

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

1
2 **DATE: Wednesday, February 24th, 2021**

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

4 **LOCATION: BlueJacket Building**

5 **INVOCATION: Chief Glenna Wallace**

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

8 The Business Committee Meeting was called to order at 5:33 p.m. with
9 the following answering roll call: 1st Council Gardner, 2nd Council
10 Daugherty, Third Council Kraus and Secretary Littlefield. Chief Wallace
11 and 2nd Chief Ross were in attendance. Treasurer Barrett was in
12 attendance virtually.

13
14 NEW ENROLLEES – None presented.

15
16 **MINUTES**

17 **Motion to approve Minutes of the January 27th, 2021 Business**
18 **Committee Meeting with the following amendment – Line 199-**
19 **200 pertaining to vote – 5 approved, 0 opposed, 0 abstained –**
20 **made by 2nd Council Daugherty with second by 1st Council**
21 **Gardner.**

22 **Motion carried: 4 approved (Gardner, Daugherty, Kraus and**
23 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

24
25 **REPORTS**

26 **THANK YOU NOTES – Thank You notes were read. A donation**
27 **request from the Quapaw Tribe for the STEAM Conference was**
28 **presented by Chief Wallace.**

29 **MOTION TO APPROVE \$1,000.00 donation made by Secretary**
30 **Littlefield with second by 1st Council Gardner.**

31 **Motion carried: 4 approved (Gardner, Daugherty, Kraus and**
32 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

33 **WEATHER HAPPENINGS - CLOSINGS – The Tribal offices were**
34 **closed 4 days this month. Two of these days were holidays and**
35 **two days due to the winter storm.**

36 **WELLNESS CENTER – The Wellness Center was opened the 15th**
37 **thru 18th, 24 hours a day for an Emergency Operation for those**
38 **who were without power and water due to the winter storm.**

39 **The Wellness Center was used for shelter from the cold**
40 **providing a warm place to stay, shower, sleep if needed and**
41 **wash clothing. Up to 30 people took advantage of this service.**

42 **AOA – Closed on Wednesday, the 17th due to broken pipes in**
43 **the Sprinkler System. Four inches of water covered the entire**

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44 building. Will remain closed possibly until next week as the
45 Insurance Adjuster was there yesterday and all the floors may
46 have to be replaced. Service Master was called to help with the
47 clean-up. Plans are being made to deliver food to homebound
48 and to get the kitchen ready so that the drive thru service can
49 continue.

50 EARLY CHILDHOOD LEARNING CENTER – Ribbon Cutting
51 Ceremony was held. All the classrooms have been moved
52 forward and there is now a classroom for children Ages 6-12
53 with age appropriate games, chairs and tables. The classroom
54 across from the kitchen will become the dining room.

55 HIP REPORT – 20 jobs remaining. 6 have been filed since
56 January 21st, 11 in 2020 – 3 applications are still incomplete,
57 active – 8. 1 in 2018 in Bartlesville, will be calling Lowe's to
58 expedite. 2019 – 2 - 1 in Ponca City, Contractor did not start
59 work until Jan. 30th this year and the other one is in progress
60 and is within the 100- mile radius. Since July 2020, 43 homes
61 have been completed.

62 FOOD BANK – 65 families will be arriving tomorrow for the
63 Food Bank.

64 AUDIT – Completed with zero findings per Karen Allen. Trying
65 to schedule the Auditors to come in March to give the report.

66 HOUSING AUTHORITY BOARD NOMINEE – MOTION TO
67 APPROVE Steve Daugherty as presented by Chief Wallace made
68 by 3rd Council Kraus with second by 1st Council Gardner.

69 Motion carried: 3 approved (Gardner, Kraus, Littlefield), 0
70 opposed, 1 abstained (Daugherty), 1 absent (Barrett).

71 HOUSING AUTHORITY REQUEST – Chief Wallace read a letter
72 from Bryce Washington, Housing Authority requesting
73 permission to use the Tribal Construction Company to repair a
74 tribal member's home that has damage from broken water
75 pipes. The Insurance Company will pay the Tribe for the work.
76 Approval was given by the Business Committee for this work to
77 be completed by the Tribal Construction Company.

