

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

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DATE: Wednesday, June 24, 2020
TIME: 5:30 p.m.
LOCATION: BlueJacket Building
INVOCATION: Chief Glenna Wallace

CALL TO ORDER, ROLL CALL, DECLARATION OF QUORUM

The Business Committee Meeting was called to order at 5:34 p.m. with the following answering roll call: 1st Council Gardner, 2nd Council Daugherty, Treasurer Barnes, Secretary Littlefield. Chief Wallace and 2nd Chief Ross were in attendance. 3rd Council Stovall not present.

NEW ENROLLEES presented by Chief Wallace

Alina J. Anzora (DOB: 08/26/2017).
Motion to approve Enrollee made by 2nd Council Daugherty with a second by Treasurer Barnes.
Motion carried: 4 approved, 0 opposed, 1 absent.

MINUTES

MOTION to approve minutes of June 10, 2020 Business Committee Meeting made by Treasurer Barnes with second by 2nd Council Daugherty.
Motion carried: 4 approved, 0 opposed, 1 absent.

3rd Council Stovall arrived at 5:41 p.m.

REPORTS

CASINO: Melanie Heskitt, General Manager
Indigo Sky reopened on May 20th with a great response from our guests. They have voiced their appreciation for all of the Safety Precautions that we are taking regarding the COVID-19 virus. The Hotel opened on June 8th. Indigo Sky is now fully operational 24-7 with the exception of Bingo which is expected to be opened around July 15th with Table games also opening at this time.
Indigo Sky May Total Revenue was 53% less than was budgeted for. Revenue was down 50% from this time last year in June.
Outpost Casino opened June 15, 2020 with limited hours of operation, 10 a.m. – 2 a.m. The response has not been the

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41 same as Indigo but hoping for improvement in July. All
42 machines are going at Outpost and the Teams are monitoring
43 to assure that social distancing is being observed. Food
44 Service at this time is carry-out only and they may also take it
45 back to their machines.

46 The General Manager also addressed concerns and answered
47 questions regarding the Budget, yearly audits and use of safety
48 equipment and precautions in use at the Casinos.

49
50 **GAMING COMMISSION: Jalene Wells, Gaming Commissioner**
51 **Employees – Current 2020**

52 **61 Total Budgeted Employees for FY20**

53 **52 employees active before furlough in April**

54 **13 not furloughed**

55 **Brought back 6 Leads May 18th**

56 **Brought back 5 Surveillance Agents June 8th**

57 **Brought back 1 Surveillance Agent June 21st**

58 **Bringing back 1 Vendor Licensing Agent and EGM Agent**
59 **next week.**

60 **Currently have 25 Employees Active and 27 furloughed**

61 **17 budgeted FY20 GC Department (16 Active before**
62 **Furlough – 11 furloughed in April 1 position vacant)**

