

Pawnee Nation of Oklahoma

Third Quarterly Program Reports 2020

July, August, September



Pawnee Nation Division Reports

Submitted to the
Pawnee Business Council
November 7, 2020

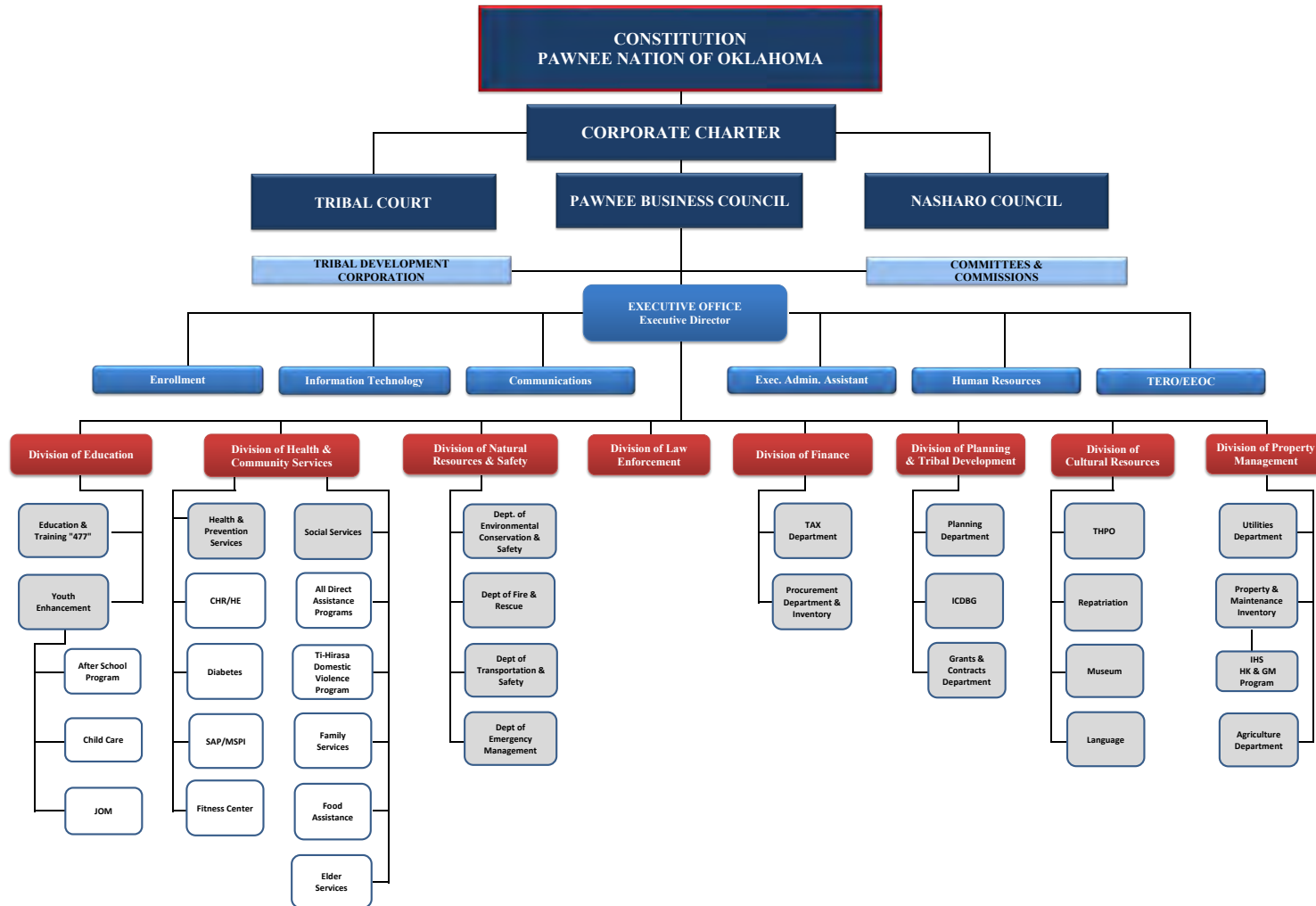
Walter R. Echo-Hawk, President
Jordan Kanuho, Vice-President
Patricia McCray, Secretary
Carol Chapman, Treasurer
Cynthia Butler, Council Seat #1
Dawna Hare, Council Seat #2
Charles Lone Chief, Council Seat #3
Charles Knife Chief, Council Set #4

Index

Pawnee Nation Third Quarter Reports 2020

Pawnee Nation Organizational Chart	1
Executive Director’s Report, Muriel Robedeaux, Executive Director	2
<i>Human Resources, Shelby Harger, Manager</i>	7
<i>Communications, Jeana Francis, Manager</i>	9
<i>Information Technology, Christal Prill, Manager</i>	16
<i>Enrollment, Carrie Peters, Manager</i>	19
Division of Culture (CRD), Herb Adson, Division Director	22
<i>Tribal Historic Preservation Office, Joseph Reed, THPO Officer</i>	24
<i>NAGPRA, Martha Only A Chief, Coordinator</i>	26
Division of Education, Suzy Knife Chief, Acting Division Director	27
<i>Pawnee Nation Learning Center, Samantha Baker, Manager</i>	29
Division of Finance, William Perry, Division Director	32
<i>Procurement, Walterene Hare, Manager</i>	34
Division of Health & Community Services, Tiffany Frieze, Division Director	35
<i>CHR/EMS (Community Health Rep./Health Education), Kyla Wichita, Coord.</i>	39
<i>Diabetes, Mee-Kai Clark, Coordinator</i>	43
<i>Food Distribution, Florissa Kanuho, Supervisor</i>	47
<i>Indian Child Welfare, Amanda Farren, Coordinator</i>	50
<i>Title VIB Programs: Child Welfare Services and promoting Safe and Stable Families</i>	
<i>Office of Violence Against Women, Amy Kenzie, Program Advocate</i>	54
<i>Substance Abuse Program, Barbara Attocknie, Program Coordinator</i>	57
<i>Methamphetamine and Suicide Prevention Initiative (MSPI)</i>	
<i>Tribal Opioid Response (TOR) and Native Connections (NC)</i>	
<i>Title VI – Part A and Part C, Danielle Wheatly, Program Coordinator</i>	61
Division of Law Enforcement, David Kanuho, Div. Director/Chief of Police	64
Division of Natural Resources and Safety, Monty Matlock, Division Director	67
<i>DECS (Dept. of Environmental, Conservation and Safety), Monty Matlock</i>	67
<i>Department of Transportation and Safety, Chris McCray</i>	68
<i>Department of Fire and Rescue, Monty Matlock</i>	69
<i>Department of Emergency Management, Jon James</i>	69
Division of Planning, Brian Kirk, Division Director	71
<i>Grants and Contracts, Laura Melton</i>	75
<i>Planning and Tribal Development Office, Reva Howell, Manager</i>	79
<i>PN Ceremonial Campgrounds & Nature Fit Trail – FY2016</i>	-
<i>PN Greenhouse Project – FY 18</i>	-
<i>PN Public Safety Center – FY 19/20</i>	-
<i>ICDBG PN CARES Project- FY 20</i>	-
<i>PN CARES Projects- FY 20</i>	-
Division of Tribal Operations, Jimmy Jestes, Division Director	85
<i>Housekeeping and Grounds Maintenance Contract, Steven Moore</i>	92
<i>Agriculture Department, Electa Hare-RedCorn</i>	95

*Indicate No Report was Submitted



Pawnee Nation of Oklahoma
Organizational Chart - *Approved February 01, 2020*



**Executive Director
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

Honorable members of the Pawnee Business Council

This report is submitted to the Pawnee Business Council to provide an accounting of some of the activities occurring within the Nation's Government.

Executive Summary:

The Executive Office provides assistance to the Pawnee Business Council and administrative oversight to the Federal and Tribal programs in areas such as travel and procurement approvals. Since part of the Executive Director and the Executive Administrative Assistant's salaries are covered by the ATTG contract, there are several deliverables that are met during the course of the day to day business. Some of these deliverables are discussed as follows:

Goal

The Pawnee Nation will foster a strong, efficient, and stable tribal government.

Objective 1: Pawnee Nation's Executive Office

The Pawnee Nation Executive Office supports general governmental operations to a) implement organizational design to assure continued growth and development; b) provide high-level customer service; c) ensure successful operation of the Nation's fiscal responsibilities; d) coordinate Human Resources Office for personnel administration; e) work with the Division of Natural Resources & Safety to expand on the emergency management plan; f) working with the tribal Planner on strategic planning with the Business Council; g) provides support to the Governing Documents Committee; and h) working with legal counsel and the Tribal Court on the further development of procedures and amendments to the Law and Order codes. Pawnee Nation Executive Office serves many purposes that include:

ORGANIZATION WIDE

The Executive Office along with the Administrative Affairs Director (which is temporarily vacant) and the Planning Director conduct ongoing assessments of the organizational structures through collaborations with the Division Directors and the Pawnee Business Council and evaluations of the divisions in regard to the effectiveness of each program within divisions in order to provide high-level customer service to Pawnee citizens.

The Executive Office also serves the Nation and citizens by:

- + *Acting as a liaison between administration and the Pawnee Business Council*
- + *Publishing monthly event calendars provided to tribal employees, and Pawnee Business Council member*
- + *Addressing inquiries from tribal members or directing inquiries to the appropriate office and or to the Council*
- + *Performing other duties and activities to support the overall operations of the administrative offices.*

Quarterly Events

Travel and Training

- + There has been no travel or training. Travel was restricted due to the COVID-19 Pandemic during this quarter.

Financial Reporting

- + The expenditures for the Executive Office are within the approved budget for 2020.

Current Projects

Hemp Project

The tribal hemp plan is now approved by the U.S.D.A.

Demolition Project

This project has been completed during this quarter.

Renovation Projects Affecting Space and Programs

There are several facilities that need to be renovated for new projects and other offices need to be moved so that some of these renovations can take place.

- + Charter School aka Community School
 - o No new information at this time.
- + Resource Center – Law Library
 - o The books and shelving have been moved to Pawnee, but the shelving has not been installed yet.
- + Childcare
 - o The renovation process is approximately 75% complete at this time and will be completed before the end of this year.
- + Fitness Center Facility
 - o The construction process is approximately 80% complete at this time and should be completed before the end of November. The equipment will be installed during the first part of December.
- + Museum Project
 - o Plans have been developed and the committee is currently looking for funding.

- + Yurt Placement
 - o The seed project is looking for space to place the Yurt that was donated to them. This project is currently on hold as of this date.

- + Fracking Regulations
 - o Background: DNRS did develop the Pawnee Nation Energy Resource Protection Act which required Tribal permitting for all oil and gas activities within our jurisdiction. We require strict compliance to applicable Tribal and Federal laws and regulations.
 - o There has been no new well drilled on the Pawnee Nation since the Resolution to stop fracking
 - o No new information at this time.

PN Strategic Plan

Planning is currently finalizing the information that has been received during all of the Strategic planning meetings that have been held with the Pawnee Business Council. A plan is being developed for the presentation of this plan to the Pawnee Business Council.

Greenhouse Project

The environmental review that is required by HUD has been completed and will be sent to HUD after the completion of the required review period. It is anticipated that the release of construction funding will occur before November 15, 2020.

Self Governance – I.H.S. Planning Project

The Self-Governance contractor has scheduled meetings to be held with Planning and the PBC to go over some of the deliverables. A proposal for a Self-governance Negotiations grant was developed and submitted this quarter.

IDC Proposal

The 2020 rate has been reviewed and negotiated by the Finance Director and is now final and the 2020 Rate is 58.27%.

Work on the 2021 IDC proposal will begin as soon as the 2019 audit is completed.

2021 Budget Call

The Federal Budgets have been reviewed by the Budget Committee and sent on to the full Pawnee Business Council and were approved by Resolution 20-88 on September 28, 2020. This same resolution also gave an extension on the approval of the Pawnee Tribal Budgets and the Indirect Cost budgets until October 30, 2020.

On October 29th a new resolution was approved by the Pawnee Business Council to extend the deadline for the approval of the Comprehensive Budget that includes the Federal/State, Pawnee Tribal Budgets and Indirect Cost budgets deadline to November 16, 2020.

Third Party Billing

The Finance Director has taken lead on this and will be working with other tribes on how they set up their third-party billing and developing a process for the Pawnee Nation to get this system set up.

Constitutional Updates

The Governing documents group has begun meeting and is developing a listing of updates to governing documents will need to be addressed.

Election Act Revisions

The Election Board will either develop the revisions themselves or work with the Governing Documents Committee on any proposed revisions. A meeting will need to be set up between the two groups as soon as a new Election Board is seated.

CORONAVIRUS PANDEMIC

The Pawnee Nation Emergency Operations Center became operational on March 12, 2020 per the first Press Release that was released on March 12, 2020

TERC (Tribal Emergency Response Committee)

Continues to meet on a weekly basis via our TEAMS Program which is a virtual program that allows members to meet from their offices and be able to maintain social distancing during this pandemic. Besides the tribal offices that are a part of this committee, the tribal housing authority, Pawnee Nation College, Tribal Development Corporation, Indian Health Service and the Bureau of Indian Affairs also have representatives attending this meeting.

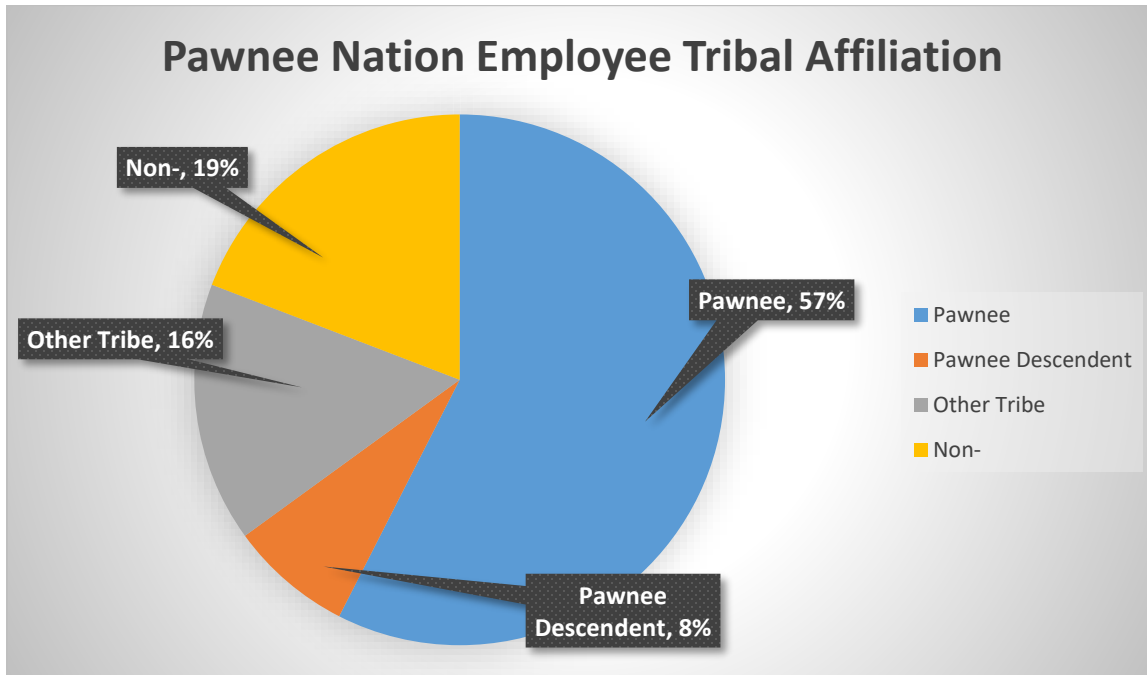
CARES Funding Allocations

As of October 30, 2020, \$10,056,859.40 of CARES funding has been allocated. The following demographics are what I have set up according to some basic cost categories

PAWNEE NATION CARES ALLOCATIONS		
<u>Major Cost Categories</u>	<u>Amount (\$)</u>	<u>Percentage of Total (%)</u>
HEALTH	2,982,810.38	29.7
DIRECT ASSISTANCE	4,587,878.00	45.6
DISTANCE LEARNING	847,940.02	8.4
DISTANCE ACCESS	451,176.00	4.5
ADMINISTRATION	1,187,055.00	11.8
	<u>10,056,859.40</u>	100.0

Staffing

There have been several changes in the staffing here at the Pawnee Nation. 10 positions have been filled this last quarter



Each of the individual Divisions along with the individual departments that are within them have worked hard to provide the services as required within their contracts. It has been a good quarter and I look forward to working with each of the Divisions to enhance their respective offices.

Copies of the different quarterly reports from each division along with their departments are attached in this report. If you have any questions, then please contact me and I will get the answer that you have requested.

Respectfully Submitted,

Muriel J. Robedeaux
Executive Director



**Pawnee Nation Human Resources Department
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

I. Human Resources Office

The Pawnee Nation’s Office of Human Resources is responsible for all aspects of personnel management. The work includes advertising vacant positions, recruiting qualified and skilled applicants, managing employee relations, administering benefit plans, developing and deploying HR policies and procedures, maintaining personnel records, establishing wage and compensation rates, and monitoring compliance with applicable tribal, federal, and applicable state laws.

Additionally, the Office of Human Resources provides access to and conducts employee training, conducts orientation for new employees and explains available benefits for eligible employees. The Office oversees and handles employee grievances and requests for information on employment issues.

II. Executive Summary:

The Human Resources Office has continued to develop and implement improvements to personnel management within the Pawnee Nation. Specific tasks accomplished during the quarter include the hiring of the following staff:

Hiring of New Staff:

- CHR Driver – Kimberly Makaseah
- CHR Admin Asst – Katelyn Fenton
- Procurement Manager - Walterene Hare
- Child Care Teacher – Anna Pratt
- Child Care Teacher – Leah Merrell
- Payroll Clerk – Misty Nuttle
- VAW Advocate – Jennifer Moses
- Human Resource Manager – Shelby Harger
- Executive Admin Asst – Jamie Nelson
- Education Division Director – Alexandria Harjo

Census:

Pawnee-	69	58%
Descendent	9	12%
Other-	19	13%
Non-	23	17%
TOTAL=	120	
New Hires-		07
New Positions-		03
Voluntary Terminations-		10
Involuntary Terminations-		00



Pawnee Nation Human Resources Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

III. Quarterly Goals and Objectives

Personnel Policy Review

- Human Resource Policy & Procedure Committee meetings was held:
- April 29, 2020 at 11:00 Emergency P&P – Passed by PBC
- June 2, 2020 at 11:00 Hazardous Pay P&P Developed
- June 4, 2020 at 11:00 Hazardous Pay P&P – Passed by PBC

Staff Development

- Due to the Corona Virus, the Pawnee Nation Closed the door to the public but we have continued to advertise job openings, interviews and hiring. A new Human Resource Manager has been selected and is in training stage at the moment.

Insurance Broker

- RWI is insurance broker.

Departmental Duties and Objectives Accomplished:

- Assisting applicants in the employment process,
- Conducting conflict mediations,
- Conducting exit interviews,
- Posting vacancy announcements,
- Actively recruiting qualified candidates,
- Tracked annual evaluations,
- Participated and responded to Oklahoma Employment Security Commissions unemployment inquires,

IV. Travel and Training:

Travel has been placed on hold for Tribal Employees.

V. Financial Reporting:

Expenditures were within the budgeted amounts for all line items.
Budget for 2021 has been submitted to Budget Committee.

VI. Future:

- Update/Revise Personnel Policies,
- Continue Pawnee Leadership Development Course Training for all Supervisors, Coordinators, Managers, and Directors
- Hire applicants for vacant positions.
- We have one employee currently on FMLA.



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. **Communication Manager**

The Communication Office is responsible for conveying an organization's internal and external messages. The Communications Manager manages the maintenance of online content on the Pawnee Nation official website; updates the public calendar of events on the site, disseminates employee announcements; maintains the Pawnee Nation social media platforms: Facebook, Instagram, Twitter, YouTube, and Vimeo. The Communication office is the central hub for gathering content from all the tribal departments and designing the Chaticks Si Chaticks official publication newsletter mailed to each tribal household, 1 per household. The Communication office typically films the Pawnee Business Council (PBC) Meetings and uploads the videos to the private group on Vimeo, so tribal members can watch online. Due to the Covid-19 Pandemic, the Pawnee Business Council (PBC) meetings are closed for the general public.

The PBC meetings are recorded in Microsoft Teams and then uploaded to a closed group on Vimeo. The private group on Vimeo is called Pawnee Business Council Meetings. It is accessed by invite-only by email for tribal members. The Pawnee Nation employees also have access but need to submit the Employee Vimeo Verification Form to the Human Resource Department, HR, for approval.

II. **Executive Summary:**

July 2020 – September 2020

The 3rd quarter activities from the Communications office involve the following: Filming and photographing various projects; designing and publishing the 3rd quarterly newsletter, September 2020, Chaticks si Chaticks; attend doings of the Pawnee Nation to photograph and film Pawnee Nation's events, Pawnee Nation website updates, and social media management.

New equipment purchased during the 3rd quarter, 2020

- None

III. **Quarterly Goals and Objectives**

Goal 1 • Photography and Video– Photograph or Film content to help tribal members to know the current status and plans of the Pawnee Nation and Pawnee Nation Business Council.

Objective 1 • Video and Photography –PBC meetings and Events.

Due to the Covid-19 Pandemic, the PBC meetings have been conducted and recorded on Microsoft Teams. The Executive Office records the meetings and the Communications Office



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

uploads the Pawnee Business Council (PBC) meetings to the private group on Vimeo for tribal members to access.

A handful of Events at Pawnee Nation took place during the 3rd Quarter. Communications Photographed or Filmed the event(s) to archive and help inform tribal members of current happenings at the Pawnee Nation and the Pawnee Business Council by uploading the content online to our Social Media platforms.

Pawnee Business Council Meetings

(9) Pawnee Business Council meetings – uploaded to Vimeo

- **July 8th, 2020 @ 5:00 pm (uploaded to Vimeo)** *1st meeting with newly elected, President, Treasurer, and Member Seat #1.
- **July 20, 2020 @ 5:00 pm (uploaded to Vimeo)** * Meeting on Teams
- **August 1, 2020 @ 9 am PBC Quarterly Meeting (uploaded to Vimeo)** * Meeting on Teams
- **August 14, 2020 @ 12:00 pm (uploaded to Vimeo)** * Meeting on Teams
- **August 26, 2020 @ 5:00 pm (uploaded to Vimeo)** * Meeting on Teams
- **September 8, 2020 @ 5:00 pm (uploaded to Vimeo)** * Meeting on Teams
- **September 14, 2020 @ 12:00 pm (uploaded to Vimeo)** * Meeting on Teams
- **September 22, 2020 @ 5:30 pm (uploaded to Vimeo)** * Meeting on Teams
- **September 28, 2020 @ 4:30 pm (uploaded to Vimeo)** * Meeting on Teams

(6) Pawnee Nation Events, Video/Editing, Photos, or Events attended

- **June 30, 2020 – Filmed and Photographed the Coronation Ceremony for the 2020-2021 Pawnee Nation Princess Miss Haley Brenna Teter-Johnson, Tûtawi'u', Full of Life.**
- **July 6, 2020 – Filmed and Photographed the Pawnee Nation Inauguration 2020. Positions filled from the Special Election on June 20, 2020, included the Newly elected – President, Walter R. Echo-Hawk; Treasurer, Carol Chapman; and Member Seat #1, Cynthia Butler.**
- **August 8, 2020 - Pawnee Nation Virtual COVID Forum**
Invite, and Forum was held on Microsoft Teams
The Newly elected President wanted to have a community meeting online with Tribal members. The IT Department was brought in to ensure that tribal members who wanted to participate online would not have any problems joining the virtual forum. For locals who did not have access to the internet, the Nation set up physical places for Tribal members to attend in-person at Tribal Police Station and Resource Center. Tribal Members were allowed to sign up to discuss COVID-19 CARES funds and suggestions for spending the remaining amount of CARES funds. President Echo-Hawk hosted the event. Technical errors caused confusion, and not one Tribal



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Member was able to connect virtually. The President had to call each participant over the phone.

- **September 5, 2020 – Inauguration Vice President, Jordan Kanuho**
- **Filmed for the 4th Annual Native American Day, Protect the Sacred Virtual event, Walter Echo-Hawk President Pawnee Business Council discuss Pawnee Nation of Oklahoma Government and answer the question of what is sacred to him.**
- **Filmed for the 4th Annual Native American Day, Protect the Sacred Virtual event, Pawnee Nation Princess Miss Haley Brenna Teter-Johnson, Tûtawi'u', Full of Life give her response to the question of what is sacred to her.**

Pawnee Nation Projects Involving Communications

- **July – 2021 Tribal Budget for Communications**
- **Posted to website and promoted on social media, the Schedule of Events, Press Release, and Absentee Ballot Request Form for the 2020 Run-Off Election for the Vice-President position.**
- **Update website and calendar events per Division request – update/removal of content and flyers**
- **Social Media management**
- **Created Cultural Resources Division webpage and placed THOP and NAGPRA under CRD**
- **Created a Substance Abuse (SAP) flyer for the reopening of meetings held twice a week on Monday and Wednesdays at 7:00 pm. Participants must schedule a time and wear a face mask.**
- **Attended project ECHO at OSU zoom calls – In response to the Coronavirus pandemic, OSU-CHS launched a COVID-19 Oklahoma Update ECHO to keep healthcare providers updated as the situation changes. Attended every Monday, Wednesday, and Friday from 8:30–9:30 am.**
- **A suggestion was made to the TERC team, Executive Director, HR, Division of Natural Resources, and the Division of Health and Community Services that official COVID-19 Pandemic documentation is needed for all employees to access in one central location.**

Chris Benge, the Executive Director of Rural and Tribal Health Policy at OSU, provided OSU protocol documents and permitted the Pawnee Nation to use these documents as templates. OSU provided frequently asked questions, travel guidelines, information for visitors; mask policy; employee exposure, reopening, and COVID-19 testing information. During the isolation time, no staff meetings were taking place, and not all employees had the same information.

No one responded to this suggestion.

- **Created flyer for COVID Community Care Packages in Pawnee and Yale**



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- Attended meeting for online registration system with Tax Commission
- Attended the President meeting on the 2020 US Census
- Attended Meeting on Communication/IT Masterplan
- Attended Meeting on Communication/IT Masterplan 2nd meeting with news of a new Committee being set up - Pawnee Nation Communications and IT Committee
- Researched various positions and duties for future roles in the Communications Department with hopes of expansion for this department
- September 15th-October 5th 2020. Coordinated a Pawnee Census T-shirt Drive-thru event. The National Congress of American Indians provided 2,498 Shirts with help from Jasha Lyons Echo-Hawk, who promoted Census signup in Native communities. The design of the shirt is 'I am Pawnee and I count.' The 2020 Census has a race question for the American Indian or Alaska Native checkbox category with Tribal affiliation. We encouraged the head of the household line item is counted as Native with their tribal affiliation, , Pawnee Nation of Oklahoma. The shirts were free to tribal members.

Property Management helped unload the 30 boxes from the three crates that were shipped. Tax Commission Office helped obtain payment for postage labels. Individuals needed to cover the cost of the postage. The Procurement office also helped with the storage and distribution of shirts. The Education Division had a computer lab available if anyone needed to use a computer to fill out the Census online.

The drive-thru was located at the Roundhouse Monday thru Friday from 2-5 pm utilizing 5 TERO workers to assist with the drive-thru.

Thank you to every department involved in helping with the Census Shirt project. It is keen to see folks wearing them throughout the community.

Goal 2 • Online Platforms - Inform Pawnee Tribal Members and the public of current events and information by leveraging the Pawnee Nation Website and social media outlets.

Objective 2 • Online Platforms – Shares the content provided by each division to social platforms and maintains the website with current events to attract attention, generates interest, and helps support the organization's operations.

Activity 2 • Online Platforms – Track and measure growth on the website and social platforms such as comments, likes, and follows.

3rd Quarter 2020 – Analytics for the website – www.pawneenation.org

Quarterly Audience Overview – July 2020 – September 2020

- **10,528 Users** (Increase from 2nd quarter 2020 – 9,190 users)
- **38,786 Page Views** (Increase from 2nd quarter 2020 – 37,565 views)



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- **00:1:39 Average Duration** spent on the website (Decrease from 2nd quarter 2020 – 00:002:10 average duration)
- **Top Age group: 25-34 years of age** (age range is the same from 2nd quarter 2020)

Top 10 – Website Content users look at

2020 3rd Quarter- Top 10 webpages

1. Homepage
2. Pawnee History
3. Job Opportunities
4. Government
5. Divisions
6. Enrollment Office
7. Division of Education
8. Division of Health and Community Services
9. Higher Education
10. Corona Virus Updates

2020 2nd Quarter- Top 10 webpages

1. Homepage
2. Pawnee History
3. Job Opportunities
4. Government
5. Divisions
6. Division of Education
7. Enrollment Office
8. Corona Virus Updates
9. Higher Education
10. Executive Office

3rd Quarter 2020 - Social Media Platforms

- **Facebook Business Page of the Pawnee Nation has 7,010 likes.**
(Growth from 2nd quarter 2020 – 6,788 Likes)
Facebook Business Page of the Pawnee Nation has 7,542 follows.
(Growth from 2nd quarter 2020 – 7,274 Likes)
<https://www.facebook.com/PawneeNationofOklahoma>
- **Twitter has 2,044 followers.**
(Growth from 2nd quarter 2020 – 1,986 Subscribers)
<https://twitter.com/pawneenation>
- **Instagram has 653 followers.**
(Growth from 2nd quarter 2020 – 599 Subscribers)
https://www.instagram.com/pawnee_nation
- **Vimeo has 88 Followers.**
(Growth from 2nd quarter 2020 – 84 Subscribers on public Vimeo Channel)
<https://vimeo.com/pawneenation>
- **Vimeo – the PBC private group, has 136 members.**
(Private Group started in June 2018 – Growth from 2nd quarter 2020 – 129 members)
Vimeo – Forms submitted to join the Private Group on Vimeo, 153.
(Some individuals have not accepted the email invite to join the Private group on Vimeo – Growth from 2nd quarter 2020 – 140 forms)
<https://vimeo.com/groups/pawneenationpbc>



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- YouTube of the Pawnee Nation has 333 subscribers.
Growth from 2nd quarter 2020 – 316 Subscribers)
<https://www.youtube.com/channel/UCViq80podtz0VEUFROrPVNQ>

Goal 3 • Print Publication(s) Chaticks Si Chaticks newsletter – Publish and disseminate the tribal newsletter as an official method to communicate past, current, and projected news and activities.

Objective 3 • Print – Publish and disseminate the tribal newsletter as a formal method to communicate past, current, and projected news and activities.

Chaticks Si Chaticks September 2020 newsletter issue (Image of cover below)

- 30-page *Layout and Design*.
- *Mailed to 2,014 tribal households –Arrived in September 2020, one issue per household.*
Increase from 2nd quarter 2020 – 1,681 households



The Pawnee Nation uses the printed publication Chaticks Si Chaticks as the primary method to communicate news to tribal members.



Communications Office Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Activities from the Communication office involves

- *Video recording and editing*
- *Photography*
- *Graphics*
- *Social Media*
- *Website updates*
- *Email blast for new PBC video links to members who joined*

www.pawneenation.org is the official website of the Pawnee Nation. The current hosting company is called Juvo Web, and it is located in Stillwater. Communications budget pays month to month for web hosting.

A new mobile friendly website is recommended by the Communications Manager to the Pawnee Business Council.

- Please revisit the idea of buying a .gov name for the Pawnee Nation (Pawneenation.gov)

IV. Travel and Training

No travel during the 3rd quarter of 2020.

Attended Project ECHO on Zoom to learn more about COVID-19 from OSU

V. Financial Reporting

- The Communications Manager coordinates with Muriel Robedeaux with the Federal Budget and receives financial reports from accounting for the Aid to Tribal Government budget.
- The Communication Office sold advertising ads. Total *income* for Communications Department - \$713.

Goals for the fourth quarter of 2020 are the following:

- Become Staff support to a new committee – Pawnee Nation Communications and IT Committee
- Wrap up the 2019 Annual Report and start on the 2020 Annual Report
- 4th quarter Chaticks Si Chaticks – estimated to be in homes early December



Information Technology Department Quarterly Report to the Pawnee Business Council Third Quarter 2020

I. **Program/Office/Project Name: Information Technology Department**

It is the purpose of the Information Technology Department to provide the Pawnee Nation and its programs support and services for all their technology needs. These services provided include but not limited to network security, network administration, systems administration, desktop support and consulting & procurement services directly related to tribal computer and data systems. The Information Technology Department is an indirect cost service.

II. **Executive Summary:**

The Information Technology department maintains the infrastructure we currently have on a day to day basis. This quarter we have been working on the new server installation and way to keep Pawnee Nation staff working from home due to the covid-19 social distancing.

III. **Obstacles**

Understaffed is a big obstacle. We also lost our Security Specialist, so we are down to two staff members in the IT Department.

IV. **Quarterly Goals and Objectives**

The Information Technology Department's main goal is to keep the technology infrastructure for Pawnee Nation up and running, with minimal downtime. We also want to help the employees be more productive and efficient through technology within our budget. The Information Technology team has been very busy on these objectives

We have been blessed with new covid funding that will allow us to add wireless, cameras, second set of live environment servers fiber in the ground, and connections to new buildings that we will be working on next quarter. Along with our daily duties.

General:

- Working on all the helpdesk tickets and phone calls we receive daily.
- Working on the implementation of the new servers.
- Working on locating, purchasing and implementation of software for remote workers.
- Working on quotes for programs.



Information Technology Department Quarterly Report to the Pawnee Business Council Third Quarter 2020

Security: *All of these duties have been taken over by the IT Manager and the Systems Administrator.*

- Server builds for new VMSphere servers
- Setup mobile workstations for employee remote access
- Kaspersky Updates and PC virus scans, daily
- Access Point Configuration
- Quotes and Microix entry for IT procurement
- Active Directory Administration
- Deskside Support
- Emergency Operation Center Laptop Updates
- Set up new users
- Reconcile domain user list with HR employees list to gain available licenses

Applications Support Specialist:

- We currently have no Applications Support Specialist employee. All the current IT staff have been sharing responsibility for these duties.

System Administrator:

- Working on the New server's that was purchased.
- Maintaining and servicing the Backup Servers.
- Forwarding and updating everyone's Shoretel phones to rollover to cell phones.
- Updating and changing the main number for the Pawnee Nation's answering system.
- Support LANs, WANs, network segments, Internet systems.
- Maintain system efficiency.
- Ensure design of system allows all components to work properly together.
- Troubleshoot problems reported by users.
- Maintain network and system for the Domain.
- Analyze and isolate issues.
- Evaluate and modify system's performance.
- Ensure network connectivity throughout the Pawnee Nation and infrastructure is on par with technical considerations.
- Assign configuration of authentication and authorization of directory services.
- Maintain network facilities in individual machines, such as drivers and settings of personal computers as well as printers.



Information Technology Department Quarterly Report to the Pawnee Business Council Third Quarter 2020

- Maintain network servers such as file servers, Veeam backups, intrusion detection systems.

Help Desk

- We currently have no Help Desk employee. All the current IT staff have been sharing responsibility for these duties.

V. Travel and Training:

- We have utilized all free training we can find on the internet.



Pawnee Nation Enrollment Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Enrollment Department

The Enrollment Department is responsible for all aspects of tribal membership. This scope of work includes, but is not limited to, maintaining up-to-date tribal enrollment records, processing applications for tribal enrollment, processing relinquishments of tribal enrollment, issuing Certificate of Degree of Indian Blood (CDIB) cards, issuing Verification of Indian Preference (BIA Form 4432) forms, processing the annual annuity disbursement, and facilitating tribal elections by providing a listing of eligible voters to the Election Commission.

II. Executive Summary:

During the third quarter the Enrollment Department has been operating with a full staff consisting of the Enrollment Manager and the Enrollment Specialist. Enrollment Department continues to provide enrollment services to tribal members via phone, email, fax, mail and in person during the COVID-19 Pandemic. During this quarter, the Enrollment Office's temporary Administrative Assistant Specialist ATTG was replaced with another worker because the individual returned to college. This position continues to help with the Enrollment Department's overflow of daily Pawnee Cares Act Assistance regarding updating addresses, scanning documents, filing and was a great asset processing the 97 new enrollment applications to present to the Enrollment Committee. The Enrollment Department assisted in distributing and receiving the Adult Cares Act applications, the Youth Cares Act applications and assisting tribal members, the Finance Department and Executive Office regarding the Cares Act applications for the Pawnee Nation.

III. Quarterly Goals and Objectives

The following is the Enrollment Departments Goals and Objectives met during the 3rd quarter.

- GOAL: To provide accurate and timely enrollment and membership services.
- OBJECTIVE 1: To maintain up-to-date Pawnee Nation tribal enrollment records, including the daily up-keep of electronic membership records, fact-checking against historical hard-copy membership records when necessary, and the timely resolution of any discrepancies in enrollment information. During the third quarter, the Enrollment Office issued 67 Change of Address forms, updated 274 addresses of Tribal Members, processed 7 name changes, researched 198 family history trees which includes researching family trees for verifying enrollment eligibility, answered 340 tribal verifications, provided 43 applications and received 89 applications for enrollment, documented 1 enrollment verifications for the Department of the Interior Eagle Permit Application, documented the deaths of 9 tribal members, issued 4 relinquishment forms to tribal members and received 0 requests for



Pawnee Nation Enrollment Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

information regarding Pawnee history. Provided 224 other services which can consist of mailing forms, issuing reports for enrollment numbers to Pawnee Nation Programs, writing letters to organizations to verify annuity payments of tribal members, verifying enrollment, returning original documents via mail to applicants and responding to any requests or questions regarding enrollment and the Pawnee Nation Cares Assistance by mail, email, fax and phone.