78 SOCIAL SECURITY LAPTOPS DONATION – 150 Laptops were
79 donated for use to our Tribe.

80 CHIEF'S SPECIAL PROJECTS BUDGET – Chief Wallace reports
81 that her Special Projects Budget is 97% spent due to the
82 additional Christmas gifts that were purchased when the BC
83 voted to increase the age limit on the Children's Christmas Gifts
84 to include up to age 17. This increased the number eligible to
85 receive the gift by 342. This came to \$8,550. Reports a
86 Budget Modification will be needed.

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87 **COURT RULING STITT VS CONGRESSIONAL LEADERS – Has**
88 **gone to the Courts in Oklahoma. By an 8 to 1 vote it was ruled**
89 **that Gov. Stitt does not have authority to authorize new**
90 **compacts.**

91 **FUNDING AWARDS –**

- 92 • **Indian Health Service – ECLC vaccinations**
- 93 • **Indian Health Service CARES Supplemental \$10,143**
- 94 • **Southern Plains-Wellness Center \$45,000-outdoor**
95 **activities**
- 96 • **CCDF FY21 Supplemental Funding \$797,905**
- 97 • **CRRSA (Coronavirus Response and Relief Supplemental**
98 **Act) CCDF (\$1,891,339**

99 **FUEL TAX AUDIT – based on tribal enrollment that lives in**
100 **Oklahoma. Finley & Cook will be asked to conduct the Audit.**
101 **Has been earmarked for Education.**

102 **WOODLANDS – We have \$244,082 in the Woodlands Account**
103 **and \$100,000 in Capital Outlay to build two sets of duplexes at**
104 **\$235,000 a duplex. There is a waiting list of people wanting**
105 **duplexes at the Woodlands. Proposing to build one duplex**
106 **from money in our account for Elders 55 years and up.**

107 **VIRTUAL TRAINING SERIES – 20 people have taken this**
108 **training at a cost of \$59.00/each. We have had 2 sessions at**
109 **this time and trainings have been outstanding.**

110 **BEARSKIN COVID ANNOUNCEMENT: ALL EASTERN SHAWNEE**
111 **TRIBAL CITIZENS 18 AND OVER PLUS SPOUSES ARE ELIGIBLE**
112 **FOR COVID VACCINE. PLEASE CALL 918-678-3223 FOR AN**
113 **APPOINTMENT.**

114 **CARES ACT INFORMATION –**

- 115 • **PP Loan \$647,500 – all but \$900 forgiven – Tribal Admin.**
116 **Payroll, utilities**
- 117 • **Travel Center \$25,000 forgiven**

118 **OHIO ANNOUNCES 76th NATIONAL PARK from land purchased**
119 **called Old Town which is supposedly the birthplace of**
120 **Tecumseh. They will be honoring three federally recognized**
121 **Shawnee Tribes there.**

122
123 **CASINO – Melanie Heskitt, General Manager**
124 **Month to previous month - Jan. over December– Indigo Sky**
125 **Casino Total Revenue up 19%, Outpost Casino Revenue up**
126 **26.9%.**

127 **Comparison Jan. 2020 to Jan. 2021 – Indigo Sky Casino**
128 **Revenue up 33%, Expenses down 8.8%, EBIDA up 202%.**

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129 **Outpost Casino Revenue up 6.5%, Expenses down 21%, EBIDA**
130 **up 49%.**

131 **Year to Date – Indigo Sky Casino Revenues up 18.3%,**
132 **Expenses 12.3%, EBIDA up 150%. Outpost Casino Revenues**
133 **up 3%, Expenses down 21%, EBIDA up 46%.**