63 **1 Commissioner**

64 **2 Deputy Commissioner**

65 **1 Receptionist (Furloughed)**

66 **1 Licensing Supervisor**

67 **2 Licensing Agents (Furloughed)**

68 **1 Licensing Clerk (Furloughed until 6-29-2020)**

69 **1 EGM Supervisor**

70 **2 EGM Agents (furloughed until 6-29-2020)**

71 **1 Compliance Supervisor (Vacant)**

72 **5 Compliance Agents Furloughed**

73 **38 Budgeted FY20 Surveillance Department (30 active**

74 **Before furlough – 26 Furloughed in April)**

75 **29 Agents – 21 Active before furlough (20 furloughed**

76 **In April – currently have 7 agents active)**

77 **6 Leads – (5 furloughed until May 18th)**

78 **1 TG Lead**

79 **1 TG Assist Lead (furloughed until May 18th)**

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80 **1 Supervisor**
81 **6 Budgeted FY20 Surveillance Technical Department (2**
82 **Furloughed)**
83 **1 Technical Architect**
84 **1 Systems Administrator**
85 **1 Lead Technician**
86 **2 Technicians (1 Furloughed)**
87 **1 Admin Asst (Furloughed)**
88 **13 Tribal Members**
89 **1 Tribal Spouses**
90 **6 Native American**
91 **38.46% Native**
92 **26.92% ESTOO Members**
93 **Licensing for May 2020**
94 **Casino Employee – Processed 64 Renewals - 0 Denials, 0**
95 **Suspensions, 0 Revocations**
96 **Conditional Employee Licenses Monitored – 7**
97 **Non-gaming companies – processed 19**
98 **Non-gaming vendor employees – processed 22**
99 **Gaming Companies – processed 7**
100 **Gaming Vendor Employees – 63**
101 **Gaming Vendor Fees Collected - \$2000**
102 **Non-Gaming Vendor Fees Collected - \$675**
103 **Employee Licensing Fees Collected \$3000**
104 **TOTAL FEES COLLECTED - \$5675 (\$160,725 collected YTD)**
105 **EGM – April 2020**
106 **0 New Machine Installs**
107 **0 Machines Removed**
108 **0 Machine Software/Theme Conversions**
109 **0 Software Upgrades**
110 **5 Software Replacements**
111 **6 Gaming Machine Relocations**
112 **0 Server Installs/Upgrades**
113 **23 Single pieces of software tested**
114 **Machine Fees Billed \$0 (YTD \$102,625)**
115 **Machine Fees Collected \$0 (YTD \$101,625)**
116 **IRIS Enterprise was installed and implemented. Amber and**
117 **Angelia have been uploading and performing data input into**
118 **the software.**
119 **Audit Observations and Reports – April 2020**
120 **Cage – 0**
121 **EGM – 0**
122 **Jackpot – 0**

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123 **Players Club – 0**
124 **Table Inventory – 0**
125 **Card Exchange – 0**
126 **Table Fill – 0**
127 **Table Credit – 0**
128 **Title 31 Inquiries – 0**
129 **Title 31 Internal Audit for period ending March 31st was**
130 **completed by Amber and will be sent to BC and Management.**

131

132 **RESOLUTIONS**

133 **RESOLUTION NUMBER 062420R-01 to Amend the Eastern**
134 **Shawnee Tribe of Oklahoma Tribal Administration Employee**
135 **Handbook.**

136 **NOW THEREFORE BE IT RESOLVED, that the Constitution of the**
137 **Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1(x)**
138 **empowers the Business Committee to determine all terms of**
139 **employment for all persons employed by the Tribe through the**
140 **adoption of appropriate ordinances, specifically the Employee**
141 **Handbooks.**

142 **BE IT FURTHER RESOLVED, THAT THE Business Committee of**
143 **the Eastern Shawnee Tribe of Oklahoma does hereby wish to**
144 **adopt the attached changes to the Tribal Administration**
145 **Handbook.**

146 **MOTION TO ACCEPT Resolution Number 062420R-01 made by**
147 **Secretary Littlefield with second by Treasurer Barnes.**

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

149 **RESOLUTION NUMBER 062420R-02 to Approve the Eastern**
150 **Shawnee Tribe of Oklahoma Business Committee Employee**
151 **Handbook.**

152 **NOW THEREFORE BE IT RESOLVED, that the Constitution of the**
153 **Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1(x),**
154 **empowers the Business Committee to determine all terms of**
155 **employment for all persons employed by the Tribe through the**
156 **adoption of appropriate ordinances, specifically the Employee**
157 **Handbooks.**

158 **BE IT FURTHER RESOLVED, that the Business Committee of the**
159 **Eastern Shawnee Tribe of Oklahoma does hereby wish to adopt**
160 **the attached Business Committee Employee Handbook.**

161 **MOTION TO APPROVE Resolution Number 062420R-02 made**
162 **by Treasurer Barnes with a second by Secretary Littlefield.**

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

164 **RESOLUTION NUMBER 062420-R-03 to amend the Eastern**
165 **Shawnee Tribe of Oklahoma Casino Employee Handbook.**

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166 **NOW THEREFORE BE IT RESOLVED**, that the Constitution of the
167 Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1(x),
168 empowers the Business Committee to determine all terms of
169 employment for all persons employed by the Tribe through the
170 adoption of appropriate ordinances, specifically the Employee
171 Handbooks.

