total revenues for Indigo Sky was up**
23 **19%, Expenses up 1%.**

24 **Outpost Revenues were down by 25%, Expenses down by 13%.**

25

26 **The comparison of actual to budget YTD have Indigo Sky revenues up 16%,**
27 **Expenses down 5%.**

28 **Outpost YTD revenues are down 3%, Expenses down 6%**

29

30 **General Manager states the Casino continues to work to keep expenses down,**
31 **stating they are seeing the trend of people having to choose between food, gas and**
32 **entertainment.**

33 **She expressed thanks to all who worked to make the Employee Appreciation Event**
34 **successful.**

35 **Indigo Sky will be hosting a Fall Festival at the RV Grounds on Oct. 4 between the**
36 **hours of 3-7p.m. This is a come and go event.**

37 **An explanation of the change orders for Tower One Remodel was presented by the**
38 **General Manager. States funds to do this will be taken out of the contingency fund.**

39

40 **MOTION:** Authorizing Chief of Staff to sign the change orders for floors 6 and 7
41 **drywall repair if required. Motion made by Treasurer Barrett with second by 1st**
42 **Council Kissee.**

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

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46 **GAMING COMMISSION REPORT: Jalene Wells, Gaming Commissioner**
47 **The Gaming Commission currently has 40 total employees as of 9/28/22. 8**
48 **employees are tribal members, 1 tribal spouse, 4 Native, 22.50% Eastern Shawnee,**
49 **32.50% Native American.**

50
51 **The Licensing Department processed:**
52 **Renewals – 11**
53 **New Hires – 21**
54 **Conditional Employee Licenses monitored – 2**
55 **Non-gaming vendor companies – 23**
56 **Non-gaming vendor employee licenses – 76**
57 **Gaming Companies – 2**
58 **Gaming vendor employees – 17**
59 **The Gaming Commission collected – \$33,200 (YTD \$253,235)**

60
61 **The EGM Department performed the following:**
62 **New Machine Installs – 29**
63 **Machines Removed – 13**
64 **Machine Software/Theme Conversions – 10**
65 **Software Upgrades – 32**
66 **Gaming machine relocations – 0**
67 **Server installs/Upgrades – 3**
68 **Single pieces of software tested – 261**
69 **Seal Activities – 362**
70 **The Gaming Commission billed –\$2,200 (YTD \$103,900)**
71 **The Gaming Commission collected – \$2,0255 (\$108,625)**

72
73 **The Compliance Department performed the following observations:**
74 **Cage – 79**
75 **EGM – 43**
76 **EGM Activity Assists - 27**
77 **Jackpot – 61**
78 **Players Club - 86**
79 **Exchanges – 4**
80 **Table Inventory – 45**
81 **Table Fill – 27**
82 **Table Credit – 0**
83 **Title 31 Inquiries – 6**

84
85 **The Surveillance Department performed the following for Indigo Sky Casino &**
86 **Resort:**
87 **Phone Calls – 2881**
88 **Radio Calls – 838**
89 **Observations - 14675**
90 **Policy Violations Noted – 130**

