

ORIGINAL

**EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING**

1 **DATE:** Wednesday, July 28, 2021

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 5:30 p.m. with the following
8 answering roll call: 1st Council Gardner, 2nd Council Daugherty, 3rd Council Kraus, and
9 Treasurer Barrett. Chief Wallace and 2nd Chief Ross were in attendance.

10 Secretary Littlefield was absent.

11 A Quorum was declared by 2nd Chief Ross.

12
13 **NEW ENROLLEES**

14	Eli Anthony Evans Jr	DOB: 12/04/2018
15	Westin Bailey Atkinson	DOB: 06/15/2020
16	Andy Douglas Dalley	DOB: 05/17/2021
17	Zander Dean Corkrum	DOB: 08/27/2019
18	Willow Rae Ward	DOB: 04/12/2021
19	Ellie Rose Prophet	DOB: 12/14/2018
20	Stephanie Bailey Warren	DOB: 05/13/2019
21	Legend Major Barrett	DOB: 07/23/2019
22	Rhys Edward Francis	DOB: 08/14/2020
23	Adrienne Eva Wong	DOB: 08/21/2018
24	Carter Anthony Rocha	DOB: 07/29/2016
25	Riley S.K. Buttram	DOB: 01/14/2021
26	Benjamin Clyde Anderson	DOB: 05/22/2017
27	Luke Wade Maruca	DOB: 08/28/2020
28	Hunter James Maruca	DOB: 07/09/2018
29	Addyson Pierce Jourden	DOB: 10/04/2016
30	Sammy Bobby Lynn Wood	DOB: 04/05/2021
31	Alexis Renee Gregurek	DOB: 11/06/2017
32	Amelia Joyce Oldham	DOB: 11/18/2017
33	Adriane Colleen Olham	DOB: 11/18/2017

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

36 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

37
38 **MINUTES**

39 **MOTION:** To approve the minutes of the July 14, 2021, Business Committee Meeting as
40 presented. The motion was made 1st Council Gardner and seconded by 3rd Council Kraus.

41 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

42
43 **REPORTS**

44 **Wyandotte Fire Department**

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45 Representatives of the Wyandotte Fire Department asked the Business Committee to
46 consider a donation to the Wyandotte Fire Department. The Wyandotte Fire Department
47 is a volunteer department. Eastern Shawnee properties including the 10C Complex,
48 Indigo Sky Casino and Resort, Outpost Casino, BlueJacket Complex, along with other
49 additional properties in the jurisdictional area are in the Wyandotte Fire District.
50 **MOTION:** To donate \$100,000 to the Wyandotte Fire Department out of ARPA funding.
51 The motion was made by 2nd Council Daugherty and seconded by Treasurer Barrett.
52 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

53

54 **Casino – Melanie Heskett, General Manager**

55 General Manager Heskett presented the Casino Financial Report for June.
56 Indigo Sky Casino and Resort month to previous month (June over May) revenue down
57 14.8% with expenses down by 8%.
58 Outpost Casino month to previous month (June over May) revenue down 19.2% with
59 expenses down 37.2%.
60 Indigo Sky Casino and Resort June 2021 to June 2020 revenue down 3.3% with expenses
61 up 5.25%.
62 Outpost Casino June 2021 to June 2020 revenue is up 127.3% with expenses down
63 0.37%. Remember than Outpost Casino was not opened until June 15th last year because
64 of COVID.
65 Indigo Sky Casino and Resort Year to Date revenue is up 51.6% with expenses up 7.8%.
66 EBIDA is up 248.2%.
67 Outpost Casino Year to Date revenue is up 75.5% with expenses up 1.6%. EBIDA is up
68 by 291.3%.

69

70 **Gaming Commission – Jalene Wells, Gaming Commissioner**

71 Gaming Commissioner Wells presented the ESTGC Report for June.
72
73 The Gaming Commission has 36 total employees as of 07/28/2021. Open positions are an
74 EGM Agent, Administrative Assistant/Receptionist, and Surveillance Agents.
75 10 employees of the Gaming Commission are tribal members, 1 tribal spouse, and 3 are
76 native.

77

78 The Licensing Department the Gaming Commission processed
79 86 renewals and new hires for the employee licenses
80 27 non-vendor gaming employee licenses
81 2 gaming companies
82 37 gaming vendor employees.
83 The Gaming Commission collected \$25,875 in licensing fees for the month of June and
84 \$188,180 year to date.