134 **Reports there were some burst pipes at Indigo but none at**
135 **Outpost. Teams worked 306 hours in subzero temps. Outpost**
136 **was closed to focus on Indigo – the cleanup from the snow was**
137 **non-stop for the first couple of days. Indigo did close on**
138 **Tuesday and Wednesday after working with the electrical**
139 **provider to help prevent the rolling blackouts and to provide**
140 **extra caution on the electrical grid.**

141 **GAMING – Jalene Wells, Gaming Commissioner**

142 **Employees – Current 2021 – 37 Total Employees as of 2-24-**

143 **2021 – 13 GC Department (1 Commissioner, 2 Deputy**

144 **Commissioners, 1 Licensing Supervisor – 1 Vendor Licensing**
145 **Agent, 1 Employee Licensing Agent, 1 Licensing Clerk)**

146 **1 EGM Supervisor – 2 EGM Agents**

147 **Compliance Auditors – 3 Compliance Agents, Receptionist and**
148 **Administrative Assistant – Vacant**

149 **20 Surveillance Department – 11 Agents (3 Vacant, 2 offers**
150 **made), 6 Leads, 2 TG Leads, 1 Supervisor)**

151 **4 Technical Department (2 Technical Architect, 1 Systems**
152 **Administrator, 1 Lead Technician, 1 Technician)**

153 **11 Tribal Members, 1 Tribal Spouse, 3 Native, 32.43% ESTOO**
154 **40.54 Native American.**

155 **Licensing for January 2021 – Casino Employee – Processed 87**
156 **Renewals and New Hires processed (0 Denials, 0 Suspensions,**
157 **0 Revocations)**

158 **Conditional Employee Licenses Monitored – 2**

159 **Non-Gaming Companies – processed 10**

160 **Non-Gaming Vendor Employees – Processed 33**

161 **Gaming Companies – Processed 2**

162 **Gaming Vendor Employees, 32, Gaming Vendor Fees Collected -**
163 **\$20750, Non-Gaming Vendor Fees Collected - \$2725, Employee**

164 **Licensing Fees Collected - \$5550, TOTAL FEES COLLECTED -**

165 **\$29025 (YTD \$91780)**

166 **EGM – January 2021 – 4 New machine installs, 2 machines**
167 **removed, 22 machine software/theme conversions, 96**

168 **software upgrades, 3 software replacements, 0 server**

169 **installs/upgrades, 119 single pieces of software tested, 91 Seal**

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170 **Activities, Machine Fees Billed \$85600 (YTD\$89175) Machine**
171 **Fees Collected \$38325 (YTD\$4097)**

172 **Audit Observations and Reports – January 2021**

173 **Cage – 107, EGM-64, Jackpot – 98, Players Club – 88, Table**
174 **Inventory – 47, Table Fill – 35, Table Credit – 3, Title 31**
175 **Inquiries – 12.**

176 **Surveillance for January 2021**

177 **Policy Violations Noted: ISC 114/OP 9, Incident Reports**
178 **written: ISC 169/OP23, Medical Reports Written: ISC 55/OP 6,**

179 **CD Request for Tribal PD: ISC 5/OP 0.**

180 **Technical Department January 2021**

181 **51 New Tickets submitted, 54 tickets completed, removed 23**
182 **cameras – 1 at Wellness Center that is now an Office. 22 at ISC**
183 **that were moved to better location or not needed. Installed 60**
184 **cameras or recording devices at ISC. Adjusted 10 cameras at**
185 **ISC. Installed 2 cameras at Learning Center. Installed 21**
186 **cameras or recording devices at Outpost.**

187 **Training – 2 Compliance Agents attended a free virtual NIGC**
188 **training on Player Promotions Fraud. Commissioner attended 2**
189 **zoom session Leadership Trainings offered by Tribal Admin.**