172 **BE IT FURTHER RESOLVED**, that the Business Committee of the
173 Eastern Shawnee Tribe of Oklahoma does hereby wish to adopt
174 the attached amendment to the Casino Employee Handbook.

175 **MOTION TO AMEND** Resolution Number 062420R-03 made by
176 2nd Council Daugherty with a second by 1st Council Gardner.
177 **Motion carried: 5 approved, 0 opposed.**

178 **RESOLUTION NUMBER 062420R-04** to approve the attached
179 Residential Lease of Property owned by the Eastern Shawnee
180 Tribe of Oklahoma commonly known as the Rickner House.

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

187 **BE IT FINALLY RESOLVED**, that the Business Committee of the
188 Eastern Shawnee Tribe of Oklahoma does hereby wish to
189 approve the attached Residential Lease of Property owned by
190 the Eastern Shawnee Tribe of Oklahoma located at 11990 S.
191 670 Rd. Wyandotte, Ok. 74370 commonly known as the Rickner
192 House for a lease period of one (1) year with lease number 921
193 000G040026 with a TAAMS Document Number 4200220398;
194 does hereby waive all bonds associated with this lease; and
195 does hereby expressly waive administrative fees associated
196 with this transaction.

197 **MOTION TO APPROVE** Resolution Number 062420R-04 made by
198 2nd Council Daugherty with a second by 1st Council Gardner.
199 **Motion carried: 5 approved, 0 opposed.**

200 **RESOLUTION NUMBER 062420R-05** approving a Budget
201 Amendment to the FY2020 Education General Fund Budget.

202 **NOW THEREFORE BE IT RESOLVED**, that the Business
203 Committee of the Eastern Shawnee Tribe of Oklahoma does
204 hereby wish to approve FY2020 budget modification #4 in the
205 amount of \$410,000 to increase the Education Budget line
206 items for Grades 6-12/Graduation by \$35,000 and for Higher
207 Education by \$357,000 to allow fall tuition to be paid before
208 the close of the fiscal year.

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209 **MOTION TO APPROVE Resolution Number 062420R-05 made by**
210 **2nd Council Daugherty with second by 3rd Council Stovall.**
211 **Motion carried: 5 approved, 0 opposed.**
212

213 **REQUISITIONS**

214 **Requisition Number PR 00047764 payable to Presidio in the**
215 **amount of \$88,699.33 for Cisco Smartnet Renewal 2020.**

216 **MOTION to approve by Treasurer Barnes with second by 2nd**
217 **Council Daugherty.**

218 **Motion carried: 5 approved, 0 opposed.**
219

220 **NEW BUSINESS**

221 **Information provided by Brown and Brown for Insurance**
222 **Renewal for Property and General Liability were provided to**
223 **the Business Committee Members.**

224 **MOTION TO APPROVE Renewal of Insurance for Property and**
225 **General Liability through Brown and Brown Insurance effective**
226 **07/01/2020-2021 made by Treasurer Barnes with second by**
227 **3rd Council Stovall.**

228 **Motion carried: 5 approved, 0 opposed.**
229

230 **Chief Wallace presented bids for construction at the ECLC. 4**
231 **Bids were presented for the Framing and 3 Bids presented for**
232 **the H-VAC Systems.**
233

234 **MOTION to accept the bid from MODCO INC. for the Framing in**
235 **the amount of \$28,000.00 made by 1st Council Gardner with**
236 **second by Secretary Littlefield.**

237 **Motion carried: 5 approved, 0 opposed.**
238

239 **MOTION to accept the bid from CDL Electric for the H-VAC in**
240 **the amount of \$44,100.00 made by Treasurer Barnes with**
241 **second by 1st Council Gardner.**

242 **Motion carried: 5 approved, 0 opposed.**
243

244 **OLD BUSINESS**

245 **Chief Wallace presented a report from the Task Force**
246 **appointed to review how the money from the Cares Act may be**
247 **distributed. Handouts were provided to Business Committee**
248 **members by Chief Wallace. Handouts included charts itemizing**
249 **money that has already been spent in reference to the Cares**
250 **Act and COVID-19, a spending plan, suggestions for**
251 **distribution of monies. Three payments totaling almost 6**

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252 million dollars has been received. Money is to be spent by
253 12/30 of 2020. The Task Force consists of 10 people – 3 from
254 the Casino, 2 from Gaming, 3 from Administration and 1 from
255 the Business Committee. They agreed on 4 categories where
256 the money could be used – tribal assistance, expenses/hazard
257 pay, and possible start-up of laundry services.