85

86 The EGM Department performed the following:

- 87 12 new machines were installed
- 88 24 machines removed
- 89 1 machine software/theme changes

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90 8 software upgrades
91 7 software replacements
92 9 gaming machine relocations
93 2 server installs/upgrades
94 130 pieces of software tested
95 139 seal activities
96 The Gaming Commission billed \$950 for machine fees with \$94,275 year to date.
97 The Gaming Commission collected \$550 in machine fees with \$94,225 year to date.
98
99 The Compliance Department performed the following observations:
100 Cage -125
101 EGM – 37
102 Jackpot – 58
103 Players Club – 80
104 Table Inventory – 49
105 Table Fill – 37
106 Table Credit -6
107 Title 31 Inquiries – 5.
108
109 The Surveillance Department performed the following for Indigo Sky Casino and Resort:
110 Policy Violations Noted – 162
111 Incident Reports Written – 37
112 Medical Reports Written – 30
113 CD Requests from Tribal Police – 2
114
115 The Surveillance performed the following for Outpost Casino:
116 Policy Violations Noted – 30
117 Incident Reports Written – 3
118 Medical Reports Written – 2
119 CD Requests from Tribal Police – 1
120
121 **Treasurer – Justin Barrett, Treasurer**
122 The July Treasurers Report included the Business Committee Donations, Cash Balances,
123 Budget Modifications, Business Committee Budget, Indigo Sky Casino Financial
124 Overview, Outpost Casino Financial Overview, Consolidated Gaming Operations
125 Financial Overview, Quarterly Gaming Summary, and a Comparison of all Fiscal Years
126 since FY17 for the gaming operations.
127
128 Total Available Cash for the Tribe: PRELIMINARY \$20,005,717
129
130 Tribal Administration budget year to date for the fiscal year:
131 Business Committee has spent 48% of their budget
132 Chief has spent 52%
133 Tribal Administration Overall 51%
134 This shows the first three quarters of the fiscal year with one quarter remaining.

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135 The Comparison of Fiscal Years for the gaming operations was presented
136 Indigo Sky Casino and Resort Fiscal Year 2021 over Fiscal Year 2020 revenue is up
137 \$28,456,857 with expenses up \$3,540,656.
138 Indigo Sky Casino and Resort Fiscal Year 2021 over Fiscal Year 2019 revenue is up
139 \$18,748,963 with expenses down \$5,400,414.
140 Fiscal Year 2019 was also presented due to the casinos being closed in Fiscal Year 2020
141 because of COVID to give a better comparison. Treasurer Barrett noted that since
142 General Manager Heskett became the General Manager that we have had increases in
143 revenue year over year.

144
145 The Fiscal Year 2022 Tribal Administration Budget is on the agenda for tonight. Chief
146 Wallace is going to have Information Technology upload the budget to the website.

147

148 **RESOLUTIONS**

149 **RESOLUTION NUMBER 072821-R-01 Resolution to approve the Eastern Shawnee**
150 **Tribe Home Improvement Program Policies and Procedures**

151 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern
152 Shawnee Tribe of Oklahoma does hereby approve the attached Eastern Shawnee Tribe
153 Home Improvement Program Policies and Procedures.

154 **MOTION:** To approve Resolution Number 072821-R-01. The motion was made by 1st
155 Council Gardner and seconded by Treasurer Barrett.

156 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

157

158 **RESOLUTION NUMBER 072821-R-02 Resolution to approve the Eastern Shawnee**
159 **Tribe of Oklahoma Travel Policy**

160 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern
161 Shawnee Tribe of Oklahoma does hereby approve the attached Eastern Shawnee Tribe of
162 Oklahoma Travel Policy.

163 **MOTION:** To approve Resolution Number 072821-R-01. The motion was made by
164 Treasurer Barrett and seconded by 3rd Council Kraus.

165 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

166

167 **RESOLUTION NUMBER 072821-R-03 FY2022 Eastern Shawnee Tribe of**
168 **Oklahoma Tribal Administration Operating Budget**

169 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern
170 Shawnee Tribe of Oklahoma does hereby approve the proposed FY2022 Eastern
171 Shawnee Tribe of Oklahoma Tribal Administration Operating Budget.

172 **MOTION:** To approve Resolution 072821-R-03. The motion was made by 2nd Council
173 Daugherty and seconded by Treasurer Barrett.

174 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

175

176 **RESOLUTION NUMBER 072821-R-04 Requiring All Entities to Submit Pay Scales**
177 **to the Business Committee**

178 **NOW THEREFORE BE IT RESOVLED**, that the Business Committee of the Eastern
179 Shawnee Tribe of Oklahoma does hereby direct all entities including but not limited to

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180 the Executive Branch, Legislative Branch, and gaming operations to submit pay scales
181 for all positions to the Business Committee for review and approval before October 1,
182 2021.