190 **Commissioner Reviews – February promotions for ISC and**
191 **Outpost reviewed and approved. 132 Job Descriptions were**
192 **reviewed – (79 having no changes and did not need to be**
193 **submitted, 38 approved and 12 Denied. Review also reflected**
194 **that 4 positions on the org. charts needed job descriptions that**
195 **were not submitted.**

196 **8 Organizational Charts for ISC reviewed and approved.**
197 **Changes required a request for Operations to submit for the**
198 **removal of 2 positions that had approved job descriptions. 1**
199 **received awaiting 1 more.**

200 **5 Organizational Charts for Outpost submitted. Reviewed and**
201 **approval letters sent in February.**

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202 **Currently have 3 Tort Claims in process. Updates and filings**
203 **have been copied to in-house Counsel and an update is**
204 **attached. 1 deposition scheduled, 2 hearings scheduled, 1**
205 **settlement filed, and 1 Tort denied/dismissed for failure to**
206 **appear.**

207 **Submitted 1 agreement between GC and Corporate Business**
208 **Solutions to in-House Counsel for review. Email received that it**
209 **all looked good. Commissioner signed in February and**
210 **agreement will begin when a time can be scheduled to deliver**
211 **the printers. Agreement is for CBS to deliver 1 used printer to**
212 **Surveillance and 1 to Gaming Commission offices that are at no**
213 **charge or monthly rental. CBS will maintain the printers with**
214 **service and ink. Gaming Commission will pay a monthly charge**
215 **that is based on metered usage.**

216 **RESOLUTIONS**

217 **RESOLUTION NUMBER 022421-R-01 to approve the Eastern**
218 **Shawnee Tribe Home-Owner Assistance Program Policies and**
219 **Procedures.**

220 **NOW THEREFORE BE IT RESOLVED that the Business**
221 **Committee of the Eastern Shawnee Tribe of Oklahoma does**
222 **hereby approve the attached Eastern Shawnee Tribe Home**
223 **Owner Assistance Program Policies and Procedures.**

224 **Motion to approve Resolution Number 022421-R-01 made by**
225 **1st Council Gardner with second by 2nd Council Daugherty.**

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

228 **Education Department Policies & Procedures – Not presented.**

229 **RESOLUTION NUMBER 022421-R-02 to approve the Eastern**
230 **Shawnee Tribe Temporary Social Security Disability Program**
231 **Policies and Procedures.**

232 **NOW THEREFORE BE IT RESOLVED that the Business**
233 **Committee of the Eastern Shawnee Tribe of Oklahoma does**
234 **hereby approve the attached Eastern Shawnee Tribe Temporary**
235 **Social Security Disability Policies and Procedures.**

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236 **Motion to approve Resolution Number 022421-R-02 made by**
237 **Secretary Littlefield with a second by 2nd Council Daugherty.**

238 **Motion carried: 4 approved (Gardner, Daugherty, Kraus and**
239 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

240 **RESOLUTION NUMBER 022421-R-03 to revise the License to**
241 **Operate and Maintain the Eastern Shawnee Tribe of Oklahoma**
242 **Early Childhood Learning Center.**

243 **NOW THEREFORE BE IT RESOLVED that the Business**
244 **Committee of the Eastern Shawnee Tribe of Oklahoma, in**
245 **accordance with the Licensing Requirements adopted by the**
246 **Eastern Shawnee Tribe of Oklahoma, does hereby authorize the**
247 **revision of the License to Operate and Maintain an early**
248 **Childhood Learning Center to the Eastern Shawnee Tribe of**
249 **Oklahoma.**

250 **Motion to approve Resolution Number 022421-R-03 made by**
251 **1st Council Gardner with a second by 2nd Council Daugherty.**

252 **Motion carried: 4 approved (Gardner, Daugherty, Kraus and**
253 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

254 **RESOLUTION NUMBER 022421R-04 to revise the maximum**
255 **capacity of the Eastern Shawnee Tribe of Oklahoma School-age**
256 **After School and Summer Program.**