- OBJECTIVE 2: To review applicants for tribal enrollment, prepare required documentation, and work with the Enrollment Committee, Nasharo Council, and Pawnee Business Council to process applications for Pawnee enrollment. During the 3rd quarter, the Enrollment Office processed and presented 97 new enrollment applications to the Enrollment Committee on August 31, 2020. Seventy-six approved applications were submitted to the Nasharo Council on September 9, 2020 and were approved by Nasharo Council Resolution #20-09. Resolution #20-81 was presented to the Pawnee Business Council on September 22, 2020, the resolution approved the membership of 76 new enrolled members.
- OBJECTIVE 3: To work with the Enrollment Committee, Nasharo Council, and Pawnee Business Council to process relinquishments of Pawnee enrollment, when dual enrollment is discovered and per request of tribal member. During the third quarter, the Enrollment Office issued 3 Conditional Relinquishment forms.
- OBJECTIVE 4: To issue Certificates of Degree of Indian Blood (CDIB) to tribal members. During the third quarter, the Enrollment Office issued 154 CDIBs to enrolled Pawnee Tribal Members and issued 2 Pawnee CDIB Descendant cards.
- OBJECTIVE 5: To issue Verification of Indian Preference (BIA Form 4432) to Pawnee tribal members who are seeking employment within organizations that practice Indian Preference in hiring. During the third quarter, the Enrollment Office issued 12 Verifications of Indian Preference (BIA Form 4432).
- OBJECTIVE 6: To work with the Division Director for Finance to ensure that each eligible Pawnee tribal member receives the annual annuity disbursement check from the Pawnee Nation. During the third quarter 10 annuity checks were researched.



Pawnee Nation Enrollment Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- GOAL: To facilitate tribal elections by ensuring that all eligible Pawnee citizens are included in the election process.
- OBJECTIVE 1: To provide the Election Commission with up-to-date enrollment information for all eligible Pawnee voters. During the third quarter, provided the Pawnee Nation Election Commission with a listing of eligible voters to be used in verifying tribal members for the Absentee Ballots and for the Pawnee Business Council Run-off Election held on August 22, 2020.
- OBJECTIVE 2: To provide the Communications Office with mailing lists to be used in providing election information to all eligible Pawnee voters. During the third quarter, the Enrollment Office provided the Communications Office with updated mailing addresses so tribal members may be notified with information regarding any past or future election information to be used in the dissemination of Chaticks Si Chaticks, provided a list of tribal members 85 and over to issue birthday checks.

IV. Travel and Training

During this quarter there was no travel or training.

V. Financial Reporting

Executive Director has the information regarding financial reporting of the Enrollment Department for the 3rd quarter.

The Enrollment Department is preparing enrollment applications and any relinquishments for the Enrollment Committee, Nasharo Council and the Pawnee Business Council next quarter.



Pawnee Nation Cultural Resources Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. DIVISION NAME

Cultural Resource Division (CRD) houses our Museum, Historical Preservation Office (THPO) Repatriation/NAGPRA, Language, and Culture. Our Jurisdiction includes our Pawnee Reserve, our Cemeteries, Chilocco Property, Property in Nebraska, and property which is “restricted or held in trust” for our citizens by the federal government.

II. EXECUTIVE SUMMARY

Herb Adson is Division Director, Matt Reed is THPO, Martha Onlyachief is NAGPRA, Adrian Spottedhorchief is CRD Project Coordinator, and Zac Rice and Taylor Moore are our Pawnee Language Instructors.

SOME OF THE ACTIVITIES THAT CRD PARTICIPATED IN THIS QUARTER:

- July was a month that hit our Nation and our community with the daily living with the COVID 19 Pandemic. This caused us to cancel our longtime Pawnee Veterans Homecoming, along with our centuries old Visitation/Ceremony that we have with our Wichita friends and relatives. These cancellations continued on with our September cancelation of our Pawnee/Arikara Reunion.
- Pawnee Nation has enforced a travel ban and restriction of using any reserve rental buildings and campground. This affected us with our planned Repatriation, and THPO and NAGPRA travel.
- CRD did meet with Pawnee Chamber of Commerce and they invited us to their monthly meetings to try and get us working together on annual area events.
- CRD staff has met almost weekly with the Chicago Field Museum and the American Indian Museum in OKC , and the Visitor Center at Pikes Peak Summit. They all have plans to open or re-open in 2021 and have asked us for advice
- CRD has been working with our local schools and Cleveland School promoting Indian Culture. We went to Pawnee School Campus before the start of school year and burned cedar and prayed for the new school year.
- CRD has been meeting with other tribal departments that included meeting the timelines for the Shakopee Grant/Donation and strategic planning with allocated COVID funds.
- CRD has worked with Planning Division in securing a 5000.00 grant from Enbridge Company and have filed grants with BIA and a Language Grant.
- Our Language Classes have continued online and our Cultural Classes will resume soon

III. GOALS and OBJECTIVES

CRD is continuing to work towards preserving our culture through language, supporting and attending our remaining ceremonies and cultural events

Repatriation of our ancestors is always a goal and objective of CRD.

CRD continues to meet the timeline of Shakopee Grant/Donation.

THPO and NAGPRA Offices will submit their own Quarterly Reports.



**Pawnee Nation Cultural Resources Division
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

I have attended monthly Chief's Meetings, CRD Committee Meetings, Directors Meetings, Museum Board Meetings, and TERC meetings

IV. TRAVEL/TRAINING

N/A

V. FINANCIAL REPORT:

N/A

Pawnee Nation
Tribal Historic Preservation Office
3rd Quarter 2020 Report

1. Past Projects

a. Professional Development

- i. Spoke with archaeologists from Air Force, University of Colorado, and GSSI concerning ground penetrating radar and techniques for creating 3D images of data

b. Section 106

- i. Participated in webinar with archaeologist from Colorado concerning 3D construction of rock shelters in southeastern Colorado
- ii. Continued to meet through webinar with the Association of Tribal Archives, Libraries, and Museums concerning development of tribal cultural centers
- iii. Continued to meet with Chicago Field Museum regarding the construction of a new exhibit focusing on Pawnee culture and history
- iv. Participated in several meetings with President of Pawnee Business Council and Pawnee Nation Attorney General regarding Keystone XL pipeline
- v. Participated in a teleconference with the US Army Corps of Engineers regarding the issuance of permits crossing waterways in Nebraska by the Keystone XL pipeline
- vi. Participated in several meetings with the US Air Force regarding the expansion of ICBM facilities in Nebraska, Colorado, and Wyoming
- vii. Participated in meeting with Gilcrease Museum regarding the culture and history of the Pawnee Nation
- viii. Participated in Teams meeting with THPOs from Otoe-Missouria Tribe and Ponca Tribe of Nebraska regarding Keystone XL pipeline, declaration of Imminent Domain, and lack of consultation on cultural surveys by TC Energy.
- ix. Participated in online meeting with US Forest Service regarding a Programmatic Agreement on travel management around Pikes Peak National Landmark.

c. Presentations

- i. Gave an online presentation of the Pawnee victory over Pedro Villasur expedition in Nebraska.
- ii. Gave an online presentation on Pawnee Cultural Landscape to private organization in Nebraska

d. Community Outreach

- i. Participated in a free lunch to Pawnee tribal citizens to celebrate Indigenous Peoples Day

2. Current Projects

a. Section 106

i. To date:

1. 101 Federal reviews
2. 16 non-Federal reviews
3. 187 TCNS reviews
4. 7 pipeline/windfarm reviews

b. Research

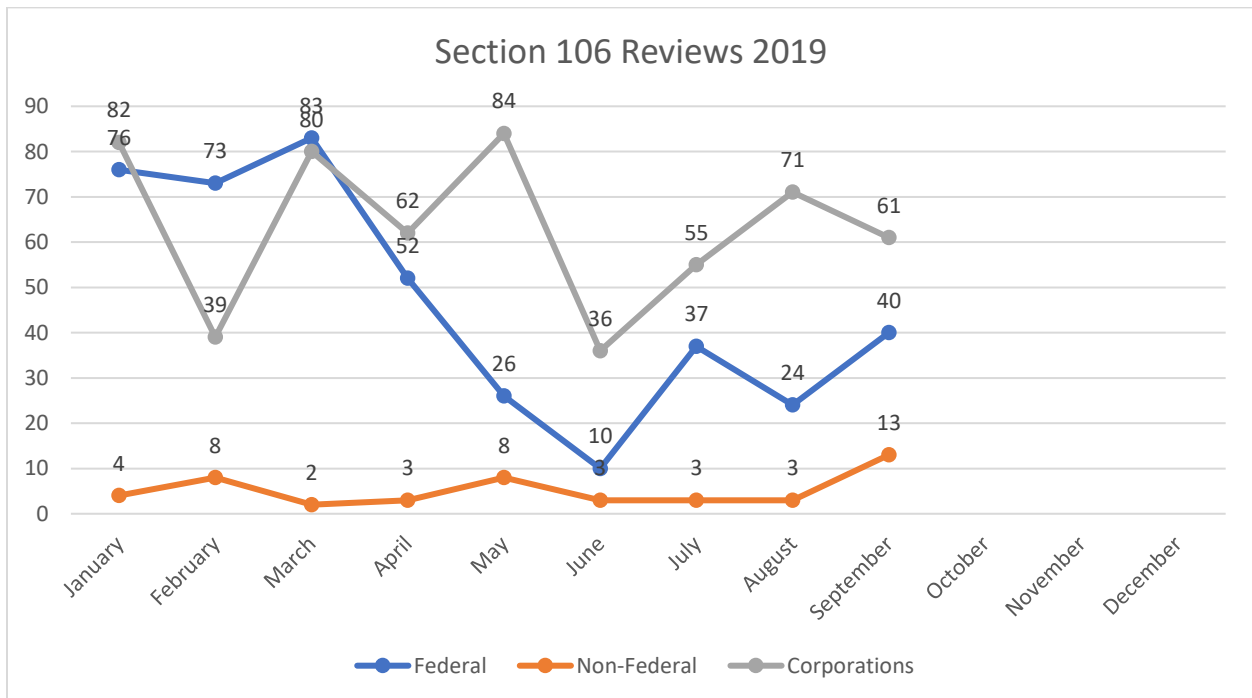
- i. Continued conducting research on earthlodges
- ii. Continued construction of earthlodge
 1. Posts have been pinpointed and partially cut.
- iii. Harvested Pawnee traditional crops
- iv. Continued compiling a compendium of Pawnee origin stories
- v. Completed a compendium of Pawnee Sacred Bundles and their current locations

c. Projects

- i. Continued enlarging the database of archaeological sites in Nebraska, Colorado, and Kansas by working with SHPO offices of each state

3. Future Projects

- a. Work with Nebraska SHPO on usability of GIS-online database
- b. Continue construction of earthlodge



NAGPRA 3rd Quarterly Report July – August 2020

Martha Only A Chief
NAGARA Coordinator
Pawnee Nation of Oklahoma
monlyachief@pawneenation.org
(918) 762.3621 ext. 223

- NAGPRA Coordinator has been contacting institutions, museums, and other's I have found going through old files. Getting information on past or present consultation, documentation, and repatriation files.
- We have received an extension on the 2018-2020 NAGPRA Grant until 9/30/21 as well as the 2020 NAGPRA Repatriation Grant with the final reports due 12/31/21.
- Consultation with Gilcrease Museum on questions they had, what we expect from them, and if they can improve for the Pawnee Nation. We will continue our consultation with them when it's convenient for them.
- Bi-weekly zoom meeting with Chicago Field Museum.
- Working with three institutions on claiming human remains.
- Due to the COVID, meetings, and consultations visiting institutions are put on hold until they are rescheduled. Out-of-state consultations will have to be rescheduled until the tribe lifts the travel ban for the Pawnee Nation as they would like to meet with the NAGPRA representatives of tribes.
- The 2020 reburial is still on hold as well until the travel ban is lifted so we can give our relations a proper burial as they are in boxes on shelves at this time. Everything is ready to proceed with the burial currently.
- Continuing to search grants.gov to see if there is anything else the NAGPRA office can apply to help the Pawnee Nation.
- Continuing to check the Federal Register Publications for Notice of Inventory Completion to see if the Pawnee Nation needs to claim and request a transfer of control for human remains, funerary items, unassociated funerary objects, sacred object, and objects of cultural patrimony.



Pawnee Nation Education “Te Tu Koo” Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. 477/Education Division/Te Tu Koo Resources

The Education Division provides comprehensive employment, education and training services for adults and a year-round youth program for the Pawnee Nation. The Division includes Early Childhood Education/Child Care Program; Youth Development, PreK-12; Workforce Services and Higher Education Scholarship. The mission of the division is to provide services to tribal members and other federally recognized tribal members residing in our jurisdiction to enable members to obtain the skills needed to become productive individuals and contributors to their respective communities.

II. Executive Summary:

In July, Higher Education Scholarship deadline is for July 29th. Youth Workers continued to work at their specific worksites, ten (10) total have been placed. In August, Education division meet with the Education Committee for the completed Higher Education scholarship. Forty-one (41) have been approved however, the ones who are still waiting for financial needs analysis due to their institutions are virtual and most are working from home. Once those documentation are sent, those recipients will be notified and applications shall be processed. Nine (9) youth workers completed the job experience program. In September, five (5) Adult work experience have been placed throughout Pawnee Nation. JOM has currently (131) approved applications. JOM is working on getting visa gift cards to Cleveland students approved through the JOM committee. Still accepting applications and gathering fee lists for Pawnee Public Schools. Out of the forty-one (41) Higher Ed Applications, eight (8) have been approved with documentation coming in from their respective institutions already pre-approved from the Education Committee. Education signed on a new GED teacher with a contract and will soon start.

The division was pleased to see that the renovation of the kitchen at the Learning Center was approved by PBC on June 2 and is under way with the renovations. Learning center cook has been moved over to the multipurpose center to continue with meals.

III. Quarterly Goals and Objectives

- Collaborate with Cultural Resources Division, DHCS and DNRS to provide materials and supplies for project to encourage the well being and safety of clients and community members affects by COVID-19 and has been handed out to the community on September 19.
- Collaborate with Grant and Contracts to continue the process of Construction & Renovation with CCDF for kitchen expansion at PNLK



Pawnee Nation Education “Te Tu Koo” Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- Maintain compliancy of division operation while taking safety precautions against global pandemic.
- Provide quality childcare and other services for clients and the community.
- On-going collaboration with Meridian Technology for GED classes.
- Continue to collaborate with the Pawnee Title VI Program at Pawnee Public Schools in collecting the students fee list to be paid by JOM/Youth services program.

IV. Travel and Training

- N/A

Meetings

- September 14, 21, 28: TERC meeting

V. Financial Reporting

- **Higher Education:** pending scholarship for Fall 2020.
- **Education & Training:** Expenditures are within the planned budget.
- **Youth Services:** Expenditures are within the planned budget.
- **Child Care:** Expenditures are within the planned budget.

VI. Future Plans

- Youth Services continues collaboration with CRD and OSU with hopes of completing the arrangements for Middle School tutoring; starting date targeted for Fall 2020 semester.
- There will be no after school program until Pawnee Nation opens to the public.
- Goal of arrangements is for middle school students to be offered after school mentoring and tutoring online.
- Youth Services will collaborate with Red Ribbon week, DHCS Truck or Treat.
- WEX will continue with the five (5) workers through December. Spring scholarship deadline is November 30th.



Pawnee Nation Learning Center/ Child Care and Development Fund Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Program/Office/Project Name: Child Care and Development Fund (PNLC)

The Child Care and Development Fund program goal is to increase the availability, affordability, and quality of the child care services in the Pawnee Nation service area that includes Pawnee County and Northern Payne County. The Pawnee Nation Child Care Program operates the Pawnee Nation Learning Center and Afterschool Program for children ages two months through 8 years of age. The CCDF program also operates the Pawnee Nation Child Care Assistance Program that offers child care service assistance to qualified applicants.

II. Executive Summary:

The Pawnee Nation Learning Center served 35 children during the third quarter due to COVID-19. The children are provided with a nurturing, healthy and safe learning environment. Developmentally appropriate educational activities, breakfast, lunch and afternoon snacks are provided daily. The Learning Center is currently operating with 48 children enrolled.

The Pawnee Nation Learning Center has been practicing safe and healthy practice here at the center recommended by The Department of Human Services (DHS) and the TERC committee here at the Pawnee Nation.

The Pawnee Nation Learning Center staff that have charts here at the Pawnee Indian Health Center on September 24, 2020.

The Pawnee Nation Learning Center performed our monthly tornado and fire drills on August 11 and September 9, 2020 following suggested DHS COVID-19 Guidelines our classrooms are only going one by one instead of the entire center going at once.

The Pawnee Nation Learning Center closed October 6th after being advised by a parent that their child had tested positive for COVID-19. The Pawnee Nation Learning Center re-opened on October 23, 2020.

At the beginning of September construction for our kitchen renovation for the learning center started. Construction is scheduled to finish on November 15, 2020.

The Child Care staff includes: Infant Teacher: Anna Pratt; Wobbler Teacher: Leah Merrell, 2's teacher: Callie Wilson, 3's teacher: Vickie Reusch, Pre-K teacher: Dana Stewart. The Afterschool Program is under the instruction of Hannah Buchanan. Cree Roughface serves as our floater. The cook for all sites is Becky Holt. The Center operated under the instruction of Center Manager Samantha Baker and Assistant Manager Christina Attocknie.



Pawnee Nation Learning Center/ Child Care and Development Fund Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

III. Quarterly Goals and Objectives

GOAL 1: To provide quality child care for our Native American and community children.

OBJECTIVE 1: The CCDF program will maintain the Pawnee Nation Learning Center for child development and child care services.

ACTIVITIES:

- 1. Maintain child care license through the State of Oklahoma Department of Human Services (DHS). Continuous.** DHS Requirements must be met at all times to remain in compliance. This involves certified staff in compliance with child/adult ratios and facilities maintained in safe and healthy repair.
- 2. Utilize Child and Family Food Program (CACFP) to provide healthy meals and snacks. Completed.** Meals served: 605 breakfasts, 595 lunches and 591 afternoon snacks. Reports are submitted to receive reimbursement for the food program.
- 3. Provide staff training for quality child care services. Completed.** Training provided is listed below. The Oklahoma Department of Human Services Licensing Requirements states entry level employees will receive 20 hours of training within three months of employment and each person who is counted toward meeting the staff-child ratio is required to obtain 20 clock hours per employment year. Manager must complete 30 hours.

IV. Travel and Training

Becky Holt has completed various trainings through our CACFP Food Program called “Thirty on Thursdays” training webinars that go over our food regulations and requirements for the state of Oklahoma. Becky Holt has also received certificates from an online training such as, Alternative Meal Service Models During COVID-19, Professionalism, and Basic Kitchen Skills. Cree Roughface has completed on Online Food Handler Training. Pawnee Nation Learning Center Manager Samantha Baker has received her required PDL from CECPD. Pawnee Nation Learning Center Manager Samantha Baker completed a 5-hour training over the training manual workshop for CACFP program. Leah Merrell, Dana Stewart and Becky Holt received CPR training on August 20, 2020.

PDLs and director’s credentials must be renewed annually and are registered on the CECPD (Center for Early Childhood Professional Development) website.



Pawnee Nation Learning Center/ Child Care and Development Fund Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

V. Financial Reporting

The CCDF program operates under three budgets: CCDF Discretionary, CCDF Mandatory and the Hukasa Bank Account. The program is utilizing all three funding sources.

The Pawnee Nation Learning Center received a one-time award, subject to availability of funds in the amount of \$150,543.00 on Monday 26, 2020.

VI. Future Plans

Below is a list of priorities the learning center will address when spending the awarded amount of \$150,543.00.

- Carpet/Tile
- Awning for both playgrounds
- New playground equipment
- Upgrade classroom shelving
- Replace old toys and equipment
- Security camera's and new door locking system
- Two laptops to work remotely during COVID shutdowns
- Replace two desktop computers
- Replace old TV's for each classroom
- Replace old cots/ sleeping mats for each classroom

Respectfully Submitted,

Samantha Baker, Learning Center Manager



Division of Finance Quarterly Report to the Pawnee Business Council 3rd Quarter

I. Finance Division

The Pawnee Nation of Oklahoma's Finance Division provides accounting services to the Pawnee Nation through accounts payable, accounts receivable, and payroll. The Finance Division provides payment, accounting, and reporting services to the Pawnee Nation's various tribal, federal grants, contracts, and programs. While, ensuring compliance with the Pawnee Nation fiscal policy, Generally Accepted Accounting Principles, and 2CFR Part 200 OMB Guidance to ensure financial statements are accurately stated.

II. Executive Summary:

The principle function of the Finance Division is to provide accurate and timely, reliable and comparable financial reports to Pawnee Business Council (PBC), the Executive Director and the Pawnee Nations division and program directors to make management decisions that affect the Pawnee Nation and its members.

Finance helped several divisions and programs with budget modifications throughout the quarter. Finance division has had a higher workload than at any time since I have been with the Nation. We have issued almost 3 million dollars in direct Covid relief assistance and expended approximately 3.8 million in total from the Pawnee CARES CRF fund as of the end of the 3rd quarter. Budget call was conducted in September as of this writing most of the Federal budget have been approved with the Tribal budgets due 10/31/20. Finance also continued to provide monthly and quarterly financials to all divisions and programs.

Finance continues working with the Planning division and Baker Tilly Capital obtain funding for the planned Pawnee Nation Substance Abuse and Mental Health facility. We are excited about the how this project is moving along and believe that it will come to fruition. The result being a great benefit to the Nation, Pawnee county, and the 5-county area.

We have not received any TDC distributions for the 3rd Quarter of 2020 due to Covid virus and the Casino revenues running at approximately 67% of prior year numbers. Therefore, the Nation will need to plan carefully in the upcoming year as our financial reserve had only began to recover when the pandemic started. The Finance Director has attended monthly TDC meetings to stay informed on the financial conditions. Finance and the Executive director will continue to watch cashflows monthly to make sure the nation maintains enough funds to manage all financial obligations.

We had begun to explore options to develop our own tribal fleet of vehicles. We are in the process of purchasing 3 vehicles from Enterprise Fleet Management July.

Third party billing is something we want to continue to pursue. We want to look at a consultant to help us with this.



Division of Finance Quarterly Report to the Pawnee Business Council 3rd Quarter

Accounts Payable – This department continues to make sure all the bills are getting paid on time and check requests are being done in an efficient manner. The travel process has improved however we still need improvement on the timeliness of travel reconciliations.

Payroll – This department is doing a good job and making sure timesheets for all departments are completed and submitted on time. We have implemented addition checks and balances to ensure direct deposits are handled correctly. Payroll has also done an excellent job getting payroll submitted as required while working around holidays. The former Payroll Clerk has continued to help with training a new payroll clerk. The new Payroll Clerk was hired at the end of the 3rd quarter.

Accounting - The accountants continue to send out monthly reports and assist directors when needed. We are continuing to make improvements to the financial processes of the Nation. We are current on monthly closeouts and bank reconciliations. The accountants have really stepped up during this time and taken on additional responsibilities and workload since the Pandemic outbreak.

III. Quarterly Goals and Objectives

- Manage Pawnee Nation Budgets.
- Provide training to employees on financial processes
- Perform quarterly close-outs
- Complete a schedule of tasks required to be completed in the finance department on a monthly basis by the finance employees
- Complete the 2019 Audit.
- Improve Grant Closeout Process
- Begin Audit preparation for 2020.

IV. Travel and Training

No travel or training during 3rd quarter.

V. Financial Reporting

The department budget has been reviewed. The remaining budget remained the same and is healthy and in good shape as of September 30, 2020.

VI. Conclusion

The Finance Division will maintain an open-door policy and attempt to be available always to assist tribal members, the public, directors and employees. Please feel free to contact any of the finance department employees with your questions:

William Perry, Finance Director, Ext. 205
Janet Mulder, Accountant, Ext. 121
Misty Nuttle, Payroll Clerk, Ext. 125

Penny Powell, Sr. Accountant, Ext. 209
Nancy Moore, Accountant, Ext. 119
Davi Ferris, A/P-Clerk, Ext 120



Pawnee Nation Procurement Department Quarterly Report to the Pawnee Business Council 3rd Quarter

I. Procurement Department

- Procurement Department the Procurement Department should oversee all purchasing and contracting transactions, concerning the Pawnee Nation. We are also responsible for receiving and distributing all ordered goods, identifying, and placing property identifiers, on qualified items, and conducting annual inventories. Maintaining Inventory records is also a key function, of the Procurement Department. As of late August 2016, the Procurement Department has also taken travel arrangement responsibilities, for the Nation's staff. We are also the support staff for the Nasharo Council, and the Pawnee Nation Election Commission.

II. Executive Summary: 2020

- During the first through third quarters of 2020, the Pawnee Nation was under a continued purchasing and travel ban, for all Tribal Programs. In July through September, the Procurement Department did not process any travel due to covid-19 and the traveling ban. During the 3rd quarter months, the Procurement Office processed 27 exception reports. Administrative Support was provided, to the Pawnee Nasharo Council, as needed. During the 3rd quarter, of 2020, the Procurement Department monitored all procurements, maintained inventory, received, and distributed all ordered goods, and provided administrative support to the Pawnee Nasharo Council, and the Pawnee Nation Election Commission.

III. Quarterly Goals and Objectives

- All program and project goals met during the quarter.

IV. Travel and Training

- March 9th, 2020 to present all travel and training was banned.

V. Financial Reporting

- The Procurement Department stayed on track with our spending for the 2020 year.

Walterene Hare, Procurement Manager
Vacant, Travel/Inventory Clerk



Division of Health and Community Services Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. **Program/Office/Project Name: Division of Health and Community Services**
The mission of the Division of Health and Community Services is to improve the overall wellness and lifestyle of Pawnee Tribal members and Native Americans within our community. DHCS accomplishes this by providing services such as health education, substance abuse counseling, nutrition, physical fitness, preservation of family, safety planning, and youth development. Per the new organization chart, the Division of Health and Community Services consists of eight (programs) under (2) departments: Health & Prevention-Community Health Representatives/Health Education; Special Diabetes Program for Indians; Substance Abuse Program/Methamphetamine and Suicide Prevention Initiative/Tribal Opioid Response Program/Native Connections and Social Services-Ti-Hirasa Domestic Violence Program; Family Services; Food Assistance; and Elder Services. The DHCS Office is also overseeing the tribal assistance programs: elders, disability, and emergency.

II. **Executive Summary:**
All DHCS Programs, including the DHCS Director, continued to do provide client services (with modifications) as well as follow their phasing plans. Spent much down with 2021 Budget Call as well as keeping all DHCS budgets (federal, tribal, and CARES) up to date. DHCS is finally fully staffed-(25) including DHCS Director.

Quarterly Goals and Objective

GOAL 1: The DHCS Director will be responsible for new program development and- technical assistance to program directors in preparing new and continuation proposals that support the continued and future growth of the Pawnee Nation.

OBJECTIVE 1: The DHCS Director will work in a coordinated team effort with Program Coordinators in the development of new or continuation proposal applications to funding agencies.

ACTIVITY 1: The DHCS Director worked with Tribal Planner and MSPI on the Tribal Behavioral Health "Native Connections" Grant; submitted on December 10.

OUTCOME 1: Pawnee Nation was awarded \$250,000 per year for (5) years. It will be housed in the Health & Prevention Department.

ACTIVITY 2: The DHCS Director worked with Ti-Hirasa Domestic Violence Coordinator on the Office of Violence Against Women Grant, funded by Department of Justice-submitted February 25.

OUTCOME 2: Pawnee Nation was awarded \$761,416 for (3) years.



Division of Health and Community Services Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

ACTIVITY 3: The DHCS Director worked with Ti-Hirasa Domestic Violence Coordinator on Family Violence Prevention/Domestic Violence Shelter and Supportive Services grant proposal, funded by Administration of Children & Families-submitted February 28.

OUTCOME 3: Pawnee Nation was awarded \$55,826 for 2020-2021 fiscal year.

OBJECTIVE 2: The DHCS Director will work with the Planning Director on strategic planning for new program development and/or reorganization.

ACTIVITY 1: N/A

GOAL 1: The DHCS Director will be responsible for all program compliance in regarding to the funding agencies and/or PN.

OBJECTIVE 1: The DHCS Director will work in a coordinated team effort with Program Coordinators to make sure programs are in compliance with the funding agency and/or PN.

ACTIVITY 1: THE DHCS Director is working with each program to develop and/or update their COOP Plans; make sure all staff has completed the NIMS, Food Handlers, and CPR Trainings; and all staff evaluations have been completed.

OUTCOME 1: COOP Plans need to be updated to include COVID and/or other pandemics.

OUTCOME 2: New and/or current staff need to complete and/or recertify for trainings. Ten (10) staff needs CPR/First Aid. Just (1) staff lacks NIMS and Food Handlers.

OUTCOME 3: All programs need to update program information on the PN website.

ACTIVITY 2: THE DHCS Director is working with each program to make sure all budgets are up-to-date and match funding agency award amount.

OUTCOME1: All budgets have been updated and approved.

OUTCOME 2: Federal budgets were approved by PBC for 2021 Budget Call; just needing approval on tribal budgets.

OUTCOME 3: DVPI and MSPI received a NCE for the full amount for 2020-2021 fiscal year to meet their federal deliverables. TOR is still waiting for their NCE approval but allowed to continue work to meet federal deliverables.

Objective 2: The DHCS Director will assist in providing community health education to the Pawnee community.



**Division of Health and Community Services
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

ACTIVITY 1: DHCS Director helps with the Wellness Program (i.e. Yoga, RIPPED). We just started fitness classes on June 1.

III. Meetings and Tribal/DHCS Events

07/01-CDC Grant Meeting
07/07, 07/13, 07/20, 07/27, 08/03, 08/10, 08/17, 08/24, 08/31, 09/08,
09/14, 09/21, 09/28-TERC Meetings
07/09, 09/03-VAW Advocate Interviews
07/14-CDC Orientation Webinar
07/15-TIPCAP Webinar
07/16, 09/16-PBC Orientation
07/17, 08/06, 08/31, 09/14-Fitness Center Meetings
07/20, 07/31-Tribal Management Grant Meeting
07/21-COVID Taskforce
07/23-Education Division Director Interviews
07/27-TOR Meeting
07/30-Meeting with President
08/14-Meeting with SAP/MSPI/TOR Coordinator
08/20-Organizational Chart Meeting
08/20, 09/24-TERC Core Group Meeting
08/25, 08/26-Meeting with HR and Tribal Operations
08/28-SnoCone Social Hour
09/08-DHCS Coordinators Meeting
09/08-Legal Advice Clinic (for client)
09/09- DHCS Budget Call Hearing
09/11-Assistance Training
09/14-Meeting with CIP FDP
09/15-TOR Project Conference Call
09/17, 09/23-HRC Meeting
09/29-MSPI & DVPI Project Conference Call
09/30-eCivis Project Kickoff Meeting

IV. Travel and Training

07/10-COVID-19 Contact Tracing in Indian Country
09/04-TEAMS Training
09/30-PBC Self-Governance Training

V. Financial Reporting

The DHCS Office financial status is reflected in special reports prepared by Pawnee Nation Finance Department and Grants & Contracts Office. Also, the DHCS Director has access to all DHCS program budgets and reports.



**Division of Health and Community Services
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

VI. Direct Assistance (non-reoccurring)

Elders-(11)
Disability-(3)
Emergency-(7)

Pawnee Nation received (2) \$10,000 checks to be used for direct assistance-
(36) received assistance.

Pawnee Nation received \$6,200 from Wounded Warriors for grocery assistance-
(41) Native American veterans received gift cards as well as community care kits
(if they hadn't already).

VII. Future Plans

Continue to provide client services while being closed to the public.
Work with DNRS and Planning Director on awarded COVID grants.
DVAM Events-Oct 1, 15, and 29
Employee Transformation Challenge-Oct 5-Dec 29
Red Ribbon Week-Oct 23-31
Truck and Treat-Oct 29
Breast Cancer Month-October
Diabetes Awareness Month-November
Native American Heritage Month-November



Pawnee Nation CHR/EMS/Health Education Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Pawnee Nation CHR/EMS Program:

The purpose of the Community Health Representative/Emergency Medical Services is to act as an advocate and facilitator for families and individuals to gain access to comprehensive health care services as well as provide opportunities to enhance the quality of life for the people they serve. The target population is eligible Indian residents living within the Pawnee Tribal Service Area in Pawnee County and the city limits of Stillwater, OK in Payne County.

Pawnee Nation Health Education Program:

The purpose of this contract is to establish identifiable health education components within the tribal health department. The Health Education Program strives to promote awareness, guidance & counseling, and prevention of disease and/or disability among Indian people. The overall goal is to enhance the quality of life for the people we serve with healthy lifestyles.

II. Executive Summary:

The CHR and HE Programs completed the third quarter continuing services such as medical transports, medication deliveries, and home visits. Much of the quarter was spent carrying out business as usual as well as planning, collaborating, and implementing community aide and awareness events. We lent a hand to other programs, within and outside of our division, providing community services while practicing and encouraging others to follow CDC safety guidelines regarding COVID-19.

Both direct assistance programs, LIHEAP and CSBG wrapped up FY 2020 this quarter and FY 2021 plans for funding were submitted.

III. Quarterly Goals and Objectives:

Goal 1: To provide for a continuum of services to the population through health education, case findings, referral follow ups and provisions of supportive services.

Objective 1: To assist the target population in maintaining their health and well-being and to continue to enhance the quality of life through preventative services and health delivery.

Activity 1: The CHR/EMS Program picked up medications, supplies, and equipment from IHS, local pharmacies, and out of town referral pharmacies for clients with no other means of transportation.

Outcome 1: The CHR Program picked up and delivered medications, supplies, and or equipment for forty-two (42) clients this quarter.



Pawnee Nation CHR/EMS/Health Education Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Activity 2: The CHR/EMS Program provided transportation services to eligible Indian residents to and from IHS and other referred facilities when necessary for routine non-emergency appointments.

Outcome 2: The CHR/EMS Generalists transported one hundred and twenty-three (123) clients this quarter.

Activity 3: The CHR/EMS Program conducted home visits/wellness checks for those who are homebound.

Outcome 3: The CHR/EMS Generalists conducted twenty-five (25) home visits this quarter.

Objective 2: To organize community health promotions and disease prevention for the target population.

Activity 1: The CHR/HE Program hosted a Blood Drive and COVID-19 Antibody Testing on July 29, 2020.

Outcome 1: Twenty-five (25) participants signed in; of that sixteen (16) were able to donate blood.

Activity 2: The CHR/HE Program in collaboration with the Wellness Program hosted Yoga, Ripped, and Walking Club for community members throughout the quarter.

Outcome 2: The average numbers for the quarter are as follows: RIPPED (5), Yoga (8), and Walking Club (9).

Activity 3: The CHR/HE Program partnered with Division of Education and Division of Natural Resources and Safety to provide community care packages to those impacted by COVID-19.

Outcome 3: Care packages went to a total of three hundred and eighty-seven (387) households.

Activity 4: The CHR/HE Program joined the Title VI Program in providing and distributing care packages and education to their program participants.

Outcome 4: Eighty (80) packages were delivered to households.

Activity 5: The CHR/HE Program provided supplies and education to the Distance Learning Tutoring.

Outcome 5: Approximately sixty (60) students opted for distance learning this school year.



**Pawnee Nation CHR/EMS/Health Education Program
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

IV. Travel, Training, and Meetings

July:

- 8- Partners in Good Health and Wellness (GH&W) Training
- 15- PGH&W Training
- 22- PGH&W Training
- 29- PGH&W Training
- 29- Blood Drive and COVID-19 Antibody Testing

August:

- 5- PGH&W Training
- 11- Internal Controls for Effective LIHEAP Program & Fiscal Management Webinar
- 12- PGH&W Training
- 13- LIHEAP Tribal Grantees Quarterly Virtual Meeting
- 13- CSBG Tribal Update Virtual Session
- 14- Annual Plan (LIHEAP & CSBG) Review Meeting
- 17- Pawnee County Healthy Coalition Meeting
- 17- Distance Learning Meeting
- 20- CSBG FY20210 Tribal Plan & CARES Act Plan Submission Webinar
- 25-LIHEAP Grantees FY 2021 Plan Webinar
- 27- SF-424M and Attachments in OLDC Webinar

September:

- 4- TEAMS Practice/Training to Navigate Online Meetings
- 8-DHCS Coordinators Meeting
- 9- Budget Call (CHR, HE, CSBG, & LIHEAP)
- 10- Direct Assistance Information and Tips Meeting with Planning
- 16- Guiding Principles for Agencies Serving Survivors of Human Trafficking Webinar
- 17- Assembled Care Packages with Department of Safety
- 21- Pawnee County Healthy Coalition Meeting
- 23- Passed out Care Packages to Community Members
- 24- Assembled Care Packages with Department of Safety
- 30- Submissions to OLDC (CSBG, LIHEAP)
- 30-eCivis Project Kick-Off

V. Financial Reporting

The Pawnee Nation CHR/EMS/HE program financial status is reflected in special reports prepared by Pawnee Nation Finance Department and Grants & Contracts Office.

General Assistance:

During this quarter, general assistance was provided to eligible clients through the CSBG and LIHEAP Programs. LIHEAP and CSBG Allocated Additional Funding through the CARES Act.



Pawnee Nation CHR/EMS/Health Education Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

The following is the number of clients served this quarter:

- CSBG - Eight (8)
- LIHEAP- Forty-nine (49)
- LIHEAP CARES- Thirty-six (36)
- CSBG CARES- Fourteen (14)

VI. Upcoming Events:
Breast Cancer Awareness Month
Trunk or Treat-Oct 29



Pawnee Nation Diabetes Program Quarterly Report to the Pawnee Business Council 3rd Quarter –2020

I. **Program/Office/Project Name: Diabetes Program:**

The Pawnee Nation Diabetes Program promotes the delivery of supportive, interactive, and educational services for Native Americans with the risk factors of developing and/or with the diagnosis of diabetes who reside within the Pawnee service area. It is our intent to improve the quality of life for Native Americans by implementing SDPI Best Practice: Physical Activity/Education.

II. **Executive Summary:**

The Diabetes Program has continued to provide services designated to enhance the quality of life for the people we serve. This quarter has been dedicated to providing direct care services such as blood glucose monitoring supplies, socks, and assistance with eyewear and Glucerna. The program continues to be involved in the Pawnee County Healthy Coalition and Wellness Program to obtain more community outreach, network, and combine resources. Best Practice continued with weekly community fitness classes and a youth health and fitness camp.

