

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA  
REGULAR BUSINESS COMMITTEE MEETING

1 **DATE: Wednesday, September 22, 2021**

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

3 **LOCATION: Bluejacket Building**

4 **INVOCATION: Chief 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: 1<sup>st</sup> Council Gardner, 2<sup>nd</sup> Council Daugherty, 3<sup>rd</sup> Council Kraus,  
9 Treasurer Barrett, Secretary Littlefield. 2<sup>nd</sup> Chief Samples and Chief Wallace were in  
10 attendance.

11 A Quorum was declared by 2<sup>nd</sup> Chief Samples.

12  
13 **NEW ENROLLEES**

14 Naomi Scarlet Ochoa DOB: 03/17/2021

15 Kyndell Marie Shores DOB: 02/11/2019

16 Lucille Skye Barnett DOB: 11/17/2017

17 Kai Emmit Martin DOB: 07/17/2017

18 Archer J. Warren Martin DOB: 05/05/2019

19 Alijah Blake Casas DOB: 07/19/2021

20  
21 **MOTION:** To approve New Enrollees. The motion was made by 2<sup>nd</sup> Council Daugherty  
22 with second by Treasurer Barrett.

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

24  
25 **MINUTES**

26 **MOTION:** To approve the minutes of the September 8, 2021. The motion was made by  
27 1<sup>st</sup> Council Gardner with second by 2<sup>nd</sup> Council Daugherty.

28 Motion carried: 4 approved, 0 opposed, 1 abstained, (Kraus) and 0 absent.

29  
30 **REPORTS**

31  
32 **Casino – Melanie Heskett, General Manager**

33 General Manager Heskett presented the Casino Financial Report for July.

34 Indigo Sky Casino and Resort month to previous month (August over July) revenue down  
35 by 7.5% with expenses down 4%.

36 Outpost Casino month to previous month (August over July) revenue up 14.5% with  
37 expenses up 38%.

38 Indigo Sky Casino and Resort August 2021 to August 2020 revenue down 6.6% with  
39 expenses down 35%.

40 Outpost Casino August 2021 to August 2020 revenue is up 22.7% with expenses down  
41 29%.

42 Indigo Sky Casino and Resort Year to Date revenue is up 37% with expenses up 6%.

43 EBIDA is up 131%.

44 Outpost Casino Year to Date revenue is up 61% with expenses up 1.5%. EBIDA is up by  
45 202%.

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

48 Gaming Commissioner Wells presented the ESTGC Report for July.

49

50 The Gaming Commission has 37 total employees as of September 2021. Open positions  
51 are an EGM Agent and Administrative Assistant/Receptionist.

52 10 employees of the Gaming Commission are tribal members, 1 tribal spouse, and 3 are  
53 native.

54

55 The Licensing Department processed:

56 90 renewals and new hires for the employee licenses.

57 1 Conditional Employee Licenses Monitored

58 11 non-gaming vendor companies

59 36 non-gaming vendor employee licenses

60 8 gaming companies

61 72 gaming vendor employees

62 The Gaming Commission collected \$25,925 in licensing fees for the month of July and  
63 \$254,860 year to date.

64

65 The EGM Department performed the following:

66 0 new machines were installed

67 2 machines removed

68 3 machine software/theme changes

69 143 software upgrades

70 5 software replacements

71 1 gaming machine relocations

72 0 server installs/upgrades

73 229 pieces of software tested

74 66 seal activities

75 The Gaming Commission billed \$1,275 for machine fees with \$97,200 year to date.

76 The Gaming Commission collected \$1,275 in machine fees with \$97,175 year to date.

77

78 The Compliance Department performed the following observations:

79 Cage – 33

80 EGM – 16

81 Jackpot – 18

82 Players Club – 25

83 Table Inventory – 24

84 Table Fill – 15

85 Table Credit – 4

86 Title 31 Inquiries – 0

87 Documentation Review and Examination started on August 9<sup>th</sup> for the current Audit  
88 period.

89

90 The Surveillance Department performed the following for Indigo Sky Casino and Resort:

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91 Policy Violations Noted – 147  
92 Incident Reports Written – 47  
93 Medical Reports Written – 36  
94 CD Requests from Tribal Police – 1  
95 Request for reviews from Casino Mgmt. – 14  
96 Requests from Casino and PD for ongoing notifications and reviews (close watch) when  
97 patron on property - 14

