

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA  
REGULAR BUSINESS COMMITTEE MEETING

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**DATE: February 26, 2020**  
**TIME: 5:30 p.m.**  
**LOCATION: BlueJacket Building**  
**INVOCATION: 2<sup>nd</sup> Chief Jack Ross**

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

The Business Committee Meeting was called to order at 5:40 p.m. with the following answering roll call: 1<sup>st</sup> Council Gardner, 2<sup>nd</sup> Council Daugherty, 3<sup>rd</sup> Council Stovall, Treasurer Barnes and Secretary Littlefield. 2<sup>nd</sup> Chief Ross was in attendance. Chief Wallace was unable to be in attendance.

**NEW ENROLLEES – Presented by 2<sup>nd</sup> Chief Ross**

**Applicants presented for consideration:**  
**Weston James Clark (DOB: 09/19/2017),**  
**Marley June Edwards (DOB: 07/16/2019),**  
**Wyatt Brock Fleming (DOB: 11/28/2019)**  
**MOTION TO ACCEPT by Treasurer Barnes with a second by 2<sup>nd</sup> Council Daugherty.**  
**Motion carried: 5 approved, 0 opposed**

**MINUTES**

**MOTION to approve minutes of February 12, 2020 meeting made by 2<sup>nd</sup> Council Daugherty with second by 1<sup>st</sup> Council Gardner.**  
**Motion carried: 5 approved, 0 opposed,**

**REPORTS**

**Casino: Melanie Heskett, General Manager**  
**Indigo Sky Casino, month over month, comparing January over December**  
**Indigo Sky Revenues down 7%, Total Expenses down 8%.**  
**Outpost Casino – Revenues up 3.8%, Total Expenses down 5%.**  
**Comparison of January 2020 to January 2019:**  
**Indigo Sky Casino, Revenues up 13.2%, Total Expenses down .52%.**  
**Outpost Casino, Revenues up 39.5%, Total Expenses up 12%.**  
**Year to Date: Indigo Sky Total Revenue up 10%,**  
**Outpost Casino Total Revenue up 17%.**  
**EBIDA – up at both properties.**  
**ISC – up 75%, OP up 53%**

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44 **There are 30 Tribal Member Employees with most being**  
45 **employed 5 years and up.**  
46  
47 **Gaming Commission – Jalene Wells**  
48 **Employees – Current 2020, 53 Total Employees, 16 GC**  
49 **Department – 1 Commissioner, 2 Deputy Commissioners, 1**  
50 **Receptionist, 1 Licensing Supervisor-2 Licensing Agents, 1**  
51 **Licensing Clerk. 1 EGM Supervisor – 2 EGM Agents, 0**  
52 **Compliance Supervisor – Vacant, 5 Compliance Agents. 31**  
53 **Surveillance Department – 22 Agents-7 vacant (29 Budgeted**  
54 **only trying to fill 2 vacancies). 6 Leads, 1 TG Lead,**  
55 **1 TG Asst. Lead, 1 Supervisor. 6 Surveillance Technical**  
56 **Department-1 Technical Architect, 1 Systems Administrator,**  
57 **1 Lead Technician, 2 Technicians, 1 Admin. Assistant.**  
58 **14 Tribal Members, 1 Tribal Spouses, 7 Native American,**  
59 **41.51% Native, 28.31% ESTOO Members.**  
60 **Licensing for January 2020 – Casino Employee – Processed 62**  
61 **requests processed with 1 Denial, 0 Suspensions, 0**  
62 **Revocations. Conditional Employee Licenses Monitored – 8,**  
63 **Gaming Companies – Processed 4, Gaming Vendor Employees –**  
64 **59, Non-Gaming Companies – processed 26, Non-Gaming**  
65 **Vendor Employees – Processed 52, Gaming Vendor Fees**  
66 **Collected - \$15,750, Non-Gaming Vendor Fees Collected -**  
67 **\$800.00 Employee Licensing Fees Collected - \$9,350, TOTAL**  
68 **FEES COLLECTED - \$25,900. (\$100,225 collected YTD)**  
69 **EGM – January 2020 – 8 New machine installs, 8 Machines**  
70 **Removed, 16 Machine Software/Theme Conversions, 276**  
71 **Software Upgrades, 7 Software Replacements, 11 Gaming**  
72 **Machine relocations, 0 Server Installs/Upgrades, 222 Single**  
73 **pieces of software tested, Machine Fees Billed - \$93,375 (YTD**  
74 **\$97,050) Machine Fees Collected - \$93,375 (YTD \$97,050)**  
75 **All Agents scheduled for NIGC Online Training Seminar.**  
76 **Audit Observations and Reports -January 2020– Cage 158,**  
77 **EGM-61, Jackpot – 141, Players Club – 130, Table Inventory –**  
78 **61, Card Exchange – 3, Table Fill – 52, Table Credit – 12,**  
79 **Title 31 Inquiries – 11.**  
80 **Surveillance for January 2020 - Policy Violations reported on**  
81 **Pryme: ISC 505/OP 110/. Difference from last month**  
82 **ISC +8, Outpost +47. Incident Reports written: ISC 149/ OP**  
83 **13/. Medical Reports Written: ISC 57/ OP 4/. CD Request for**  
84 **Tribal PD: 6 - ISC 5/ OP 0.**  
85 **Audits completed: ISC 41/ OP 1/,**