Quarterly Goals and Objectives

GOAL 1: To increase physical activity, it helps reduce the risk for developing diabetes and its complications as well as the reduction of the occurrence of obesity.

OBJECTIVE 1.1: Increase the rate of participation of activities and education on physical activity with or without the diagnosis of diabetes.

Activity 1: The Diabetes Program in collaboration with the CHR/HE and SAP Programs, shall be known as the Wellness Program Committee, provides a weekly Yoga class, RIPPED class, and walking/running club.

Outcome: The total fitness class participants was (35) which includes Yoga (8); RIPPED (5); and walking/running club (9). The classes are reoccurring participant average over the quarter.

OBJECTIVE 1.2: Number of individuals that participate and clients with an improved BMI, blood sugar levels, and blood pressure levels

Activity 1: The Diabetes Program conducted screenings during the month of September for individuals signing up for the Tiwari' Walking/Running Club.

Outcome: The quarterly average for blood pressure is 125/73.



Pawnee Nation Diabetes Program Quarterly Report to the Pawnee Business Council 3rd Quarter –2020

GOAL 2: Prevent and/or reduce the occurrence and complications of diabetes.

OBJECTIVE 2.1: Increase the rate of participants being educated on diabetes prevention during outreach events with or without the diagnosis of diabetes within our service area on how physical activity and weight loss affects the prevention and/or maintenance of diabetes.

Activity 1: Pawnee County Healthy Coalition provides information and resources with the chance to collaborate in future events or projects. Continual Monthly meetings occur.

Outcome: Monthly meetings were held on August 17 and September 21 via Zoom. July's meeting was canceled.

GOAL 3: To reduce the occurrence and prevent the onset of diabetes among Native American youth.

OBJECTIVE 3.1: Increase the rate of youth participation in screenings and/or physical activity during community youth outreach camps.

Activity 1: The Diabetes Program held a 2-week health and fitness camp for Pawnee Middle School and High School Students from July 27-August 7.

Outcome: A total of (8) individuals completed the camp.

OBJECTIVE 3.2: Increase the rate of participants being educated on diabetes, nutrition, and participate in physical activity during community outreach events.

Activity 1: The Diabetes Program assisted the CHR Program with the Blood Drive and COVID-19 Antibody Testing on July 29.

Outcome: A total of (25) individuals signed up to donate blood; only (16) individuals were able to donate.

Goal 4: To assist in preventing and/or reducing the occurrence of complications due to diabetes among Native Americans in our service area.

OBJECTIVE 4.1: To increase the rate of complete and documented annual exams that assist in preventing and/or reducing the occurrence of complications due to diabetes.



Pawnee Nation Diabetes Program Quarterly Report to the Pawnee Business Council 3rd Quarter –2020

Activity 1: The annual exams are for the clients benefit to maintain control of diabetes and minimize the complications. Once all exams including downloads of glucometers, clients are eligible for the demonstrated need of Nike shoes.

Outcome: (1) client completed annual exams within the quarter (Dental, Eye, Nutrition, Foot, A1C lab, meter downloads”. It is proven a demonstrated need for clients to obtain Nike N7 shoes to have completed all annual exams. This shall reduce the complications with diabetes which can occur over time.

OBJECTIVE 4.2: Secondary Prevention: Program assists with testing supplies and non-formulary medications.

Activity 1: Clients were given glucometers to monitor their blood sugars at home. This tool helps the client to keep a close watch on the sugar levels and gain better control hypo/hyperglycemic episodes. Glucerna shakes will continue to be monitored.

Outcome: (18) clients were issued testing supplies, (5) prescriptions were filled for non-formulary medications (Glucerna health shakes), (5) clients received eyewear assistance, and (9) received diabetic socks.

III. Travel, Training, Meetings

July:

- 8- Partners in Good Health & Wellness Training *Introduction to Native Wellness*
- 8- Talk Saves Lives Training
- 9- Partners in Good Health & Wellness Training *All About Diabetes*
- 15- Partners in Good Health & Wellness Training *Communication Techniques*
- 22- SDPI Optional Webinar: Other Activities and Budget
- 22- Partners in Good Health & Wellness Training *Behavioral Health*
- 27-31 Massters of Gravity Health & Fitness Training Camp
- 29- Partners in Good Health & Wellness Training *Food and Diabetes*
- 29- CHR/Diabetes Blood Drive

August:

- 3-7 Massters of Gravity Health & Fitness Camp
- 5- Partners in Good Health & Wellness Training *Stroke Risks & Prevention*
- 12- Partners in Good Health & Wellness Training *Personal and Community Health & Safety*
- 17- PCHC Monthly Meeting via Zoom

September:

- 1- 2021 SDPI Continuation Application Submittal



Pawnee Nation Diabetes Program Quarterly Report to the Pawnee Business Council 3rd Quarter –2020

- 4- TEAMS training
- 8- DHCS Coordinators Meeting via TEAMS
- 9- Budget Call Meeting via TEAMS
- 30- eCivis Project Kick-off

IV. Financial Reporting

The Diabetes Program continues to monitor spending and strives to maintain the level of usage of funding for current specifications of providing specialized providing specialized services to the Native American Community.

V. Future Plans:

- Salsa Making Class-Oct 1
- Shape Shiftin “In a Good Way”, 12 Week Employee Transformation Challenge- Oct 5-Dec 28
- Truck or Treat-Oct 29
- National Diabetes Awareness Month-November



Food Distribution Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Program/Office/Project Name: Food Distribution Program

The Food Distribution Program on Indian Reservations (FDPIR) is a Federal Program that provides USDA foods to low-income households and to Native American families residing in designated areas near reservations and in the State of Oklahoma. The program serves as an alternative to the Supplemental Nutrition Assistance Program (SNAP, formerly known as the Food Stamp Program).

II. Executive Summary:

During this quarter, we received an email from USDA that the program was approved for the FDPIR: Facility Improvements and Equipment Upgrades to Prevent, Prepare For, and Respond to Coronavirus. We were awarded \$56,869.00 to be used to purchase a new program vehicle, program copier, PPE supplies, and program bags. The federal grant award period is July 8, 2020 to September 30, 2023.

In August, Food Distribution Programs in our regional area received an email from the Tribal Affairs Coordinator for the U.S. Census Bureau regarding helping with the 2020 outreach to our tribal communities and we agreed to help. The program was sent a 2020 Census tote bag and two half page fliers with information on being counted as a tribal citizen and online information on completing the form. The Communications Department also provided us with the t-shirts to give to our tribal members who were also program participants.

On July 15, an email from USDA - Food and Nutrition Service (FNS) was sent that the next round of food programs would be added to the shell egg pilot. I had confirmed back in February that our program would be interested in participating in this program. This project would be starting in October 2020. To prepare for this, the programs 1) would no longer be receiving the dried egg mix and 2) the dried egg mix would need to be out of our inventory when we start giving out the shelled eggs to our participants. The excess egg mix could be donated to a food pantry or organization who can use it. There must also be sufficient refrigerator space to store 1 to 2-week supply of the shelled eggs. Throughout this pilot expansion, the programs need to provide FNS with information they request about acceptance, storage, and distribution. FNS would also be providing the programs with information on monitoring guidance, fact sheet on shelled eggs, and egg handling tips before the program places their first order. Our program is excited to finally being able to receive the shelled eggs. This pilot project has been going on for many years with only a limited number of programs added to it each year. I feel that our participants will benefit more with the shelled eggs than the dried egg mix. During this pilot period, one dozen shell eggs (individual



Food Distribution Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

dozen cartons) will replace the two units of dried egg mix. For each person in a household, they will receive that many cartons of eggs. It may take us a little while to learn how much to order each week so that we are not damaging the shelled eggs. There is a minimum of 14 days shelf life when they are delivered to the program for them to be given out.

III. Quarterly Goals and Objectives

Our main goal this quarter was to continue to increase the number of participants on the program. This will always be an ongoing process for the program. The average number of participants during this quarter was 126, which was a lower than the last quarter, which was 161. For July, we had 122 participants (74 households); for August, there were 133 participants (74 households); and for September, there were 122 participants (74 households). The Covid-19 has continued to have an impact on our participation this quarter.

The number of households that were new certifications/re-certifications for the quarter was: July-9 households; August-21 households; and September-21 households. The number of households that did not recertify this quarter was: July-21 households; August-8 households; and September-14 households.

The program staff continues to provide courtesy calls to our households to remind them that they need to pick up their food. These calls are made at least one week before the end of the month and there are times the calls are made up to the last day of the month. The participants are told when the last day to pick up their food, but we will have some who will come by the office on the last day when we are closed for monthly reports and inventory.

The program continues to provide home deliveries to our elderly households, households that are disabled, or for those households that have no transportation. Participants call in their order and we deliver their order to them after 4:00 that day. In July, there were a total of 8 households, in which 4 households were elders, 2 households were disabled, and 2 households had no transportation. In August, there were 7 households, in which 3 households were elders, 2 household were disabled, and 2 households had no transportation. In September, there were a total of 12 households, in which 6 households were elders, 5 households were disabled, and 1 household had no transportation. The Pawnee Nation Food Distribution Program Has Met/Continually in Progress their goals and objectives for this quarter.



Food Distribution Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

IV. Meetings and Tribal/DHCS Events

During this quarter, the following meetings were attended by the program: DHCS Coordinator's Meeting, Virtual Budget Call Meeting, FDPIR Regional Call Meeting, and eCivis Project Kick-Off.

V. Travel and Training

TEAMS Practice/Training to Navigate Online Meetings

VI. Financial Reporting

The program continues to receive monthly expenditure reports from the Finance Division. These reports let us know what has been spent and how much is left in the program's budgets.

The Food Distribution Program's fiscal year ended on September 30 and we will have carry over money going into FY 2021.

During this quarter, FDP had several budgets that needed to be done by September 30: FY 2021 Budget Worksheet to USDA, 2021 PN Budgets, 2020 FDP CARES Budget, and a Budget Modification for 2019.

VII. Future Plans

Continue to operate under our Plan of Operations, approved by USDA. With the uncertainties of COVID-19 and now cold & flu season approaching, staff feel this is still the best solution for our program.

The program will be getting under the Trade Mitigation in October-Frozen Strawberries and Dried Cherries. Also, under the Trade Mitigation, the following items will be released once the loads are received in our Paris Brothers Warehouse: pork patties, pulled pork, catfish, and frozen orange juice.



Pawnee Nation Indian Child Welfare (ICW) Program Quarterly Report Pawnee Business Council 3rd Quarter -2020

I. ICW Program

The purpose of the Indian Child Welfare Program is to prevent the break-up of Indian families by providing and making referrals for services to American Indians of the Pawnee descent, which include but are not limited to comprehensive counseling and training programs that focus on prevention and crisis intervention.

II. Executive Summary

The ICW Coordinator maintained a caseload of (6) state cases (2 out of state cases), (18) Pawnee Nation Tribal Cases, (2) Pawnee Nation Tribal Custody Cases and (2) Pawnee Nation Tribal Foster Homes during the 3rd quarter. There were total of (36) Pawnee children involved in state and tribal cases. There was (2) state cases closed during this quarter after successfully being reunited with a parent.

The ICW Coordinator completed all home visits as required in both tribal and out of state cases. The ICW Coordinator completed (18) home visits to children and families during this quarter. The ICW Coordinator completed (3) joint investigations with the Oklahoma Department of Human Services, Pawnee County involving Pawnee children. The ICW Coordinator attended (5) Child Safety Meetings and (1) Family Team Meeting on OKDHS cases.

The ICW Coordinator attended all court hearings in both state and tribal cases. The ICW Coordinator attended (10) Pawnee Nation Tribal cases, (6) state court cases and (2) out of state hearings by telephone. The ICW Coordinator provided Expert Witness Testimony in an adoption case in Tulsa County.

The ICW Program has continued throughout the COVID pandemic providing case management services to children and families. The ICW staff take precautions and use PPE when entering families' homes while also assessing children's safety and the family's wellbeing.

The ICW Program continues to manage both state and tribal custody cases while overseeing the OKDHS Promoting Safe and Stable Families, Child Welfare Services and Federal Promoting Safe and Stable Families funding. The ICW Coordinator continues to develop case plans for those participating in these programs with an open case.

The ICW Coordinator continues to be involved in state cases involved with OKDHS to ensure that the Indian Child Welfare Act is followed. The ICW Coordinator is



Pawnee Nation Indian Child Welfare (ICW) Program Quarterly Report Pawnee Business Council 3rd Quarter -2020

involved in case planning and family team meetings.

The ICW Coordinator continues to be the Secretary for the Pawnee Service Area Child. The ICW Coordinator attended CPT meetings in July and August by Zoom due to the coronavirus pandemic. The CPT met in person with 5 CPT members present at the Pawnee Nation Resource Center while the other members were present by Zoom.

The ICW Program continues to work closely with state and tribal entities on cases and referrals for services. The ICW Coordinator meets regularly with the OKDHS Tribal Fields Liaison, Carmin Tecumseh Williams and has regular contact with the CWS Tribal Coordinator for DHS. There continues to be ongoing issues with the Oklahoma Department of Human Services regarding notifying the Pawnee Nation when they are involved with Pawnee children. There have been more issues with this since the Coronavirus pandemic. The ICW Coordinator continues to express this to the Tribal Coordinator. OKDHS is provided with a statewide tribal list of all tribes however, the Department has failed to notify the Pawnee Nation on several occasions when they are working with Pawnee families.

The Pawnee Nation ICW Program continues to process and verify enrollment eligibility for children as received by state agencies. There were (25) member requests for eligibility processed during this quarter. The ICW Assistant processed all member requests for this quarter and provided the necessary documentation back to all state agencies.

GOAL 1: Family Preservation: Pawnee Indian children will live in an environment that is safe, nurturing, and culturally relevant with their own family.

OUTCOME: The ICW Coordinator manages both state and tribal cases and works closely with in state and out state child protection agencies to ensure the safety and well being of Pawnee children.

GOAL 2: Reunification: When Pawnee Indian children are placed outside of their home due to abuse or neglect, the ICW Program will utilize the ICWA along with providing case management services to help support the Indian parent(s) with reunification of the Indian family.

OUTCOME: Pawnee Nation ICW continues to provide case management services to Pawnee Nation children and families when they have been removed from the home or prior to removal to ensure the children's safety while also preserving the family unit. The Pawnee Nation ICW Coordinator continues to work closely with the families on new open cases including being present at all court hearings,



Pawnee Nation Indian Child Welfare (ICW) Program Quarterly Report Pawnee Business Council 3rd Quarter -2020

completing home visits and attending child safety and transfer meetings at OKDHS. The ICW Coordinator ensures that ICWA is followed in state cases. The ICW Coordinator is also filing a Motion to Intervene on behalf of Pawnee Nation on all state custody cases.

GOAL 3: Foster Care: When Pawnee Indian children are placed outside of their home due to abuse or neglect, the Pawnee Nation ICW program will utilize a tribally approved Foster home that is safe, nurturing, clean, and supports cultural awareness.

OUTCOME: The Pawnee Nation ICW Program works closely with OKDHS to ensure that any Pawnee child that is removed from their home is placed in a tribally approved home that is ICWA compliant. The ICW Program currently has (2) Pawnee Nation Tribal Foster Homes.

GOAL 4: Permanency: When all reasonable efforts have been exhausted to reunify Pawnee Indian children with their parents or other family members, the ICW Program will utilize a tribally approved permanent home that is nurturing, safe, and supports cultural awareness.

OUTCOME: The Pawnee Nation ICW Program continues to make efforts to ensure that Pawnee Indian children are placed in ICWA compliant homes.

III. Travel and Training

The ICW Assistant attended the OKDHS trainings for home studies, CANIS training, and OCS services by Zoom. These trainings are biweekly trainings provided through Zoom by the Tribal Foster Care Unit for the Oklahoma Department of Human Services.

The ICW Coordinator attended the CANIS training by Zoom, Introduction to Child Welfare Information Gateway by Zoom, Tribal Nation Community Listening Forum, GIS to Strengthen Practice and Inform Policy on Tribal CW Agencies by Zoom, and the Indian Child Protection and Family Violence Protection Act training by WebEx.

IV. Meetings and DHCS/Tribal Events

July:

- Pawnee Service Area Tribal CPT by Zoom
- Oklahoma Indian Child Welfare Association Key Informant Interview
- OK Integration Institute Informational Call by Zoom
- Joint Investigation DHS-Pawnee County

August:

- Pawnee Service Area Tribal CPT by Zoom



Pawnee Nation Indian Child Welfare (ICW) Program Quarterly Report Pawnee Business Council 3rd Quarter -2020

**BIA Program Review
Child Safety Meeting-Noble County DHS
Child Safety Meeting by phone-Pawnee County DHS
Child Safety Meeting by phone-Blaine County DHS
Joint investigation w/DHS-Pawnee County**

September:

**DHCS Coordinator's Meeting
DHCS TEAMS Training
Budget Call 2021 via TEAMS
Meeting with Jackie Downing-BIA Social Worker
Pawnee Service Area CPT -Pawnee Nation Resource Center
Joint Investigation-OKDHS
Child Safety Meeting by phone-Pawnee County DHS
eCivis Project Kickoff**

Financial Reporting

The ICW Program operated under the FY 2019/2020 funds during the 3rd quarter. The program also operates the Title IV-B PSSF and CWS funding for Child Welfare Programs and the OKDHS Tribal Project. The Title IV-B PSSF pays for 10% of ICW Coordinator position with BIA paying 90%.

The ICW Program is able to provide financial assistance to families only through the Federal Promoting Safe and Stable Families Program, Subparts 1 and 2 and the OKDHS Promoting Safe and Stable Families Program.

OUTCOME: The ICW Program provided direct assistance to (25) families during this quarter through the above-mentioned programs. There has been increase in clients requesting assistance including diapers, wipes, formula, and utility assistance.

Future Plans

**Continue to provide child welfare services to Pawnee children and families.
Truck or Treat-Oct 29**



Pawnee Nation Ti-Hirasa Domestic Violence Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Program/Office/Project Name:

Ti-Hirasa Domestic Violence Program includes the Domestic Violence Prevention Initiative (DVPI) and Family Violence Prevention/Domestic Violence Shelter and Supportive Services (FVPSA). It is a confidential support service to victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking. We serve all of Pawnee County regardless of age, economic status or race. We prioritize Native American women and members of the Nation. Our mission is to provide prevention and awareness and increase victim safety and offender accountability.

The program provides services including domestic and sexual violence prevention, advocacy, crisis intervention, education, and coordinated community response to victims and their families of domestic and sexual violence while incorporating Pawnee culture and traditional practices. Staff increase family as well as community involvement by providing opportunities to participate in trainings as well as culturally relevant activities. The program also promotes outreach and increases awareness by providing victim advocacy, legal assistance, emergency victim assistance, intervention, cultural healing, safety planning, transportation to shelter or relevant appointments, court advocacy, women's group, anonymous phone or text consultation, case coordination, policy development, community response teams, sexual assault examiner programs, and community and school education programs. Our three main areas of focus are criminal justice intervention, victim services and prevention.

II. Executive Summary:

This quarter, we provided crisis intervention for new and established clients. Our program provided services to (13) additional clients. New clients this quarter were (14) female and (0) male, (6) were Caucasian, (7) were Native American, and (1) unknown. All clients were served in some capacity. We also continued to work with and provide services to (3) previously established clients.

III. Quarterly Goals and Objectives

The Ti-Hirasa Domestic Violence Program has three main goals for the DOJ grant. Our first goal is to prevent incidents of domestic or dating violence, sexual assault, or stalking. This goal is being met by providing prevention services to Indian women in a variety of activities centered on healing and character development. We met this goal by setting up domestic violence booths to raise awareness, attending and presenting at events, and providing domestic violence and sexual assault support group to clients. We have distributed brochures around Pawnee Nation and Pawnee County. We have (3) billboards; (1) in Pawnee and (2) in Cleveland that continue to refer people to the National Domestic Violence Hotline.



**Pawnee Nation Ti-Hirasa Domestic Violence Program
 Quarterly Report to the Pawnee Business Council
 3rd Quarter - 2020**

Our second goal is to increase victim safety and offender accountability. This goal was met by advocating for Native Victims at a State level as well as by providing victim services and education

The third goal is to provide shelter, supportive services, and access to community-based services for victims. We meet this goal by providing safety, resources, and services to victims to allow participants to become self-sufficient and live a violence free life. This goal is met by maintaining the 24- hour culturally sensitive crisis hotline, providing legal services, providing emergency victim assistance, offering life skills classes, and providing supportive services that help the client meet their goal plan. Below is a list of the services provided for our clients this quarter:

VICTIM SERVICES PROVIDED

Partially Served	(2)
Served	(12)
Not Served	(0)
Civil Legal Advocacy/Court Accompaniment	(3)
Counseling	(7)
Criminal Justice/Court Accompaniment	(0)
Crisis Intervention	(8)
Employment Counseling	(1)
Financial Counseling	(3)
Hospital/Clinic/Medical Response	(0)
Material Assistance	(7)
Survivor Advocacy	(10)
Protection Orders	(6)
Protective Order Requested-Not Received	(0)
Transported	(3)
Shelter Services	(2)
Legal Aide (Protective Order, Divorce, Custody)	(6)
Emergency Victim Assistance	(8)
Grocery Assistance	(7)
Rental Assistance	(7)
Utility Assistance	(7)
Emergency Child Care Assistance	(0)
Children Served	(17)
Hotline Calls	(103)
DV Class	(0)
Medication Delivery	(0)



Pawnee Nation Ti-Hirasa Domestic Violence Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

****All clients receive educational and resource materials from the program.**

IV. Meetings and Tribal/DHCS Events

Jul 9 & Sept 3-VAW Advocate Interviews
Jul 9-DVPI Conference Call
Aug 27-DVPI Annual Convening held virtually
Sept 2-NAAV General Membership meeting
Sept 8-DHCS Coordinators Meeting
Sept 10-DVPI Conference Call
Sept 21-Pawnee County Healthy Coalition Meeting
Sept 29-DVPI Site Visit held virtually
Sept 30-Ecivis Project Meeting

V. Travel and Training

Aug 5-Webinar: Working with Student Survivors: Sexual Violence in Educational Environments
Aug 10-Webinar: Domestic Violence in Indian Country: Investigation Basics & Prosecution Options
Sept 2-Tribal Consultation on Violence Against Women
Sept 4-DHCS Teams Training
Sept 16-18-IHS Oklahoma City Area Behavioral Health Virtual Conference

VI. Financial Reporting

We have not had any problems with availability of funds from our funding source. The Ti-Hirasa Domestic Violence Program financial status is reflected in special reports prepared by Pawnee Nation Finance Department and Grants & Contracts Office.

All (3) programs' fiscal year ended September 30; however, all (3) programs were awarded funding again. OVW-\$761,416 for (3) years; DVPI-\$200,000 for (1) year; and FVPSA-\$55,826 for (1) year.

VI. Future Plans

- 1) Domestic Violence Awareness Month Events in October
- 2) Continue to provide services to victims within COVID-19 guidelines
- 3) Continue to update Facebook Page with information related to COVID-19 and Domestic/Sexual Violence information.
- 4) Initiate Coordinated Community Response Team
- 5) Outreach/education/prevention activities such as Elder Abuse and Strangulation
- 6) Collaborate with Executive Office and Attorney General to update our existing Domestic Abuse Act in tribal court.



**Pawnee Nation Substance Abuse Program/
Methamphetamine and Suicide Prevention Initiative/
Tribal Opioid Response/Native Connections
Quarterly Report to the Pawnee Business Council
3rd Quarter**

I. Program/Office/Project Name: Pawnee Nation Substance Abuse Program (SAP)/Methamphetamine and Suicide Prevention Initiative (MSPI)/Tribal Opioid Response (TOR)/Native Connections

SAP's scope of Work is to provide a community- based prevention service which includes the identification of persons at risk for developing problems related to the use/abuse which will offer a variety of services and use a range of prevention and treatment approaches. Services provided to individuals and/or groups include referral to primary residential programs that emphasize improved self-image, value, and attitude clarification, decision making, and recognition of the physical and emotional effects of alcohol and substance abuse and constructive processes for dealing with stress.

MSPI's scope of work is to service Native American youth (8 -24 years of age) and family members who reside in the Pawnee Nation service area, providing prevention and intervention for methamphetamine and suicide ideation through cultural and health activities.

The TOR grant adds an additional approach to our focused prevention outreach to reduce potential opioid misuse/abuse in our community through cultural and health activities.

The purpose of this grant is to prevent suicide and substance misuse, reduce the impact of trauma, and to promote positive mental health for youth and young adults in the Pawnee area.

II. Executive Summary:

This quarter was focused on clientele as far as building individual sessions and groups back up. Special arrangements have been made for group, so clients are able to attend. Group is scheduled twice a week on Monday and Wednesday evenings. Clients must call ahead to reserve a seat and group participants must wear a mask and follow the new guidelines to participate. This is to keep everyone safe and meet the needs of our clientele.

Staff has continued to watch webinars pertaining to the stressors that the clients may be dealing with during this pandemic.

The Fitness Center Attendant resigned in September, so staff have been covering the Fitness Center to keep it open until a new one is hired.



**Pawnee Nation Substance Abuse Program/
Methamphetamine and Suicide Prevention Initiative/
Tribal Opioid Response/Native Connections
Quarterly Report to the Pawnee Business Council
3rd Quarter**

III. Quarterly Goals and Objectives:

SAP Goal: To reduce and/or eliminate the effects of substance abuse problems among our tribal members as well as our community.

Objective 1: To raise awareness in the community regarding substance misuse/abuse and provide resources to the community and program clients.

Activity 1: SAP holds regular group meetings every Monday and Wednesday at 7:00 p.m. at the SAP office.

Outcome 1: Over the past three months, (93) people attended meetings due to reduced group meetings attributed to the Covid-19 pandemic.

Activity 2: The program staff assisted clients to 12&12 Tulsa inpatient for treatment, and/or suicide ideation. These clients that were transported were taken by family and staff due to tribal travel restriction.

Outcome 2: This quarter, (2) clients were transported with substance use disorder and suicidal ideation. Six (6) clients were seen for individual counseling either in person or by electronic methods.

Activity 3: SAP maintains the Fitness Center, which meets the wellness component of the program.

Outcome 3: This quarter, (314) people utilized the Fitness Center.

Activity 4: SAP/MSPI sponsored the Pawnee Bill Memorial Kids Rodeo in August.

Outcome 4: There was approximately (300) in attendance.

Activity 5: SAP/MSPI in collaboration with the CHR/HE and Diabetes Programs, shall be known as the Wellness Program Committee, hosted Yoga, Ripped, and Walking Club for community members throughout the quarter.

Outcome 5: The average numbers for the quarter are as follows: RIPPED (5), Yoga (8), and Walking Club (9).

Meetings.

7-5: Meeting with Valley Hope inpatient treatment Center

7-15: Monthly MSPI Conference Call

7-17: Fitness Center Meeting

7-21: Staff meeting

7-27: Meeting about NCE for TOR

8-4: TOR Conference Call

8-6: Fitness Center Meeting

8-14: Staff meeting



**Pawnee Nation Substance Abuse Program/
Methamphetamine and Suicide Prevention Initiative/
Tribal Opioid Response/Native Connections
Quarterly Report to the Pawnee Business Council
3rd Quarter**

8-31: Fitness Center Meeting
9-8: DHCS Coordinators Meeting
9-10: Monthly MSPI Conference call
9-14: Staff meeting
9-14: Fitness Center Meeting
9-15: Monthly TOR Conference call
9-15: Conference Call Native Connections grant with GPO and GTA.
9-29: Site visit call for MSPI

IV. Travel and Training

7-8: Webinar- Why Aren't You Over this by Now
7-15: Webinar- Addiction and the Opioid Epidemic
7-22: Webinar: Trauma, Integrated Addiction Treatment
7-29: Webinar: High in Plain Sight Current Drug Identifiers.
8-4: Webinar: Taming Tough Emotions
8-5: Webinar: Keeping Sane in a Crazy Time
8-11: Webinar: Good Health for Native Children
8-12: Webinar: Don't Panic they're Our Children
8-19: Webinar: Cracked Not Broken
8-26: Webinar: How Far Is Too Far? Boundaries in Behavioral Health
8-27: Webinar: For SAMSHA orientation on New Grant Native Connections.
9-2: Webinar: Hope Rising
9-4: TEAMS Training
9-9: Webinar: Managing Suicidality with Collaborative Safety Planning
9-13: Webinar: Suicide Key to Screening Evidence
9-10: Webinar: Marijuana and the Adolescent Brain
9-16-18: IHS Annual Behavioral Health Conference
9-23: Webinar: Understanding and Helping Transgender and Gender Diverse Persons.
9-24-25: BI-Annual ODAPCA Conference
9-30: Webinar: Postvention During Covid: Challenges and Opportunities

V. Financial Reporting:

The Pawnee Nation SAP/MSPI program financial status is reflected in special reports prepared by Pawnee Nation Finance Department and Grants & Contracts Office.

Donations were requested by and made to Pawnee Bill Memorial Rodeo for the Kids Rodeo; Pawnee Public Schools Language Program; Pawnee Black Bear Wrestling Club.



**Pawnee Nation Substance Abuse Program/
Methamphetamine and Suicide Prevention Initiative/
Tribal Opioid Response/Native Connections
Quarterly Report to the Pawnee Business Council
3rd Quarter**

MSPI received funding for 6th year of \$300,000 to finish Year 5 deliverables. TOR submitted a No Cost Extension; however, still waiting on official approval. We received Tribal Behavioral Health “Native Connections” Grant of \$250,000 per year for (5) years.

VI. Future Plans:

Sponsor event for the Pawnee Public School language class

Red Ribbon Week-Oct 23-31

Trunk or treat-Oct 29

Sobriety birthday event.

Thanksgiving food baskets for our clients.

Christmas incentives for our clients.

Cultural classes with the Pawnee Language class at PHS for the students.



Pawnee Nation Title VI Program Quarterly Report to the Pawnee Business Council 3rd Quarter-2020

I. Title VI Program Elderly Meals

Title VI Elderly Meals Program receives three federal grants (Part-A Senior Nutritional Meals/Supportive Services, Part-C Caregiver Outreach Program (Support Services to homebound and caregivers), and the Nutrition Services Incentive Program) to promote the delivery of supportive and nutritional services for Native American Elders. The Administration on Aging Title VI primary purposes of Nutrition services are:

- *To reduce hunger and food insecurity;*
- *To promote socialization of older individuals; and*
nutrition and other disease prevention and health promotion services to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.

II. Executive Summary:

All this quarter was dedicated to working during COVID-19 pandemic. Congregate meals continued to be cancelled; they are delivered and/or curbside picked up and homebound meals continued as usual. Title VI Program used COVID funding to purchase meal boxes and collaborated with CHR Program for delivery. Each meal box contains (7) days of shelf stable meals (for days that we are closed). We also handed out PPE & cleaning supplies kits.

III. Quarterly Goals and Objectives

To reduce hunger and food insecurity: A total of 416, I.H.S. meals was served for this quarter.

Month	Elder Center	I.H.S.	Total
July	0	160	160
August	0	144	144
September	0	112	112

*The Title VI Senior Program projected to provide up to (55) home-delivered meals per day as noted in the proposal which is (16) days per month, and (12) months per year to eligible participants age sixty (60) and older or married to an elder spouse. This is equivalent to ten thousand (10,000) home delivered meals served per year.

A total of 3,168 homebound meals were served this quarter.

Month	Homebound
July	1,040
August	1,056
September	1,072

In addition to meals prepared by the Elder Center, staff arranged for Food Bank twice a month. Due to COVID-19, there were (0) riders and (3) elders/homebound who received deliveries twice a month for (3) months.



**Pawnee Nation Title VI Program
Quarterly Report to the Pawnee Business Council
3rd Quarter-2020**

To promote socialization of older individuals: This is on hold until the center opens again.

Overall Conclusions (based on annual report request for stats):

Volunteers	1
Unduplicated number (Congregate)	155
Unduplicated number (Homebound)	35
Unduplicated number (I.H.S)	10
Unduplicated number (receiving services)	230
Covid-19 Education flyers	250
Nutritional Counseling	6
Unduplicated # receiving Support Services	8
Information Referral	25
Outreach (meds, errands, food bank)	18
Case Management	1
Transportation	0
Legal Assistance	1
Homemaker Service	0
Home Health Aid Service	0
Chores	0
Visiting*	daily
<i>*All homebound are visited daily by Van Driver when meals are delivered.</i>	
Telephoning	65
Family Support	2
Health Promotion & Wellness	185
Caregiving support info about available services	185
Assistance in gaining access to available services	12
Individual Counseling	1
Support Groups	0
Caregiving Training	2
Lending Closet	2
Other (Shopping, Food Bank)	35
Respite	0

To promote health and well-being by assisting older individuals to gain access to nutrition and other disease prevention and health promotion services to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.

All Homebound intakes are conducted by Pawnee Indian Health Center-Public Health Nurses and turned into the Elder Center (Partnership Background): In 2011, the Public Health Nursing Department established a partnership with the Pawnee Nation Title VI Program and with each year the relationship has become more efficient in addressing



Pawnee Nation Title VI Program Quarterly Report to the Pawnee Business Council 3rd Quarter-2020

homebound needs. The purpose of the tribal program is to provide nutritious meals to the elderly (age 60 and older or married to an elder age spouse) who meet the requirements of the Title VI Homebound meals program the PHNs review homebound meds list and makes dietary recommendations for our cooking staff. To qualify for the home delivered meals program, individuals must be unable to walk under their own power, unless recovering from a short-term illness or surgery. They must be disabled and unable to stand for long periods of time to cook meals and/or clean dishes. The PHN Department assists with this program to provide the following:

1. Nutritional assessment
2. Health and functional assessment
3. Behavioral Health assessment
4. Home/environmental/safety evaluation
5. Case management needs

The PHNs also assist patients navigate the Pawnee Indian Health Center services including, establishing care for health services, home health and hospice coordination, wound care, follow up appointment referrals, appeals, and diabetic follow up appointments. Monthly IHS newsletters are posted.

IV. Meetings

09/08-DHCS Coordinators Meeting
09/09-Budget Call
09/30-eCivis Project Kickoff

V. Travel and Training

09/04-TEAMS Training
Weekly funding agency webinars

VI. Financial Reporting

The Title VI Program financial status is reflected in special reports prepared by Pawnee Nation Finance Department and Grants & Contracts Office.

VII. Future Program Plans:

Update transportation vehicle with a handicap wheelchair lift.
Continue to provide client services while being closed to the public.
Use COVID funding for intended purposes for clients and community
Support DHCS Program Events



Pawnee Nation Law Enforcement Quarterly Report to the Pawnee Business Council 3rd Quarter – 2020

I. Pawnee Nation Police Department.

The Pawnee Nation Police Department provides coverage for the Pawnee Nation Jurisdictional area with twenty-four (24) hours -seven (7) days a week continual law and order in providing for the safety and wellbeing not only for our tribal members but also for the general public. Officers are trained to be on-call for other officers who may be on leave, this guarantees that we maintain coverage for all calls. Officers continue to provide routinely daytime and nighttime patrols of rural tribal member residences which also includes a few residences within the city of Pawnee that are held in trust status. Patrol areas includes the jurisdictional boundaries of Pawnee, Payne and Kay Counties. This also includes the Pawnee Nation land located south of the Chilocco facility. Law Enforcement staff includes: Chief of Police David Kanuho, Assistant Chief of Police Harold (Gene) Howell, Police Officer Donna Hogan, Police Officer Brandon (B.J.) Novotny, Officer Michael (Cory) Jimboy and Administration Assistant/Dispatcher Ashley Mulder.

II. Executive Summary:

During this three-month period, officers traveled a total of 15,195 miles during their routine patrols with a total fuel cost of \$2,521.33. Officers recorded 2,075 on-duty hours for this quarter. Patrols are made daily and nightly of the North, West and South Indian cemeteries. The department also continues to receive motorists assists calls which include jumping dead batteries or offering rides for stranded motorist. Our department is continuing to assist the Title 6 Program with delivering meals to a few elders living in the rural area while the Elderly dining area is closed.

This quarter has seen a drop in criminal activity. Unsure if it this is due to the Covid-19 epidemic. Criminal activity at the casinos has also been low.

With the pandemic, all officers are taking extra precautions to protect themselves when out with the public. The funding the BIA gave to the tribe's BIA programs for PPE purchases has enabled the LE department to purchase an ultraviolet Flashbox which uses ultraviolet light to kill germs on items placed in it. This helps with collected evidence or handling items turned in as lost and found. We have also purchased fogging machines to help sanitize our patrol vehicles.



Pawnee Nation Law Enforcement Quarterly Report to the Pawnee Business Council 3rd Quarter – 2020

III. Quarterly Goals and Objectives

- The Chief of Police will maintain statistics on the number and type of incidents, arrest, and their results, that require police assistance.
 - During this quarter, Officers responded to and/or detected the following offenses committed within the Pawnee Nation jurisdiction: one (1) Property Lost, Stolen or Delivered by Mistake, one (1) Drug Offense, and one (1) Larceny.
 - There were no arrests made for this quarter.
 - Officers have also responded to the following non-enforcement calls: sixteen (16) Assistance to Sick or Injured, two (2) Court Process Services, seventy-one (71) Public/Community Services, and forty (40) Assistance to Citizens.
 - There were two (2) vehicle accidents that occurred within the Pawnee Nation Jurisdiction during this quarter.
- Assistance provided to the tribal members, and to the local law enforcement agencies which include: City of Pawnee Police Department, City of Yale Police Department, Pawnee County Sheriff's Department, other Tribal Law Enforcement Agencies, and other Pawnee Nation Program services.
 - During this quarter, Officers assisted with the local Law Enforcement Agencies a total of fifty-one (51) times. Pawnee Nation Officers have assisted the local state Law Enforcement departments with providing back-up on unsafe calls and for traffic control during major accidents.
 - During this quarter, our department registered one(1) sex offender living within the jurisdictional boundaries of the Pawnee Nation.
- Law Enforcement Officers continue to provide monthly criminal and drug activity reports which are recorded and forwarded to the Bureau of Indian Affairs – Office of Justice Services.
 - All statistics are gathered during each month by the Chief of Police and the Admin. Asst. and are submitted to the BIA - OJS. These reports are



**Pawnee Nation Law Enforcement
Quarterly Report to the Pawnee Business Council
3rd Quarter – 2020**

part of the requirements from the funding agency. This also includes drug activity reports.