258

259 MOTION to distribute \$1,000 to tribal members over 18 years
260 of 18 and \$500.00 to tribal members under 18 years of age
261 from the Cares Act funding made by 1st Council Gardner and
262 second by 2nd Council Daugherty.

263 Motion carried: 5 approved, 0 opposed.

264

265 MOTION to end payment of Employee Health Insurance for
266 furloughed employees by 3rd Council Stovall with second by
267 Treasurer Barnes.

268 Motion carried: 5 approved, 0 opposed.

269

270 MOTION to join the lawsuit and or file suit for the additional \$7
271 million from the Cares Act by 3rd Council Stovall with a second
272 by Treasurer Barnes.

273 Motion carried: 3 approved, (Barnes, Stovall and Littlefield)
274 1 opposed (Gardner), 1 abstained (Daugherty).

275

276 Motion to approve Hazard Pay for Employees that worked
277 through the furlough period by 2nd Council Daugherty with
278 second by 3rd Council Stovall.

279 Motion carried: 5 approved, 0 opposed

280

281 COVID Leave proposal died due to lack of motion.

282

283 Directive given to bring a Resolution for General Welfare
284 Program to the July 8th, 2020 meeting for a vote.

285

286 3rd Council Stovall proposed putting information in the Shooting
287 Star to encourage more people to participate in live streaming
288 of Business Committee meetings with instruction on how to do
289 so. All in agreement of this proposal.

290

291 MOTION to allow Chief Wallace to return to closed sessions by
292 3rd Council Stovall with second by Treasurer Barnes.

293 Motion carried: 4 approved (Daugherty, Stovall, Barnes,
294 Littlefield), 1 opposed (Gardner)

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295

296

MOTION to go into Closed Session following a five-minute break made by 2nd Council Daugherty at 8:03 p.m. with a second by Treasurer Barnes.

297

298

Motion carried: 5 approved, 0 opposed.

299

300

301

MOTION to go back into Open Session at 8:05 p.m. by 2nd Council Daugherty with a second by 1st Council Gardner.

302

303

Motion carried: 5 approved, 0 opposed.

304

305

Discussion over which building to hold closed session in. Decision made by 2nd Chief to hold closed session in the Greenfeather Bldg. tonight.

306

307

308

309

MOTION to go into closed session at 8:07 p.m. following a five-minute break by 2nd Council Daugherty with second by Treasurer Barnes.

310

311

Motion carried: 5 approved, 0 opposed.

312

313

CLOSED SESSION

314

315

OPEN SESSION

316

317

MOTION to return to Open Session by Treasurer Barnes at 9:59 P.M. with second by 1st Council Gardner.

318

319

Motion carried: 4 approved, (Gardner, Daugherty, Barnes, Littlefield) 1 absent (Stovall)

320

321

322

MOTION to adjourn made by Treasurer Barnes at 10:00 p.m. with second by 1st Council Gardner.

323

324

Motion carried: 4 approved, (Gardner, Daugherty, Barnes, Littlefield), 1 absent (Stovall)

325

326

ADJOURN

327

328

329

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331


Debbie Littlefield, Secretary

332

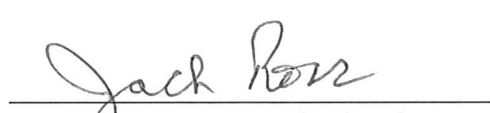
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334

7-8-2020
Date

335

336


Jack Ross, Second Chief

7-8-20
Date