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91 **JDLR's Noted - 32**
92 **Incident Reports Written Total – 57**
93 **Medical Reports Written – 42**
94 **CD Requests from Tribal PD- 9**
95 **Review Requests from Operations – 23**
96 **Imaging Requests from Tribal – 2**
97 **Review Requests from Operations - 23**
98
99 **The Surveillance Department performed the following for Outpost Casino:**
100 **Phone Calls – 161**
101 **Radio Calls – 121**
102 **Observations – 2888**
103 **Policy Violations Noted – 43**
104 **JDLR's Noted - 7**
105 **Incident Reports Written Total – 4**
106 **Medical Reports Written – 2**
107 **Imaging Requests from Tribal - 1**
108 **CD Requests from Tribal PD – 1**
109 **Review Requests from Operations – 0**
110
111 **Commissioner Updates**
112 • **Tort Claims**
113 **1 Active with deposition completed. Extension was filed by Claimant**
114 **and Hearing rescheduled.**
115 **1 Tort denied by ESTGC but still in CFR with motion to dismiss filed**
116 **by Audrey in June 2019. Still no update from CFR.**
117 **1 received 9-20-2022 at 4:26 p.m. Copies submitted to State, Casino**
118 **Management and In-House Counsel. Commission determination to**
119 **dismiss the claim for filing not being in accordance with the regulations.**
120 • **Licensing Hearings – Commissioners conducted 1 Licensing hearing that**
121 **resulted in a revocation of license.**
122 • **Commissioner has reviewed and approved all Updated Promotions through**
123 **October, and all submitted promotions for Poker, Table Games and Bingo.**
124 • **Commissioner reviewed and approved updated Organizational Charts for OP**
125 **and ISC. 2 job descriptions were approved with 2 being denied.**
126 • **Commissioner reviewed and approved P&P's 2100.16, 3600.14, 2300.05.**
127
128 **BEARSKIN CLINIC – Kelly Friend, Director of Healthcare Services at Bearskin**
129 **Clinic and Ashley Crawford, Eastern Shawnee Liaison at Bearskin clinic attended**
130 **the Business Committee meeting per request. Kelly answered questions and offered**
131 **to give an overall presentation to the Business Committee in a small group meeting.**
132 **She discussed the drive thru clinic that was added due to Covid and a pharmacy**
133 **drive thru addition. Five additional exam rooms have been added with an expansion**
134 **to the laboratory department. The emergency dental fund has been increased from**
135 **\$750 to \$1000 per year. Medicaid has picked up sedation dentistry. Medicaid**

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136 guidelines are followed for the dental program. Optometry services have also been
137 increased. It was decided to have an annual consensus meeting prior to signing the
138 MOU in the future. Also discussed having the Director and/or Eastern Shawnee
139 Liaison from Bearskin Clinic come quarterly to provide a report to the Business
140 Committee. The transition is also being made for mail order prescriptions to be
141 made available by Oct 17th, except for new prescriptions as patients need to be
142 counseled prior to filling new prescriptions.

143 Tribal Elders spoke concerning their support of the Bearskin Clinic and how much
144 they appreciate the care they receive there. Each one stated this is the clinic of their
145 choice due to convenience and quality of care. Discussion followed about the
146 possibility of sending a survey to tribal members so they would be able to express
147 additional needs for medical care that they may be experiencing.

148
149 **ORDINANCES: None Presented.**

150
151 **RESOLUTIONS**

152
153 **RESOLUTION NUMBER 092822-R-01 Resolution to Approve the FY2023 Tribal**
154 **Member Benefits Manual.**

155 **NOW THEREFORE BE IT RESOLVED, that the Business Committee of the**
156 **Eastern Shawnee Tribe of Oklahoma does hereby wish to approve the FY2023**
157 **Tribal Member Benefits Manual.**

158 **MOTION: To Approve Resolution Number 092822-R-01. The motion was made by**
159 **1st Council Kissee with second by 3rd Council Kraus.**

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

161
162 **BEARSKIN MOU RESOLUTION – Tabled until further information is provided.**

163
164 **ARK-O BROADBAND RESOLUTION – Tabled**

165 **MOTION: To Table Ark-O Broadband Resolution made by 2nd Council Daugherty**
166 **with second by Treasurer Barrett.**

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

168
169 **RESOLUTION NUMBER 092822-R-02 A Resolution Approving the attached**
170 **Farming & Grazing Lease of Property owned by the Eastern Shawnee Tribe of**
171 **Oklahoma commonly known as the McKibben Property.**

172 **NOW THEREFORE BE IT RESOLVED, Glenna J. Wallace, Chief of the Eastern**
173 **Shawnee Tribe of Oklahoma, or her designee (as provided in writing) is authorized**
174 **to conduct negotiations on behalf of the Eastern Shawnee Tribe of Oklahoma and**
175 **approve and execute any and all documents relating to the subject lease.**