98  
99 The Surveillance performed the following for Outpost Casino:

100 Policy Violations Noted – 30  
101 Incident Reports Written – 2  
102 Medical Reports Written – 2  
103 CD Requests from Tribal Police – 0  
104 Request for reviews from Casino Mgmt. - 1

105  
106 **Treasurer – Justin Barrett, Treasurer**

107 The August Treasurers Report will include percentages of Budget's spent for the  
108 Departments that are most frequently inquired about. A full Treasurer's report was just  
109 provided at General Council Meeting on Sept. 11, 2021.

110  
111 Percent of Budget spent by the following Departments:

112 Business Committee	61%
113 Chief	63%
114 Education Department	75%
115 Health & Social Services	74%

116 (There are 8 days left in FY21 before the start of FY22.)

117  
118 Overall, for the Tribe the percent spent from Budget which is transferred from the Casino  
119 is 68%. Expect a significant amount of money will roll over into FY22 Budget. 32%  
120 under Budget as of 9/21/22

121

122 **RESOLUTIONS**

123 **RESOLUTION NUMBER 092221R-01 Approving Resolution authorizing the**  
124 **Eastern Shawnee Tribe of Oklahoma to contract with Indian Health Service**  
125 **annually for CHR/EMS and Environmental Health Services Programs beginning**  
126 **FY2022**

127 **NOW THEREFORE BE IT RESOLVED**, the Business Committee of the Eastern  
128 Shawnee Tribe of Oklahoma does hereby wish to authorize the Eastern Shawnee Tribe of  
129 Oklahoma to contract with Indian Health Service annually for CHR/EMS and  
130 Environmental Health Services Programs beginning FY2022, Oct. 1, 2021.

131 **MOTION:** To approve Resolution Number 092221R-01. The motion was made by  
132 Treasurer Barrett and seconded by 1<sup>st</sup> Council Gardner.

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

134

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135 **RESOLUTION NUMBER 092221-R-02 Approving the Resolution to approve**  
136 **Amendment No. 1 of the Consultation Services Agreement between the Eastern**  
137 **Shawnee Tribe and Meredith Ludwig**

138 **NOW THEREFORE BE IT RESOLVED**, the Business Committee of the Eastern  
139 Shawnee Tribe of Oklahoma does hereby approve Amendment No. 1 of the Consultation  
140 Services Agreement between the Eastern Shawnee Tribe of Oklahoma and Meredith  
141 Ludwig.

142 **MOTION:** To approve Resolution Number 092221-R-02. The motion was made by  
143 Treasurer Barrett and seconded by Secretary Littlefield to approve as amended with Chief  
144 Glenna Wallace authorized to sign said contract.

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

146

147 **MOTION TO TABLE:**

148 **Resolution Adopting the Eastern Shawnee Tribe of Oklahoma Emergency Plan**

149 **MOTION: To Table. The motion was made by 2<sup>nd</sup> Council Daugherty with second**  
150 **by Treasurer Barrett.**

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

152 **Resolution Adopting the Eastern Shawnee Tribe of Oklahoma Communicable**  
153 **Disease Emergency Response Plan.**

154 **MOTION:** To Table. The motion was made by 2<sup>nd</sup> Council Daugherty and seconded by  
155 1<sup>st</sup> Council Gardner.