IV. Travel and Training

There was no travel or trainings reported for this quarter due to the restrictions for travel during the COVID-19 virus epidemic. LE staff will have to rely on webinar classes to receive their training.

V. Financial Reporting

Monthly Revenue & Expenditure Reports and Expenditure Journals prepared by the tribe's Finance department are submitted to the LE department in a timely manner. Admin. Asst. Ashley Mulder continues to check her cuff account system for our department and has been monitoring it closely to compare expenses with her account and the Finance Departments.

Future Plans

We currently have no future plans, but continuing to focus on keeping the LE staff safe during his difficult time with the Covid-19 Virus still active.

This ends the Quarterly Report for July, August and September 2020.

Respectfully Submitted,
David Kanuho, Chief of Police



Pawnee Nation Natural Resources and Safety Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Division Overview

The Pawnee Nation Division of Natural Resources and Safety was established and implemented in 2010. It consists of four Departments:

- Department of Environmental Conservation and Safety,
- Department of Transportation and Safety,
- Department of Fire and Rescue, and
- Department of Emergency Management.

Although each Department within the Division has its own primary mission and service objectives, each Department shares many common interests and supporting services concerning natural resources and safety. Examples include NEPA compliance challenges, federal regulatory compliance, Tribal regulatory compliance, disaster response and recovery efforts, FEMA mitigation re-imbusement projects, conservation of life and property activities, easement agreements, trespass issues, zoning issues, protection of human health and environment, and maintaining effective emergency planning and response capabilities. Each Department is operating with limited staffing while challenged with maintaining comprehensive services to the citizens. Placing these Departments under a common Division enables direct collaboration among the Management and staff which has resulted in ongoing efficient and effective services while having the limited staffing resources. The DNRS staff continue to work collaboratively with the TERC team to assist in the Covid-19 response for the Pawnee Nation.

II. Division Reports

The Division of Natural Resources and Safety (DNRS) continues to develop its objectives through the ongoing collaboration among its Departments. Each Department continues to identify their objectives and achieving their goals as resources and priorities allow. The Director is continuing to work with the DNRS Department Managers to identify critical services, staffing, and associated funding needs.

Department of Environmental Conservation and Safety (DECS)

This reporting period is the fourth fiscal quarter of federal assistance agreements with USEPA for the DECS. The DECS initiated its federal obligations under the FY20 projects beginning October 1, 2019. Activities under the federal agreements include water quality investigations and monitoring, Federal permit certifications (Sections 401 and 404), oil and gas inspections, hazardous spill response, emergency planning, environmental management planning, watershed management plan development, non-point source pollution prevention management, and requesting additional funding for special investigations. Non-federal activities include technical writing on natural resource related (agricultural) proposals, assistance on writing and implementing covid-19 related proposals, facility inspections and issuances of permits under the FDA Food Inspections Codes, review and issuance of oil and gas permits, and continues its enforcement of the Pawnee Nation Energy Resource Protection Act (Title XIII). The Pawnee Nation continues its reporting to USDA as required under both Federal and Tribal laws. The DECS must maintain an approved EPA/Tribal Environmental Management Plan which provides objectives of both Tribal and Federal priorities. The DECS staff continues to be challenged with capacity development and the implementation of adopted Codes (International Codes: Fire, Building, Mechanical, Energy, Plumbing, and FDA Food Code), Pawnee Nations Natural Resource Protection laws (Title 11 and Title 12 of the Pawnee Nation Law and Order Code) and implementing environmental regulations.



Pawnee Nation Natural Resources and Safety Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

The staff continues to work with contracted inspectors, EPA, BIA, and IHS/OEH personnel for conducting needed facility inspections and issuances of permits. The DECS Inspector and Rangers have been providing facility inspections and utilizing the NOV process for its enforcement (Civil and Criminal). The new enforcement process has continued to work well resulting in defendants paying prescribed penalties and directed corrective actions.

Federal Assistance for the FY2020 project period includes the FY 20 GAP, WPC, and NPS proposals. The DECS staff continue to work with the Pawnee Nation's legal team to address EPA authorization of the State of Oklahoma to administer its federal environmental services in Indian Country. The Pawnee Nation has "treatment as State" authorization under the CWA to administer federal regulatory programs within the Pawnee Nation. The DECS is looking at expanding its current authorization to include all Allotments and Fee lands within its original Reservation boundary.

The Pawnee Nation (DECS) acquired 319 and 404 certification authorities along with Tribal Water Quality Standards authorization in 2005. These authorizations are granted through the US Clean Water Act and enables the Pawnee Nation to establish its water quality standards, certify (review, approve, disapprove) all federal permits for wastewater discharges and stream bank disturbances within Pawnee Nation, and enables the Pawnee Nation to receive an allocation for addressing Non-Point Source Pollution issues within the Pawnee Nation. The Pawnee Nation is the only Nation in Oklahoma to acquire 303 (Water Quality Standards), and 404 (Certifications) program authorization. The DECS staff has provided review of and submitted conditions for 404 certifications as issued by the Federal Government (US Army Corp. of Engineers and USEPA) within Pawnee Nation. The DECS staff is continuing its compliance monitoring of approx. 23 streams and lakes within the Pawnee Nation to assure water quality supports their designated uses.

The Pawnee Nation implemented its isolation/social distancing mitigation measures due to the Covid-19 pandemic. DECS staff has initiated remote working to be used as needed to minimize risk of spread. Staff are able to complete all federal grant obligations with no issues.

Department of Transportation and Safety Department of Transportation and Safety

Department of Transportation and Safety Department of Transportation and Safety (PNDOTS) staff have continued to work on its construction projects and road maintenance projects under the reporting period.

- PNDOTS worked on adding all Pawnee Nation jurisdiction roadways on National Tribal Transportation Facility Inventory Database.

Activities include:

- DOTS staff working on expanding Pawnee Nation roadway database.
- DOTS staff working on Pawnee Nation Enhancement & Safety Projects
 - Working on the design for the Green Bridge
- DOTS staff owners' representative oversight for Howlers renovations
- DOTS staff is project management of the Childcare Kitchen Renovations
- DOTS staff working on ROW applications.
- DOTS working COVID-19 planning, grant management, and response



Pawnee Nation Natural Resources and Safety Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- DOTS staff continues fleet management oversight

Department of Fire and Rescue

The Emergency Services Coordinator has been tasked with providing needed Fire Fighting Training, CPR/AED training, assisting with fire inspections, assisting with NIMS training, developing EOC&EM exercises, developing Fire Grants, coordinating and participating in fire prevention activities, reporting fire activities to the FSA, maintaining all equipment and apparatus in a “ready” condition, and responding to calls as dispatched.

The ESC along with the DNRS staff have acquired CPR Instructors certifications and are providing training as needed for both Pawnee Nation and TDC staff.

The DFR is continuing to have problem retaining its new firefighters. Qualifications for Pawnee Nation firefighters include Fire Fighter I certification accredited by the International Fire Service Accreditation Congress (approx. 140 hrs. training), Emergency Medical Responder certification accredited by the National EMS registry or Oklahoma EMS Registry (approx. 60 hrs.), and Hazmat Operations or Tech. (IFSAC) (approx. 96 hrs.). Once in initial training is completed, the Firefighter will require approx. 56 hrs. of in-service training to maintain certification as a Pawnee Nation Firefighter. The DNRS Director is looking at options to encourage continued service retention. A minimum of 56 hours in- service training is required to maintain skills and certifications as a fire fighter/EMS responder. This is in addition to dispatches and new training initiatives. State side fire departments offer retirement compensation for its volunteers. Pawnee Nation provides no benefits or compensation to its responders. In the past, Pawnee Nation has enabled employees to participate in training/response on “admin leave” status. This assures no lost wages but does not address lack of compensation for the additional responsibilities, including maintaining of in-service training requirements, 24/7 response coverage, elevated risks of injury or life, or the compensation for non-employee responders.

The DFR has acquired needed PPE for its responders which will enable staff to decontaminate its PPE following each response in order to minimize the spread of COVID-19. The DFR will be installing needed washer and dryer systems for its PPE.

Department of Emergency Management

The Department of Emergency Management (DEM) is currently funded as part of the DFR and DEM. The DEM participated in flood recovery activities as was reported in the previous reporting period. The ESC is continuing to work with state officials (Oklahoma and Nebraska) and FEMA on recovery efforts for property damages. The Pawnee Nation is now receiving payments on property damages and emergency services.

The Pawnee Nation activated its EOC to level 2 on March 15, 2020 in response to the Covid-19 pandemic and continues to operate at level 2 at the time of this report. The TERC met at that time to review emergency protocol as outlined in the Pandemic Plan, COG, and COOP. TDC was required to suspend gaming which also resulted in furlough of non-essential staff. PBC declared a state of emergency (disaster) on March 18, 2020. To date the Pawnee Nation is continuing to operate under ‘modified’



Pawnee Nation Natural Resources and Safety Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

conditions with limited facility access and required PPE and social distancing requirements. Tribal services have experienced a few disruptions with required isolations and/or closed facilities for “deep cleaning”. The DEM is managing two grants to assist in the purchasing of needed PPE and for Covid-19 mitigation efforts. The DEM (ESC) is administering two COVID-19 response oriented grants (Southern Plains and CDC).



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

I. Planning Division:

Planning Division consist of the planning department, ICDBG, and Grants and Contracts. The planning department is responsible of bringing new ideas to the table and collaborating with other departments to increase services to the tribe & tribal members. The Planning Director is incorporated in the development of the tribe organization. The Planning Director works side by side with Pawnee Business Council and all the other Divisions. The Planning Director uses the Nation's strategic plan to increase productivity and organizes the overall structure of the Tribe's vision. ICDBG is utilizing grants to better serve the community. They play a big role in developing various projects which include: decent housing, suitable living environment, and economic opportunities. Grants and Contract major goal is to ensure that the federal and non-federal grants are completed. GC makes sure that the grants are constructed to their full potential and that they meet the budget requirements to minimize the risk of losing funding. Also, they analyze opportunities to increase funding from federal contract and see if there are opportunities within the tribe to take advantage to increase serves.

II. Executive Summary

Planning Division has been super busy over these last couple of months. We have been asked to process all the COVID money for the Nation. Also, we are processing the resources/applications for tribal members and the community. For that reason, we have added two more staff individuals to assist us in submitting and processing. This ensures that we get these processed in a timely matter.

Throughout all this, Planning has been active with Leadership, Directors, and other Managers and Supervisors. We were asked to take lead on this Fitness Center, so we have met with people from DHCS and TERO to start long-term planning to make sure that the Fitness Center is successful and sustainable. During these meetings, we wanted to address everyone's concern, desires, and allow open discussion on how we can best benefit the community. Planning developed an operational plan to assist in the sustainability aspect of this program. Our intention was to address the needs in our community and protect them from COVID-19. Since we are seeing that majority of the people that are heavily impacted by this virus are individuals with preexisting conditions like diabetes and hypertension. This plan illustrated how this Fitness Center can offer so much more than the previous gym by allowing all ages (16+) to use the equipment, partner up other programs and allowing the programs to support the fitness center, develop entrepreneurship opportunities, and providing professional growth through training and education. Throughout all this, we were able to work together to do some programing shifting and allow us to invest into our workers and community members. Moreover, we are ahead of schedule of the construction of the gym by almost of month



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

(knock on wood). Projected opening date was around the end of December and now we are looking around the end of November or the first week of December.

During COVID-19, we continue to work with PBC, Division, and other department heads on strategic planning. With new leadership and this movement of planning, we have met with several Divisions and Departments to start their own plans. As Planning works with PBC on the organization growth of the tribe, we been assisting other on their own growth. We are excited to see how much others are taking responsibility to grow. As they grow, they have to capability to not only help us internally but help our tribal members and other partners throughout the community. This process is time consuming, but our team has made adjustments to make sure that we provide our expertise and assistance which will give them the best chance to succeed. Moreover, we are incorporating eCivis into our organization. This software will be a huge benefit for the tribe. As our Division and Department are looking into growing, this software will provide guidance through training and they will have the capability to research additional funding. Moreover, it will strengthen our internal controls and relieve time spent on grant management and reporting. This allows our team to be more proactive with their clients and/or start looking for additional resources.

We continue to still make time for our own projects, so we have been moving forward with our ICDBG projects and we are still exploring opportunities for the Behavioral Health Clinic. Last month, the State of Oklahoma granted Pawnee Nation with our CON (Certification of Need) which is really great news! In addition, we have been working with our consultants in exploring construction funds to have this building built. We started developing our EDA grant for \$4.9 million to go towards the Behavioral Health Clinic.

III. Quarterly Goals and Objectives:

Planning Directors goals and objectives and new insight that we want to accomplish.

a. Description on Activities Conducted

- i. Partaken in PBC, Budget Committee, Education Committee, Organizational Chart Meetings, TERC Meetings,
- ii. Conducted several meetings:
 1. Behavioral Health Treatment Facility
 2. IHS Self-Governance Meetings
 3. eCivis Software Meetings
- iii. Partaken in the City Planning Meeting w/ City of Pawnee
- iv. Partaken in the 2nd Native Leadership of Oklahoma meeting in Tulsa.
- v. Conference Call with EDA regarding a grant
- vi. Conference Call with USDA regarding the Behavioral Health Facility
- vii. Partaken in the Newly Elected PBC Orientation
- viii. Assist Kyle Smith in the Orientation with the new Council
- ix. Conducted a Fitness Center Construction Meeting



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

- x. Conducted a Structural Engineer Meeting for Fitness Center
- xi. Partaken a meeting with Enrollment, HR, and President on establishing a Human Bank Resource
- xii. Partaken a meeting with DNRS about addressing the Emergency Procurement Policy Discussion
- xiii. Conducted meeting with TERO on developing Workforce Plan
- xiv. Partaken financial meeting with CRD
- xv. Conducted a meeting with Tiffany about Tribal Management Grant opportunity
- xvi. Conducted conference call with our EDA consultant on the finalization of the CEDS plan
- xvii. Partaken on the PBC- COVID-19 Forum
- xviii. Planning was instructed to manage the majority of COVID funding
- xix. Partaken in a follow-up COVID Forum to develop our action steps moving forward
- xx. Establish meeting with President and CRD to finish the objectives within the Shakopee Grant
- xxi. Partaken in a meeting with Electa and President to discuss our movement in the Agriculture
- xxii. Partaken in another COVID follow up work session
- xxiii. Developed an Operational plan for the Fitness Center
- xxiv. Had a meeting with the Courts about requesting services from the BIA to do an assessment
- xxv. President and I met on moving forward with the Strategic Plan
- xxvi. Conducted another meeting with DHCS and TERO on the Fitness to make sure we address everyone's needs
- xxvii. Partaken in a Communication/IT masterplan meeting with President
- xxviii. Started a team up and started several meetings on how to process all the COVID assistance programs/applications
- xxix. Conducted a meeting with ETC on seeing the implementation cost on REAL ID for the tribal members
- xxx. Partaken in a meeting with Tiffany and DNRS about the revisions for the COVID-19 Flow chart
- xxxi. Develop an Employee Isolation and Quarantine Packet for the TERC team and our Employees
- xxxii. Developed a mental-health well-being plan for our Employees that are infected with the virus
- xxxiii. Started the Kick-off meeting with the Divisions and Departments so they can see how eCivis can benefit them
- xxxiv. Partaken in a meeting with DocuSign to see if that software was beneficial to Pawnee Nation



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

- xxxv. Partaken in a Self-Governance Training
- b. New Objective for Next Quarter
 - i. Complete two construction projects.
 - 1. Fitness Center
 - 2. COVID Storage and Distribution Center
 - ii. Manage and Process COVID application and PO
 - iii. Submit EDA Grant for the Behavioral Health
 - iv. Conduct an Environmental Review for the Behavioral Health Facility
 - v. Finish the implementation process of eCivis
- c. Future Meeting and Establish New Relationships
 - i. Meeting with construction company about our construction projects
 - ii. Meeting with consultants on the construction of the Behavioral Health Clinic
 - iii. Meeting the new Department Manager of the Agriculture Department
- IV. Travel and Training**
 - a. Travel
 - i. N/A
 - b. Training
 - i. Webinar
 - 1. Sacred Path Webinar: An Inside Look to Secure Tribal Identification
 - 2. Healthy Food Financing Initiative Discussion
 - 3. COVID-19: Tribal Telehealth Mini-grant Pre-Application Webinar
 - 4. Building a Meat Processing Plant with Chris Roper
 - 5. Commercial Tobacco Cessation Pre-Application Webinar
 - 6. eCivis Pre-Kick off Meeting
- V. Financial Reporting**

For the 3rd quarter, the Planning Department remained within budget and had no over-budget line items. Expenses are concentrated more in salary and fringe benefits.

VI. Conclusion

The Planning Division continues assisting other Divisions and Departments and motivated them into moving in a new direction and thinking outside the box to deliver new methods and services to Pawnee Nation. We believe this new direction will make the tribe more efficient. As the Planning Division, we want the Nation to become more sustainable. Moreover, we continue working with others while establishing a new mindset that will help us move from Federal reliance to Tribal dependency. This allows us more freedom and flexibility to increase services to our people.



Pawnee Nation Planning Division
Quarterly Report to the Pawnee Business Council
3rd Quarter

Grants and Contracts

VII. Grants and Contracts Office

The Grants and Contracts' office (G&C) main objectives are to ensure post-award administration is efficient and effective. The G&C Office makes sure the federal grant goals and objectives are completed as stated in the grant application; confirms that all activities are carried out on time and within the approved budget, including utilizing the full funding amount; determines that the individual program costs are allowable, necessary, reasonable and allocable under the terms and conditions of an award; and that the programs are abiding by the federal statutes and regulations listed in their award documents. In addition, the Grants and Contracts office also verifies that the reporting requirements, programmatic and financial, as stated in the grant or contract are adhered to and that the deliverables agreed upon are met. Internal financial compliance is another important aspect of grant administration and the G&C office monitors grant expenditures to ensure the federal programs are following OMB 2 CFR Part 200 and the Fiscal Policies and Procedures established by the Pawnee Nation for all purchases.

The Grants and Contracts manager keeps current on grant management instructions and information issued by federal agencies to make certain required processes and policies are adhered to. The G&C office has an obligation to inform the program directors and managers of current federal rules and regulations that govern the administrative management relevant to the grants and contracts overseen by the Pawnee Nation.

By informing the directors and managers on grant administration topics as well as following proper financial procedures, it is anticipated a better understanding of the fiscal policies and procedures will ultimately reduce audit and program review findings. This is evident in the fact that the Pawnee Nation has received unqualified opinions in the last two audits ("clean" opinions). The employees of the Pawnee Nation have made a conscious and collective effort to use the Pawnee Nation's Fiscal Policies and Procedures as guidance and that has led the way in making the Nation an organization that maintains responsible fiscal management.

VIII. Executive Summary:

During the 3rd quarter of 2020 the Grants and Contracts Office ensured all required reports for the federal awards, narrative and financial, were completed on time. Program drawdowns were also completed in a timely manner to reimburse the Nation's program financial account.

During the 3rd quarter the Nation received several CARES Act grants. These new programs were set up in the accounting system and I notified all personnel who have



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

'seats' within that system. I am able to add documents in the accounting module for anyone working with the programs giving them easy access to information should they need it such as the award document and the budget. Other information included that identifies the award is the funding amount, the program director, the grant period and of course the program number. The program code is specific to the individual federal and tribal grant or award administered by the Pawnee Nation. The specificity allows all revenue and disbursement transactions to be recorded to the appropriate accounts. All new programs are also set up in the grants administration module; finance has access to all grants and contracts through that module.

Once a program is 'set up', all the information is sent to the people who will be involved in tracking the grant, i.e., director, finance/accounting, payroll, and HR, if an employee is paid from the grant. Having several staff involved in entering data for the individual programs ensures proper internal controls.

The Pawnee Nation received an additional \$2,837,205 in CARES relief funding to prepare and respond to the current pandemic. In addition to the Pawnee Nation's current federal funding, there is an added responsibility for the Pawnee Nation to ensure the CARES funds are utilized according to the legislation as stated in the CARES Act. Further, the G&C office reviews and confirms that the Nation is compliant with the spending requirements of the Act, among other safe-guards, to avoid questioned costs that could be a potential future liability.

There are several on-going tasks being completed by the G&C office related to the additional CARES funding and CARES grants such as continual reviewing and researching of the CARES Act; reviewing federal CARES Act purchases for allowability; accurate reporting of CARES funding and accurate draw down of CARES funds to cover expenses.

The onset of the virus has brought about additional responsibilities for the Pawnee Nation and its workforce. Grant activities have also been interrupted requiring no cost extensions needing to be requested because grant deliverables are unable to be completed, for instance, travel being halted because of the Pawnee Nation's travel ban, and unable to have required grant sponsored tribal activities due to the closing of buildings and limited number of people for gatherings. The funding agencies have positively responded to the Nation's requests.

Additional CARES funding that has been received since last quarter are two Center for Disease Control (CDC) grants for a total of \$400,967 and the food distribution program received a CARES Facility Improvement and Equipment award for \$56,869 which includes authorization by the funding agency to use the funds to purchase a new vehicle for the program.

The Oklahoma Promoting Safe and Stable Families program director's application for funding was approved once again bringing much needed funds for the programs' clients. The BIA Home Demolition project had a successful closing; all the grant activities were completed within budget and on time. The Nation was offered this grant by the Pawnee



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

Agency to demolish two homes that were within the city limits of Pawnee. BIA also sent an additional \$25,000 to the Tribal Court after finding the court was in need of additional financial assistance.

The Grants and Contracts manager has been assisting the Culture Resource Division (CRD) staff with several projects. The division relies on special funding from the Nation since the Section 106 funding was drastically reduced and is seeking grant opportunities to help fund their program as well. A Living Languages Grant Program (LLGP) grant application was completed and sent to the Office of Indian Energy and Economic Development requesting funding for a language project; another grant application was sent to the BIA Southern Plains Regional Office seeking funding for cultural preservation activities; a third grant application was sent to Enbridge, the energy company in Cushing, Oklahoma, to enhance the current language program; the three applications are for the CRD.

During the 3rd quarter I assisted the Department of Justice with a program review they scheduled for the Violence Against Women program. The review consisted of providing responses concerning the Nation's internal control processes. Based on their review and the Nations responses, the agency did not identify any areas of concern or any need for improvement for the financial management of this award. Complements to all the program staff and finance staff for following our fiscal policies and procedures; cumulatively, the Pawnee Nation employees are the ones who enable the Nation to get outstanding audit and program reviews. The Violence Against Women program also received a new contract to carry on their work for the next three years.

The Environmental Protection Agency programs administered by the Pawnee Nation all received approval for renewal for the upcoming year. Complements to the DNRS staff for always doing outstanding work.

The Nation's contracting officer for our BIA programs left for another position at the Bureau of Indian Education which left G&C without a contact, especially as contract renewal time approached. G&C prepared the renewal packages anyway.

The 3rd quarter is generally very busy for the Grants and Contracts office because and estimated 75% of the Nations grants and contracts either end or begin during that time. Notices were sent to the program directors on their program balances so programs ending could spend down their funds or not go over-budget.

Grants and Contracts continued to assist program directors in a variety of ways, i.e., reviewing and monitoring expenses to avoid any disallowed expenditures that would have to be paid by the Nation; informed directors of their program budget balances and provided estimated expenses so they could better monitor spending and keep within the approved budget; sent financial reports as requested by the program directors; answered questions related to allowable costs, gathered required information for new grant applications or renewals and shared grant information as received by the funding agencies, reviewed expenses for the federal programs to



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

ensure there were no miscodes; gave financial status updates to the federal program directors, and researched and approved Microix purchase requests on a daily basis. As a user of financial data, the Grants and Contracts Office must rely on up-to-date and current financial information in the accounting system so accurate reports can be complete and financial inquiries can be relayed accurately.

IX. Quarterly Goals and Objectives

The Goals and Objectives of the G&C office will basically remain the same: to assist in increasing the volume of federal grants that are administered at the Nation by researching external funding opportunities; keep current on grant management processes; continue organizing the grant files; complete drawdowns often; prepare financial reports on time; and keep electronic files updated.

X. Travel and Training

There was no travel during the 3rd Quarter 2020 but I was able to attend several informative virtual trainings: Grant Writing seminar; CDC grant training; COVID 19 Funding Compliance; How to Implement a Strategic Plan; Grants Management seminar; Forensic Accounting; and EPA Grants Award Process.

XI. Financial Reporting

Grants and Contracts is within the Department of Planning and the financial status is reported in the Planning Department report.

Conclusion

I am available to explain anything in detail that is written in this report for anyone who may have questions. I maintain an open-door policy and remain available to assist anyone who wants more information on grants or contracts. Feel free to call the Grants and Contracts office any time at these numbers: 918-762-3621 Ext. 123, office; or 918-399-5107, cell. The Grants and Contracts office is in Room 204 on the 2nd floor of Building 64.

The Grants and Contracts Office is taking its social responsibility seriously and is observing the *Six-Foot Social Distancing* and mask wearing recommendations set by the Center for Disease Control (CDC).

Respectfully,

Laura Melton

Grants and Contracts Manager



Pawnee Nation Planning Division
Quarterly Report to the Pawnee Business Council
3rd Quarter

Planning and Development Department

XII. Indian Community Block Development Grant Program (ICDBG)

The ICDBG Program provides eligible grantees with direct grants for use in developing viable American Indian and Alaska Native Communities, including decent housing, a suitable living environment and economic opportunities, primarily for low- and moderate-income persons.

http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/ih/grants/icdbg

XIII. Executive Summary:

FY-16 ICDBG: Pawnee Nation Ceremonial Campgrounds & Nature Fit Trail (PNCCNFT)

The grant will allow the Pawnee Nation to revamp the Campgrounds area and add a nature fit trail just east of the campgrounds. This would include the demolition of the existing restroom facility and replace with a newly constructed larger facility to hold at least 3 stalls for toilets and showers for both men and women, with ADA compliance. All existing electrical lines to be placed under ground while adding several electrical pedestals along the camping areas. A new dance arbor complete with new LED lighting. The nature fit trail would be almost a mile in length, lined with solar lighting, exercise stations, picnic tables and benches.

FY-18 ICDBG: Pawnee Nation Greenhouse Project (PNGP)

This funding opportunity will allow the Pawnee Nation to grow economically by building two (2) 30' x 92' gutter connected Nexus Vail Greenhouses to house and grow cash crops (tomatoes & lettuce) by use of hydroponics.

FY-20 ICDBG: Public Safety Center (PSC)

NEWLY awarded HUD funding to expand on the current Division of Natural Resources & Safety Facility, to be renamed the Pawnee Nation Public Safety Center.

ICDBG CARES: Pawnee Nation CARES Project (PNCP)

Proposed assistance (direct & indirect) to prevent, prepare for and respond to COVID 19. Assistance will be by providing food boxes, air/heat units to homes and an upgraded fire truck with hazardous waste capabilities for first responders.

PN CARES Projects

PN CARES is a federally award aimed at helping tribal nations at preventing, prepare for and in response to the COVID-19 Pandemic. Since Spring of 2020 the Pawnee Business Council has been charged with allocating funds to COVID related projects to assist tribal citizens and the community during this pandemic



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

emergency. The projects listed, are the projects the Planning & Development Manager has been tasked with overseeing and implementation. Each allocation was approved through resolution and comes with duties that included (but not limited to) development of guidelines, coordination, oversight/management, implementation, maintaining budgets and reporting. These are duties are outside the routine scope of work, that have been implemented due to the COVID-19 Pandemic.

- **PN CARES Procurement**
- **Pawnee Nation Fitness Center**
- **PN CARES – Tribal Emergency Subsistence Assistance Program**
- **PN CARES – COVID Recovery Program**
- **PN CARES – Food & Supply Assistance**
 - **Non-Jurisdiction**
 - **Jurisdiction**
 - **Employees**
- **COVID Storage & Distribution Center**

XIV. Quarterly Goals and Objectives

FY-16 ICDBG: PNCCNFT

The Pawnee Nation Ceremonial Campground & Nature Fit Trail project is at 99% completion with a few more amenities being added to expend funds that were a direct cost savings due to the CM/GC delivery method. Due to bundling the project with others, this particular project was able to save GC costs within the CM contract. Due to the COVID and the previous natural disaster damaging the trail, this project wasn't able to be closed out until all monies are spent from FEMA reimbursement of trail repair. All other items are done, with a grand opening postponed until COVID is no longer a threat to the community.

FY-18 ICDBG: PNGP

Environmental Review/Assessment was conducted, and no adverse effects were identified. Legal notice was published at the end of September with official notice of no adverse effects being forwarded to HUD after the publication comment period.

FY-20 ICDBG: PSC Project

NEWLY Awarded. On June 4th the Pawnee Nation was notified of funding Award on the FY-20 ICDBG Public Safety Center project.

The Public Safety Center Project proposal will expand the current fire station building, adding office space to the Division of Natural Resources, additional



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

parking spaces for vehicles and a covered overhang for trucks and equipment. With the addition of more space, there will also be a fitness area added onto the facility.

An environmental review is in process, no adverse effects are expected to be found as the expansion of the facility is already on a current footprint expected to be less than 30% expansion of the existing facility.

ICDBG CARES: PNCP

Part of the Federal Legislative efforts to address the COVID Pandemic, additional one-time funding opportunity by HUD through ICDBG was published on May 15th with submissions being due on June 1st at 3 pm. This funding opportunity is a non-competitive grant and would funding according to complete application packet, eligibility of proposed funding expenditures, and on a first come first served basis. The Pawnee Nation's PNCP proposal was submitted on June 1st at 3:00:55 pm. The Planning Office is currently waiting on a response from HUD for funding approval.

The Pawnee Nation was notified on July 8, 2020 of funding award of ICDBG-CARES, Pawnee Nation CARES Project in the amount of \$900,000.00. This assistance is divided into 3 sections, The Pawnee Nation will provide rehabilitation of housing to improve ventilation to reduce the risks of COVID-19 by means of providing adequate heat/air units along with new duct work if necessary, to homes that need install, repair or replace in quality air units; with needed rehabilitation needed to support a new cool/heat air unit. The Pawnee Nation will provide food assistance to at least 500 families within the jurisdiction. Along with this direct assistance the Pawnee Nation is also providing emergency specialized medical equipment to expand medical and other emergency services via a fire truck with hazardous materials capabilities in response to COVID-19.

Application for Housing Ventilation assistance was developed and was made available on September 15, 2020. The application is currently closed as funding is no longer available. The next phase is to administer home assessments and have a contractor draft up a scope of work for each applicant. This is a joint effort with the assistance of Pawnee Nation Housing and their guidance on HUD reporting of residential home repairs. Several meetings have been had with PNHA to ensure all reporting requirements are met.

Food Assistance is still being developed with additional money from CARES budget to provide additional funding to reach more community members.

Procurement of Fire Truck with hazardous materials capabilities, a meeting was had with DNRS as they will be providing quotes from vendors to ensure all specifications are met.



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

PN CARES Projects

- **PN CARES Procurement** – Since August 10th, Planning has taken over as the main requester, in the procurement process, for all CARES funds, including PN CARES, BIA CARES, & ATTG CARES. As PBC passed more resolutions allocating funds for various projects, it was found necessary to develop a PN CARES Procurement Request Memo, that allowed for a smoother process in receiving all necessary documents for procurement, provides standardization on coding and providing amounts and areas of a narrative justification identifying the need and link to COVID. CARES procurement tasks include initiation of PO process, updates and providing a copy of the approved PO once completed. This will be an on-going process with CARES funding.
- **Pawnee Nation Fitness Center** – Since July the Fitness Center has been under construction. Starting with the demolition of the Harmon Denture Clinic, environmental assessments were completed with no adverse effects found. Design, schedule and construction have been an on-going activity since conception in May of 2020. In August, justification of the facility became the main focus. Several meetings lasting hours were had on providing justification and documentation of Fitness Center. Business/Operational plans were requested by PBC with a 48 hour turn around. Planning worked around the clock to provide all items that were requested. A stop work order was issued by President Echo-Hawk to make a final decision on the fate of the facility and construction of the fitness center on August 24, 2020, by the end of the day a continuance of the project was granted and the facility has been under constructions since. The foundation was poured, the building package was delivers, erection of building, roofing installed, interior framed out with inspections by DNRS taking place. Schedule completion date of facility is listed near the end of November with equipment being delivered & installed in early December. The Pawnee Nation Fitness Center, aptly named Râhikûcu’ Gym (Warrior Gym), the name concept was a coordination between the Division of Health & Community Services and Division of Cultural Resources.
- **PN CARES – Tribal Emergency Subsistence Assistance Program** – TESAP was developed to assist Pawnee Nation Citizens with utilities, housing and other COVID related expenses in an amount not to exceed \$400.00. This is an income-based program, assisting all members whose income does not exceed the 200% income poverty guidelines. Development of the guidelines and application was done during the 3rd quarter along with securing 2



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

COVID assistants/coordinators to help vet and process applications. Development of guidelines, applications and processes was a coordinated effort between the Division of Planning & Tribal Development, Divisions of Health & Community Services and Finance Director. By the end of the quarter with the TESAP application going live in mid-September, 34 applications were processed under TESAP, before October 1st, with more applications coming in daily. Assistance disbursement will continue until December 30, 2020.

- **PN CARES – COVID Recovery Program** – Assistance has been set aside for PN households that have a positive case of COVID living inside the home. Up to 900.00 in assistance is available per household. Food assistance in the form of a Wal-Mart gift card in the amount of 200.00, Professional Cleaning Services or Utility assistance up to 400.00, and Housing or other COVID related expense, ie, medical. Guidelines and application development were the main focus this quarter with implementation beginning on September 21, 2020. By the end of the quarter only 1 applicant was processed; increasing COVID cases dictates a rise in applicants in the 4th quarter.
- **PN CARES – Food & Supply Assistance** – Food Assistance was allocated in order to supplement the ICDBG CARES Projects in order to reach more PN Citizens and to have an immediate impact. A total amount of 250,00 was allocated with a goal to services 500 Non-Jurisdictional Citizens, 500 Jurisdiction Citizens and 250 employees of the PN, TDC, PNC, and PNHA. Food/Supply assistance will be in the form of Wal-Mart gift cards in the amount of 200.00 per household/employee. Guidelines, application and process development was the focus of the quarter, with implementation beginning in October. Major coordination with the Division of Finance is the main activity to remain in compliance with procurement policies with such a large purchase of gift cards. Assistance will be rolled out in phases as to not overwhelm the procurement system and other direct assistance Planning is overseeing. Non-Jurisdiction will be first, followed by Employees and lastly assisting those in jurisdiction.
- **COVID Storage & Distribution Center** – A concept for the PN COVID Storage & Distribution Center was being developed with approval of allocated funds, contract to be done in October. This facility will a 4,000 square foot facility with large walk-in cooler and freezer for the storage of food, meat from Cattle project and PPE for PN Citizens during pandemic. This facility will be able to house all items and be noted as a place to pick-up items during



Pawnee Nation Planning Division Quarterly Report to the Pawnee Business Council 3rd Quarter

disbursement. This project will be a fast-paced project from beginning to projected end in December 30, 2020. Project meetings with identified contractor are underway with preliminary designs. An environmental assessment was also done, showing no adverse effects.

XV. Travel and Training

No travel or training was taken this quarter.

XVI. Financial Reporting

FY-16 PNCCNFT

All federal funds have been expended and the tribal match is currently being used for final phase of the FY-16 ICDBG Project.

FY-18 PNGP

Total expenditures for this project for this project are within budget for the total overall project. Salary is the on costs for this project as of now.

FY-20 PSC

Total expenditures for this project for this project are within budget for the total overall project. Salary is the on costs for this project as of now.

PN CARES Projects

All PN CARES Projects are within budget and according to all allocated funds by resolution.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Division of Property Management:

The Division of Tribal Operations has the authorization and responsibility for management of maintenance, preservation, operations, and security of Tribal assets. The Division of Tribal Operations does so in a manner that provides for preservation, protection and care consistent with their operational needs and that accomplish overall government objectives. The management of operations and maintenance of assets, and operational systems must be cost effective and energy efficient and adequate to meet the needs of the Division of Tribal Operations missions. The maintenance and operational systems must meet tribal and/or nationally recognized standards. They must also be at an appropriate level to maintain and preserve the Tribal assets, consistent with available funding. The Division of Tribal Operations has the responsibility of managing the assets of the Pawnee Nation of Oklahoma. In the management, the Division of Tribal Operations provides support services to programs, departments, and partnerships with outside entities. The Division of Tribal Operations receives operating funds through Cost Allocation Plan, Indirect Cost and Agriculture Lease monies to fund our division. Rest assured, while issues relating to employees, visitors and Tribal members are never the same, we attempt to resolve them promptly and carefully while ensuring an open-minded remedy.