176 **BE IT FINALLY RESOLVED, that the Business Committee of the Eastern**
177 **Shawnee Tribe of Oklahoma does hereby wish to approve the attached Farming and**
178 **Grazing Lease of Property owned by the Eastern Shawnee Tribe of Oklahoma**
179 **located at 69991 E. 120 Rd. Wyandotte, Ok 74370 commonly known as the**

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180 McKibben Property for a lease period of two (2) years nine (9) months with lease
181 number 10012022.

182 MOTION: To Approve Resolution Number 092822-R-02. Motion made by 2nd
183 Council Daugherty with second by 1st Council Kissee.

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

185

186 MOTION: To Add Six Resolutions to the Agenda. (Resolution 092822-R-03,
187 Resolution 092822-R-04, Resolution 092822-R-05, and Resolution 092822-R-06,
188 Resolution 092822-R-07, Resolution 092822-R-08).

189 The motion was made by Treasurer Barrett with second by 2nd Council Daugherty.

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

191

192 RESOLUTION NUMBER 092822-R-03 Approving the 2022 Long Range
193 Transportation Plan of the Eastern Shawnee Tribe of Oklahoma.

194 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the
195 Eastern Shawnee Tribe of Oklahoma does hereby wish to approve the attached 2022
196 Long Range Transportation Plan of the Eastern Shawnee Tribe of Oklahoma.

197 MOTION: To Approve Resolution Number 092822-R-03. The motion was made by
198 Secretary Littlefield with second by 2nd Council Daugherty.

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

200

201 RESOLUTION NUMBER 092822-R-04 Resolution to update signature authority on
202 Eastern Shawnee Tribe of Oklahoma Bank Accounts.

203 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the
204 Eastern Shawnee Tribe of Oklahoma does hereby wish to add Secretary Debbie
205 Littlefield as an authorized signer on all Eastern Shawnee Tribe of Oklahoma
206 accounts with the People's Bank of Seneca.

207 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern
208 Shawnee Tribe Oklahoma does hereby wish to remove Dee Gardner from all
209 Eastern Shawnee Tribe of Oklahoma accounts with the People's Bank of Seneca.

210 MOTION: To Approve Resolution Number 092822-R-04. The motion was made by
211 Treasurer Barrett with second by 1st Council Kissee.

212 Motion carried: 4 approved (Kissee, Daugherty, Kraus, Barrett), 0 opposed,
213 1 abstained (Littlefield), 0 absent.

214

215 RESOLUTION NUMBER 092822-R-05 Resolution to update signature authority on
216 Indigo Sky Casino and Outpost Casino Bank Accounts.

217 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the
218 Eastern Shawnee Tribe of Oklahoma does hereby wish to add Secretary Debbie
219 Littlefield as an authorized signer on all Indigo Sky Casino and Outpost Casino
220 accounts with the People's Bank of Seneca.

221 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern
222 Shawnee Tribe of Oklahoma does hereby wish to remove Dee Gardner from all
223 Indigo Sky and Outpost Casino accounts with the People's Bank of Seneca.

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224 **MOTION: To Approve Resolution Number 092822-R-05. The motion was made by**
225 **Treasurer Barrett with second by 3rd Council Kraus.**

226 **Motion carried: 4 approved (Kissee, Daugherty, Kraus, Barrett), 0 opposed,**
227 **1 abstained (Littlefield), 0 absent.**
228

229 **RESOLUTION NUMBER 092822-R-06 Resolution to update signature authority on**
230 **Burggraf Corporation Bank Accounts.**

231 **NOW THEREFORE BE IT RESOLVED, that the Business Committee of the**
232 **Eastern Shawnee Tribe of Oklahoma does hereby wish to add Secretary Debbie**
233 **Littlefield as an authorized signer on all Burggraf Corporation accounts with the**
234 **People's Bank of Seneca.**