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86 **Technical Department for January 2020 – Currently the**  
87 **Department supports and maintains over 1200 Cameras, 162**  
88 **access control doors, 26 work stations, 30 servers with fail**  
89 **over, 2 “point to point” Air Fiber Links, 3 Battery backup**  
90 **appliances. Buildings with Surveillance on Genetec – 10,**  
91 **3 Casinos, Travel Center, Wellness Center, Learning Center,**  
92 **James Greenfeather Bldg., Bluejacket Bldg., Annex, PD, Charles**  
93 **Enyart Building – 1 installed for Election Committee. Buildings**  
94 **with Surveillance system assistance – Library and EPA.**  
95 **Commissioner Wells read and presented copies of letter to BC**  
96 **members of letter she received from OMES concerning receipt**  
97 **of check from ESTOO for obligations under the Model Tribal**  
98 **Gaming Compact and the State Tribal Gaming Act. Questions**  
99 **were answered from the BC by Commissioner Wells.**

100

101 **MOTION TO APPROVE the addition of 7 Resolutions to the**  
102 **Agenda by 1<sup>st</sup> Council Gardner with second by 2<sup>nd</sup> Council**  
103 **Daugherty.**

104 **Motion carried: 5 approved, 0 opposed.**

105

106 **RESOLUTIONS**

107 **Resolution Number 022620-R-01 to approve a Budget**  
108 **Amendment to the FY2020 Home Improvement Program**  
109 **Budget.**

110 **NOW THEREFORE BE IT RESOLVED, that the Business**  
111 **Committee of the Eastern Shawnee Tribe of Oklahoma does**  
112 **hereby wish to approve FY2020 budget modification #1 to**  
113 **increase the Home Improvement Program Budget from the**  
114 **approved amount of \$300,000 to \$405,906 to carry over**  
115 **funding from FY2019 for uncompleted projects.**

116 **MOTION made by Treasurer Barnes with a second by 2<sup>nd</sup>**  
117 **Council Daugherty.**

118 **Motion carried: 5 approved, 0 opposed**

119 **Resolution Number 022620-R-02 approving a Budget**  
120 **Amendment to the FY 2020 Capital Outlay Budget.**

121 **NOW THEREFORE BE IT RESOLVED, that the Business**  
122 **Committee of the Eastern Shawnee Tribe of Oklahoma does**  
123 **hereby wish to approve FY2020 budget modification #2 to**  
124 **increase the Capital Outlay Budget from the approved amount**  
125 **of \$150,000 to \$1,817,203 to carry over funding from FY2019**  
126 **for uncompleted projects.**

127 **MOTION made by Secretary Littlefield with a second by**  
128 **Treasurer Barnes.**

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129 **Motion carried: 5 approved, 0 opposed**  
130 **Resolution Number 022620-R-03 approving a Budget**  
131 **Amendment to the FY2020 Consulting and Contract Services**  
132 **General Fund Budget.**  
133 **NOW THEREFORE BE IT RESOLVED, that the Business**  
134 **Committee of the Eastern Shawnee Tribe of Oklahoma does**  
135 **hereby wish to approve FY2020 budget modification #3 to**  
136 **increase the Consulting Budget line items for Dept. 120 by**  
137 **\$45,000 and Dept. 470 by \$6,000 respectively per resolution**  
138 **012220-R-01 and approved minutes of 10/23/19.**  
139 **MOTION TO APPROVE by Treasurer Barnes with second by 2<sup>nd</sup>**  
140 **Council Daugherty.**  
141 **Motion carried: 5 approved, 0 opposed.**  
142 **Resolution Number 022620-R-04 Resolution to Maintain EHCP**  
143 **Account Balance.**  
144 **NOW THEREFORE BE IT RESOLVED, that the Business**  
145 **Committee of the Eastern Shawnee Tribe of Oklahoma does**  
146 **hereby wish to maintain a reasonable account balance in the**  
147 **Employee Health Care Plan bank account to adequately pay**  
148 **self-funded claims. Such account balance is to be monitored on**  
149 **a regular basis to insure account is not over or under funded.**  
150 **BE IT FURTHER RESOLVED, that the Business Committee of the**  
151 **Eastern Shawnee Tribe of Oklahoma does hereby authorize**  
152 **Karen Allen, Director of Accounting to transfer funds in to the**  
153 **EHCP account if required to pay self-funded claims. Transfers**  
154 **are to be funded by the ESTO General Account with notification**  
155 **to the authorized signers.**  
156 **MOTION TO APPROVE by Treasurer Barnes with second by**  
157 **Secretary Littlefield.**  
158 **Motion carried: 5 approved, 0 opposed.**  
159 **Resolution Number 022620-R-05 Resolution to Open Bank**  
160 **Account at People's Bank of Seneca.**  
161 **NOW THEREFORE BE IT RESOLVED, that the Business**  
162 **Committee of the Eastern Shawnee Tribe of Oklahoma does**  
163 **hereby wish to open an Eastern Shawnee Tribe of Oklahoma**  
164 **interest bearing General account EIN 73-1024490.**  
165 **BE IT FURTHER RESOLVED, that the Business Committee of the**  
166 **Eastern Shawnee Tribe of Oklahoma does hereby designate the**  
167 **following as authorized signers: Chief Glenna J. Wallace,**  
168 **Secretary Debbie Littlefield, Treasurer Cheryl Barnes, and 1<sup>st</sup>**  
169 **Council Dee Gardner.**  
170 **BE IT FURTHER RESOLVED, that the Business Committee of the**  
171 **Eastern Shawnee Tribe of Oklahoma does hereby designate**