II. EXECUTIVE SUMMARY:

July 2020

- Removed old equipment and stripes from one of the surplus Law Enforcement vehicles. Vehicle will be used in the Division of Property Management.
- Unclogged 6" sewer line in the basement of the Albin Leading Fox Building and maintenance staff also repaired one of the A/C units in the building.
- Maintenance staff repaired the 10 Ton A/C Unit located behind the Pawnee Nation Fire Station.
- Staff moved furniture back into the afterschool classroom after the floors were cleaned stripped and waxed.
- Staff pulled freon and removed two a/c units from behind the Harmon Denture Building before demolition of the building began. Staff also removed fixtures and furniture from the interior of the building.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- Installed new circulation pump in one of the A/C Units in the attic of the Health and Community Services Building and installed a new thermostat in one of the offices located on the first floor.
- Staff replaced ceiling tiles in the classrooms of the Pawnee Nation College.
- Housekeeping staff cleaned and sanitized the Pawnee Nation Law Enforcement Building for a possible + Covid case.
- All vent hoods located in the kitchens of the Tribal Reserve Buildings were inspected. All five vent hoods passed inspection with no work needing to be done.
- July 15, all fire extinguishers located in the buildings on the Tribal Reserve and uptown at the Cultural Learning Center were inspected and tagged until July 2021.
- July 16, Demolition on the Old Harmon Denture Building was begun to make way for the new Fitness Center to be constructed.
- Grounds maintenance workers filled in two graves with dirt located in the North Cemetery. Workers also took wood to the cooking area of the Community Building.
- Maintenance staff replaced light bulbs in the warehouse for The Food Distribution Center. Staff also repaired the automatic doors located at the entrance to Food Distribution.
- July 17, Funeral services for Mr. Howard Nuttle were held at the Pawnee Nation Roam Chief Center. Burial services were conducted at the North Cemetery.
- Water technician rebuilt the fence around the North Well House and installed two new gates at the service access.
- Maintenance staff removed falling boards from the outside staircase on the Staff Quarters Building and replaced with new boards and painted.
- Maintenance staff replaced interior lighting, checked on the alarm on the generator and installed new exterior lights at the Pawnee Nation Law Enforcement Building.
- Staff removed electric pole from Harmon Denture Clinic and installed new deck boards on the TERO trailer.
- Cleared roof drains on the top of Food Distribution Program and fixed a leak on the roof of the Daycare Building.
- Staff removed snake from office located in the BIA Building, and repaired one of the A/C units located in the same building.
- Maintenance staff installed new lighting on the outer ring of lights in the Big Room of the Roam Chief Building.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

August 2020

- August 3, Division of Property Management received two new battery powered, hand held, sanitizing guns from Grimsley's. House keeping will be able to clean and sanitize all buildings on the Tribal Reserve.
- Maintenance workers repaired a vent cover located on the roof of the Food Distribution Building. Staff also cleaned out A/C units and installed new filters in 13 units located in the attic of the Health and Human Services Building.
- Replaced the compressor on one of the A/C units located at Staff Quarters Building.
- August 7, Housekeeping staff cleaned and sanitized the north daycare and the south daycare located in the Family Development Center. Staff must gown up and glove up before they begin to sanitize a building.
- Grounds maintenance staff placed a metal plate over a hole in the sidewalk leading to the BIA Building. Staff also placed dirt over rocks located in the Campgrounds.
- Maintenance workers leveled the ceiling grid and installed new ceiling tiles in Building #1. Workers also installed siding and trim on one of the interior walls of Building #1.
- Staff installed new lighting in the conference room of Building #1.
- Dug up old sewer line behind Building #1 and installed new sewer line all the way to the sewer manhole.
- Maintenance workers reset a gravestone for Marshall Gover, located in the North Cemetery.
- Staff installed a new condenser in the A/C unit located in the South Daycare Building.
- Maintenance climbed to the top of the Wellness Center and repaired a leak around one of the A/C units on top of the roof.
- Staff helped Builders Unlimited Inc. locate the sewer lines on the worksite for the new Fitness Center.
- Removed debris from behind Building #1 and brought in fill dirt. Maintenance workers will build a new Handicap ramp behind the building coming from the parking lot.
- Staff turned off the flow lines to the lift station so the old pumps could be removed and ready the lift station for the new pumps to be installed.
- Hauled awnings from the daycare building to the shop area so the remodel could begin on the kitchen of the South Daycare in the Family Development Center.
- Installed new faucet in the restroom located in Building #1.
- Maintenance staff cleaned the air vents and vent hood located in the kitchen of the Title VI Building.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- Grounds maintenance workers repaired the TERO Program lawn Mower, new pulley and belt had to be installed on the mower.

September 2020

- Staff checked the depth of the sewer lift station and attached a cable to the pump in the bottom of the lift station.
- Maintenance staff installed new locks on the Gaming Building as requested by the Director of the Gaming Department.
- Maintenance worker repaired one of the A/C units behind the Community Building.
- Checked the gym floor in the Wellness Center to see if the floor was warping due to the water leak from the roof.
- September 8, the Pawnee Nation Business Council approved the Pandemic Local Beef Delivery System (Cattle Project). The project was turned over to the Division of Property Management and staff went to work immediately so the goals and objectives can be met by the end of the year.
- Maintenance workers finished installing trim boards and drip edge and caulked the back exterior of Building #1. Staff also repaired one of the A/C units located at the Cultural Learning Center.
- Staff repaired exterior door and installed new ceiling tiles and light bulbs in Building #64.
- Staff helped move new stove into the kitchen of the Albin Leading Fox Building. When the stove was unpacked it had damage do to shipping. Delivery driver took stove back because of damage during shipping.
- Maintenance installed a new exterior door in the back of the Substance Abuse Building.
- Grounds maintenance staff hauled screenings behind building #1, screening will be used for the new ramp. The new ramp will be made of concrete.
- Maintenance installed new electric line and wired up new pump for the new diesel tank installed by Farmers Fuel.
- Maintenance staff dug out and made forms for the new cement patio behind the Trading Post.
- Grounds maintenance replaced hydraulic hoses on the skid steer machine.
- Division Director met with Culligan regarding water softener system for the Pawnee Nation water system.
- September 18, Funeral services were held for Mercedes Johnson at the Roam Chief Center, Burial services were conducted at the West Cemetery.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

- September 23, Water Tech conducted tests for Stage 2 Disinfection by Products and Lead and Copper for the Pawnee Nation Water System.
- Staff poured concrete for the new patio behind the Trading Post. Staff for the casino can now take breaks behind the building instead of in front of the building.
- September 23, City of Pawnee had to come install new fuse on a power pole. Power was out on the south end of the reserve for approximately 20 minutes.

QUARTERLY GOALS AND OBJECTIVES

The Division of Tribal Operations manages facilities by utilizing preventive maintenance and/or current industry standard practices. Under the management plan, the Division of Tribal Operations provides facility maintenance services to Tribal programs, departments, and customers. These services cover complete operations, maintenance, tribal facilities – routine, scheduled or emergency services. Facility occupants are provided with one or any combination of the services offered. The Division of Tribal Operations offers a comprehensive array of individual building maintenance services through the Division of Tribal Operations management plan. These services will assist facility users to achieve a preventative maintenance program for specific areas of a building.

Burial Services

The Division of Tribal Operations has four cemeteries to maintain; however, we manage only three on account of the location of the Pitahawirata cemetery. Our Operations staff assists Tribal family members with the burying of their loved ones at their choice of location. These services include the opening and covering of the grave, as well as the use of a Tribal facility for wake services, the funeral and the traditional mourner's feast. Facility users may choose one or any combination of the services offered.

Custodial Services

The Division of Tribal Operations manages facilities by utilizing housekeeping standards and/or current industry standard practices. Tribal programs, departments and customers can obtain facility custodial services under the Division of Tribal Operations management plan. These services cover the cleaning schedules for operation of the Tribal facilities. Facility users may choose one or any combination of the services offered. The Division of Tribal Operations offers a comprehensive array of individual building maintenance services through the Division of



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Tribal Operations management plan. These services will assist facility users to achieve a cleaning program for specific areas of a building.

Property Management

The Division of Tribal Operations provides property management services for Tribal workers through its Division of Tribal Operations management plan. Although much of the Tribal workforce are housed in buildings owned by Pawnee Nation, a substantial number are located in the former Pawnee Industrial School, called "Gravy U" that operates under the banner of Pawnee Nation College.

Utility Management

The Utility Commission oversees the overall utility codes. During the last quarter, all water meters were read, and bills were mailed out to the customers. Water meters are read on the twenty fifth of each month. The Division of Tribal Operations possesses the responsibility for management of Tribal utilities. The Division of Tribal Operations manages, operates, and maintains the utilities for the Pawnee Nation of Oklahoma. As director of the Utility Department, we have taken upon the responsibility of only daily activities. The Utility department provides the following services:

- Water
- Wastewater

During the last quarter, the Division of Property Management has completed (57) work orders for different programs throughout the Tribal Reserve. These are done in addition to their normal workload. Most of our goals depend upon the financial status of the Pawnee Nation, the work schedules vary according to the circumstances of work orders. The workload increases as urgent and emergency requested are submitted to our office while less urgent and/or emergency request are given a lighter priority.

MEETINGS, TRAININGS AND TRIPS

Weekly TERC Meetings.

Land Management & Property Committee Mtg.

Budget Committee Mtg.



Pawnee Nation Property Division Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Pandemic Local Beef Delivery System Meetings (July, August, September)

Budget Mtg. (Cattle Project)

Contract Mtg. for Property in Grand Island (Re: Fisher)

Property Mtg.

FUTURE PLANS

The housekeeping, grounds maintenance and maintenance duties are repetitive during most days. Some projects may take a little longer to complete due to the number of maintenance requests that are received.

- Cut cedar trees at West Cemetery
- Getting dozer work completed for the Cattle Project.
- Building 4 miles of fence for the Cattle Project.

Submitted By:

Jim Jestes, Division Director

Pawnee Nation Property Management



Pawnee Nation I.H.S Housekeeping/Grounds Maintenance Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Program Overview

The Housekeeping/Ground Maintenance (HK/GM) Manager of the HK/GM Department administers and carries out the Housekeeping and Grounds Maintenance Services for the USPHS Indian Health Center, Pawnee, Oklahoma.

Housekeeping Services

The Pawnee Nation provides housekeeping services in support of the five (5) days per week. 8:00 a.m. to 5:00 p.m., schedule for clinic operations.

Grounds Maintenance Services

The Pawnee Nation provides all grounds maintenance services including landscape and snow removal from onsite roads and parking lots to support the clinic operations of five (5) days per week on an 8:00 a.m. to 5:00 p.m. schedule.

II. Executive Summary

In accordance with the provision of P.L. 93–638, as amended, the Pawnee Nation of Oklahoma shall administer and carry out the Housekeeping and Grounds Maintenance Services for the USPHS Indian Health Center, Pawnee, Oklahoma. The clinic serves the Ponca Tribe, Tonkawa Tribe, Kaw Nation, Otoe–Missouria, Osage Tribe and Pawnee Nation, for public health nursing, environmental health services, physical therapy, nutritional services, health education and Pawnee Benefit Package Program. All the medical ambulatory, dental optometry, all support ancillary services and contract health services to the Tonkawa, Otoe–Missouria Tribe, Osage Tribe, and Pawnee Nations.

The housekeeping and grounds maintenance services are provided based on collaboration; the housekeeping manager and assistant is accountable for the Pawnee Health Center all together.

III. 3rd Quarter – Goals and Objectives

The housekeeping and grounds maintenance staff collaborate to meet goals and objectives of the contract services. Each housekeeper is responsible for each divided section within the Pawnee Health Center facility. Whenever a housekeeper is not at work for the day it was discussed that the housekeeping staff would step in and completes the usual duties. It was decided that any assigned areas in the event of a housekeeper being absent would be left up to the supervisor's discretion. The grounds maintenance workers are responsible for the Pawnee Health Center campus including sidewalks, parking lot, driveways and bordering curbing.

The housekeeping manager and assistant are accountable for the cleanliness of the Pawnee Health Center. Housekeeping duties can be found in the housekeeping manual; updated by the infections control committee members and housekeeping staff members to correspond with the new healthcare facility.



Pawnee Nation I.H.S Housekeeping/Grounds Maintenance Program Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Monthly, Quarterly and Annually Duties:

1. High dusting on a weekly basis.
2. Facility and housekeeping (on occasion—an administrative staff is present) are performing weekly inspections at the Pawnee Health Center.
3. Manager and/or Assistant are/is attending supervisor, infection control and any other meetings we are requested to attend.
4. Grounds Maintenance will keep the campus surrounding the facility free of any trash in parking lots and the maintenance of the grass will be performed daily and as needed.

IV. The Housekeeping/Grounds Maintenance Department strives to accomplish the following:

1. Provide quick responsive and friendly service to patients, employees, staff and visitors.
2. Complete cleaning schedules according to developed housekeeping manual.
3. Maintain Pawnee Health Center campus – always thinking safety first.
4. Fulfill routine cleaning schedules – Pawnee Health Center.

Most of housekeeper's duties are routine, the work schedules deviate according to the circumstances (i.e. blood spill, vomit, employee on sick leave, etc.). The workload increases as flu season approaches or upon urgent and emergencies requested by the critical areas (Lab and Medical). Although non-critical submissions to our office are rare, less urgent and/or emergency requests are given a lighter priority and are scheduled to be performed subsequently by a housekeeper whose duties are in the non-critical areas. In August, the department consists of Steven Moore supervisor, Jordan Moore assistant, Recia Pickering housekeeper, Hayden Howell housekeeper, and Rick Tatum ground maintenance. The housekeeping department has continued the daily maintenance of the cleaning and lawn mowing equipment. The cleaning of all areas is being done on a routine basis. The housekeeping department started the month of August with the stripping and waxing of the Medical Department and all of the halls and exam rooms were done. The stripping and waxing of the halls were done throughout the month of August and September. All of the main halls and all the main lobbies with tile were swept mopped and buffed, not only to disinfect the floors but to give them a shine. In September, the rest of the medical department was finished up with the stripping and waxing of all the floors and exam rooms and the C.E.O. and the medical supervisors were very pleased with the outcome of the medical department floors. The shampooing of the carpet in the Business office was done at the request of the facilitator manager. In October, the carpet in dental was shampooed and sanitized and the cleaning of all lobbies and wiping down of all chairs with disinfecting wipes. The deep cleaning of the outside patient restrooms was done which consist of scrubbing the grout in the tiles as well as deep cleaning of the entire restrooms. With the add of the big tent outside for the covid-19 testing the ground maintenance has picked the slack by grabbing the trash and bio as well as the restrooms on the inside. So again the housekeeping and ground maintenance staff has rose up to the challenge of this covid-19 for another quarter and being the supervisor of this crew I can't put into words of how proud I am of these individuals.



**Pawnee Nation I.H.S Housekeeping/Grounds Maintenance Program
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020**

V. Meetings, training & trips

The housekeeping staff has annual training/refreshers for Bloodborne pathogens training was provided by Indian Health Service, Pawnee Service Unit.

VI. Financial Reporting

Due to tribal accounts being frozen all purchases and ordering must be approved by director and budget committee. There has been a shortage of money in the Housekeeping and Grounds Maintenance supplies and the IHS Facilities and Administrative staff were notified of problem. They said they would investigate their budget to see if help could be provided. No reports. However, when expenditure reports are needed; Finance is willing to print for our use.

VII. Future Plans

The stripping and waxing of the lower hallway. Also have talked with vendors about purchasing some type of floor machine that will aid in daily cleaning as well as stripping floors.

Respectfully Submitted,

Steve Moore



Pawnee Nation Agriculture Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

1. Division of Agriculture/ Food and Ag Systems

The Division of Agriculture has the authorization and authority for the development and implementation of agriculture sustainability and land conservation stewardship considerations for developing a wheelhouse of food sovereignty for the Pawnee Akirahu, Pawnee people. The necessity of a division of agriculture has arisen to move Pawnee Nation away from a dependency on federal, state, and county food systems and more to the sovereign role of feeding our own people and utilizing our land and agricultural waters in a responsible manner guided by both Pawnee traditional ecological knowledge and scientific evidence base. Our Pawnee Nation has a wealth of dedicated agriculturalists and farm/ranch producers. This Division of Agriculture will take into account in all decisions the advisement of the newly formulated Agricultural Committee as well as work cooperatively with the Resaru Council of Chiefs of the Pawnee Nation. We rely heavily on partnership agreements in Agriculture and Rural Development through partnerships with the USDA, Natural Resource Conservation Services, Intertribal Agriculture Council, Indigenous Food and Agriculture Initiative, and the brain trust of accomplished tribal planning departments and Pawnee tribal members who are hungry for a shift in the food system for foods locally grown and processed. The Tribal Business Council will play an instrumental role in the development of a Pawnee Food and Agriculture code so that the necessary regulations and oversight of a tribal agricultural food system can be driven by the Pawnee People- and so we can live up to our powerhouse reputation of taking care of our people in a good way. The Division of Agriculture has been added to the Pawnee Tribal government as a necessary expenditure of CARES 2020 Funding. We are a unique situation to fully document our success in implementing the Division of Agriculture. We will also be working with the Seed Soil and Culture foundation to create translational dialogue across tribal programs for continued community buy-in for successful Pawnee agricultural sector.

July- Pawnee Seed Preservation Project, under the advisement of Seed Keeper Deb EchoHawk and Mee-Kai Clark, the program that brought a talented pool of Pawnee women into conservation and Agriculture careers and pathways visited with Property Management about the possibility of utilizing Building One for a meeting place to focus on food security and cultural traditional knowledge transmission between the Nasharo Council, the Seed Project, and the Pawnee Business Council.

August- The need for a Division of Agriculture was justified in a special CARES related meeting coordinated by the Pawnee Nation Administration. This was based upon a need to meet the gaps in food distribution and access to healthy, locally produced foods currently served by the existing Food Distribution infrastructure. There are prime opportunities from USDA, Native American Agriculture Fund, Natural Resource Conservation Services, etc to support a long term, permanent Division of Agriculture

September- Jessica Evans, Skidi, Pawnee Horticulturalist with a Masters Degree was recruited by President EchoHawk, Steven Bond, Technical Assistance Specialist with Intertribal Agriculture Council, Tribal Planner Brian Kirk, and Health Policy Research Scholar/ Pawnee Seed Project Assistant Electa



Pawnee Nation Agriculture Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Hare-RedCorn, Pitahawirata. She will be able to build out a plan with the Division of Agriculture to implement the Department of Energy greenhouses which were awarded in previous years and in need of being built out. Electa Hare-RedCorn, Division of Agriculture CARES Research and Development Specialist will co-design a farm-to-door distribution system for produce and food products of the PN Division of Agriculture. Electa currently researching ways to establish a Cooperative in a tribal legal framework that could meet the needs of those living in Pawnee Service area and beyond to meet and exceed local needs.

CARES PN DIVISION OF AGRICULTURE DELIVERABLES:

Cares Food and Ag Research Specialist will-

- Apply for at least 4 grants to support salary and equipment for 2021 Budget
- Expand Existing Food Sovereignty Assessment Tool to include previous Market Studies policy recommendations from a Tomato and Strawberry Feasibility Study
- Build relationship with successful Food Policy Planners as we create a Pawnee Food and Ag Framework that informs a sustainable Division of Ag
- Works with PN self-governance team, federal grant writer, Tribal Planner, and on Ag Resource Management Plan
- Work with Jimmy Jestes, Lauren Quimby, and Tribal Administration to design and implement the CARES Distribution of cattle food products
- Support the implementation of a Bison Regional Implementation Plan working in conjunction with Cattle Company, Nasharo Council, Environmental and Natural Resources, and Operations.

PN Division of Ag CARES Horticulturalist will

- Pursue Gap accreditation requirements through Food Safety Modernization Act (FSMA) Training
- Pursue GAP accreditation requirements through Farm Food Safety Plan (FFSP) training, and creation of an FFSP for the tribal greenhouse/s
- Create a report of market research for current, past, and seasonal pricing of tomato and other potential greenhouse crops
- Familiarize self with inputs of local food system.
- Have access to the plans for the DOE Hoop House and the covid lodge for equitable design of product distribution.

Division of Agriculture will also work with the Nasharo Council of Chiefs, The Pawnee Seed Preservation Project, WorkForce/ TERO, Education, Wellness Program, Indian Health Service points of contact, Oklahoma Conservation Commission. the Fundraising Committee, and the Bureau of Indian Affairs Soil Conservationists to build out a functional food system.



Pawnee Nation Agriculture Department Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

Meetings, Trainings, Trips, Networking

July- Theoretical Division

August-Theoretical Division

September Hired as Temporary Emergency Hires by Pawnee Administration Start Date Sept 20, 2020

September-Remote Research as we await Building One Fiber Cable installation and CARES Tech equipment.

September Harvest Responsibilities, logistics, storage for seed security (Annual Concern)

September Call with Oklahoma Division of Agriculture Beginning Farmer and Rancher Producer workshops and opportunities to network and support systemic reintroduction into ag and food systems.

October 19 Pawnee Ag and Food Policy Analyses Conversation with Pikani, Blackfeet Tribe. A focus on the Agricultural Resource Management Plan

October 20 Ag Sustainability Meeting with

October 22 Budget Meeting, Requesting a CARES funded Harvest truck Oklahoma Tribal Engagement Partners,

October 23 Meeting with Brian Kirk, Tribal Planner, and Del Ficke, Soil For Hope, and a grower for Pawnee Seed Preservation Project, Deb EchoHawk,

Pawnee Nation
Statement of Revenues and Expenditures
3406 - Shakopee Grant
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	54,310.37	0.00	54,310.37
Total Operating Revenue	0.00	54,310.37	0.00	54,310.37
Total Operating Revenue	0.00	54,310.37	0.00	54,310.37
Expenditures				
Salary	13,434.82	38,472.23	49,400.00	10,927.77
Stipends	0.00	0.00	2,100.00	2,100.00
FICA	1,007.17	2,705.35	3,780.00	1,074.65
SUTA	14.77	181.64	272.00	90.36
Group Insurance	75.96	203.87	645.00	441.13
Workmens Comp	40.31	115.40	188.00	72.60
401k	184.80	501.61	1,485.00	983.39
Health Insurance-MEMO	513.01	1,368.01	5,130.00	3,761.99
Supplies	3,834.43	5,253.71	14,000.00	8,746.29
Travel	0.00	0.00	6,000.00	6,000.00
Training	0.00	60.00	0.00	(60.00)
Community Events	0.00	119.98	12,000.00	11,880.02
Non-Capitalized Equipment	0.00	0.00	5,000.00	5,000.00
Indirect Cost	(875.36)	(875.36)	0.00	875.36
Total Expenditures	18,229.91	48,106.44	100,000.00	51,893.56
Net Revenue over (under) Expenditures	(18,229.91)	6,203.93	(100,000.00)	106,203.93

Pawnee Nation
Statement of Revenues and Expenditures
3407 - CDC Public Health Response-CV
From 7/1/2020 Through 9/30/2020

	<u>Current Period Actual</u>	<u>Current Year To Date Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget Variance - Original</u>
Operating Revenue				
Grant/Contract Revenue	24,768.59	24,768.59	0.00	24,768.59
Total Operating Revenue	<u>24,768.59</u>	<u>24,768.59</u>	<u>0.00</u>	<u>24,768.59</u>
Total Operating Revenue	<u><u>24,768.59</u></u>	<u><u>24,768.59</u></u>	<u><u>0.00</u></u>	<u><u>24,768.59</u></u>
Expenditures				
Stipends	0.00	0.00	11,000.00	11,000.00
Capital Outlay	0.00	0.00	26,895.00	26,895.00
Supplies	19,873.59	19,873.59	68,675.00	48,801.41
Advertising	0.00	0.00	1,000.00	1,000.00
Non-Capitalized Equipment	4,895.00	4,895.00	6,500.00	1,605.00
Total Expenditures	<u>24,768.59</u>	<u>24,768.59</u>	<u>114,070.00</u>	<u>89,301.41</u>
Net Revenue over (under) Expenditures	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>(114,070.00)</u></u>	<u><u>114,070.00</u></u>

Pawnee Nation
Statement of Revenues and Expenditures
4013 - Indian Reservation Roads
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Balance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	699,125.28	0.00	699,125.28
Interest Income	0.00	1,070.69	0.00	1,070.69
Total Operating Revenue	<u>0.00</u>	<u>700,195.97</u>	<u>0.00</u>	<u>700,195.97</u>
Total Operating Revenue	<u>0.00</u>	<u>700,195.97</u>	<u>0.00</u>	<u>700,195.97</u>
Expenditures				
Salary	36,801.87	147,329.26	139,207.00	(8,122.26)
FICA	2,667.52	10,612.25	10,651.00	38.75
SUTA	11.46	510.75	749.00	238.25
Group Insurance	285.41	1,157.73	1,582.00	424.27
Workmens Comp	662.97	2,488.15	7,267.00	4,778.85
401k	1,122.94	4,241.36	4,177.00	(64.36)
Health Insurance-MEMO	1,710.00	7,140.29	10,671.00	3,530.71
Capital Outlay	13,159.47	501,957.22	50,000.00	(451,957.22)
Supplies	3,462.51	24,583.06	63,000.00	38,416.94
Rental/Leasing	0.00	100.00	3,000.00	2,900.00
Legal Expense	0.00	0.00	1,000.00	1,000.00
Professional Services	0.00	0.00	483,214.00	483,214.00
Communications	791.37	3,274.25	4,000.00	725.75
Repair & Maintenance	0.00	2,528.57	15,000.00	12,471.43
Travel	0.00	3,418.68	17,500.00	14,081.32
Training	0.00	0.00	10,000.00	10,000.00
Auto Expense	0.00	0.00	3,600.00	3,600.00
License,Fees,Permits	0.00	0.00	250.00	250.00
Advertising	0.00	0.00	1,000.00	1,000.00
Bank Service Charges	0.00	20.00	0.00	(20.00)
Subscriptions & Memberships	0.00	50.00	1,000.00	950.00
Non-Capitalized Equipment	0.00	0.00	8,081.00	8,081.00
Fuel	304.67	2,137.28	15,000.00	12,862.72
Indirect Cost	22,319.82	89,109.41	84,457.00	(4,652.41)
Space Cost	696.00	2,784.00	2,784.00	0.00
Total Expenditures	<u>83,996.01</u>	<u>803,442.26</u>	<u>937,190.00</u>	<u>133,747.74</u>
Net Revenue over (under) Expenditures	<u>(83,996.01)</u>	<u>(103,246.29)</u>	<u>(937,190.00)</u>	<u>833,943.71</u>

Pawnee Nation
Statement of Revenues and Expenditures
4054 - Food Distribution '20
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
In-Kind	0.00	50,753.34	0.00	50,753.34
Grant/Contract Revenue	<u>51,024.34</u>	<u>196,616.35</u>	<u>0.00</u>	<u>196,616.35</u>
Total Operating Revenue	<u>51,024.34</u>	<u>247,369.69</u>	<u>0.00</u>	<u>247,369.69</u>
Total Operating Revenue	<u><u>51,024.34</u></u>	<u><u>247,369.69</u></u>	<u><u>0.00</u></u>	<u><u>247,369.69</u></u>
Expenditures				
Salary	32,530.41	113,633.12	119,887.00	6,253.88
FICA	2,362.23	8,199.48	9,176.00	976.52
SUTA	0.00	425.95	1,031.00	605.05
Group Insurance	170.32	727.52	1,419.00	691.48
Workmens Comp	839.30	2,873.67	1,612.00	(1,261.67)
401k	650.37	2,254.80	3,599.00	1,344.20
Supplies	767.64	3,241.21	6,582.00	3,340.79
Professional Services	150.00	400.00	600.00	200.00
Communications	0.00	0.00	300.00	300.00
Repair & Maintenance	544.60	544.60	1,000.00	455.40
Travel	0.00	395.75	400.00	4.25
Subscriptions & Memberships	350.00	350.00	600.00	250.00
Fuel	0.00	0.00	400.00	400.00
Indirect Cost	18,955.48	67,687.06	76,512.00	8,824.94
In-Kind	<u>0.00</u>	<u>46,276.10</u>	<u>0.00</u>	<u>(46,276.10)</u>
Total Expenditures	<u>57,320.35</u>	<u>247,009.26</u>	<u>223,118.00</u>	<u>(23,891.26)</u>
Net Revenue over (under) Expenditures	<u><u>(6,296.01)</u></u>	<u><u>360.43</u></u>	<u><u>(223,118.00)</u></u>	<u><u>223,478.43</u></u>

Pawnee Nation
Statement of Revenues and Expenditures
4069 - EEOC
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	4,639.92	0.00	4,639.92
Total Operating Revenue	<u>0.00</u>	<u>4,639.92</u>	<u>0.00</u>	<u>4,639.92</u>
Total Operating Revenue	<u>0.00</u>	<u>4,639.92</u>	<u>0.00</u>	<u>4,639.92</u>
Expenditures				
Salary	0.00	6,268.52	20,135.00	13,866.48
FICA	0.00	465.25	1,541.00	1,075.75
SUTA	0.00	27.70	92.00	64.30
Group Insurance	0.00	45.41	263.00	217.59
Workmens Comp	0.00	18.82	437.00	418.18
401k	0.00	189.04	605.00	415.96
Health Insurance-MEMO	0.00	178.67	1,724.00	1,545.33
Communications	0.00	50.00	0.00	(50.00)
Travel	0.00	0.00	1,203.00	1,203.00
Total Expenditures	<u>0.00</u>	<u>7,243.41</u>	<u>26,000.00</u>	<u>18,756.59</u>
Net Revenue over (under) Expenditures	<u>0.00</u>	<u>(2,603.49)</u>	<u>(26,000.00)</u>	<u>23,396.51</u>

Pawnee Nation
Statement of Revenues and Expenditures - 20 4077 477 E&T CO 12-31-19 to 6-30-21
4077 - 477 Education & Training NCE
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	(265,602.53)	0.00	(265,602.53)
Total Operating Revenue	0.00	(265,602.53)	0.00	(265,602.53)
Total Operating Revenue	<u>0.00</u>	<u>(265,602.53)</u>	<u>0.00</u>	<u>(265,602.53)</u>
Expenditures				
Salary	74,521.84	269,239.18	218,899.00	(50,340.18)
Stipends	26,350.19	37,274.93	0.00	(37,274.93)
FICA	5,775.88	19,932.38	16,753.00	(3,179.38)
SUTA	463.39	1,969.70	1,233.00	(736.70)
Group Insurance	941.54	3,469.44	4,262.00	792.56
Workmens Comp	730.97	2,098.69	1,454.00	(644.69)
401k	2,051.43	7,151.82	6,203.00	(948.82)
Health Insurance-MEMO	5,642.99	18,992.97	26,676.00	7,683.03
Capital Outlay	0.00	0.00	108,000.00	108,000.00
Supplies	507.35	32,685.54	35,000.00	2,314.46
Rental/Leasing	852.57	2,756.28	0.00	(2,756.28)
Professional Services	82.25	361.25	15,000.00	14,638.75
Assistance	6,037.50	57,728.85	48,237.00	(9,491.85)
Electricity	1,547.00	3,315.80	0.00	(3,315.80)
Heating	291.29	857.32	0.00	(857.32)
Communications	1,072.35	3,298.98	0.00	(3,298.98)
Travel	0.00	3,980.79	0.00	(3,980.79)
Training	40.00	1,132.00	4,000.00	2,868.00
Community Events	0.00	4,906.87	1,900.00	(3,006.87)
Indirect Cost	43,797.96	176,556.02	139,702.00	(36,854.02)
Space Cost	0.00	5,920.00	0.00	(5,920.00)
Total Expenditures	<u>170,706.50</u>	<u>653,628.81</u>	<u>627,319.00</u>	<u>(26,309.81)</u>
Net Revenue over (under) Expenditures	<u>(170,706.50)</u>	<u>(919,231.34)</u>	<u>(627,319.00)</u>	<u>(291,912.34)</u>

Pawnee Nation
Statement of Revenues and Expenditures
4078 - 477 Education & Training
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	142,960.00	522,449.00	0.00	522,449.00
Total Operating Revenue	<u>142,960.00</u>	<u>522,449.00</u>	<u>0.00</u>	<u>522,449.00</u>
Total Operating Revenue	<u><u>142,960.00</u></u>	<u><u>522,449.00</u></u>	<u><u>0.00</u></u>	<u><u>522,449.00</u></u>
Expenditures				
Salary	6,668.00	8,050.04	190,939.00	182,888.96
Stipends	0.00	0.00	80,000.00	80,000.00
FICA	478.11	559.64	14,613.00	14,053.36
SUTA	14.45	25.02	1,069.00	1,043.98
Group Insurance	57.59	76.34	4,262.00	4,185.66
Workmens Comp	173.61	177.75	1,308.00	1,130.25
401k	167.94	209.86	5,641.00	5,431.14
Health Insurance-MEMO	513.01	684.03	26,676.00	25,991.97
Capital Outlay	0.00	0.00	42,738.00	42,738.00
Supplies	5,332.00	5,332.00	150,000.00	144,668.00
Rental/Leasing	0.00	0.00	8,000.00	8,000.00
Professional Services	0.00	0.00	15,000.00	15,000.00
Assistance	1,280.31	1,280.31	202,000.00	200,719.69
Electricity	0.00	0.00	10,000.00	10,000.00
Heating	0.00	0.00	4,000.00	4,000.00
Communications	45.00	60.00	1,000.00	940.00
Travel	0.00	0.00	5,000.00	5,000.00
Training	351.33	351.33	6,000.00	5,648.67
Community Events	0.00	0.00	20,000.00	20,000.00
Indirect Cost	3,885.44	4,690.76	121,858.00	117,167.24
Space Cost	5,817.00	9,695.00	23,267.00	13,572.00
Total Expenditures	<u>24,783.79</u>	<u>31,192.08</u>	<u>933,371.00</u>	<u>902,178.92</u>
Net Revenue over (under) Expenditures	<u><u>118,176.21</u></u>	<u><u>491,256.92</u></u>	<u><u>(933,371.00)</u></u>	<u><u>1,424,627.92</u></u>

Pawnee Nation
Statement of Revenues and Expenditures
4111 - MSPI Gen-I
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	38,860.04	203,289.73	0.00	203,289.73
Total Operating Revenue	<u>38,860.04</u>	<u>203,289.73</u>	<u>0.00</u>	<u>203,289.73</u>
Total Operating Revenue	<u>38,860.04</u>	<u>203,289.73</u>	<u>0.00</u>	<u>203,289.73</u>
Expenditures				
Salary	16,381.02	67,924.60	66,779.00	(1,145.60)
Stipends	0.00	0.00	6,000.00	6,000.00
FICA	1,151.18	4,912.87	5,112.00	199.13
SUTA	0.00	238.74	521.00	282.26
Group Insurance	155.19	719.89	1,047.00	327.11
Workmens Comp	407.27	1,569.92	2,015.00	445.08
401k	422.62	1,969.84	2,009.00	39.16
Health Insurance-MEMO	205.20	2,001.97	1,232.00	(769.97)
Supplies	4,581.99	27,092.44	37,057.00	9,964.56
Rental/Leasing	0.00	100.00	2,500.00	2,400.00
Professional Services	0.00	3,900.00	25,000.00	21,100.00
Communications	10.50	39.00	6,000.00	5,961.00
Insurance	0.00	0.00	650.00	650.00
Travel	0.00	835.76	10,000.00	9,164.24
Training	280.00	865.00	13,973.00	13,108.00
Auto Expense	873.81	4,176.19	6,000.00	1,823.81
License,Fees,Permits	0.00	0.00	500.00	500.00
Reproduction	0.00	0.00	7,500.00	7,500.00
Advertising	0.00	1,512.00	7,500.00	5,988.00
Community Events	0.00	14,880.25	26,340.00	11,459.75
Donations	5,215.00	6,715.00	20,000.00	13,285.00
Indirect Cost	9,545.21	45,050.65	42,618.00	(2,432.65)
Space Cost	2,411.00	9,647.00	9,647.00	0.00
Total Expenditures	<u>41,639.99</u>	<u>194,151.12</u>	<u>300,000.00</u>	<u>105,848.88</u>
Net Revenue over (under) Expenditures	<u>(2,779.95)</u>	<u>9,138.61</u>	<u>(300,000.00)</u>	<u>309,138.61</u>

Pawnee Nation
Statement of Revenues and Expenditures
4114 - Health Ed
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	17.00	116,485.00	0.00	116,485.00
Total Operating Revenue	<u>17.00</u>	<u>116,485.00</u>	<u>0.00</u>	<u>116,485.00</u>
Total Operating Revenue	<u>17.00</u>	<u>116,485.00</u>	<u>0.00</u>	<u>116,485.00</u>
Expenditures				
Salary	0.00	1,307.37	5,501.00	4,193.63
FICA	0.00	99.42	422.00	322.58
SUTA	0.00	10.76	13.00	2.24
Group Insurance	0.00	0.00	241.00	241.00
Workmens Comp	0.00	42.62	21.00	(21.62)
401k	0.00	26.39	166.00	139.61
Health Insurance-MEMO	0.00	0.00	1,232.00	1,232.00
Supplies	5,446.91	11,819.94	55,140.00	43,320.06
Training	0.00	0.00	2,000.00	2,000.00
Advertising	0.00	0.00	1,000.00	1,000.00
Community Events	0.00	0.00	4,980.00	4,980.00
Indirect Cost	0.00	761.80	3,511.00	2,749.20
Space Cost	363.00	1,088.00	1,452.00	364.00
Total Expenditures	<u>5,809.91</u>	<u>15,156.30</u>	<u>75,679.00</u>	<u>60,522.70</u>
Net Revenue over (under) Expenditures	<u>(5,792.91)</u>	<u>101,328.70</u>	<u>(75,679.00)</u>	<u>177,007.70</u>

Pawnee Nation
Statement of Revenues and Expenditures
4115 - Community Health Rep
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	204.00	209,113.00	0.00	209,113.00
Total Operating Revenue	204.00	209,113.00	0.00	209,113.00
Total Operating Revenue	<u>204.00</u>	<u>209,113.00</u>	<u>0.00</u>	<u>209,113.00</u>
Expenditures				
Salary	22,514.70	58,167.09	88,014.00	29,846.91
FICA	1,654.77	4,107.98	6,736.00	2,628.02
SUTA	91.83	367.30	803.00	435.70
Group Insurance	138.55	361.53	1,795.00	1,433.47
Workmens Comp	776.44	2,134.74	1,692.00	(442.74)
401k	441.35	1,208.73	2,643.00	1,434.27
Health Insurance-MEMO	1,026.00	2,736.00	10,671.00	7,935.00
Supplies	974.88	1,554.06	9,692.00	8,137.94
Rental/Leasing	3,138.10	8,915.86	12,899.00	3,983.14
Communications	240.00	476.00	1,000.00	524.00
Uniforms	0.00	0.00	4,000.00	4,000.00
Indirect Cost	13,119.32	33,893.97	56,171.00	22,277.03
Space Cost	1,449.00	4,347.00	5,796.00	1,449.00
Total Expenditures	45,564.94	118,270.26	201,912.00	83,641.74
Net Revenue over (under) Expenditures	<u>(45,360.94)</u>	<u>90,842.74</u>	<u>(201,912.00)</u>	<u>292,754.74</u>