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

157

158 **RESOLUTION NUMBER 092221-R-03 to Approve the Resolution to approve a**  
159 **Counseling Service Agreement between the Eastern Shawnee Tribe of Oklahoma**  
160 **and Brandon McCombs (dba STL234 Outreaches)**

161 **NOW THEREFORE BE IT RESOLVED**, the Business Committee of the Eastern  
162 Shawnee Tribe of Oklahoma does hereby approve the attached Counseling Service  
163 Agreement between the Eastern Shawnee Tribe of Oklahoma and Brandon McCombs  
164 (dba STL234 Outreaches).

165 **MOTION:** To approve Resolution 092221-R-03. The motion was made by 1<sup>st</sup> Council  
166 Gardner with second by 3<sup>rd</sup> Council Kraus.

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

168

169 **MOTION: To add 3 Resolutions to Agenda. The motion was made by Treasurer**  
170 **Barrett with second by 2<sup>nd</sup> Council Daugherty.**

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

172

173 **RESOLUTION NUMBER 092221-R-04 to Approve a Resolution to <sup>Amend</sup> ~~Amend~~ the**  
174 **Fiscal Year of the Eastern Shawnee Tribal Enterprises**

175 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern  
176 Shawnee Tribe of Oklahoma does hereby wish to amend the fiscal year of the Eastern  
177 Shawnee Tribal Enterprises to coincide with the fiscal year of the Eastern Shawnee Tribe  
178 of Oklahoma, beginning October 01, 2021.

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179 **MOTION:** To approve Resolution 092221-R-04. The motion was made by 1<sup>st</sup> Council  
180 Gardner with second by Treasurer Barrett.  
181 Motion carried: 5 approved, 0 opposed, 0 abstained, and 0 absent.

182

183 **RESOLUTION NUMBER 092221-R-05 Resolution to amend the Eastern Shawnee**  
184 **Tribe of Oklahoma Casino Team Member Handbook**

185 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern  
186 Shawnee Tribe does hereby approve the attached amendment to the Eastern Shawnee  
187 Tribe of Oklahoma Casino Team Member Handbook.

188 Changes as follows:

- 189 1 Driver Selection – (The driving age will be 18 years and older) pg. 46
- 190 2 Holidays – (Added 4<sup>th</sup> of July, Christmas Eve, and New Year’s Eve) pg.21
- 191 3 Use & Scheduling of PTO – Added (to include departmental blackout dates & any  
192 notice of resignations) pg. 22
- 193 4 Dress Code – Changed portion of the dress code that addresses fingernails  
194 (removed colors and added per departmental guidelines) pg. 30

195 **MOTION:** To approve Resolution 092221-R-05. The motion was made by 1<sup>st</sup> Council  
196 Gardner with second by 3<sup>rd</sup> Council Kraus.

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

198

199 **RESOLUTION NUMBER 092221-R-06 Authorizing use of committed funds for**  
200 **Woodlands Construction**

201 **NOW THEREFORE BE IT RESOLVED**, that the Business Committee of the Eastern  
202 Shawnee Tribe of Oklahoma does hereby authorize Karen Allen, Director of Accounting  
203 to use committed funds of up to \$100,000 for the purpose of completing the Woodlands  
204 construction in progress.

205 **MOTION:** To approve Resolution 092221-R-06. The motion was made by 2<sup>nd</sup> Council  
206 Daugherty with second by 3<sup>rd</sup> Council Kraus.

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

208

209 **REQUISITIONS**

210 Requisition EN-79807 payable to Connections IT Inc. in the amount of 440,932.22 for  
211 Outpost Server.

212 **MOTION:** To approve EN-79807. The motion was made by Treasurer Barrett with  
213 second by 2<sup>nd</sup> Council Daugherty.

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

215

216 Requisition EN- 79719 payable to Grand Lake Mental Health in the amount of  
217 \$44,632.33 for Mental Health Contract Services.

218 **MOTION:** To approve EN-79719. The motion was made by 2<sup>nd</sup> Council Daugherty and  
219 seconded by 3<sup>rd</sup> Council Kraus.

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

221

222 Requisition EN-79704 payable to Indigo Sky Casino in the amount of \$404,488.56 for  
223 Casino Retention Pay.

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224 MOTION: To approve EN-79704. The motion was made by Treasurer Barrett with  
225 second by Secretary Littlefield.