257 **NOW THEREFORE BE IT RESOLVED that the Business**
258 **Committee of the Eastern Shawnee Tribe of Oklahoma does**
259 **hereby revise the maximum capacity of the Eastern Shawnee**
260 **Learning Center School-age After School and Summer Program**
261 **to 48 students.**

262 **Motion to approve Resolution Number 022421R-04 made by 2nd**
263 **Council Daugherty with second by Secretary Littlefield.**

264 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
265 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

266 **RESOLUTION NUMBER 022421-R-05 authorizing the Eastern**
267 **Shawnee EPA Department to submit a Tribal Performance**
268 **Partnership Grant which consists of the EPA 106 Grant, EPA**
269 **319 Grant, and the EPA GAP Grant.**

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270 **THEREFORE BE IT RESOLVED** that the Business Committee of
271 the Eastern Shawnee Tribe of Oklahoma does hereby wish to
272 authorize the Eastern Shawnee EPA Department to submit a
273 Tribal Performance Partnership Grant consisting of the Clean
274 Water Act Section 106 Water Quality Monitoring Grant, Clean
275 Water Act Section 319 Nonpoint Source Pollution Prevention
276 Grant, and the EPA General Assistance Program Grant (GAP)
277 totaling \$282,625,000 with \$8,051 in-kind match.

278 **Motion to approve Resolution Number 022421-R-05 made by**
279 **1st Counsel Gardner with second by Secretary Littlefield.**

280 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
281 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

282

283 **REQUISITIONS**

284 **Purchase Order EN-73906 payable to Brown and Brown of**
285 **Oklahoma in the amount of \$87,200.50 for General Liability,**
286 **Auto and Crime Insurance policies.**

287 **Motion to approve Purchase Order EN-73906 payable to Brown**
288 **and Brown made by 2nd Council Daugherty with second by 3rd**
289 **Council Kraus.**

290 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
291 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett)**

292

293 **NEW BUSINESS – Request to view documents. Second Chief**
294 **requested Tribal Member to schedule appt. with Secretary.**
295 **Issue discussed concerning Hwy. frontage that could be taken**
296 **from Tribe to expand the Hwy. in front of Tribal Complex and**
297 **offer was made by Tribal member Bud Enyart to have this**
298 **property taken from his side of the road to prevent loss of**
299 **property to tribe. Chief Wallace says she will look into this but**
300 **believes it has already been taken care of.**

301

302 **OLD BUSINESS**

303

304 **MOTION to go into Closed Session at 6:36 p.m. following a ten-**
305 **minute break made by Secretary Littlefield with second by 1st**
306 **Council Gardner.**

307 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
308 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

309

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310 **CLOSED SESSION**

311

312 **MOTION to return to Open Session at 8:40 p.m. by 2nd Council**
313 **Daugherty with second by 1st Council Gardner.**

314 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
315 **Littlefield), 0 opposed, 0 abstained, 1 absent (Barrett).**

316

317 **OPEN SESSION**

318

319 **Motion to authorize In-House Counsel to send letter of**
320 **determination in re: Grievance filed made by 2nd Council**
321 **Daugherty with second by 1st Council Gardner.**

322 **Motion Carried: 3 approved (Gardner, Daugherty, Littlefield),**
323 **0 opposed, 1 abstained (Kraus), 1 absent (Barrett).**

324

325

326 **MOTION TO ADJOURN at 8:41 p.m. made by 2nd Council**
327 **Daugherty with second by 3rd Council Kraus.**

328 **Motion carried: 4 approved (Gardner, Daugherty, Kraus,**
329 **Littlefield, 0 opposed, 0 abstained, 1 absent (Barrett).**

330

331 **ADJOURN**

332

333

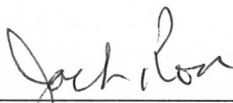
334

335

336 
337 _____
338 Debbie Littlefield, Secretary

339

340 3/10/21
341 Date



Jack Ross, Second Chief

3-10-21
Date