Pawnee Nation
Statement of Revenues and Expenditures
4116 - Housekeeping G/M
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	8,580.00	380,641.00	0.00	380,641.00
Total Operating Revenue	<u>8,580.00</u>	<u>380,641.00</u>	<u>0.00</u>	<u>380,641.00</u>
Total Operating Revenue	<u>8,580.00</u>	<u>380,641.00</u>	<u>0.00</u>	<u>380,641.00</u>
Expenditures				
Salary	42,112.44	112,296.88	190,313.00	78,016.12
FICA	3,079.84	8,222.90	14,561.00	6,338.10
SUTA	47.72	590.01	1,519.00	928.99
Group Insurance	612.48	1,635.72	3,281.00	1,645.28
Workmens Comp	1,827.76	4,873.90	10,525.00	5,651.10
401k	1,266.45	3,377.17	5,712.00	2,334.83
Health Insurance-MEMO	3,078.00	8,208.00	28,728.00	20,520.00
Supplies	129.94	1,068.68	0.00	(1,068.68)
Communications	105.00	282.00	0.00	(282.00)
Fuel	132.13	173.27	0.00	(173.27)
Indirect Cost	24,538.92	65,435.40	115,463.00	50,027.60
Total Expenditures	<u>76,930.68</u>	<u>206,163.93</u>	<u>370,102.00</u>	<u>163,938.07</u>
Net Revenue over (under) Expenditures	<u>(68,350.68)</u>	<u>174,477.07</u>	<u>(370,102.00)</u>	<u>544,579.07</u>

Pawnee Nation
Statement of Revenues and Expenditures
4117 - Substance Abuse Program
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	5,029.00	198,772.00	0.00	198,772.00
Total Operating Revenue	<u>5,029.00</u>	<u>198,772.00</u>	<u>0.00</u>	<u>198,772.00</u>
Total Operating Revenue	<u>5,029.00</u>	<u>198,772.00</u>	<u>0.00</u>	<u>198,772.00</u>
Expenditures				
Salary	26,526.60	71,404.71	101,658.00	30,253.29
FICA	1,903.58	5,072.34	7,778.00	2,705.66
SUTA	39.41	351.61	608.00	256.39
Group Insurance	239.60	644.59	1,322.00	677.41
Workmens Comp	479.19	1,288.97	2,956.00	1,667.03
401k	798.59	2,149.68	3,051.00	901.32
Health Insurance-MEMO	923.42	2,154.62	3,694.00	1,539.38
Supplies	0.00	766.73	12,163.00	11,396.27
Professional Services	0.00	125.00	0.00	(125.00)
Communications	94.50	253.80	0.00	(253.80)
Travel	0.00	151.80	2,000.00	1,848.20
Training	0.00	495.00	2,000.00	1,505.00
Auto Expense	0.00	0.00	3,502.00	3,502.00
License,Fees,Permits	90.00	90.00	200.00	110.00
Advertising	0.00	0.00	750.00	750.00
Community Events	0.00	0.00	2,432.00	2,432.00
Indirect Cost	15,457.05	41,607.54	64,878.00	23,270.46
Space Cost	2,205.00	6,620.00	8,825.00	2,205.00
Total Expenditures	<u>48,756.94</u>	<u>133,176.39</u>	<u>217,817.00</u>	<u>84,640.61</u>
Net Revenue over (under) Expenditures	<u>(43,727.94)</u>	<u>65,595.61</u>	<u>(217,817.00)</u>	<u>283,412.61</u>

Pawnee Nation
Statement of Revenues and Expenditures
4118 - SAP Inpatient
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	116,295.00	0.00	116,295.00
Total Operating Revenue	<u>0.00</u>	<u>116,295.00</u>	<u>0.00</u>	<u>116,295.00</u>
Total Operating Revenue	<u><u>0.00</u></u>	<u><u>116,295.00</u></u>	<u><u>0.00</u></u>	<u><u>116,295.00</u></u>
Expenditures				
Supplies	0.00	2,567.71	2,965.00	397.29
Professional Services	0.00	49,619.97	101,700.00	52,080.03
Admin Cost	<u>2,907.00</u>	<u>8,723.00</u>	<u>11,630.00</u>	<u>2,907.00</u>
Total Expenditures	<u>2,907.00</u>	<u>60,910.68</u>	<u>116,295.00</u>	<u>55,384.32</u>
Net Revenue over (under) Expenditures	<u><u>(2,907.00)</u></u>	<u><u>55,384.32</u></u>	<u><u>(116,295.00)</u></u>	<u><u>171,679.32</u></u>

Pawnee Nation
Statement of Revenues and Expenditures
4134 - Special Diabetes '16-'20
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	44,141.77	102,538.14	0.00	102,538.14
Total Operating Revenue	<u>44,141.77</u>	<u>102,538.14</u>	<u>0.00</u>	<u>102,538.14</u>
Total Operating Revenue	<u><u>44,141.77</u></u>	<u><u>102,538.14</u></u>	<u><u>0.00</u></u>	<u><u>102,538.14</u></u>
Expenditures				
Salary	17,793.93	42,991.86	66,570.00	23,578.14
FICA	1,357.32	3,118.70	5,094.00	1,975.30
SUTA	60.62	253.89	514.00	260.11
Group Insurance	65.56	128.63	1,040.00	911.37
Workmens Comp	459.08	534.54	253.00	(281.54)
401k	256.94	788.98	1,998.00	1,209.02
Health Insurance-MEMO	68.42	239.43	4,515.00	4,275.57
Supplies	3,518.80	9,299.28	38,512.00	29,212.72
Professional Services	1,700.00	1,700.00	14,300.00	12,600.00
Travel	220.76	220.76	4,500.00	4,279.24
Training	47.32	47.32	900.00	852.68
Advertising	0.00	0.00	200.00	200.00
Indirect Cost	10,368.52	25,051.35	42,485.00	17,433.65
Space Cost	810.00	2,435.00	3,245.00	810.00
Total Expenditures	<u>36,727.27</u>	<u>86,809.74</u>	<u>184,126.00</u>	<u>97,316.26</u>
Net Revenue over (under) Expenditures	<u><u>7,414.50</u></u>	<u><u>15,728.40</u></u>	<u><u>(184,126.00)</u></u>	<u><u>199,854.40</u></u>

Pawnee Nation
Statement of Revenues and Expenditures
4140 - Domestic Violence Prevention
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	35,598.61	144,419.14	0.00	144,419.14
Total Operating Revenue	<u>35,598.61</u>	<u>144,419.14</u>	<u>0.00</u>	<u>144,419.14</u>
Total Operating Revenue	<u>35,598.61</u>	<u>144,419.14</u>	<u>0.00</u>	<u>144,419.14</u>
Expenditures				
Salary	13,083.96	43,574.08	51,455.00	7,880.92
FICA	904.06	2,912.50	3,941.00	1,028.50
SUTA	58.80	185.86	353.00	167.14
Group Insurance	151.30	497.93	635.00	137.07
Workmens Comp	337.62	978.79	1,309.00	330.21
401k	389.69	1,303.69	1,546.00	242.31
Health Insurance-MEMO	1,282.50	4,287.06	5,130.00	842.94
Supplies	2,277.08	26,090.28	38,250.00	12,159.72
Rental/Leasing	1,305.75	3,701.17	6,000.00	2,298.83
Professional Services	0.00	1,570.00	10,000.00	8,430.00
Assistance	0.00	0.00	12,275.00	12,275.00
Communications	0.00	21.00	500.00	479.00
Insurance	0.00	0.00	646.00	646.00
Travel	0.00	1,276.60	6,250.00	4,973.40
Training	0.00	0.00	4,000.00	4,000.00
Advertising	645.00	3,749.00	5,500.00	1,751.00
Indirect Cost	7,624.02	28,617.19	32,839.00	4,221.81
Space Cost	4,842.00	19,371.00	19,371.00	0.00
Total Expenditures	<u>32,901.78</u>	<u>138,136.15</u>	<u>200,000.00</u>	<u>61,863.85</u>
Net Revenue over (under) Expenditures	<u>2,696.83</u>	<u>6,282.99</u>	<u>(200,000.00)</u>	<u>206,282.99</u>

Pawnee Nation
Statement of Revenues and Expenditures
4151 - SAMHSA Opioid Response
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	24,374.09	85,580.42	0.00	85,580.42
Total Operating Revenue	<u>24,374.09</u>	<u>85,580.42</u>	<u>0.00</u>	<u>85,580.42</u>
Total Operating Revenue	<u>24,374.09</u>	<u>85,580.42</u>	<u>0.00</u>	<u>85,580.42</u>
Expenditures				
Salary	11,154.46	31,273.72	41,220.00	9,946.28
Stipends	0.00	0.00	2,000.00	2,000.00
FICA	790.61	2,283.97	3,156.00	872.03
SUTA	14.97	132.41	225.00	92.59
Group Insurance	15.19	74.57	569.00	494.43
Workmens Comp	287.79	348.16	1,179.00	830.84
401k	47.19	206.02	1,237.00	1,030.98
Health Insurance-MEMO	102.62	583.83	4,925.00	4,341.17
Supplies	131.95	11,914.38	40,000.00	28,085.62
Rental/Leasing	0.00	0.00	3,000.00	3,000.00
Professional Services	1,650.00	4,675.00	20,000.00	15,325.00
Communications	0.00	0.00	1,032.00	1,032.00
Travel	0.00	788.08	7,500.00	6,711.92
Training	0.00	292.50	2,951.00	2,658.50
Advertising	0.00	0.00	5,000.00	5,000.00
Community Events	0.00	894.62	25,000.00	24,105.38
Subscriptions & Memberships	0.00	0.00	2,000.00	2,000.00
Uniforms	0.00	0.00	2,000.00	2,000.00
Indirect Cost	6,499.70	20,616.44	26,307.00	5,690.56
Space Cost	455.00	1,814.00	1,814.00	0.00
Total Expenditures	<u>21,149.48</u>	<u>75,897.70</u>	<u>191,115.00</u>	<u>115,217.30</u>
Net Revenue over (under) Expenditures	<u>3,224.61</u>	<u>9,682.72</u>	<u>(191,115.00)</u>	<u>200,797.72</u>

Pawnee Nation
Statement of Revenues and Expenditures
4152 - SAMHSA Native Connection
From 7/31/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Expenditures				
Salary	1,008.94	1,008.94	100,834.00	99,825.06
FICA	73.65	73.65	7,720.00	7,646.35
SUTA	0.00	0.00	882.00	882.00
Group Insurance	8.00	8.00	1,189.00	1,181.00
Workmens Comp	20.18	20.18	2,865.00	2,844.82
401k	26.81	26.81	3,021.00	2,994.19
Health Insurance-MEMO	51.30	51.30	5,746.00	5,694.70
Supplies	75.99	75.99	11,040.00	10,964.01
Rental/Leasing	0.00	0.00	2,500.00	2,500.00
Professional Services	0.00	0.00	10,000.00	10,000.00
Communications	2.00	2.00	3,000.00	2,998.00
Insurance	0.00	0.00	800.00	800.00
Travel	0.00	0.00	5,000.00	5,000.00
Training	140.00	140.00	1,000.00	860.00
Auto Expense	0.00	0.00	4,000.00	4,000.00
License,Fees,Permits	0.00	0.00	1,500.00	1,500.00
Reproduction	0.00	0.00	1,000.00	1,000.00
Advertising	0.00	0.00	4,500.00	4,500.00
Community Events	0.00	0.00	10,000.00	10,000.00
Donations	0.00	0.00	5,000.00	5,000.00
Indirect Cost	587.91	587.91	58,756.00	58,168.09
Space Cost	0.00	0.00	9,647.00	9,647.00
Total Expenditures	<u>1,994.78</u>	<u>1,994.78</u>	<u>250,000.00</u>	<u>248,005.22</u>
Net Revenue over (under) Expenditures	<u>(1,994.78)</u>	<u>(1,994.78)</u>	<u>(250,000.00)</u>	<u>248,005.22</u>

Pawnee Nation
Statement of Revenues and Expenditures
4180 - NAGPRA 18
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	8,426.94	95,197.96	0.00	95,197.96
Total Operating Revenue	<u>8,426.94</u>	<u>95,197.96</u>	<u>0.00</u>	<u>95,197.96</u>
Total Operating Revenue	<u>8,426.94</u>	<u>95,197.96</u>	<u>0.00</u>	<u>95,197.96</u>
Expenditures				
Salary	9,791.78	65,184.27	46,116.00	(19,068.27)
FICA	734.96	5,471.22	3,528.00	(1,943.22)
SUTA	0.00	254.52	232.00	(22.52)
Group Insurance	115.16	827.52	326.00	(501.52)
Workmens Comp	29.38	213.11	175.00	(38.11)
401k	296.90	1,330.04	1,383.00	52.96
Health Insurance-MEMO	0.00	879.60	6,262.00	5,382.40
Supplies	0.00	0.00	6,695.00	6,695.00
Communications	105.00	724.63	0.00	(724.63)
Travel	0.00	2,800.61	10,740.00	7,939.39
Training	0.00	550.00	1,425.00	875.00
Subscriptions & Memberships	0.00	0.00	198.00	198.00
Indirect Cost	0.00	11,529.00	11,529.00	0.00
Space Cost	0.00	1,391.00	1,391.00	0.00
Total Expenditures	<u>11,073.18</u>	<u>91,155.52</u>	<u>90,000.00</u>	<u>(1,155.52)</u>
Net Revenue over (under) Expenditures	<u>(2,646.24)</u>	<u>4,042.44</u>	<u>(90,000.00)</u>	<u>94,042.44</u>

Pawnee Nation
Statement of Revenues and Expenditures
4189 - THPO '19
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Expenditures				
Salary	6,375.81	22,854.79	22,319.00	(535.79)
FICA	463.08	1,656.29	1,708.00	51.71
SUTA	0.00	86.78	126.00	39.22
Group Insurance	77.43	268.48	130.00	(138.48)
Workmens Comp	19.11	68.53	85.00	16.47
401k	191.27	658.30	670.00	11.70
Health Insurance-MEMO	595.08	2,259.42	1,191.00	(1,068.42)
Capital Outlay	0.00	3,615.12	5,000.00	1,384.88
Supplies	0.00	1,244.86	1,500.00	255.14
Professional Services	0.00	0.00	500.00	500.00
Repair & Maintenance	0.00	0.00	880.00	880.00
Travel	(169.00)	979.89	5,800.00	4,820.11
Training	0.00	0.00	900.00	900.00
Fuel	65.80	1,163.92	1,392.00	228.08
Indirect Cost	3,619.26	13,541.00	13,541.00	0.00
Space Cost	363.00	1,451.00	1,451.00	0.00
Total Expenditures	<u>11,600.84</u>	<u>49,848.38</u>	<u>57,193.00</u>	<u>7,344.62</u>
Net Revenue over (under) Expenditures	<u>(11,600.84)</u>	<u>(49,848.38)</u>	<u>(57,193.00)</u>	<u>7,344.62</u>

Pawnee Nation
Statement of Revenues and Expenditures
4202 - BIA Tribal Court
From 7/1/2020 Through 9/30/2020

	<u>Current Period Actual</u>	<u>Current Year To Date Actual</u>	<u>Total Budget - Original</u>	<u>Total Budget Variance - Original</u>
Operating Revenue				
Grant/Contract Revenue	0.00	84,655.00	0.00	84,655.00
Total Operating Revenue	<u>0.00</u>	<u>84,655.00</u>	<u>0.00</u>	<u>84,655.00</u>
Total Operating Revenue	<u>0.00</u>	<u>84,655.00</u>	<u>0.00</u>	<u>84,655.00</u>
Expenditures				
Salary	10,268.78	25,066.61	51,622.00	26,555.39
FICA	722.12	1,724.20	3,950.00	2,225.80
SUTA	0.00	109.65	269.00	159.35
Group Insurance	92.39	194.97	624.00	429.03
Workmens Comp	30.79	75.17	197.00	121.83
401k	312.27	707.06	1,420.00	712.94
Health Insurance-MEMO	823.05	1,964.78	4,104.00	2,139.22
Supplies	0.00	252.46	560.00	307.54
Communications	140.00	336.75	0.00	(336.75)
Subscriptions & Memberships	250.00	250.00	153.00	(97.00)
Indirect Cost	5,983.62	14,606.32	31,320.00	16,713.68
Total Expenditures	<u>18,623.02</u>	<u>45,287.97</u>	<u>94,219.00</u>	<u>48,931.03</u>
Net Revenue over (under) Expenditures	<u>(18,623.02)</u>	<u>39,367.03</u>	<u>(94,219.00)</u>	<u>133,586.03</u>

Pawnee Nation
Statement of Revenues and Expenditures
4203 - BIA Law Enforcement
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	663,939.00	0.00	663,939.00
Total Operating Revenue	<u>0.00</u>	<u>663,939.00</u>	<u>0.00</u>	<u>663,939.00</u>
Total Operating Revenue	<u>0.00</u>	<u>663,939.00</u>	<u>0.00</u>	<u>663,939.00</u>
Expenditures				
Salary	76,519.60	199,396.52	266,781.00	67,384.48
FICA	5,558.85	14,225.89	20,411.00	6,185.11
SUTA	12.32	749.32	1,302.00	552.68
Group Insurance	455.80	1,251.60	2,929.00	1,677.40
Workmens Comp	2,485.05	6,655.23	11,016.00	4,360.77
401k	2,295.51	5,987.73	8,006.00	2,018.27
Health Insurance-MEMO	4,104.00	10,089.00	20,520.00	10,431.00
Supplies	4,645.26	11,855.07	9,724.00	(2,131.07)
Communications	540.29	3,078.42	10,000.00	6,921.58
Repair & Maintenance	3,667.78	7,182.33	4,855.00	(2,327.33)
Insurance	0.00	0.00	5,000.00	5,000.00
Travel	0.00	1,616.65	9,000.00	7,383.35
Training	0.00	695.00	5,000.00	4,305.00
Auto Expense	7,261.68	7,378.16	6,000.00	(1,378.16)
Community Events	0.00	465.16	1,500.00	1,034.84
Non-Capitalized Equipment	1,960.18	6,299.05	9,000.00	2,700.95
Sensitive Equipment	0.00	399.43	5,000.00	4,600.57
Fuel	1,667.17	6,313.38	12,000.00	5,686.62
Uniforms	2,035.86	8,995.30	6,472.00	(2,523.30)
Incarceration	560.00	560.00	5,000.00	4,440.00
Indirect Cost	44,587.97	116,188.36	161,857.00	45,668.64
Space Cost	3,999.00	11,994.00	15,993.00	3,999.00
Total Expenditures	<u>162,356.32</u>	<u>421,375.60</u>	<u>597,366.00</u>	<u>175,990.40</u>
Net Revenue over (under) Expenditures	<u>(162,356.32)</u>	<u>242,563.40</u>	<u>(597,366.00)</u>	<u>839,929.40</u>

Pawnee Nation
Statement of Revenues and Expenditures
4204 - BIA Indian Child Welfare 20-24
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	81,836.00	0.00	81,836.00
Total Operating Revenue	<u>0.00</u>	<u>81,836.00</u>	<u>0.00</u>	<u>81,836.00</u>
Total Operating Revenue	<u>0.00</u>	<u>81,836.00</u>	<u>0.00</u>	<u>81,836.00</u>
Expenditures				
Salary	9,961.28	18,566.71	37,040.00	18,473.29
FICA	740.06	1,291.32	2,835.00	1,543.68
SUTA	0.00	57.11	286.00	228.89
Group Insurance	120.16	235.59	480.00	244.41
Workmens Comp	259.01	481.01	1,212.00	730.99
401k	304.00	564.56	1,112.00	547.44
Health Insurance-MEMO	923.39	1,846.79	3,694.00	1,847.21
Supplies	45.70	45.70	870.00	824.30
Communications	94.50	175.50	800.00	624.50
Repair & Maintenance	0.00	0.00	1,638.00	1,638.00
Insurance	0.00	0.00	1,000.00	1,000.00
Travel	0.00	0.00	948.00	948.00
Training	0.00	0.00	500.00	500.00
Auto Expense	1,163.58	1,752.51	5,000.00	3,247.49
Advertising	0.00	0.00	100.00	100.00
Subscriptions & Memberships	75.00	75.00	200.00	125.00
Indirect Cost	5,804.44	10,818.82	23,799.00	12,980.18
Space Cost	1,824.00	5,478.00	7,302.00	1,824.00
Total Expenditures	<u>21,315.12</u>	<u>41,388.62</u>	<u>88,816.00</u>	<u>47,427.38</u>
Net Revenue over (under) Expenditures	<u>(21,315.12)</u>	<u>40,447.38</u>	<u>(88,816.00)</u>	<u>129,263.38</u>

Pawnee Nation
Statement of Revenues and Expenditures
4205 - Aid to Tribal Gov't 20-24
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Operating Revenue				
Grant/Contract Revenue	0.00	1,463,684.00	0.00	1,463,684.00
Program Income	0.00	131.00	0.00	131.00
Total Operating Revenue	<u>0.00</u>	<u>1,463,815.00</u>	<u>0.00</u>	<u>1,463,815.00</u>
Total Operating Revenue	<u>0.00</u>	<u>1,463,815.00</u>	<u>0.00</u>	<u>1,463,815.00</u>
Expenditures				
Salary	56,225.57	83,313.70	96,760.00	13,446.30
FICA	3,514.69	5,071.16	7,405.00	2,333.84
SUTA	144.39	245.17	525.00	279.83
Group Insurance	322.52	534.91	1,248.00	713.09
Workmens Comp	700.99	935.62	368.00	(567.62)
401k	903.39	1,416.50	2,905.00	1,488.50
Health Insurance-MEMO	1,179.91	2,000.70	10,260.00	8,259.30
Supplies	11,841.50	24,433.25	8,895.00	(15,538.25)
Professional Services	2,804.35	2,804.35	0.00	(2,804.35)
Communications	58.01	6,945.09	800.00	(6,145.09)
Maintenance Agreement	0.00	0.00	1,900.00	1,900.00
Travel	0.00	0.00	3,500.00	3,500.00
Training	0.00	0.00	2,428.00	2,428.00
Postage	0.00	628.00	4,500.00	3,872.00
Reproduction	2,233.05	4,863.77	6,834.00	1,970.23
Advertising	0.00	0.00	180.00	180.00
Subscriptions & Memberships	0.00	139.95	2,400.00	2,260.05
Non-Capitalized Equipment	0.00	12,456.72	0.00	(12,456.72)
Indirect Cost	32,762.65	48,546.91	58,705.00	10,158.09
Space Cost	1,290.00	3,869.00	5,159.00	1,290.00
Total Expenditures	<u>113,981.02</u>	<u>198,204.80</u>	<u>214,772.00</u>	<u>16,567.20</u>
Net Revenue over (under) Expenditures	<u>(113,981.02)</u>	<u>1,265,610.20</u>	<u>(214,772.00)</u>	<u>1,480,382.20</u>

Pawnee Nation
Statement of Revenues and Expenditures
4206 - BIA CARES FY20
From 7/1/2020 Through 9/30/2020

	Current Period Actual	Current Year To Date Actual	Total Budget - Original	Total Budget Variance - Original
Expenditures				
Salary	3,024.00	3,024.00	223,068.00	220,044.00
FICA	87.52	87.52	17,071.00	16,983.48
SUTA	9.15	9.15	1,431.00	1,421.85
Group Insurance	0.00	0.00	1,055.00	1,055.00
Workmens Comp	3.43	3.43	786.00	782.57
401k	0.00	0.00	6,204.00	6,204.00
Health Insurance-MEMO	0.00	0.00	4,719.00	4,719.00
Capital Outlay	6,084.99	6,084.99	150,000.00	143,915.01
Supplies	24,302.30	24,302.30	400,000.00	375,697.70
Assistance	0.00	0.00	288,566.00	288,566.00
Communications	0.00	0.00	15,000.00	15,000.00
Maintenance Agreement	0.00	0.00	4,100.00	4,100.00
Travel	0.00	0.00	2,000.00	2,000.00
Training	0.00	0.00	5,000.00	5,000.00
Postage	0.00	0.00	5,000.00	5,000.00
Reproduction	0.00	0.00	6,000.00	6,000.00
Advertising	0.00	0.00	400.00	400.00
Subscriptions & Memberships	0.00	0.00	3,000.00	3,000.00
Non-Capitalized Equipment	7,997.75	7,997.75	100,000.00	92,002.25
Indirect Cost	1,762.08	1,762.08	16,919.00	15,156.92
Total Expenditures	<u>43,271.22</u>	<u>43,271.22</u>	<u>1,250,319.00</u>	<u>1,207,047.78</u>
Net Revenue over (under) Expenditures	<u>(43,271.22)</u>	<u>(43,271.22)</u>	<u>(1,250,319.00)</u>	<u>1,207,047.78</u>

Pawnee Nation of Oklahoma

Third Quarterly Program Reports 2020

July, August, September



**Pawnee Nation Committee, Commission
and Board Reports**

Submitted to the
Pawnee Business Council
November 7, 2020

Walter R. Echo-Hawk, President
Jordan Kanuho, Vice-President
Patricia McCray, Secretary
Carol Chapman, Treasurer
Cynthia Butler, Council Seat #1
Dawna Hare, Council Seat #2
Charles Lone Chief, Council Seat #3
Charles Knife Chief, Council Set #4

Index

Pawnee Nation Third Quarter Reports 2020

Pawnee Nation Committees	
<i>Budget/Finance Committee</i>	1
<i>Cultural Resource Committee</i>	*
<i>Education Committee</i>	*
<i>Enrollment Committee</i>	21
<i>Ethics Committee</i>	*
<i>Governing Documents Committee (Commission)</i>	*
<i>Grievance Committee</i>	*
<i>Human Resources Committee</i>	*
<i>Land Management Committee</i>	*
<i>Princess Committee</i>	22
<i>Property Committee</i>	*
<i>Proposal Review Committee</i>	*
<i>Tribal Emergency Response Committee</i>	*
Pawnee Nation Commissions	
<i>Election Commission</i>	*
<i>Environmental Regulatory Commission</i>	*
<i>Gaming Commission – Arthur Attocknie, Director</i>	*
<i>Liquor Control Commission – Kyla Wichita, Acting Chair</i>	23
<i>Sports Commission – Lyle Fields</i>	25
<i>Tax Commission – Kathy Daniels</i>	30
<i>TERO Commission – Suzy Knife Chief, Director</i>	36
<i>Utility Commission</i>	*
Pawnee Nation Boards	
<i>Pawnee Community School Board – Dorna Battese, Chair</i>	*
<i>Pawnee Nation College Board of Trustees – Mike Burgess, President</i>	39
<i>Pawnee Nation Museum Board of Directors</i>	*
<i>Pawnee Tribal Development Corporation Board – Robert Dimmick, CEO</i>	42
<i>Pawnee Tribal Housing Authority Board – Linda Jestes, Director</i>	62
Pawnee Nation Attorney General	*
Pawnee Nation District and Supreme Court	66
<i>* Indicate no Report was Submitted</i>	

Pawnee Nation
Budget Committee Meeting
July 1, 2020, 2:00 p.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Interim Treasurer Dawna Hare called the meeting to order at 2:04 pm and Interim President Lone Chief gave the invocation.

2. Roll Call

Roll call: Dawna Hare – here, Brian Kirk – excused, William Perry – here, Muriel Robedeaux – here, and Charles Lone Chief – here. Quorum established.

Present: Carol Chapman, Crista Carney, Cynthia Butler, and Jamie Nelson. Suzy Knifechief arrived for TERO

3. Approval of Agenda

Motion made by William Perry to approve the Budget Committee agenda for July 1, 2020 with changes, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

a. Donation/Sponsorship Requests:

i. Pawnee Charter School

Motion made by William Perry to table the Pawnee Charter School donation request until full council established, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

ii. Title VI School Supplies Donations

Motion made by William Perry to table the Title VI School Supply donation request, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, July 1, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

b. Budget Modifications:

i. Approval of PN Property Management 1007 Budget Mod #1

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve the PN Property Management 1007 Budget Mod #1 with changes, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

ii. Approval of PN Property Management 1006 Budget Mod #2

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve the PN Property Management 1006 Budget Mod #2, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iii. Approval of TERO Budget Modification #3

Motion made by William Perry to deny the TERO Budget Modification #3, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

5. Other:

A. Update on COVID funds

6. Confirm Next Meeting Date

Next meeting is set tentatively for July 8, 2020 at 2 pm via Teams.

7. Adjournment

Motion made by William Perry to adjourn, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries to adjourn at 3:10 pm.

Pawnee Business Council Budget Committee Meeting, July 1, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Pawnee Nation
Budget Committee Meeting
July 29, 2020, 2:00 p.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Treasure Chapman called the meeting to order at 2:05pm and invocation was given by Mrs. Dawna Hare.

2. Roll Call

Members present: Carol Chapman, Dawna Hare, Cynthia Butler, Muriel Robedeaux, William Perry, Brian Kirk

Guest: Jamie Nelson, John Holland

3. Approval of Agenda

Motion made by Muriel Robedeaux to approve the Budget Committee agenda for July 29, 2020, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

A. Fiscal Policy

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve the changes to the fiscal policy, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

B. Budget Modifications

i. 2020 DHCS Budget Mod #2

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve 2020 DHCS Budget Mod #2, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, July 29, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

ii. 2020 Property Budget Mod #2

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve the 2020 Property Budget Mod #2, seconded by Dawna Hare

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iii. 2020 Property Budget Mod #3

Motion made by William Perry to approve the 2020 Property Budget Mod #3, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iv. 2020 BIA Cares

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve the 2020 BIA Cares, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

v. Title VI Indian Education School Supply Donation Request

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve the Title VI Indian Education School Supply Donation Request, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

C. Presentation by John Holland with Enterprise

5. Confirm Next Meeting Date

Next Budget Committee meeting set for Tuesday August 18, 2020 at 2pm.

6. Adjournment

Motion made by William Perry to adjourn, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries to adjourn at 3:53 pm.

Pawnee Business Council Budget Committee Meeting, July 29, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Pawnee Nation
Budget Committee Meeting
August 18, 2020, 2:00 p.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Treasurer Chapman called the meeting to order at 2:04 pm and William Perry gave the invocation.

2. Roll Call

Roll call: Carol Chapman-here, Muriel Robedeaux-here, William Perry-here, Brian Kirk-here, Walter Echo-Hawk-here, Charles Lone Chief-here, Patricia McCray-here. Quorum established.

Present: Jamie Nelson, Martha Only a Chief, Chris McCray, and Rhonda James.

3. Approval of Agenda

Motion made by William Perry to approve the Budget Committee agenda for August 18, 2020 with changes, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

A. Budget Modifications

i. NAGRA Budget Mod #1

Motion made by William Perry to approve NAGPRA Budget Mod #1, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

ii. CRD Budget Mod #1

Motion made by William Perry to approve CRD Budget Mod #1, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, August 18, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

iii. 4013 Indian Reservation Roads Budget Mod #1

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve 4013 Indian Reservation Roads Budget Mod #1, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iv. 3408 CDC CARES Budget

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve 3408 CDC CARES Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

v. 3407 COVID-19 Tribal Public Health Capacity Budget Mod #1

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve 3407 COVID-19 Tribal Public Health Capacity Budget Mod #1 with changes, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

vi. 2004 COVID-19 Emergency Response Budget Mod #1

Motion made by William Perry to approve 2004 COVID-19 Emergency Response Budget Mod #1 seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

vii. NIHB COVID19 Budget

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve NIHB COVID19 Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

viii. CSBG CARES Budget

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve CSBG CARES Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

ix. OKDHS PSSF Budget

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve OKDHS PSSF Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, August 18, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

**x. ICDBG19 Public Safety Center Budget
RECOMMENDED FOR PBC AGENDA**

Motion made by William Perry to approve ICDBG19 Public Safety Center Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**xi. ICDBG CARES '20 Budget
RECOMMENDED FOR PBC AGENDA**

Motion made by William Perry to approve ICDBG CARES '20 Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**xii. 4055 FDPIR 20 CARES Budget
RECOMMENDED FOR PBC AGENDA**

Motion made by William Perry to approve 4055 FDPIR 20 CARES Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xiii. ICW Budget Mod #2

Motion made by William Perry to approve ICW Budget Mod #2, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xiv. Food Distribution Budget Mod #3

Motion made by William Perry to approve Food Distribution Budget Mod #3, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

5. Confirm Next Meeting Date.

The next Budget Committee Meeting has been set for Friday August 21, 2020 at 3pm

6. Adjournment

Motion made by William Perry to adjourn, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries to adjourn at 3:17 pm.

Pawnee Business Council Budget Committee Meeting, August 18, 2020 @ 2:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Pawnee Nation
Budget Committee Meeting
August 21, 2020, 3:00 p.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Treasurer Chapman called the meeting to order at 3:05 pm and President Echo-Hawk gave the invocation.

2. Roll Call

Roll call: Carol Chapman-here, Muriel Robedeaux-here, William Perry-here, Brian Kirk-here, Walter Echo-Hawk-here, Charles Lone Chief-here, Patricia McCray-here, Charles Knife Chief-here, Cynthia Butler- arrived later. Quorum established.

Present: Jamie Nelson, Lacey Horn, and Monty Matlock.

3. Approval of Agenda

Motion made by Brian Kirk to approve the Budget Committee agenda for August 21, 2020 with changes, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

A. Discussion on COVID with Lacey Horn

Discussion on CARES guidelines, meeting set up with Lacey and Chad for follow up questions.

B. Budget Modifications

i. Approval of 2020 PSSF 2223 Budget Mod #2

Motion made by William Perry to approve 2020 PSSF 2223 Budget Mod #2, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, August 21, 2020 @ 3:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

C. New Budgets

i. Approval of Native Connections Budget

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve Native Connections Budget, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

D. CARES Request

i. Discussion and/or action on Fitness Center- Discussion only

ii. Discussion and/or approval on Grief Support (Burial Assistance)

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Grief Support (Burial Assistance), seconded by Charles Knife Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iii. Discussion and/or approval on TDC Business interruptions & Supplies

RECOMMENDED FOR PBC AGENDA

Motion made by Charles Knife Chief to approve TDC Business Interruptions and Supplies request, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

iv. Discussion and/or approval on Charter School

Motion made by Cynthia Butler to deny Charter School request, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

v. Discussion and/or approval on Bison Project

Motion made by Walter Echo-Hawk to approve Bison Project, seconded by Patsy McCray.

Vote: two for, three against, none abstaining and one not voting. Motion denied.

vi. Discussion and/or approval on Pawnee Public School Education

RECOMMENDED FOR BIA CARES

Motion made by Cynthia Butler to approve Pawnee Public-School Education request at \$13,000, seconded by Patsy McCray.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

vii. Discussion and/or approval on Jennings Public School

RECOMMENDED FOR BIA CARES

Motion made by Charles Lone Chief to approve Jennings Public School request at \$5,000, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

viii. Discussion and/or approval on Glencoe Public School

RECOMMENDED FOR BIA CARES

Motion made by Charles Lone Chief to approve Glencoe Public School request at \$5,000, seconded by Patsy McCray.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**ix. Discussion and/or approval on Cleveland Public School 232
Chromebooks for Native American students**

RECOMMENDED FOR BIA CARES

Motion made by Charles Knife Chief to approve Cleveland Public School request at \$5,000, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

x. Discussion and/or approval on Pawnee Seed Preservation

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Pawnee Seed Preservation request at \$1,000 to necessary part, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xi. Discussion and/or approval on Land Based Prosperity

RECOMMENDED FOR PBC AGENDA

Motion made by Walter Echo-Hawk to approve Land Based Prosperity request at \$518,000 subject to legal review, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xii. Discussion and/or approval on Ecivis Software

RECOMMENDED FOR PBC AGENDA

Motion made by Charles Knife Chief to approve ECivis Software request, seconded by Cynthia Butler.

Vote: All in favor, none against, one abstaining and one not voting. Motion carries.

xiii. Discussion and/or approval on Tribal Assistance (means tested)

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Tribal Assistance request, seconded by Charles Knife Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xiv. Discussion and/or approval on Elders food security

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Elders Food Security request, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xv. Discussion and/or approval on Cultural Resource Division

RECOMMENDED FOR PBC AGENDA

Motion made by Charles Knife Chief to approve Cultural Resources Division request at \$91, 170.02, seconded by Cynthia Butler.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xvi. Discussion and/or approval on Greenhouse expansion

Further information needed

xvii. Discussion and/or approval on Daycare Floor

Further information needed

xviii. Discussion and/or approval on Daycare Camera's

Further information needed

xix. Discussion and/or approval on Daycare Playground Equip

Motion made by Cynthia Butler to deny Daycare Playground Equipment request, seconded by Charles Knife Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xx. Discussion and/or approval on Tax Commission Online Tag Renewal Program

Further information needed

xxi. Discussion and/or approval on Hazard Pay reserve

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Hazard Pay Reserve request, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, August 21, 2020 @ 3:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

**xxii. Discussion and/or approval on Pawnee Nation College computer
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve Pawnee Nation College Computer request, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxiii. Discussion and/or approval on Eco Tourism

Motion made by William Perry to deny Eco Tourism request, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxiv. Discussion and/or approval on Solar Energy Project

Motion made by Cynthia Butler to deny Solara Energy Project request, seconded by Charles Lone Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxv. Discussion and/or approval on IT Consultant

Motion made by Cynthia Butler to deny IT Consultant request, seconded by Charles Knife Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**xxvi. Discussion and/or approval on Online Abila MIP
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve Online Abila MIP request, seconded by Charles Knife Chief.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**xxvii. Discussion and/or approval on 3 Handicap Assessable Vans for Elders
& CHR
RECOMMENDED FOR PBC AGENDA**

Motion made by Charles Knife Chief to approve 3 Handicap Assessable Vans for Elders request, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Motion made by Cynthia Butler to enter a recess, 2nd by Brian Kirk.

Vote: All in favor, none against, none abstaining, and one not voting. Motion carries

Recess until Monday August 24, 2020 at 3:00 p.m.