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

227

228 REQUISITION EN-79651 payable to Jeff Asbell Excavating & Trucking in the amount  
229 of \$69,784.56 for Pay Application No. 3. (Housing Authority Project)

230 MOTION: To approve EN-79651. The motion was made by 2<sup>nd</sup> Council Daugherty with  
231 second by 3<sup>rd</sup> Council Kraus.

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

233

234 REQUISITION EN-79995 payable to Connections IT Inc., in the amount of \$290,465.28  
235 for Surveillance Pivot 3 servers.

236 MOTION: To approve EN-79995. The motion was made by Treasurer Barrett with  
237 second by 2<sup>nd</sup> Council Daugherty.

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

239

240 Purchase Requisition PR-53690 payable to Everi Payments Inc. in the amount of  
241 \$66,000.00 for Power Kiosk Promo Annual Loyalty.

242 **MOTION:** To approve PR-53690. The motion was made by 2<sup>nd</sup> Council Daugherty with  
243 second by Treasurer Barrett.

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

245

246 Purchase Requisition PR-53799 payable to GPS in the amount of \$181,440.00 for March  
247 2022 Continuity Promotion.

248 **MOTION:** To approve PR-53799. The motion was made by 1<sup>st</sup> Council Gardner with  
249 second by 2<sup>nd</sup> Council Daugherty.

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

251

252 Purchase Requisition PR-53925 payable to GPS in the amount of \$191,040.00 for May  
253 2022 Continuity Promotion.

254 **MOTION:** To approve PR-53925. The motion was made by Treasurer Barrett with  
255 second by Secretary Littlefield.

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

257

258 **NEW BUSINESS**

259 **Bud Nelson – requesting how to obtain copies of open records if you are unable to**  
260 **access online copies. For this he was instructed to contact Secretary to meet him at**  
261 **office to obtain copies of Resolutions, Ordinances, etc. For Financial Copies contact**  
262 **Karen Allen or Chad Kelly for assistance. Mr. Nelson also presented questions as to**  
263 **how Resolutions were passed (ie: time table and discussion).**

264

265 **Chief Wallace made announcement of the closure to the public at Social Services**  
266 **due to a positive covid test. Will be meeting with the Director of the Department in**  
267 **the am to work out a plan to enable the continuation of services.**

268

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270

271 **OLD BUSINESS**

272 None

273

274 **MOTION:** To go into Closed Session at 6:25 p.m. after a five-minute break. The motion  
275 was made by Treasurer Barrett and seconded by 2<sup>nd</sup> Council Daugherty.

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

277

278 **CLOSED SESSION**

279

280 **MOTION:** To return to Open Session at 9:47 p.m. The motion was made by 2<sup>nd</sup> Council  
281 Daugherty and seconded by 3<sup>rd</sup> Council Kraus.

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

283

284 RESOLUTION 092221-R-07 A Resolution to Establish the Salary for the Second Chief.  
285 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
286 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
287 to increase the salary of the Second Chief to \$35,568.00 per annum.

288 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
289 Tribe of Oklahoma does hereby wish to approve the Second Chief to receive benefits  
290 offered to employees of the tribe if the Second Chief works thirty (30) hours or more on  
291 average per week.

292 **MOTION:** To approve Resolution 092221-R-07. The motion was made by 1<sup>st</sup> Council  
293 Gardner with second by Treasurer Barrett.

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

295

296 RESOLUTION 092221-R-08 Approving a Resolution to establish the Salary for the  
297 Secretary

298 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
299 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
300 to increase the salary of the Secretary to \$35,568.00 per annum.

301 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
302 Tribe of Oklahoma does hereby wish to approve the Secretary to receive benefits offered  
303 to employees of the tribe if the Secretary works thirty (30) hours or more on average per  
304 week.