235 **BE IT FURTHER RESOLVED, that the Business Committee of the Eastern**
236 **Shawnee Tribe of Oklahoma does hereby wish to remove Dee Gardner from all**
237 **Burggraf Corporation accounts with the People's Bank of Seneca.**

238 **MOTION: To Approve Resolution Number 092822-R-06. The motion was made by**
239 **3rd Council Kraus with second by Treasurer Barrett.**

240 **Motion carried: 4 approved (Kissee, Daugherty, Kraus, Barrett), 0 opposed,**
241 **1 abstained (Littlefield), 0 absent.**
242

243 **RESOLUTION NUMBER 092822-R-07 Resolution to update signature authority on**
244 **Eastern Shawnee Tribal Enterprises (ESTE) Bank Accounts.**

245 **NOW THEREFORE BE IT RESOLVED, that the Business Committee of the**
246 **Eastern Shawnee Tribe of Oklahoma does hereby wish to add Secretary Debbie**
247 **Littlefield as an authorized signer on all Eastern Shawnee Tribal Enterprises**
248 **(ESTE) accounts with the People's Bank of Seneca.**

249 **BE IT FURTHER RESOLVED, that the Business Committee of the Eastern**
250 **Shawnee Tribe of Oklahoma does hereby wish to remove Dee Gardner from all**
251 **Eastern Shawnee Tribal Enterprises (ESTE) accounts with the People's Bank of**
252 **Seneca.**

253 **MOTION: To Approve Resolution Number 092822-R-07. The motion was made by**
254 **Treasurer Barrett with second by 3rd Council Kraus.**

255 **Motion carried: 4 approved (Kissee, Daugherty, Kraus, Barrett), 0 opposed,**
256 **1 abstained (Littlefield), 0 absent.**
257

258 **RESOLUTION NUMBER 092822-R-08 Resolution to update signature authority**
259 **on Woodlands Bank Accounts.**

260 **NOW THEREFORE BE IT RESOLVED, that the Business Committee of the**
261 **Eastern Shawnee Tribe of Oklahoma does hereby wish to add Secretary Debbie**
262 **Littlefield as an authorized signer on all Woodlands Construction Management,**
263 **Woodlands Development, Woodlands Entertainment, Woodlands Hospitality,**
264 **Woodlands Management, and Woodlands Management Services accounts with the**
265 **People's Bank of Seneca.**

266 **BE IT FURTHER RESOLVED, that the Business Committee of the Eastern**
267 **Shawnee Tribe of Oklahoma does hereby wish to remove Dee Gardner from all**
268 **Woodlands Construction Management, Woodlands Development, Woodlands**

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269 **Entertainment, Woodlands Hospitality, Woodlands Management and Woodlands**
270 **Management Services with the People's Bank of Seneca.**
271 **MOTION: To Approve Resolution Number 092822-R-08. The motion was made by**
272 **3rd Council Kraus with second by 1st Council Kissee.**
273 **Motion carried: 4 approved (Kissee, Daugherty, Kraus, Barrett), 0 opposed,**
274 **1 abstained (Littlefield), 0 absent.**
275

276 **REQUISITIONS**

277 Requisition number EN-90256 payable to Dell Marketing LP for XK71R3CX7 portion of
278 the Workstation Upgrade in the amount of \$72,278.88. This is paid from ARPA Funds.
279 MOTION: To Approve Requisition Number EN-90256. The motion was made by 2nd
280 Council Daugherty with second by 3rd Council Kraus.
281 Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.
282

283 Requisition number EN-90146 payable to Eastern Shawnee Tribe of Oklahoma to be paid
284 through CCDF Grant for August childcare in the amount of \$36,280.00.
285 MOTION: To approve Requisition Number EN-90146. The motion was made by 2nd
286 Council Daugherty with second made by Treasurer Barrett.
287 Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.
288