Pawnee Business Council Budget Committee Meeting, August 21, 2020 @ 3:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Motion made by William Perry to reconvene, 2nd by Charles Lone Chief.

Vote: All in favor, none against, none abstaining, and one not voting. Motion carries

Reconvene at 3:08 p.m.

Roll call: Carol Chapman-here, Muriel Robedeaux-arrived later, William Perry-here, Brian Kirk-here, Walter Echo-Hawk-here, Charles Lone Chief-here, Patricia McCray-here, Cynthia Butler-here. Quorum established.

Present: Jamie Nelson, Reva Howell, Christal Prill, Chad Smith.

xxviii. Discussion and/or approval on PN Court office equip to increase remote work capacity

RECOMMENDED FOR BIA CARES, no action needed

xxix. Discussion and/or approval on Auditing Consultant

RECOMMENDED FOR PBC AGENDA

Motion made by Charles Lone Chief to approve Auditing Consultant request, seconded by Patsy McCray.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxx. Discussion and/or approval on School Video board- Jr Pratt

RECOMMENDED FOR BIA CARES- no action needed

xxxi. Discussion and/or approval on Division of Agriculture

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Division of Agriculture request at \$107, 207.00, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxxii. Discussion and/or approval on Pawnee Nation Distance Learning School

RECOMMENDED FOR BIA CARES- no action needed

xxxiii. Discussion and/or approval on COVID Recovery Planner

Further information needed

xxxiv. Discussion and/or approval on PNC internet connections

Further information needed

xxxv. Discussion and/or approval on PN IT Network Upgrade Request

Withdrew by IT

Pawnee Business Council Budget Committee Meeting, August 21, 2020 @ 3:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

**xxxvi. Discussion and/or approval on PN IT Staffing Request
RECOMMENDED FOR PBC AGENDA**

Motion made by Charles Lone Chief to approve PN IT staffing request with reduced amount, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxxvii. Discussion and/or approval on PN IT Training Request

Motion made by Cynthia Butler to deny PN IT Training Request, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**xxxviii. Discussion and/or approval on Recovery Assistance Program
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve Recovery Assistance Program, seconded by Patsy McCray.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

xxxix. Discussion and/or approval on PPE Assistance Program

Further information needed

**xl. Discussion and/or approval on College Distance Learning
RECOMMENDED FOR PBC AGENDA**

Motion made by William Perry to approve College Distance Learning at \$5,000, seconded by Cynthia Butler.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

5. Confirm Next Meeting Date

Next Budget Committee meeting has been set for Wednesday September 2, 2020 at 10 a.m.

6. Adjournment

Motion made by William Perry to adjourn, seconded by Cynthia Butler.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries to adjourn at 7:19 pm.

Pawnee Business Council Budget Committee Meeting, August 21, 2020 @ 3:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Pawnee Nation
Budget Committee Meeting
September 2, 2020, 10:00 a.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Treasurer Chapman called the meeting to order at 10:19 am and Mr. William Perry gave the invocation.

2. Roll Call

Roll call: Carol Chapman-here, Muriel Robedeaux-here, William Perry-here, Brian Kirk-here, Walter Echo-Hawk-here, Charles Lone Chief-here, Cynthia Butler- arrived later. Quorum established.

Present: Jamie Nelson, Christal Prill, Jimmy Jestes, Lauren Quimby, Lyle Fields, Monty Matlock, Penny Powell.

3. Approval of Agenda

Motion made by Brian Kirk to approve the Budget Committee agenda for September 2, 2020, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

A. Budget Modifications:

i. DHCS Budget Mod #3

RECOMMENDED FOR PBC AGENDA

Motion made by William Perry to approve DHCS Budget Mod #3, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

B. Budget Request:

i. Pawnee Nation Fitness Center Change Order-01

Motion made by William Perry to recommend to PBC to amend Resolution #20-52 to add \$1,600, seconded by Cynthia Butler.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, September 2, 2020 @ 10:00 a.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Motion made by Cynthia Butler to Recess and Reconvene at 3:30pm, Seconded by William Perry. Vote: All I favor, none against, none abstaining, and one not voting. Motion carries. Reconvene

Roll call: Carol Chapman-here, Muriel Robedeaux-here, William Perry-here, Brian Kirk-here, Walter Echo-Hawk-here, Charles Lone Chief-here, Patsy McCray- here, Cynthia Butler- here, Dawna Hare-here, and Charles Knife Chief-here. Quorum established.

Present: Jamie Nelson, Christal Prill, Joshua Daniels, Kelton Kersey, Jimmy Jestes, Lyle Fields, Monty Matlock, Chad Smith, and Lauren Quimby

Motion made by Cynthia Butler to amend the September 2, 2020 agenda to add PBC Mod #12, seconded by Brian Kirk.

Vote: All I favor, none against, none abstaining, and one not voting. Motion carries.

C. CARES Request

i. Discussion and/or approval on Land Based Prosperity

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Land Based Prosperity, seconded by Walter Echo-Hawk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

ii. Discussion and/or approval on Greenhouse expansion

iii. Discussion and/or approval on Daycare Floor

iv. Discussion and/or approval on Daycare Camera's

Motion made by Walter Echo-Hawk to deny Daycare Cameras, seconded by Harrison Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

v. Discussion and/or approval on Tax Commission Online Tag Renewal Program

Motion made by Cynthia Butler to table Tax Commission Online Tag Renewal Program, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

vi. Discussion and/or approval on COVID Recovery Planner

Motion made by Cynthia Butler to deny COVID Recovery Planner, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

Pawnee Business Council Budget Committee Meeting, September 2, 2020 @ 10:00 a.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

vii. Discussion and/or approval on PNC internet connections

Motion made by Cynthia Butler to deny PNC Internet Connections, seconded by William Perry

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**viii. Discussion and/or approval on PN IT Network Upgrade Request
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve PN IT Network Upgrade Request, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**ix. Discussion and/or approval on PPE Assistance Program
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve Tribal Member PPE Assistance Program, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

**x. Discussion and/or approval on Fitness Center Change Order-01
RECOMMENDED FOR PBC AGENDA**

Motion made by William Perry to approve Fitness Center Change Order-01 to be included on new resolution in the amount of \$1,600 , seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

D. Budget Modification

i. PBC Budget Mod #12

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve PBC Budget Mod #12, seconded by William Perry

Vote: All in favor, none against, one abstaining and one not voting. Motion carries.

5. Confirm Next Meeting Date

Next Budget Committee meeting is set for September 9, 2020 at 10 am

6. Adjournment

Motion made by Cynthia Butler to adjourn, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Adjourn at 5:36 pm.

Pawnee Business Council Budget Committee Meeting, September 2, 2020 @ 10:00 a.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

Pawnee Nation
Budget Committee Meeting
September 14, 2020, 4:00 p.m.
Pawnee Tribal Reserve, Bldg. #64 Conference Room

MINUTES

1. Call to Order & Invocation

Treasurer Chapman called the meeting to order at 4:04 pm and Mr. Herb Adson gave the invocation.

2. Roll Call

Roll call: Carol Chapman-here, Muriel Robedeaux-here, William Perry-here, Brian Kirk-here, President Echo-Hawk-here, Vice President Kanuho- here, Cynthia Butler- here, Dawna Hare-here, and Charles Lone Chief-here. Quorum established.

Present: Jamie Nelson, Alex Harjo, Herb Adson, Lyle Fields, Christal Prill, Reva Howell.

3. Approval of Agenda

Motion made by Dawna Hare to approve the Budget Committee agenda for September 14, 2020 with changes, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries.

4. New Business:

A. Budget Call Modifications:

i. 2021 Education Budget

Motion made by William Perry to approve 2021 Education Budget, seconded by Muriel Robedeaux.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

ii. 2021 CRD Budget

Motion made by William Perry to approve 2021 Cultural Resources Division Budget, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

Pawnee Business Council Budget Committee Meeting, September 14, 2020 @ 4:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

B. Budget Request

i. UINOKT Membership fee

Motion made by Cynthia Butler to approve UINOKT Individual Memberships fees, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

ii. NCAI Membership fee

Motion made by Cynthia Butler to approve NCAI Individual Memberships fees, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

C. Budget Modifications

i. Education Budget Mod #3

Motion made by William Perry to approve Education Budget Mod #3 with changes, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

D. CARES Request

i. Discussion and/or approval on COVID Lodge

Motion made by Cynthia Butler to table COVID Lodge, seconded by William Perry.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

ii. Discussion and/or approval on Daycare Floor

Motion made by Cynthia Butler to deny Daycare Floor, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

iii. Discussion and/or approval on Tax Commission Online Tag Renewal Program

RECOMMENDED FOR PBC AGENDA

Motion made by Cynthia Butler to approve Tax Commission Online Tag Renewal Program with the \$57,340 quote, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

Pawnee Business Council Budget Committee Meeting, September 14, 2020 @ 4:00 p.m.
Pawnee Nation Building 64 Conference Room – 881 Little Dee Drive

iv. Discussion and/or approval of extension on Youth COVID Assistance

Motion made by Cynthia Butler to approve extension of Youth COVID Assistance, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

v. Discussion and/or approval on IT Building

Motion made by Cynthia Butler to deny IT Building, seconded by Walter Echo-Hawk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

**vi. Discussion and/or approval on Food Assistance Program
RECOMMENDED FOR PBC AGENDA**

Motion made by Cynthia Butler to approve Food Assistance Program, seconded by Dawna Hare.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

vii. Discussion and/or approval on Executive Assistant computer tower

Motion made by Cynthia Butler to deny Executive Assistant computer tower, seconded by Brian Kirk.

Vote: All in favor, none against, none abstaining and one not voting. Motion carries

5. Confirm Next Meeting Date

Next Budget Committee Meeting has been set for September 25 at 2 pm

6. Adjournment

Motion made by Dawna Hare to adjourn, seconded by Cynthia Butler.

Vote: All in favor, none against, none abstaining and one not voting. Adjourn at 6:13 pm



Quarterly Report to the Pawnee Business Council Enrollment Committee 3rd Quarter 2020

The Enrollment Committee

I. Executive Summary:

The role of the Enrollment Committee is to review all Pawnee Nation enrollment membership applications, relinquishments of tribal membership, dual enrollments and document the date of death of tribal members with integrity, accuracy and the utmost respect of confidentiality. After Committee reviews documentation, recommendations are made to the Nasharo Council.

The Enrollment Committee is comprised of five members:

Patricia McCray – Chairperson
Warren Duane Pratt Sr. – Member
Dawna Hare – Member
Carol Ann Collins – Member
Joan Roberts Spotted Horsechief – Member

President- Ex-officio Member
Executive Director – Ex-officio Member

Staff Support:

Carrie Peters, Enrollment Manager
Suzie Kanuho, Enrollment Specialist

During this quarter, the Committee Reviewed and recommended the following to the Nasharo Council:

- Reviewed 91 applicants, recommended 76 applicants to Nasharo Council
- Documented the date of death of 18 tribal members
- Accepted 1 Absolute Relinquishment

II. Travel and Training: During this quarter Enrollment Committee Members did not travel or attend any trainings.

III. Financial Reporting: No budget for HR Committee.

IV. Challenges and Plans: Committee will continue to evaluate best way to meet during the COVID-19 pandemic to continue enrollment services.

Submitted by Patricia McCray, Chairperson



Pawnee Nation Princess Committee Quarterly Report to the Pawnee Business Council 3rd Quarter - 2020

I. Committee/Commission Name: Pawnee Nation Princess Committee

The Pawnee Nation Princess Committee serves to help a selected young woman to represent not only the Pawnee Nation, but her community and family as well as with as much support as possible.

II. Executive Summary:

The Pawnee Nation Princess Committee consisted of the following women: Tiffany Frieze-Vice-Chair; Reva Howell-Secretary; Jamie Nelson-Treasurer; Tonya Moore-Bravescout-Member; and Beverly Harjo-Member; and Ms. Vicky LeadingFox-Member.

Due to COVID-19 Pandemic, there was no activity with the Princess Committee this quarter. The Pawnee Nation Princess, Haley Johnson-Teter, has been very busy this quarter. Her school activities include band, cheerleading, Academic Bowl Team, and Stage Right Touring Company.

III. Meetings and Events

No committee meetings this quarter.

Haley participated in the following tribal events:

Lord's Prayer Performance at PBC Inaugurations-July 6 and September 5
Masters of Gravity Health & Fitness Camp-July 27-August 7

IV. Financial Reporting

Our financial status is reflected in special reports prepared by Pawnee Nation Finance Department.

V. Future Plans

PHS Homecoming Parade-October 9
4th Annual Native American Day Virtual Celebration-October 12
PHS Yearbook Ad
Native American Heritage Month-November
Indian Health Care Resource Center (IHCRC) Virtual Youth Summit-November



Pawnee Nation Liquor Control Commission Quarterly Report to the Pawnee Business Council 3rd Quarter of 2020

I. Pawnee Nation Liquor Control Commission (PNLCC):

The Pawnee Nation Liquor Control Commission's responsibility is the establishment and enforcement of Pawnee Nation Liquor Control Act for use of Liquor, alcohol and beer beverages on Pawnee Nation tribal jurisdictional land and within Indian Country. The Pawnee Nation Liquor Control Commission's purpose is to regulate the sale and distribution of liquor and beer products on all properties under the jurisdiction of the Pawnee Nation and to generate revenue to fund needed tribal programs and services.

The Pawnee Nation Liquor Control Commissioners are as follows: Reva Howell, PNLCC Chairperson; Kyla Wichita, Vice-Chairperson; Cynthia Butler, PNLCC Secretary-Resigned; Brian Kirk, PNLCC Member; and Suzy Knife Chief, PNLCC Member is now Secretary.

II. Meetings:

The Pawnee Nation Liquor Control Commission had met on July 2, 2020, July 23, 2020, August 19, 2020, and August 26, 2020.

III. Quarterly Goals and Objectives:

The PNLCC did approve new or renewal liquor licensing for individuals to sell or serve alcohol now that TDC operations are running again. The Commission did not review any violations within the entities.

The PNLCC has been in discussion about the effects of COVID-19 and addressing operation adjustments due to COVID-19, such as allowing for call in meetings and allowing to continue to conduct business during COVID-19 pandemic.

Continued to improve licensing application, revising instruction page to ease and lessen confusion for applicants.

IV. Travel and Training:

No travel or training for the third quarter of 2020. The Liquor Control Commissioners are looking forward to future training to be apprised of issues related to liquor control and the sale of liquor on Pawnee Nation tribal land and within Indian Country.

V. Financial Reporting:

Reviewed and approved the Pawnee Nation Liquor Control Commission 2021 Budget for the Pawnee Nation's 2021 Budget Call. The amount requested is based upon projected fee and assessment revenues.

Although the Commission does understand the budget restraints, they have continued to work on the enforcement of the PNLCC Act and activities. The Commission will diligently watch their

expenditures and adjust or modify their budget as necessary for expenses as they will continue their growth process.

PNLCC 3rd Quarter Revenue		
	<u>3rd Quarter</u>	<u>Year to date</u>
Liquor/Beer Assessment Fees	\$245.00	\$765.00
NOV (Fines Issued/Paid)	\$ 000.00	\$000.00
Individual Licensing New/Renewals	\$300.00	\$820.00
Facility Licensing	\$000.00	\$250.00
Event Licensing	\$ 000.00	\$ 000.00
TOTAL	\$545.00	\$1,835.00

VI. Regulatory Activities: The PNLCC has the following to report for the 2020 second quarter.

PNLCC 3rd Quarter Activities		
	<u>3rd Quarter</u>	<u>Year to date</u>
Approved Individual Licensing	12	12
Approved Individual Licensing Renewals	0	0
Denied Individual Licensing	0	0
Notice of Violations (NOV's) Issued	0	0
Review of Incident Reports	0	3

VII. Conclusion: The Pawnee Nation Liquor Control Commission has been busy with activities entrusted to this Commission and will continue to work to ensure the PNLCC Act is adhered to concerning the sale of Liquor, Alcohol and Beer, especially during this unique time of COVID-19. The PNLCC will be working to expand the Pawnee Nation Liquor Control Act and develop legislation that benefits the Pawnee Nation with additional revenues.



Pawnee Nation Sports Commission
Quarterly Report to the Pawnee Business Council
• **3rd Quarter 2020**

I. Pawnee Nation Sports Commission

The Pawnee Nation Sports Commission purposes is to implement the Pawnee Nation Sports Commission Act to protect, maintain and improve then safety and welfare of the participants of professional Mixed Martial Arts, Boxing, wrestling and kickboxing in elimination tournaments and mixed martial events or boxing/wrestling events. The Pawnee Nation Sports Commission will provide for the safety and general welfare of the public at these events regulated by the Pawnee Nation Sports Commission.

II. Executive Summary:

The Pawnee Nation Sports Commission has been focusing on the establishment of Rules and Regulation of the events that will be regulated by the Pawnee Nation Sports Commission on events that fall within the Pawnee Nation jurisdiction and./or other jurisdictions that the Pawnee Nation Sport Commission may regulate as properly contracted. The Pawnee Business Council appointed two new members Adrian SpottedHorseChief and Lauren Quimby The Pawnee Nation Sports Commission is now a fully seated 5 member Commission, the members and officer positions are: Chairman- Pius SpottedHorseChief; Vice Chairman- Adrian SpottedHorseChief, Secretary- Lauren Quimby; Treasurer- Lyle Fields; Commissioner- Joseph Hawkins Jr. The Pawnee Nation Sports Commission met first on March 11, 2020 and the May 13, 2020, In the Pawnee Nation Sports Commission meeting on May 13, 2020 they completed the election of the officers on this date. The Pawnee Nation Sports Commission met on The Pawnee Nation Sports Commission is very grateful to of worked with Adrian Spotted Horsechief in our establishment of a regulatory body for sporting events at the very beginning as previously as Pawnee Business Council Appointee. Note: It was apparent in all our meeting with current and previous tribal and state athletic commissions the groundwork that had been previously established by PBC Member- Mr. Adrian Spotted Horsechief. It is great to have Adrian SpottedHorseChief now serving as the Vice Chairman of the Pawnee Nation Sports Commission. The Pawnee Nation Sports Commission has much appreciation for this being already completed and the Pawnee Nation Sports Commissioners have completed the requisite training and work that lies before our body. The Pawnee Nation approved the Pawnee Nation Sports Commission rules and regulations for regulating MMA/Boxing events. The Pawnee Nation Sports Commission regulated their first Mixed Martial Arts event on September 22, 2017 at the Pawnee Nation Casino. A designated representative for the ABC Boxing Sports Commission was there at the event to monitor our performance at the event and will be present at an expected total of 3 events for the



Pawnee Nation Sports Commission Quarterly Report to the Pawnee Business Council • 3rd Quarter 2020

Pawnee Nation Sports Commission to become a fully authorized and sanctioned body of the ABC Boxing Sports Commission. The designee- Haskell Alexander gave us praise and if we performed very high as a regulatory body and provided some areas to review/improvement on just a couple areas. The Pawnee Nation Sports Commission regulated a pro wrestling event held here o at the Pawnee Nation Multi-purpose bldg. on Thursday, December 21, 2017 as required under the Pawnee Nation Sports Commission Regulatory Act. The Sports Commission received all the appropriate applications and approved the appropriate licensing to conduct the event coordinated by the Cushing Baptist Church and Pawnee Nation SAP program. The Sports Commission ensured that all the appropriate documents were in place that protected the Pawnee Nation from any/all liability associated with the event. The Sports Commission primary focus was the safety of the wrestlers and attendees at the event and were safe program for participants and attendees at the event. The crowd enjoyed the event and Pawnee Nation Sports Commission regulated the event and was pleased to oversee and regulate this event on Pawnee Nation jurisdictional boundaries. The Pawnee Nation Sports Commission will be ready to host a boxing event that Pawnee Nation Tribal Development Corporation would have to develop and coordinate with current middle weight champion Boxer Pawnee tribal member Dennis Knifechief.

The Pawnee Nation Sports Commission was apprised that the Pawnee Tribal Development Corporation is having their Interim CEO- Clay Raun research and potential upcoming Boxing/MMA event in September 2018 at the Stonewolf Casino. Mr. Raun will be start discussions with a MMA/Boxing Promotor to develop a contract for the TDC Board to review. Unfortunately, this boxing event did not take place and in our May 13, 2020 meeting it was discussed to potential start establishing a boxing event to be hosted/potentially funded by PTDC and in which Adrian SpottedHorseChief is a current PTDC Board member.

NO ACTIVITY OR Travel due to the Pawnee Nation Sports Commission is a limited funded budget currently. The Pawnee Nation Sports Commission has been on a restrictive budget along with all the other tribal programs of the Pawnee Nation.

III. Quarterly Goals and Objectives

Explain program and project goals met during the quarter.

- The Pawnee Nation Sports Commission will be meeting every month to establish the Pawnee Nation Sports Commission Regulatory Act and has accomplished this objective. This objective has been primarily met by the



Pawnee Nation Sports Commission Quarterly Report to the Pawnee Business Council • 3rd Quarter 2020

Sports Commission. The Pawnee Nation Sports Commission completed over 10 events at various tribal casinos in various roles, ring inspector, fighter check in personnel, paperwork review, fight inspectors, etc over the years. The Pawnee Nation Sports Commission has been working to become an independent tribal regulatory sports commission regulatory body and were close to completing that objective prior to funding restrictions for the Pawnee Nation Sports Commission.

- **Briefly describe the project's work plan for the next quarter and how the program will address any needs or problems and how new opportunities are being developed.** The Next Quarter for the Pawnee Nation Sports Commissioners will focus on continued training of the Sports Commissioners in order to be sanctioned by the ABC (Athletic Boxing Commission) in the future. The Sports Commissioners Attended the ABC Commission annual meeting and became members of the organization as associate members. The Sports Commissioners met with the new officers of the ABC Commission and they have assigned members to work with in order for the Pawnee Nation Sports Commission to official sanction under the ABC Commission. The Pawnee Nation Sports Commissioners attended the Tribal Gaming Protection Network Regulating Boxing and MMA Seminar on October 4th thru 6th, 2017 at the Winstar World Casino & Resort at the Winstar Casino in Thackerville, Oklahoma. On October 6th, individuals training was able to go into Bellator MMA event broadcast on Spike TV. Attendees at the event were Pius Spotted Horsechief, Matt Bellendir, Adrian Spotted Horsechief, Mee-kai Clark, Lauren Quimby. The Pawnee Nation Sports Commissioners have shadowed various positions at professional events throughout the state of Oklahoma. The Sports Commissioners: Joe Hawkins Jr., Pius Spotted Horsechief, Lyle E. Fields have completed Sports Commissioner Training Conducted by Joe Miller- State of Oklahoma Athletic Commissioner and have attended numerous professional events shadowing inspectors, ring inspectors and/or observing existing tribal sports commissioners. The Pawnee Nation Sports Commissioners have established excellent rapport with other tribal sports commissions and who have indicated that they would be available to answer any questions and have set up provisions for them to observe and shadow at their professional sports events. The Pawnee Nation Sports Commissioners have shadowed and participated in training at other sporting events held here at tribal casinos, tribal entertainment venues around 10 events. The Pawnee Nation Sports Commission regulated a pro wrestling event on Thursday, December 21, 2017 at Pawnee Nation multi-purpose center.



Pawnee Nation Sports Commission Quarterly Report to the Pawnee Business Council • 3rd Quarter 2020

The Pawnee Nation Sports Commissioners have been committed to completing this task of establishing this act and have been diligently working towards the requisite training and shadowing events at our own personal cost. The Pawnee Nation Sports Commission have sent the two new commissioners Taylor Pratt and Matthew Bellendir to an event at the Winstar Casino for actual work in a live MMA event and will continue the training from the other Pawnee Nation Sports Commissioners. The members are primarily Pawnee tribal members with the leadership of Pius Spotted Horsechief in continuing to move forward with the Pawnee Nation Sports Commission be able to regulate MMA or Boxing Events at the Pawnee Nation Sports Commission or other places as contracted. The Pawnee Nation Sports Commission is making sure that they are properly and have shadowed live MMA Events. The Pawnee Nation Sports Commissioners have spent extensive time preparing the regulations and had the proper training via shadowing and training in OKC with Joe Miller-State of Oklahoma Sports Commissioner.

The information in this section is primarily historical in showing the development of the Pawnee Nation Sports Commission and it has evolved to new members consisting of Adrian SpottedHorseChief and Lauren Quimby and their first meeting being May 13, 2020. Extensive Discussion took place among the members after their election of officers and direction and training needed for the Sports Commissioners. The Pawnee Nation Sports Commission authorized the payment of their annual dues to the ABC Boxing Sports Commission.

IV. Travel and Training

The Pawnee Nation Sports Commissioners attended and completed Sports Commissioner training held in Oklahoma City. The training was established/conducted by Joe Miller – Oklahoma State Athletic Commissioner. The training was very well attended by existing sports event inspectors., referees, judges, sports commissioners from around the state of Oklahoma. Good friendships and contacts have been made by the Pawnee Nation Sports Commissioners and they have been diligently training and have established governing documents for events to transpire here at the Pawnee Nation. The new Pawnee Nation Sports Commissioners attended the Tribal Gaming Protection Network Regulating Boxing and MMA Seminar in October 2017.



**Pawnee Nation Sports Commission
Quarterly Report to the Pawnee Business Council
• 3rd Quarter 2020**

V. Financial Reporting

The Pawnee Nation Sports Commission budget was not exceeded in 2020 and have not been meeting due to no events at this time. The Sports Commission budget needed to be increased for additional meetings to complete the proper oversight and proper review/approvals required to oversee MMA event on Pawnee Nation tribal land and to primarily ensure Pawnee Nation was properly protected in hosting an event on Pawnee Nation tribal jurisdictional land.

The Pawnee Nation Sports Commissioners will focus on continued training and hopefully Pawnee Tribal Development Corporation will develop events that our body whose sole focus is serving as a regulatory body only. Due to this regulatory role, we cannot develop or establish any sporting events at our level since we are strictly regulatory.

Pawnee Nation Tax Commission

Quarterly Report to the Pawnee Business Council

3rd Quarter 2020

I. Program Overview

The Pawnee Nation Tax Commission's Mission Statement:

To exercise the tribal sovereignty by advancing the Pawnee Nation tribal economies and right to self determination. Promote Pawnee Nation exercising self-sufficiency through the maintenance of a comprehensive tax base and collection of revenues.

II. Executive Summary

The Tax Commission receives a listing of former tribal members who have relinquished their membership with the Pawnee Nation. Our listing is updated with any relinquishments after they are formally approved by Pawnee Business Council. There has been an updated listing given to the Tax Commission of recent relinquishments.

The Tax Commission has properly trained and competent personnel applying a state of art tax system, TagPro, to assist in the collection of taxes and licensing.

Tax Manager Lyle Fields has obtained the necessary training and requisite certifications (notary) in order to engage in transacting Tax Commission business. Lyle Fields has been the Tax Manager since July 2008. The Tax Assistant position was advertised and closed in December, 2019. Three applicants were selected to interview with Tax Manager Lyle Fields, Tax Director/ Chairperson Kathy Daniels, via teleconference, and overseen by Human Resource Assistant Roberta Ahdunko on January 2, 2020. Applicant Margaret Twins was selected for the position with a start date of January 6, 2020. Beginning January 1, 2020, the Tax Commission, with budgeted funding, will return to two full-time staff members consisting of Tax Manager and Tax Assistant. It is desirous of the Tax Commissioners to earmark some of the proposed rate increase to support Tax Commission staff and Cultural program. Ms Margaret Twins successfully completed her probationary period and was recommended for permanent appointment as the Tax Assistant in March 2020.

Due to the positive testing of Covid-19 within the Nation, Tax Assistant Margaret Twins was furloughed in March 2020, and the Tax Manager Lyle Fields was determined to be an essential employee to keep the Tax Commission providing needed services to its tribal members. Tax Assistant Margaret Twins returned from furlough status the week of May 20, 2020. The Tax Commission has ordered the necessary PPE for incoming clients and staff upon the reopening of the Tax Commission. The Nation is still under closed status due to the rise in Covid 19 positive cases. A Reopening Plan has been completed and submitted to the Tax Commissioners for approval. The Tax Manager has been attending weekly TERC meetings during this Covid 19

Pandemic for updates along with other tribal division directors, Indian Health Service Staff, Tribal health programs and emergency programs under Monty Matlock.

The Tax Commission takes its responsibility to pursue revenue for the Pawnee Nation of Oklahoma especially during these times that are not good for tribal governments and funding cuts across all tribal programs for the Pawnee Nation.

Due to the Covid 19 Pandemic, the Oklahoma Intertribal Tax Association has not been holding quarterly meetings. The Tax Commissioners are focusing on developing Hemp taxation and researching the tobacco industry as to where their point of taxation takes place. It was requested of past Tax Commissioner Lael Echo-Hawk, who has assisted other tribes with their rules, regulations and/or tax rate structure, to review the Nation's Hemp Act. She advised that historically the states placed a tax at all 3 levels of development that is cultivator, processor, then at point of sale. If the Nation intends to do all 3 levels itself, it makes sense to impose a single tax at point of sale. This is still under development with the Pawnee Nation Tax Commission and will be developed.

The Tax Commissioners are working on increasing the taxation rate on vehicles. The taxation rate has never been increased since the Pawnee Nation started the vehicle registration program around 1993. The same taxation software has been used since implementation and the contractor verified that no rate increase has ever taken place. Tax Commissioners are also proposing the implementation of an excise tax on the purchase price of a first time registered vehicle. Tax Commissioners request the excise tax be earmarked to help fund the Pawnee Nation Cultural program and Tax Commission to return and maintain it to a two staff person department since it is only staffed at this time by the Tax Manager. [This objective has been completed with the following proposed amendments approved by Pawnee Nation Tax Commission and approved by Pawnee Business Council. The new rates, excise tax, increased taxation table to \$80,000 and elders discount was implemented on October 9, 2020.]

The following Notice was given pursuant to the Pawnee Nation Administrative Procedures Act.

On this 19th day of November, 2019, The Pawnee Nation Tax Commission met and proposes the following Amendments:

Propose Amendment #1

Increasing all existing vehicle tax rates by 15% per tax bracket.

Propose Amendment #2

Assess a 1.5% excise tax on first year registration of vehicle. Excise tax to be based on the actual purchase price as long as it falls within 20% above or below the average NADA retail value of the vehicle.

Propose Amendment #3

Increase vehicle tax bracket cap from \$15,000 to \$80,000 and implement tax brackets in between.

Propose Amendment #4

Enrolled Pawnee Tribal Member Elders, 65 years of age and up, shall be entitled to annually register 2 vehicles at a discount of 25% per tag. All other vehicles will be registered at the regular rate.

Public Hearing for Pawnee Tribal Members was provided by submitting written comments on these proposed amendments to the Pawnee Nation Tax Commission General Revenue and Taxation Act. 808 Morris Road, Pawnee, Oklahoma, 74058 or mail to: PO Box 438, Pawnee, Oklahoma, 74058, by January 20, 2020. The legal publications of the proposed changes to the Pawnee Nation Revenue and Taxation Act were published per the requirements of the Administrative Procedures Act. There was only one written comment provided not in favor of a rate increase by a tribal member.

The Pawnee Nation Tax Commission implemented the new rates on October 9, 2020, and completed the changes, removed glitches, and was operational on October 14, 2020.

III. Mission/Purpose Statement/Goals and Objectives

The Pawnee Nation Tax Commission's responsibility is to support and strengthen the Pawnee Nation by licensing and regulating certain conduct with the Tribal jurisdiction, to provide financing for current expenses of the Pawnee Nation tribal government and to provide financing for tribal government services or departments. The Pawnee Nation Tax Commission provides the resources for our elected officials/tribal administration in meeting the needs of its tribal needs or services as it identifies them.

The Pawnee Nation Tax Commission's goals and objectives are to provide revenue for the Pawnee Nation of Oklahoma through its tribal vehicle registrations and titles for tribal members; to process the Tobacco Tax Rebate to the Pawnee Nation Tobacco Retailers, that being the following month of sales and upon receipt from the State of Oklahoma. The Tax Commission received the 8% sales tax from businesses located within Pawnee Nation boundaries, i.e. Pawnee Nation Travel Plaza, Pawnee Nation Trading Post, Teepee Smoke Shop.

The Pawnee Nation Tax Commission was re-established in 2015. The current Tax Commissioners are Kathy Daniels, Director; Martha Only A Chief, Assistant Tax Director; Liana Teter, Treasurer; James Rice, Secretary; and Ann Collins, Sergeant at Arms.

The Tax Commission has been meeting monthly with third quarter meetings on July 28th, August 18th, and September 18th, 2020.

The Oklahoma Intertribal Tax Association meetings include sharing of the marijuana tax, alcohol tax, and tobacco tax information as it relates to tribes and the State of Oklahoma. OITA is looking at establishing as an LLC or 501(c)(3). On July 16th the tribes attended meetings in regards to Oklahoma Governor Stitt indicating that Gaming Compacts end December 31, 2019, and if not renegotiated by January 1, 2020, the tribes will not be able to operate gaming. Tribes across the state have united and agree the Gaming Compacts automatically renew January 1, 2020, if no new compacts are negotiated. The State of Oklahoma is requesting to raise the exclusivity fee it collects. The exclusivity fee rate varies from tribe to tribe based upon the Gaming Compact. The next OITA meeting was set for December 12, 2019, at Seminole Nation. Unfortunately no staff or Tax Commissioners attended due to a death in the tribe and Don Mason, Pawnee Nation Attorney General, had resigned. Several large tribes filed a Federal Court action against the State of Oklahoma and current Oklahoma Governor Stitt requesting a summary judgement that tribal gaming compacts automatically renewed on January 1, 2020. Governor Stitt has been of the opinion that they expired on December 31, 2019, and would need to be renegotiated. This Federal cause is currently in mediation. The Judge has extended the

period of time for potential mediation or resolution by July 2020, due to Covid 19 Pandemic and restrictions of no gathering of more than 10 people as recommended by the CDC, and social distancing of 6 feet between people and recommending masks.

Tax Commissioners are in the process of developing a tax structure relating to marijuana, hemp, CBD or related products. It is intended to actively pursue this matter since the Pawnee Nation is reviewing a partnering relationship with DuPree Greene who are involved in hemp and will ensure that Pawnee Nation will be in a position if a business partnership is developed and located within Pawnee Nation jurisdictional boundaries. There is going to be work necessary in the Pawnee Nation Law and Order Codes, Tax Commission regulations and other areas necessary in order to explore that potential business opportunity and the Tax Commission will be looking at potential business tax breaks/opportunity zone designations, etc. in attracting companies to be established within Pawnee Nation jurisdictional boundaries. This work on hemp legislation will take place throughout the year due to the Pawnee Nation looking to establish next year’s hemp growing season. The Bureau of Indian Affairs and USDA are in the process of establishing their regulations based upon the Pawnee Nation of Oklahoma Hemp Act as a guide. The USDA has completed their standards Pawnee Nation Executive Office and DECS staff have submitted the Pawnee Nation Hemp Act and has met with USDA on areas that need to be added to the Pawnee Nation Hemp Act to proceed.

The Pawnee Nation Tax Commission is in the process of updating their policies and procedures and reviewing additional areas that are taxable and licensable for activities within Pawnee Nation tribal jurisdiction.

IV. Financial Reporting

The Pawnee Nation’s accounting system is appropriate for revenue auditing purposes. Other revenues for sales taxes, fees, permits, oil and gas severance taxes were reported by the Finance Department as their prime responsibility of the Pawnee Nation. This financial reporting information the Tax Manager accessed with our TagPro system, the software system in place for tribal tag issuances and renewals.

The 3rd Quarter 2020 tag/title totals include 328 renewals, 118 new, 16 veterans, 1 commercial, 9 exempt, 5 duplicate titles, 2 lost decals, 89 liens, 9 motorcycle, 9 personalized, 17 boat, 4 farm, 0 transfer.

All revenues generated by the Tax Commission are booked into the General Fund by the Pawnee Nation Finance Department.

3rd Quarter 2020 Revenues:

July 1, 2020 through September 30, 2020	
Tobacco Compact	
(June 2020 thru July 2020	\$ 58,523.45
Interest Income/return check fee	\$ 0.00
Merchandise	\$ 3,084.09
Oil & Gas Severance Tax	\$ 332.56
Oil & Gas permits	\$ 0.00

Pendleton Sales	\$ 0.00
Sales Tax	\$ 21,245.34
Tax Permits - hunting/fishing	\$ 0.00
Treatment, Storage, Disposal Fee	\$ 0.00
Vehicle Registration	\$ 33,953.32
Vending Device Decals/License	<u>\$ 2,250.00</u>
Total Before Deduction	\$119,388.76

Deductions:

June-July 2020 Tobacco Rebate Payment–TDC	\$12,806.59
June-July 2020 Tobacco Rebate Payment–TeePee	\$28,004.82

Total Net to Tribe: \$ 78,577.35

V. Future Plans

Tax Commissioners and Tax Manager plan to continue attending the United Indian Nations of Oklahoma, Kansas and Texas (“UINOKT”) conferences to keep apprised of ongoing or arising issues related to local and state governments’ attempts to tax tribal governments’ businesses on tribal land.

Tax Commissioners and Tax Manager plan to continue attending the OITA quarterly meetings, and the NITA annual meeting.

The Tax Commissioners are in the process of setting up regulations for vendors on the Pawnee Nation Tribal land and having to require an annual vendor permit; and proposing regulations for oil and gas registry system for delivery truck drivers, well operators, individuals taking oil off Pawnee Nation jurisdictional land. This goal has been completed and funds are reported each quarter and listed in this report.

Tax Commissioners worked with AG Mason in consulting and advising for new revenue sources for the Pawnee Nation and generate new revenue streams that will benefit the Pawnee Nation due to Federal programs cutting funding to tribal programs that provide needed services or unmet needs/programs needed for Pawnee Nation tribal members. The Pawnee Nation Tax Commissioners are continuing to look at additional revenue sources for the Pawnee Nation and will revise the Pawnee Nation Revenue and Taxation Act accordingly.