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172 **Karen Allen, Director of Accounting as the Administrator of the**  
173 **account on the cash management system.**

174 **MOTION TO APPROVE by Treasurer Barnes with second by**  
175 **Secretary Littlefield.**

176 **Motion carried: 5 approved, 0 opposed.**

177 **Resolution Number 022620-R-06 Authorizing the Eastern**  
178 **Shawnee EPA Department to submit a Tribal Performance**  
179 **Partnership Grant which consists of the EPA 106 Grant, EPA**  
180 **319 Grant, and the EPA GAP Grant.**

181 **THEREFORE, BE IT RESOLVED that the Business Committee of**  
182 **the Eastern Shawnee Tribe of Oklahoma does hereby wish to**  
183 **authorize the Eastern Shawnee EPA Department to submit a**  
184 **Tribal Performance Partnership Grant consisting of the EPA 106**  
185 **Grant, EPA Radon Grant, EPA 319 Grant and the EPA GAP Grant**  
186 **totaling \$371,158.00 with \$8,051.00 in-kind match.**

187 **MOTION TO APPROVE by 3<sup>rd</sup> Council Stovall with second by**  
188 **Secretary Littlefield.**

189 **Motion Carried: 3 approved, 2 opposed.**

190 **Resolution Number 022620-R-07 tabled to be discussed further**  
191 **in closed session.**

192

193 **REQUISITIONS – None Presented**

194

195 **NEW BUSINESS – Concerns voiced by Tribal member about**  
196 **Corona Virus and how it could affect loss of business that could**  
197 **possibly affect tribal member benefits. Assurance that there**  
198 **are reserve funds available for emergency situations.**

199

200 **OLD BUSINESS – None Presented**

201

202 **CLOSED SESSION**

203 **MOTION to go into closed session at 7:03 p.m. by Treasurer**  
204 **Barnes with second by 3<sup>rd</sup> Council Stovall.**

205 **Motion carried: 5 approved, 0 opposed.**

206

207 **Secretary Littlefield left closed session at 9:00 p.m. due to**  
208 **illness.**

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210 **OPEN SESSION**

211 **MOTION to return to open session at 10:10 p.m. by Treasurer**  
212 **Barnes with second by 2<sup>nd</sup> Council Daugherty.**

213 **Motion carried: 4 approved, 0 opposed, 1 absent**

214



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**Resolution Number 022620-R-07 Resolution authorizing the execution of an Online Software License and Subscription Agreement between Indigo Sky Casino and Redcircle LLC, dba Red Circle Agency.**

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**NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Oklahoma does hereby support and wish to authorize Casino General Manager Melanie Heskett to execute the attached Online Software License and Subscription Agreement between Indigo Sky Casino and Redcircle LLC dba Red Circle Agency.**

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**Motion to approve by 2<sup>nd</sup> Council Daugherty with second by 1<sup>st</sup> Council Gardner.**

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**Motion carried: 4 approved, 0 opposed, 1 absent**

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**MOTION TO APPROVE reinstatement of benefits and reimbursement to tribal member as discussed by 2<sup>nd</sup> Counsel Daugherty with second by 3<sup>rd</sup> Council Stovall.**

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**Motion carried: 4 approved, 0 opposed, 1 absent**

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**ADJOURN**

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**MOTION to adjourn at 10:14 p.m. by 1<sup>st</sup> Council Gardner with second by 2<sup>nd</sup> Council Daugherty.**

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**Motion carried: 4 approved, 0 opposed, 1 absent.**

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Debbie Littlefield, Secretary

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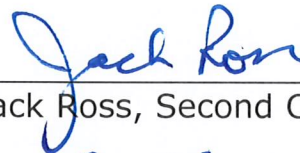
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3-25-2020

246

Date



Jack Ross, Second Chief

3-25-20

Date