289 Purchase Request Number PR00058554 from Indigo Sky Casino for Recoating EIFS
290 System Tower 1 to Deihl Enterprises Inc. in the amount of \$280,968.00.
291 MOTION: To Approve Purchase Request Number PR00058554. The motion was made
292 by Treasurer Barrett with second by 2nd Council Daugherty.
293 Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.
294

295 **NEW BUSINESS – None presented.**
296

297 **OLD BUSINESS**

298 **Jennifer Lankford addressed concerns in re: her home, upcoming court date and**
299 **Housing Authority and requested a time to discuss with the Business Committee.**
300

301 **Bud Enyart expressed concerns over the length of the Business Committee Meetings**
302 **and time in closed sessions.**
303

304 **Cheryl Barnes made a request for the Casino Financial reports to be provided in**
305 **real numbers and percentages. Also requested when real numbers were presented**
306 **that all non-tribal persons present be requested to leave the room.**
307

308 MOTION: To go into Closed Session at 7:21 p.m. following a five-minute break.
309 Motion made by Treasurer Barrett with second by 2nd Council Daugherty.
310 Motion carried: 5 approved, 0 opposed, 0 abstained, 0 absent.
311

312 **CLOSED SESSION**

313 **3rd Council Kraus left Closed Session at 9:00 p.m.**

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OPEN SESSION

MOTION: To return to Open Session at 11:14 p.m. The motion was made by Treasurer Barrett with second by 1st Council Kissee.

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

MOTION: Authorizing Chief Glenna J. Wallace to sign the engagement letter with REDW. Motion made by Treasurer Barrett with second by 2nd Council Daugherty.

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

MOTION: To move the Oct. 12, 2022 Business Committee Meeting to Oct. 14th, 2022. Motion made by Treasurer Barrett with second by 1st Council Kissee.

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

MOTION: To approve the Casino Budget for FY2023. The motion was made by Treasurer Barrett with second by Secretary Littlefield.

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

MOTION: To approve the STL234 Outreach Contract and to designate Chief Glenna J. Wallace as the signer. The motion was made by Treasurer Barrett with second by 2nd Council Daugherty.

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

RESOLUTION NUMBER 092822-R-09. Resolution to Approve the Eastern Shawnee Tribe of Oklahoma Specialized Services Program(s) Policies and Procedures.

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Oklahoma does hereby wish to approve the attached Policies and Procedures of the following Specialized Services Programs: Home Improvement Program, TSSD Program, First Time Homeowners Program and Hardship Program.

MOTION: To Approve Resolution Number 092822-R-09. The motion was made by 1st Council Kissee with second by 2nd Council Daugherty.

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

RESOLUTION NUMBER 092822-R-10. Resolution to Approve the Eastern Shawnee Tribe of Oklahoma ARPA Program(s) Policies and Procedures.

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358 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the
359 Eastern Shawnee Tribe of Oklahoma does hereby wish to approve the attached
360 Policies and Procedures of the following ARPA Programs: Pay Program,
361 Emergency Homeowners Assistance Program, Emergency Rental Assistance
362 Program and Internet Program.

363 MOTION: To Approve Resolution Number 092822-R-10. The motion was made by
364 Treasurer Barrett with second by 1st Council Kissee.

365 Motion carried: 4 approved (Kissee, Daugherty, Littlefield, Barrett), 0 opposed,
366 0 abstained, 1 absent (Kraus).

367
368 MOTION: To adjourn at 11:19 p.m. The motion was made by Treasurer Barrett with
369 second by 2nd Council Daugherty.

370 Motion carried: 4 approved (Kissee, Daugherty, Barrett, Littlefield), 0 opposed,
371 0 abstained, 1 absent (Kraus).

372
373 ADJOURN

374

375 Debbie Littlefield
376 Debbie Littlefield, Secretary

375 Chris Samples
376 Chris Samples, Second Chief

378

379 10-14-22
380 Date

379 10-14-22
380 Date