183 **BE IT FURTHER RESOVLED**, that the Business Committee of the Eastern Shawnee
184 Tribe of Oklahoma hereby directs those responsible for managing pay scales including
185 but not limited to the Chief, Human Resource Managers/Directors, Tribal Administrator,
186 General Managers, Accounting Managers/Directors, and Business Managers to review
187 pay scales annually in May of each year. Pay scales by position shall include a minimum,
188 median, and maximum. Any pay scale changes will be submitted to the Business
189 Committee to review in June for the budgeting process.

190 **BE IT FURTHER RESOLVED**, that the Business Committee of the Eastern Shawnee
191 Tribe of Oklahoma shall final approval for any changes to the pay scale. All changes to
192 the pay scales made outside of the yearly budgeting process shall require Business
193 Committee approval prior to the change taking effect.

194 **BE IT FINALLY RESOLVED**, that the Treasurer of the Eastern Shawnee Tribe shall
195 have the authority to monitor compliance with the pay scales approved by the Business
196 Committee. Payroll and Human Resource Departments shall receive the pay scales.
197 Payroll departments shall monitor compliance with the approved pay scales.

198 **MOTION:** To approve Resolution 072821-R-04. The motion was made by 1st Council
199 Gardner and seconded by 3rd Council Kraus.

200 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

201

202 **MOTION:** To add Resolutions 072821-R-05, 072821-R-06, and 072821-R-07 to the
203 agenda. The motion was made by 1st Council Gardner and seconded by 3rd Council
204 Kraus.

205 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

206

207 **RESOLUTION NUMBER 072821-R-05 Resolution authorizing the submission of a**
208 **grant application to the Small Rural Tribal Body Worn Camera Program**
209 **(SRTBWC)**

210 **NOW THEREFORE BE IT RESOVLED**, that the Business Committee of the Eastern
211 Shawnee Tribe of Oklahoma does hereby approve the submission of a grant application
212 to the Small Rural Tribal Body Worn Camera Program (SRTBWC) for the purchase of
213 16 body cameras for the Eastern Shawnee Tribe of Oklahoma Tribal Police Officers. The
214 Tribe agrees to the 1:1 match with an estimated total cost being \$2,800.00 thus resulting
215 in a cash match of \$1,400.00.

216 **MOTION:** To approve Resolution 072821-R-05. The motion was made by 2nd Council
217 Daugherty and seconded by 3rd Council Kraus.

218 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

219

220 **RESOLUTION NUMBER 072821-R-06 Resolution to Rescind Resolution 063021R-**
221 **08 “2021 Tribal Broadband Connectivity Program” due to missing information**
222 **required for the submission**

223 **NOW THEREFOR BE IT RESOLVED**, that the Business Committee of the Eastern
224 Shawnee Tribe of Oklahoma hereby wishes to Rescind Resolution 063021R-08 “2021

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225 Tribal Broadband Connectivity Program” due to missing information required for the
226 submission.

227 1) (NTUA-TBC-TBCPO-2021-2006948) by ITC (Inter-Tribal Council, Inc.) a
228 Tribal organization.

229 2) The tribe will comply with federal environmental and cultural requirements
230 specified in NEPA and NHPA for the construction of infrastructure for
231 broadband deployments,

232 The Resolution will be resubmitted for approval July 28, 2021 with corrections.

233 **MOTION:** To approve Resolution 072821-R-06. The motion was made by Treasurer
234 Barrett and seconded by 2nd Council Daugherty.

235 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

236

237 **RESOLUTION NUMBER 07282-R-07 2021 Tribal Broadband Connectivity**

238 **Program**

239 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern
240 Shawnee Tribe of Oklahoma hereby approves the submission of the fiscal year 2021
241 Tribal Broadband Connectivity Program (NTUA-TBC-TBCPO-2021-2006948) by ITC
242 (Inter-Tribal Council, Inc.) a Tribal organization.

243

244 The grant is to fund the implementation of a Qualifying Broadband Service which has a
245 minimum downstream speed of 25 Mbps and a minimum upstream speed of 3 Mbps,
246 with a latency sufficient to support real time, interactive applications, and which has been
247 designed to provide service to last-mile unserved households, anchor institutions,
248 surrounding communities, and businesses.