305 BE IT FINALLY RESOLVED, that the Business Committee of the Eastern Shawnee  
306 Tribe of Oklahoma does hereby wish to approve the Secretary to receive the Officer  
307 stipend. The Officer stipend shall be the tribal minimum wage for twenty (20) hours per  
308 pay period.

309 **MOTION:** To approve Resolution 092221-R-08. The motion was made by 2<sup>nd</sup> Council  
310 Daugherty with second by 1<sup>st</sup> Council Gardner.

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

312

313

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316

317

318 RESOLUTION 092221-R-09 Approving a Resolution to establish the Salary for the  
319 Treasurer

320 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
321 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
322 to increase the salary of the Treasurer to \$35,568.00 per annum.

323 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
324 Tribe of Oklahoma does hereby wish to approve the Treasurer to receive benefits offered  
325 to employees of the tribe if the Secretary works thirty (30) hours or more on average per  
326 week.

327 BE IT FINALLY RESOLVED, that the Business Committee of the Eastern Shawnee  
328 Tribe of Oklahoma does hereby wish to approve the Secretary to receive the Officer  
329 stipend. The Officer stipend shall be the tribal minimum wage for twenty (20) hours per  
330 pay period.

331 MOTION: To approve Resolution 092221-R-09. The motion was made by 2<sup>nd</sup> Council  
332 Daugherty with second by 3<sup>rd</sup> Council Kraus.

333 Motion carried: 4 approved, 0 opposed, 1 abstained (Barrett), 0 absent.

334

335 RESOLUTION 092221-R-10 Approving a Resolution to establish the Salary for the First  
336 Council

337 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
338 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
339 to increase the salary of the First Council to \$35,568.00 per annum.

340 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
341 Tribe of Oklahoma does hereby wish to approve the First Council to receive benefits  
342 offered to employees of the tribe if the First Council works thirty (30) hours or more per  
343 week.

344 MOTION: To approve Resolution 092221-R-10. The motion was made by Treasurer  
345 Barrett with second by Secretary Littlefield.

346 Motion carried: 4 approved, 0 opposed, 1 abstained (Gardner), 0 absent.

347

348 RESOLUTION 092221-R-11 Approving a Resolution to establish the Salary for the  
349 Second Council

350 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
351 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
352 to increase the salary of the Second Council to \$35,568.00 per annum.

353 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
354 Tribe of Oklahoma does hereby wish to approve the Second Council to receive benefits  
355 offered to employees of the tribe if the Second Council works thirty (30) hours or more  
356 per week.

357 MOTION: To approve Resolution 092221-R-11. The motion was made by 1<sup>st</sup> Council  
358 Gardner with second by Treasurer Barrett.



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360 Motion carried: 4 approved, 0 opposed, 1 abstained (Daugherty), 0 absent.

361

362 RESOLUTION 092221-R-12 Approving a Resolution to establish the Salary for the

363 Third Council

364 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern  
365 Shawnee Tribe of Oklahoma does hereby wish to adopt the 2021 General Council motion  
366 to increase the salary of the Third Council to \$35,568.00 per annum.

367 BE IT FURTHER RESOLVED, that the Business Committee of the Eastern Shawnee  
368 Tribe of Oklahoma does hereby wish to approve the Third Council to receive benefits  
369 offered to employees of the tribe if the Third Council works thirty (30) hours or more per  
370 week.

371 MOTION: To approve Resolution 092221-R-12. The motion was made by Treasurer  
372 Barrett with second by 2<sup>nd</sup> Council Daugherty.

373 Motion carried: 4 approved, 0 opposed, 1 abstained (Kraus), 0 absent.

374

375 **MOTION:** To adjourn at 9:54 p.m. The motion was made by Treasurer Barrett and  
376 seconded by 2<sup>nd</sup> Council Daugherty.

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

378

379 **ADJOURN**

380

381

382

383

384

385 Debbie Littlefield  
386 Debbie Littlefield, Secretary

387

388 10-13-21  
389 Date

Chris Samples  
Chris Samples, Second Chief

10-13-21  
Date