249

250 A qualified RF (Radio Frequency) Engineering Firm will oversee the
251 deployment, installation and acceptance testing of the system. The deliverable will
252 include an RF Engineering Network Design/Build Report, a fully functional
253 infrastructure which is carrier neutral and complies with NTIA’s open network
254 requirements, allowing all carriers to interconnect with these networks on a fair and non-
255 discriminatory terms and conditions, final commissioning and testing to ensure the
256 network is compliant with the 25/3 network speed.

257

258 The project submission will include the SF-424, CD-511, SF LLL, SF 424C, SF-424D,
259 the project narrative, a preliminary network diagram, and a statement of The Tribe’s
260 interest in receiving funding from the Treasury’s Coronavirus Capital Projects Fund as
261 referenced in Section B.1 of the NOFO. The application is prepared for the Department
262 of Commerce, National Telecommunications and Information Administration (NTIA) for
263 the Tribal Broadband Connectivity Program Grant Funding.

264

265 The tribe will comply with federal environmental and cultural requirements specified in
266 NEPA and NHPA for the construction of infrastructure for broadband deployments.

267 **MOTION:** To approve Resolution 072821-R-07. The motion was made by Treasurer
268 Barrett and seconded by 2nd Council Daugherty.

269 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

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271 **REQUISITIONS**

272 Requisition EN-78355 payable to the Early Childhood Learning Center in the amount of
273 \$31,453.00 for childcare during the month of June.

274 **MOTION:** To approve EN-78355. The motion was made by Treasurer Barrett and
275 seconded by 2nd Council Daugherty.

276 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

277

278 Purchase Requisition PR-53042 payable to Engaged Nation Reach Sports Digital
279 Marketing in the amount of \$27,500.00 for digital marketing.

280 **MOTION:** To approve PR-53042. The motion was made by Treasurer Barrett and
281 seconded by 2nd Council Daugherty.

282 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

283

284 Purchase Requisition PR-53086 payable to Proforma GPS in the amount of \$140,800.00
285 for the November 2021 Continuity Program.

286 **MOTION:** To approve PR-53086. The motion was made by Treasurer Barrett and
287 seconded by 2nd Council Daugherty.

288 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

289

290 **NEW BUSINESS**

291 A donation request was presented for approval. A \$750 donation was requested to assist a
292 tribal member with hotel and food for softball trip.

293 **MOTION:** To approve the donation request with \$250.00 from the Chief's budget and
294 \$500.00 from the Business Committee budget. The motion was made by 2nd Council
295 Daugherty and seconded by Treasurer Barrett.

296 Motion carried: 3 approved, 0 opposed, 1 abstained (Kraus), and 1 absent (Littlefield).

297

298 **MOTION:** To authorize General Manager Melanie Heskett to sign a contract with IGT
299 after Legal and the Gaming Commission have reviewed and agreed to the revisions. The
300 motion was made by Treasurer Barrett and seconded by 2nd Council Daugherty.

301 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

302

303 **MOTION:** To release \$150,000.00 of ARPA funds to help cover the costs of the Food
304 Distribution Program for FY22. The motion was made 1st Council Gardner and seconded
305 by 2nd Council Daugherty.

306 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

307

308 **MOTION:** To go into Closed Session at 6:35 p.m. following a five- minute break. The
309 motion was made 1st Council Gardner and seconded by 2nd Council Daugherty.

310 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

311

312 **CLOSED SESSION**

313

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314 **MOTION:** To return to Open Session at 8:36 p.m. The motion was made by 2nd Council
315 Daugherty and seconded by Treasurer Barrett.
316 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

317

318 **OPEN SESSION**

319 Charles Enyart asked the Business Committee about a letter on Facebook signed by three
320 sitting members of the Business Committee with their titles. There was a lengthy
321 discussion on this topic from the Business Committee and the Chief. Charles Enyart
322 asked the Business Committee to pass a resolution to either authorize or deauthorize
323 sending letters with titles. No one recalled a previously resolution being passed. Treasurer
324 Barrett recommended that this put on the Business Committee Agenda after the election
325 because it had already been done and be addressed in the Election Ordinance.

326

327 **MOTION:** To adjourn at 9:15 p.m. The motion was made by 1st Council Gardner and
328 seconded by Treasurer Barrett.

329 Motion carried: 4 approved, 0 opposed, 0 abstained, and 1 absent (Littlefield).

330

331 **ADJOURN**

332

333

334

335

336

337

338 
Debbie Littlefield, Secretary

339 
Justin Barrett, Treasurer

340 8-11-2021

341 Date


Jack Ross, Second Chief

8-11-21

Date