The Tax Commissioners are working on a proposed Excise Tax and vehicle registration rate increase to supplement the Tax staff and Cultural program. Presentation to the PBC resulted in their requesting additional bracket levels, possible Elders’ discount, and following the Pawnee Nation Administrative Procedures Act for notification to Pawnee Nation tribal citizens and allow for public comment period. The Tax Commission has 4 proposed amendments to the Revenue and Taxation Act and written public comments from Pawnee tribal members due January 20, 2020.

The Tax Commissioners have researched information for implementation of hemp tax at the cultivation, processing, or sales level benefitting the Pawnee Nation revenue resources. Attorney General Don Mason had university legal externs research this. Past Tax Commissioner Lael EchoHawk, who helped establish hemp regulations with tribes she worked with in Washington

State, provided her opinion on the taxation level of hemp to implement in the Pawnee Nation Revenue and Taxation Act.

The Pawnee Nation Finance Department provides the necessary financial statements and reports. The Pawnee Nation set up the Tax Department as a department of the Pawnee Nation when the Pawnee Nation Tax Commission ended in July 2008. The Tax Commission was re-established by the Pawnee Business Council in 2015. The Tax Commission has temporarily adopted the Pawnee Nation policies and procedures until the Tax Commission develops and approves new governing documents.

VI. Travel and Training.

There was no travel for the Tax Manager, Tax Commissioners for the 3rd Quarter of 2020. Prior to the Covid 19 Pandemic, travel was being limited to in-state. All tribal programs were operating on restricted budgets and attendance was on a conference by conference basis. In March 2020, due to the Covid 19 Pandemic, the Pawnee Nation is not allowing any instate or out of state travel until it is safe.



**Pawnee Nation Tribal Employment Rights Office
(TERO)
3rd Quarterly Report
July-August-September 2020**

I. Pawnee Nation Tribal Employment Rights Office

The Pawnee Nation Tribal Employment Rights Office is responsible for assisting in and requiring the fair employment for Native Americans, to create employment and training opportunities for members of the Pawnee Nation and other Natives, and to prevent discrimination against Natives in the employment practices of employers who are conducting business within the territorial jurisdiction of the Pawnee Nation of Oklahoma. Furthermore, the TERO office has an obligation to protect the Title VII and special preference rights of Indians.

In addition, the TERO office receives federal funding from the Equal Employment Opportunity Commission. The funding provided from the contract with the EEOC is to provide continued development of indigenous capacity to enhance the employment opportunities of Indians and to identify, remedy and eliminate unlawful employment discrimination occurring on or near the reservation by supporting the work of the Tribal Employment Rights Office (TERO).

II. Executive Summary:

In July, TERO program have (5) clients placed. One is at the Finance Division, another is placed with BUI construction at the Trading Post project. Two are mowing in the morning and one is mowing in the evening. There are 38 lawns, Elders and disabled Natives in our community.

In the month of August, TERO program was busy. 3 mowers for 43 lawns along with rain in between has been keeping the mowers very busy. 4 clients from the 477 WEX program and 4 TERO clients have been placed at Pawnee Nation at various programs. 1 client is placed with BUI and has been doing a fantastic job. BUI has stated they want to pick him up for a permanent position. August 18 is when the Study hall began.

In the month of September, TERO program continues with the same employment and is working out very well with the Pawnee Nation programs. Mowing is in full effect and working 12 hours a day. I am monitoring and overseeing the Study Hall that has been set up at the multipurpose building. 2 tutors and 1 monitor are hired for the study hall. There have been a few “kinks” in the road due to only being able to use a hotspot. We are making it work and so far, kids are utilizing the program. At this point, about 5 students have been showing up consistently.

III. Quarterly Goals and Objectives

Goal: Ultimately to provide opportunity for our Native people in our community in obtaining a career.

Objective 1: Job Training services

Action step 1: Interview techniques

Action step 2: Work Ethics

Action step 3: Resume Workshops

Action step 4: Finance budgeting

Action step 5: Computer Skills

Action step 6: Incentives for completion



**Pawnee Nation Tribal Employment Rights Office
(TERO)
3rd Quarterly Report
July-August-September 2020**

Action step 7: On-the-Job training

Outcome: (14) client placed at various Pawnee Nation programs.

Objective 2: Vo-Tech/Certification opportunities

Action step 1: Pay % for Client to attend

Action step 2: Obtain Certifications for skilled labor

Action step 3: Provide Male and Female trainings

Action step 4: Quarterly trainings

Objective 3: Projects

Action step 1: Lawn Care, April-October

Outcome: (3) Mowers taking care of forty (43) lawns; Elders and disabled natives.

Action step 2: Wood Cutting

Action step 3: Spring Cleanup/Fall cleanup

Outcome:..

Objective 4: Construction

Action step 1: Compliance plans

Outcome: Fitness center, Learning center projects have Compliance plan complete.

Action step 2: Green Bridge

Action step 3: Green House

Action step 4: BIA Demolition

Outcome: Project completed June 15-19. Three (3) TERO clients were utilized.

Action step 5: Expansion Public Safety Center

Action step 6: Expansion Learning center

Action step 7: Trading Post project

Outcome: Three (3) TERO clients were placed throughout this project that is complete.

IV. Travel, Training, Meetings.

July

1: Budget meeting

2: Liquor Control commission meeting

7: TERC meeting

13: TERC meeting

16: PBC Orientation

20: TERC meeting

22: Planning Director meeting

23: Liquor Control Commission meeting

27: TERC meeting

29: Employee Club officers meeting



**Pawnee Nation Tribal Employment Rights Office
(TERO)
3rd Quarterly Report
July-August-September 2020**

August

- 3: TERC meeting
- 4: Planning manager meeting
- 5: Education Director meeting
- 10: TERC meeting
- 11: OILS
- 17: TERC meeting
- 19: TERO Commissioners meeting
- 24: IT Manager meeting
- 26: Liquor Control Commission meeting
- 31: Fitness Center transition meeting

September

- 1: EEOC Virtual meeting
- 2: EEOC Virtual meeting
- 8: OILS
- 10: Budget Call TERO
- 13: TERO Commissioners meeting
- 14: TERC meeting
- 16: EEOC Virtual Seminar
- 17: PBC Orientation
- 17: EEOC Virtual Seminar
- 21: TERC meeting
- 22: PBC meeting
- 28: TERC meeting
- 28: TERO Commissioners meeting

V. Financial Reporting

TERO is able to finish out the year with employing clients for temporary work. Most people have exhausted their unemployment benefits and is needing a job even if it is temporary. This helps the client in trying to find a permanent job when no one is really hiring. Our opportunity is gaining the client experience and putting food on the table. I have really good workers who want to work, and it shows through their work ethics.



PAWNEE NATION College

"Indigenizing Higher Education for All"

Quarterly Update – June - September 2020

Pawnee Nation College

The year 2020 will be a year that historians will turn back to and assess the many foibles of American society, the least which will not be the Corona Virus Pandemic, which was exacerbated by the U. S. Government not being able to control the high number of infections. The Pandemic was always in the news for many communities, however what was not in major media was the new inroads for development which Pawnee Nation College has created, and now is affiliated with a true American Indian Tribal College.

Pawnee Nation College (PNC) has signed an agreement with Nebraska Indian Community College (NICC), Macy, NE, which allows all students of PNC to receive credit from NICC, and to be involved more with the American Indian Higher Education Consortium (AIHEC)

which supports all tribal colleges in the United States. That support is both financial and educational with annual conferencing and representation at the annual Native American Council on Indian Education conference. As well, PNC/NICC will be involved with this National Native think-tank supporting all educational endeavors and regulations which affect the primary and secondary educational needs of all American Indian students of the United States.



Above are President Burgess, PNC and President Oltrogee, NICC, at signing of agreement.

New Ventures

PNC is proud to announce a new venture in the field of agriculture for our community, students and especially veterans and families of veterans. The project is sponsored by Arise Veteran Foundation, an organization with the vision to empower veterans, seniors and other citizens that desire to and to equip individuals and communities' avenues of self-sufficiency. Arise does so by supporting training and educational programs for minority and low-income communities.

Arise has created a project, with federal funding, that will be assisting several agencies to provide educational opportunities in home gardening. The project is to assist small, rural, as well as urban based veterans and family members, in home gardening techniques. This training will help individuals and families to provide their fresh vegetables for food security and sustenance in each community household.

PNC and Nebraska Indian Community College, NICC, have been selected to host some of the training, via On-line computer presentations, to veterans, family members of veterans, and to local community members that desire to learn more of personal garden techniques. The announcement for those that desire to participate will be announced soon.

PNC and Bacone College

PNC and Bacone College are in discussions of a new articulation agreement. PNC will continue to network with Bacone for students that will enroll for their bachelor's degree at PNC campus facilities. The particulars are not approved; however, the new agreement will include an increase in tuition for all students at the Junior and Senior level of their program. President Burgess is now networked with Bacone for its Strategic Planning Committee, and he is now assisting the PNC Board of Trustees with the PNC Strategic Planning for the next 5 to 10 years.

NACTEP OKN-CTEP Project

PNC is up and operating the fourth year of a grant from the Department of Education. PNC has 40 students enrolled in accredited courses; 26 students enrolled through Bacone College; 14 students enrolled with NICC. December 2020 will see 7 students graduating from Bacone will earn an bachelor's degree in Business or Liberal Studies, and 7 will earn their Associates in Business, American Indian Studies, or Liberal Studies from Bacone. PNC will be planning a new grant to the Department of Education for the upcoming fall 2021 school year.



Pictured above are attendees to the PNC conference of 2016 EPSCOR funding for Native American Communities

PNC is now accepting applications for Spring 2021 semester, if you wish to enroll please call Ms. Marcella Stephenson at (918) 762-3343.



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PAWNEE, OK 74058
(O) 918.762.4832
(F) 918.762.2219

PTDC Third Quarter

- Retail convenience store business is profitable for the quarter, and convenience store gross margins are up 15% for the quarter from 3rd quarter 2019.
- Gaming revenue for the quarter is down \$1.5-million. This is down 75% from the 3rd quarter of 2019.
- Once re-opened the gaming facilities made every effort to abide by CDC guideline compelling PTDC to reduce the number of available slot machines by almost 50% to maintain “social distancing”.
- **Stone Wolf Casino** re-opened on May 15 after being dark for almost two (2) full months. There was no revenue for gaming from March 18 through May 15.

Since re-opening Stone Wolf net gaming revenues through October 12, 2020 have been running at 61.03% of net revenues YOY for the same time period.

Year over year 2020 over 2019 total net gaming revenues at Stone Wolf are down \$3,161,597.03.

- **Tee Pee Casino** re-opened on June 4, and the property was dark for 81-days.

Since re-opening Tee Pee’s gaming revenues through October 12, 2020 have been running at 60.01% of net revenues for the same dates in the previous year.

Year over year 2020 over 2019 total net gaming revenues at Tee Pee are down \$370,284.53.

- **Trading Post Casino** reopened on July 2. The property was dark for 102-days due to casino closing and completion of renovation to the gaming floor.

Net revenues for the July 2 through October 12, 2020 ran at 65% for the same days last year.

Year over year 2020 over 2019 total net gaming revenues at Trading Post are down \$148,394.13.

- **OVER ALL** – Net Gaming Revenue in 2020 is running \$4,144,122.65 behind 2019.
- Food and Beverage Revenue at Howlers had a loss of **\$29,242.10** in the third quarter. The restaurant was closed on August 1, 2020.

Net sales at Howlers restaurant in the month of June totaled \$12,523.97 while personnel expenses alone for the month totaled \$35,308.28.

Through September, 2020 Howlers has lost **\$166,585.10** for the year.

Howlers has lost **\$1,608,410.58** since 2013.

- PTDC continues to be proactive with our communication with First Secure Bank regarding the loan

First Secure have given us an additional 3-months of forgiveness on the principle payments on the loan through January 2021. This reduces our debt service expense by almost \$100,000 per month.

Due to our gaming business shutdown and Covid-19, we did not meet one of the loan covenants, the Leverage Ratio, but John Mendoza, VP at First Secure, has presented a Covenant Waiver to the bank's loan committee on our behalf for second quarter 2020.

We will be seeking another Covenant Waiver for third quarter.

- **Current Personnel through September 30:**

Enrolled Pawnee 17-15.9%

Pawnee Descent 7-6.5%

Tribal-Other 19-17.8%

Non-Tribal 63-58.9%

Not Enrolled Pawnee 1-.93%

Total Active Employees – 107

Full-Time – 101

Attachments:

PTDC 3rd Quarter Financial Statements

September 30, 2020 Position Control Reports

Trading Post					
<i>Position Control</i>					
Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Management	General Manager	Elizabeth Fassnacht	Salary	No	
Retail	Cashier	Paula Dunham	Full-Time	No	
Retail	Cashier	Isabel Brast	Full-Time	No	
Retail	Cashier	Kelbi Higgins	Full-Time	No	
Retail	Cashier	Emily Weindel	Part-Time	No	
Retail	Cashier	VACANT	Part-Time (V)		
Retail	Cashier	VACANT	Part-Time (V)		
Retail	Deli Supervisor	Tommie Jo Smith	Full-Time	No	
Retail	EVS	VACANT	Full-Time (V)		
Security	Security Officer	Eddie Roubedeaux	Full-Time	Other	
Security	Security Officer	Garrett Evans	Full-Time	No	
Security	Security Officer	Frank Ramirez	Full-Time	No	
Security	Security Officer	Caleb Tiger	Part-Time	Other-PD	Yes
Security	Security Sergeant	Mike Wells	Full-Time	No	
Management	Shift Manager	Destiny Chino	Full-Time	Other-PD	Yes
Management	Shift Manager	Drew Baker	Full-Time	Other-PD	Yes

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
0	3	1	9	0	11	2
Total Employees					13	

StoneWolf Casino

Position Control

Department	Job Title	Employee	FT, PT, or Salary	Enrolled Pawnee	Pawnee D.
Gaming	Cage & Vault Manager	VACANT-Hold	Full-Time (V)		
Gaming	Cage Supervisor	Dorothy Moore	Full-Time	Enrolled Pawnee	
Gaming	Cashier	Battise Bayhille	Full-Time	Other	
Gaming	Cashier	Teresa Harp	Full-Time	No	
Gaming	Compliance Officer	Tammy Nichols	Full-Time	No	
Management	Director of Gaming Operations	Joseph Hawkins	Salary	Enrolled Pawnee	
Facilities	EVS	Andrew Whiteshirt	Full-Time	Enrolled Pawnee	
Facilities	EVS	Jackie Soxie	Full-Time	Other-PD	Yes
Facilities	EVS	Karen Flowers	Full-Time	Other	
Facilities	EVS	Debbie Hart	Full-Time	No	
Facilities	EVS	Zachary Roberts	Full-Time	Other	
Facilities	EVS	Noah James	Part-Time	No	
Facilities	EVS	VACANT	Full-Time (V)		
Facilities	EVS	VACANT	Full-Time (V)		
Facilities	EVS	VACANT	Part-Time (V)		
Management	Gaming Slot Manager	Garrett Stossel	Full-Time	No	
Management	General Manager	VACANT-hold	Salary (V)		
GSR	Guest Service Rep	Jana Sullins	Full-Time	No	
GSR	Guest Service Rep	Monquie Robedeaux	Full-Time	Enrolled Pawnee	
GSR	Guest Service Rep	Catherine Johnson	Full-Time	Other	
GSR	Guest Service Rep	Thera Bailey	Full-Time	No	
GSR	Guest Service Rep	Joshua Big Bear Hand	Full-Time	Enrolled Pawnee	
Facilities	Maintenance Supervisor	Doug Pauls	Full-Time	No	
Players Club	Players Club Coordinator	Neva Pratt	Full-Time	Other-PD	Yes
Players Club	Players Club Representative	Candace Couch	Full-Time	No	
Players Club	Players Club Representative	Tiffany McKee	Full-Time	No	
Security	Security Officer	Jacob Wilson	Full-Time	No	
Security	Security Officer	Gabriel Clark	Full-Time	Other	
Security	Security Officer	Peyton Perea	Full-Time	No	
Security	Security Officer	Doug Allen	Full-Time	No	
Security	Security Officer	Dusty Collins	Full-Time	Enrolled Pawnee	
Security	Security Officer	Gage Morrow	Full-Time	No	
Security	Security Officer	Harrison Gibson	Full-Time	No	
Security	Security Officer	Jerel Flora	Full-Time	No	
Security	Security Officer	Joyce Trotter	Part-Time	Other	
Security	Security Officer	Justin Bishop	Full-Time	No	
Security	Security Officer	Mathew Bishop	Full-Time	No	
Security	Security Officer	Anthony Branch	Full-Time	Other	
Security	Security Officer	Ron Schlehber	Full-Time	No	
Security	Security Officer	Travis Cleek	Full-Time	Other	
Security	Security Sergeant	Joseph Harp	Full-Time	Other	
Security	Security Sergeant	VACANT- Hold	Full-Time (V)		
Security	Security Sergeant	VACANT- Hold	Full-Time (V)		
Security	Security Sergeant Armed	VACANT- Hold	Full-Time (V)		
Retail	Security Sergeant Armed	VACANT- Hold	Full-Time (V)		
Security	Security/Safety Manager	Dustin Dunbar	Salary	No	
Management	Shift Manager	Anthony Unap	Full-Time	Other	
Management	Shift Manager	Melanie Franklin	Full-Time	Other	
Management	Shift Manager	Angela Henderson	Full-Time	No	
Vault	Vault Associate	Genesis Flores	Full-Time	No	
Vault	Vault Associate	Miriam Birdshead	Full-Time	Enrolled Pawnee	
Vault	Vault Associate	Nonie Selfridge	Full-Time	No	
Vault	Vault Associate	Whitney Todd	Full-Time	No	
Vault	Vault Supervisor	Diedra Willingham	Full-Time	Other	
Vault	Vault Supervisor	Tammy Butler	Full-Time	Other	

Tribal Report

Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	DOL Status	
					Full-Time	Part-Time
7	2	13	24	0	44	2
Total Employees		46				

Howlers BBQ						
<i>Position Control</i>						
Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent	
Howlers BBQ	Bartender	Kaylee Fowler	Full-Time	No		
Howlers BBQ	Bartender	Jeremy White	Full-Time	No		
Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
0	0	0	2	0	2	0
Total Employees	2					

Travel Plaza						
<i>Position Control</i>						
Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent	
Management	Manager	Debra Brown	Salary	No		
Management	Asst. Manager	Sabrina Mcalister	Full-Time	No		
Retail	Deli Supervisor	Rebecca Lanious	Full-Time	No		
Retail	Cashier	Tashania Erassarret	Full-Time	No		
Retail	Cashier	Jeanie Hudson	Full-Time	No		
Retail	Cashier	VACANT	Part-Time (V)			
Retail	Cashier	Raegan Bennett	Full-Time	No		
Retail	Cashier	Crissy Hazelwood	Full-Time	No		
Retail	Cashier	VACANT	Part-Time (V)			
Retail	Cashier	VACANT	Part-Time (V)			
Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
0	0	0	7	0	7	0
Total Employees	7					

Snak N Pak

Position Control

Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Management	Assistant Manager	VACANT - Hold	Full-Time (V)		
SNP - Retail	Cashier	Lisa Richard	Full-Time	No	
SNP - Retail	Cashier	Haley Trahan	Full-Time	No	
SNP - Retail	Cashier	Yvette Sterling	Part-Time	No	
SNP - Retail	Cashier	Roy Lane	Full-Time	No	
SNP - Retail	Cook	Kacey Cannon	Full-Time	Other	
SNP - Retail	Cook	Kandice Williams	Full-Time	No	

Tribal Report

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
0	0	1	5	0	5	1
Total Employees	6					

TeePee Casino

Position Control

Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Management	General Manager	Esther Mitchell	Full-Time	Enrolled Pawnee	
Security	Security Officer	Cody Wilson	Full-Time	Other	
Security	Security Officer	Travis Ward	Full-Time	No	
Security	Security Sergeant	Christopher Blaylock	Full-Time	Other	
Management	Shift Manager	Katosha Raney	Full-Time	No	
Management	Shift Manager	Jeanie VanOrsdol	Full-Time	No	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
1	0	2	3	0	6	0
Total Employees	6					

Security Sergeant was moved to TeePee from SW - not usually on this position control

Corporate
Position Control

Department	Job Title	Employee	FT, PT, or Salary	Tribal	Pawnee Descent	
Accounting	Sr Accountant	Rebecca Soxie	Full-Time	Other		
Management	CEO	Bob Dimmick	Salary	No		
Management	COO	VACANT- Hold	Salary (V)			
Accounting	Director of Operational Accounting	Tiffany Boyd	Full-Time	No		
Management	Director of Retail Operations	Terri Fowler	Salary	No		
Safety	Director of Safety Operations	Pat LeadingFox	Full-Time	Enrolled Pawnee		
Management	Executive Assistant	Elisha Pratt	Salary	Enrolled Pawnee		
Accounting	Gaming Revenue Auditor	Jason Dougan	Full-Time	No		
Accounting	Gaming Revenue Auditor	Jonathan Soxie	Full-Time	Other-PD	Yes	
Human Resources	HR Coordinator	Amanda Dunbar	Full-Time	Other-PD	Yes	
Development	HR Director	Jaime Maltsberger	Salary	Enrolled Pawnee		
Human Resources	HR Representative	Crystal Hawkins	Full-Time	No		
IT	IT Assistant	Trevor Fritchman	Salary	No		
IT	IT Manager	Philip Corbett	Salary	No		
IT	Tech	Nicholas Mulder-Shields	Full-Time	Enrolled Pawnee		
Marketing	Marketing Coordinator	VACANT-Hold	Full-Time (V)			
Marketing	Marketing Director	Lindsey Teter	Salary	Enrolled Pawnee		
Accounting	Softcount Associate	Jesus Garcia	Part-Time	No		
Accounting	Softcount Associate	Duncan Campbell	Full-Time	No		
Accounting	Softcount Associate	Jennae Kanuho	Full-Time	Enrolled Pawnee		
Accounting	Softcount Associate	Stephanie Bryant	Full-Time	No		
Accounting	Softcount Associate	Kaleb Weindel	Full-Time	No		
Accounting	Softcount Supervisor	Sasha Morgan	Full-Time	No - PD	Yes	
Accounting	Staff Accountant	James Rice	Full-Time	Enrolled Pawnee		
Surveillance	Surveillance Manager	Dixie Little Sun	Full-Time	Enrolled Pawnee		
Surveillance	Surveillance Supervisor	Rafael George	Full-Time	Other		
Surveillance	Surveillance Supervisor	VACANT	Full-Time (V)			
Surveillance	Surveillance Monitor	Jonathan Snell	Full-Time	Enrolled Pawnee		
Surveillance	Surveillance Monitor	Shane Clarkson	Full-Time	No		
Surveillance	Surveillance Monitor	Stefanie Ripley	Full-Time	No		
Tribal Report					DOL Status	
Enrolled Pawnee	Tribal Enrolled-Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
9	2	2	13	1	26	1
Total Employees						
	27					

Pawnee Tribal Development Corporation

Position Control - Tribal Summary

Tribal Report							
Facility	Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled -PD	Full-Time	Part-Time
Trading Post	0	3	1	9	0	11	2
Travel Plaza	0	0	0	7	0	7	0
StoneWolf	7	2	13	24	0	44	2
Howler's	0	0	0	2	0	2	0
Teepee	1	0	2	3	0	6	0
Corporate	9	2	2	13	1	26	1
SNP/BJS	0	0	1	5	0	5	1
Total	17	7	19	63	1	101	6
Percentage	15.9%	6.5%	17.8%	58.9%	0.93%		

Total TDC Employees 107
Pawnee % 15.9% **Pawnee Ratio** 17/107

Updated 10/1/2020

Legend	
Active	
Inactive	
Leave Status	
Vacant Positions	
Temporary transfer	

GAMING						
<i>Position Control</i>						
Location	Job Title	Employee	FT, PT, or Salary	Enrolled Pawnee	Pawnee D.	
StoneWolf	Director of Gaming Operations	Joseph Hawkins	Salary	Enrolled Pawnee		
StoneWolf	Manager	VACANT-hold	Salary (V)			
TeePee	Manager	Esther Mitchell	Full-Time	Enrolled Pawnee		
TeePee	Shift Manager	Katosha Raney	Full-Time	No		
TeePee	Shift Manager	Jeanie VanOrsdol	Full-Time	No		
StoneWolf	Compliance Officer	Tammy Nichols	Full-Time	No		
StoneWolf	Maintenance Supervisor	Doug Pauls	Full-Time	No		
StoneWolf	Gaming Slot Manager	Garrett Stossel	Full-Time	No		
StoneWolf	Cage Supervisor	Dorothy Moore	Full-Time	Enrolled Pawnee		
StoneWolf	Cashier	Battise Bayhille	Full-Time	Other		
StoneWolf	Cashier	Teresa Harp	Full-Time	No		
StoneWolf	EVS	Andrew Whiteshirt	Full-Time	Enrolled Pawnee		
StoneWolf	EVS	Jackie Soxie	Full-Time	Other-PD	Yes	
StoneWolf	EVS	Karen Flowers	Full-Time	Other		
StoneWolf	EVS	Debbie Hart	Full-Time	No		
StoneWolf	EVS	Zachary Roberts	Full-Time	Other		
StoneWolf	EVS	Noah James	Part-Time	No		
StoneWolf	EVS	VACANT	Full-Time (V)			
StoneWolf	EVS	VACANT	Full-Time (V)			
StoneWolf	EVS	VACANT	Part-Time (V)			
StoneWolf	Guest Service Rep	Jana Sullins	Full-Time	No		
StoneWolf	Guest Service Rep	Monquie Robedeaux	Full-Time	Enrolled Pawnee		
StoneWolf	Guest Service Rep	Catherine Johnson	Full-Time	Other		
StoneWolf	Guest Service Rep	Thera Bailey	Full-Time	No		
StoneWolf	Guest Service Rep	Joshua Big Bear Hand	Full-Time	Enrolled Pawnee		
StoneWolf	Shift Manager	Anthony Unap	Full-Time	Other		
StoneWolf	Shift Manager	Melanie Franklin	Full-Time	Other		
StoneWolf	Shift Manager	Angela Henderson	Full-Time	No		
StoneWolf	Vault Associate	Genesis Flores	Full-Time	No		
StoneWolf	Vault Associate	Miriam Birdshead	Full-Time	Enrolled Pawnee		
StoneWolf	Vault Associate	Nonie Selfridge	Full-Time	No		
StoneWolf	Vault Associate	Whitney Todd	Full-Time	No		
StoneWolf	Vault Supervisor	Diedra Willingham	Full-Time	Other		
StoneWolf	Vault Supervisor	Tammy Butler	Full-Time	Other		
Post	Manager	Elizabeth Fassnacht	Salary	No		
Post	EVS	VACANT	Full-Time (V)			
Post	Shift Manager	Destiny Chino	Full-Time	Other-PD	Yes	
Post	Shift Manager	Drew Baker	Full-Time	Other-PD	Yes	
Tribal Report					DOL Status	
Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
7	3	8	15	0	32	1
Total Employees	33					

EXECUTIVE OFFICE

Position Control

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent	
CEO	TDC	Bob Dimmick	Salary	No		
COO	TDC	VACANT- Hold	Salary (V)			
Executive Assistant	TDC	Elisha Pratt	Salary	Enrolled Pawnee		
Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
1	0	0	1	0	2	0
Total Employees	2					

HUMAN RESOURCES

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
HR Director	TDC	Jaime Maltsberger	Salary	Enrolled Pawnee	
HR Coordinator	TDC	Amanda Dunbar	Full-Time	Other-PD	Yes
HR Representative	TDC	Crystal Hawkins	Full-Time	No	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
1	1	0	1	0	3	0
Total Employees	3					

MARKETING

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Marketing Director	TDC	Lindsey Teter	Salary	Enrolled Pawnee	
Marketing Coordinator	StoneWolf	VACANT-Hold	Full-Time (V)		
Players Club Coordinator	StoneWolf	Neva Pratt	Full-Time	Other-PD	Yes
Players Club Representative	StoneWolf	Candace Couch	Full-Time	No	
Players Club Representative	StoneWolf	Tiffany McKee	Full-Time	No	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
1	1	0	2	0	4	0
Total Employees					4	

IT

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
IT Manager	TDC	Philip Corbett	Salary	No	
IT Assistant	TDC	Trevor Fritchman	Salary	No	
Tech	TDC	Nicholas Mulder-Shields	Full-Time	Enrolled Pawnee	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
1	0	0	2	0	3	0
Total Employees					3	

ACCOUNTING

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Director of Operational Accounting	TDC	Tiffany Boyd	Full-Time	No	
Sr Accountant	TDC	Rebecca Soxie	Full-Time	Other	
Staff Accountant	TDC	James Rice	Full-Time	Enrolled Pawnee	
Gaming Revenue Auditor	TDC	Jason Dougan	Full-Time	No	
Gaming Revenue Auditor	TDC	Jonathan Soxie	Full-Time	Other-PD	Yes
Softcount Supervisor	TDC	Sasha Morgan	Full-Time	No-PD	Yes
Softcount Associate	TDC	Jesus Garcia	Part-Time	No	
Softcount Associate	TDC	Duncan Campbell	Full-Time	No	
Softcount Associate	TDC	Jennae Kanuho	Full-Time	Enrolled Pawnee	
Softcount Associate	TDC	Stephanie Bryant	Full-Time	No	
Softcount Associate	TDC	Kaleb Weindel	Full-Time	No	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
2	1	1	6	1	10	1
Total Employees	11					

HOWLER'S / RETAIL

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Director of Retail Operations	TDC	Terri Fowler	Salary	No	
Manager	Travel Plaza	Debra Brown	Salary	No	
Asst. Manager	Travel Plaza	Sabrina Mcalister	Full-Time	No	
Asst. Manager	SNP - Retail	VACANT (Hold)	Full-Time (V)		
Deli Supervisor	Travel Plaza	Rebecca Lanious	Full-Time	No	
Deli Supervisor	Trading Post	Tommie Smith	Full-Time	No	
Cashier	Travel Plaza	Raegan Bennett	Full-Time	No	
Cashier	Travel Plaza	Tashania Erassarret	Full-Time	No	
Cashier	Travel Plaza	VACANT	Full-Time (V)		
Cashier	Travel Plaza	Crissy Hazelwood	Full-Time	No	
Cashier	Travel Plaza	Jeanie Hudson	Full-Time	No	
Cashier	Travel Plaza	VACANT	Part-Time (V)		
Cashier	Travel Plaza	VACANT	Part-Time (V)		
Cashier	Trading Post	Paula Dunham	Full-Time	No	
Cashier	Trading Post	Isabel Brast	Full-Time	No	
Cashier	Trading Post	Emily Weindel	Part-Time	No	
Cashier	Trading Post	VACANT	Part-Time (V)		
Cashier	Trading Post	VACANT	Part-Time (V)		
Cashier	SNP - Retail	Lisa Richard	Full-Time	No	
Cashier	SNP - Retail	Yvette Sterling	Part-Time	No	
Cashier	SNP - Retail	Haley Trahan	Full-Time	No	
Cashier	SNP - Retail	Roy Lane	Full-Time	No	
Cashier	SNP - Retail	Kelbi Higgins	Full-Time	No	
Cook	SNP - Retail	Kacey Cannon	Full-Time	Other	
Cook	SNP - Retail	Kandice Williams	Full-Time	No	
Bartender	Howler's	Kaylee Fowler	Full-Time	No	
Bartender	Howler's	Jeremy White	Full-Time	No	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
0	0	1	20	0	19	2
Total Employees					21	

SECURITY / SURVEILLANCE

Job Title	Location	Employee	FT, PT, or Salary	Tribal	Pawnee Descent
Director of Safety Operations	TDC	Pat LeadingFox	Full-Time	Enrolled Pawnee	
Security/Safety Manager	StoneWolf	Dustin Dunbar	Salary	No	
Security Officer	StoneWolf	Anthony Branch	Full-Time	Other	
Security Officer	StoneWolf	Peyton Perea	Full-Time	No	
Security Officer	StoneWolf	Doug Allen	Full-Time	No	
Security Officer	StoneWolf	Dusty Collins	Full-Time	Enrolled Pawnee	
Security Officer	StoneWolf	Gage Morrow	Full-Time	No	
Security Officer	StoneWolf	Harrison Gibson	Full-Time	No	
Security Officer	StoneWolf	Jacob Wilson	Full-Time	No	
Security Officer	StoneWolf	Jerel Flora	Full-Time	No	
Security Officer	StoneWolf	Joyce Trotter	Part-Time	Other	
Security Officer	StoneWolf	Justin Bishop	Full-Time	No	
Security Officer	StoneWolf	Mathew Bishop	Full-Time	No	
Security Officer	StoneWolf	Ron Schlehuber	Full-Time	No	
Security Officer	StoneWolf	Travis Cleek	Full-Time	Other	
Security Officer	StoneWolf	Gabriel Clark	Full-Time	Other	
Security Officer	TeePee	Cody Wilson	Full-Time	Other	
Security Officer	TeePee	Travis Ward	Full-Time	No	
Security Officer	Trading Post	Caleb Tiger	Part-Time	Other-PD	Yes
Security Officer	Trading Post	Eddie Roubedeaux	Full-Time	Other	
Security Officer	Trading Post	Frank Ramirez	Full-Time	No	
Security Officer	Trading Post	Garrett Evans	Full-Time	No	
Security Sergeant	StoneWolf	Joseph Harp	Full-Time	Other	
Security Sergeant	TeePee	Christopher Blaylock	Full-Time	Other	
Security Sergeant	Trading Post	Mike Wells	Full-Time	No	
Security Sergeant	StoneWolf	VACANT- Hold	Full-Time (V)		
Security Sergeant	StoneWolf	VACANT- Hold	Full-Time (V)		
Security Sergeant Armed	StoneWolf	VACANT- Hold	Full-Time (V)		
Security Sergeant Armed	StoneWolf	VACANT- Hold	Full-Time (V)		
Surveillance Manager	TDC	Dixie LittleSun	Full-Time	Enrolled Pawnee	
Surveillance Monitor	TDC	Jonathan Snell	Full-Time	Enrolled Pawnee	
Surveillance Monitor	TDC	Shane Clarkson	Full-Time	No	
Surveillance Monitor	TDC	Stefanie Ripley	Full-Time	No	
Surveillance Supervisor	TDC	VACANT	Full-Time (V)		
Surveillance Supervisor	TDC	Rafael George	Full-Time	Other	

Tribal Report					DOL Status	
Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled-PD	Full-Time	Part-Time
4	1	9	16	0	28	2
Total Employees					30	

Pawnee Tribal Development Corporation
Position Control - Tribal Summary

Tribal Report							
Facility	Enrolled Pawnee	Pawnee Descent	Tribal-Other	Non-Tribal	Not Enrolled -PD	Full-Time	Part-Time
Human Resources	1	1	0	1	0	3	0
Marketing	1	1	0	2	0	4	0
Gaming	7	3	8	15	0	32	1
Howler's / Retail	0	0	1	20	0	19	2
IT	1	0	0	2	0	3	0
Accounting	2	1	1	6	1	10	1
Executive Office	1	0	0	1	0	2	0
Security / Surveillance	4	1	9	16	0	28	2
Total	17	7	19	63	1	101	6
Percentage	15.9%	6.5%	17.8%	58.9%	0.93%		

Total TDC Employees 107
Pawnee % 15.9% **Pawnee Ratio** 17/107

Updated 10/1/2020

Legend	
Active	
Inactive	
Leave Status	
Vacant Positions	
Temporary transfer	

#NAME?



HOUSING AUTHORITY OF THE PAWNEE TRIBE

Quarterly Report to the Pawnee Business Council

3rd Quarter 2020

Mission Statement: To meet the needs of the Pawnee Nation members and other Native Americans living in the jurisdiction of the Pawnee Nation. Information regarding housing and housing needs may be obtained at the Housing Office located at 126 EagleChief Drive in Pawnee, OK or by calling the Housing Office at 918 762-3454. E-mail: pawneenationha@sbcglobal.net

II. Executive Summary

The Housing Authority is staffed with seven fulltime employees that help provide assistance to tenants of the Rental, Lease Purchase and Non Nahasda Rental Programs. Housing applications are available at the Housing Office as well as information of referrals for all tribal services. The staff includes the Executive Director, Administrative Assistance, four Maintenance Staff and two TERO workers.

III. Quarterly Goals and Objectives -2020 IHP. July, August, September

- 1. Operating Assistance for 1937 Act and NAHASDA housing - All monthly expenses were paid on time in full.
Modernization/Rehabilitation of privately-owned homes – Completed re-roof to 3 homes.**
- 4. Development – 1 unit was sold during this quarter. This unit had outside water drainage issue and is in need of foundation repair. This was sold as is, with full disclosure to the buyer. There is a renewed effort by the Housing Board of Commissioners and the PNHA to purchase land for future development, and additional units for housing stock.**
- 5. Housing Services – Emergency Assistance was provided to twelve applicants for rental assistance and other services.**
- 6. Housing Management Services – During this quarter renovation work was completed on three Non Nahasda units and one Nahasda Unit. Work done to these units included completion of a unit that required a total subfloor replacement, along with new flooring, cabinets, paint, fixtures, etc. Another unit received new flooring, fixtures and paint. On the Nahasda unit, new siding was installed, along with the entire exterior being painted. Our offices were repainted, after ceilings were renovated over a year ago. All units received general maintenance (filter changes, smoke and carbon monoxide checks.) Work orders were completed. During this quarter two Tero workers**



HOUSING AUTHORITY OF THE PAWNEE TRIBE

Quarterly Report to the Pawnee Business Council

3rd Quarter 2020

were placed with us to help complete various projects. We currently have 1 empty unit, which is undergoing extensive modernization. We had one unit report that they were infested with bed bugs, PNHA paid 1400.00 for a heat treatment. The PNHA also formulated a Memorandum of Understanding with the Spirit of the Sun, (Americorps VISTA) in order to provide the land for the Yellowhorse Community Garden Project. The PNHA provided labor and materials to install a faucet for this project, as well as a garden shed. The PHNA also utilized a sanitizing fogger to disinfect the community center several times, as well as 2 units.

7. **Training** –This quarter, 3 staff members received HUD training online in Admissions and Occupancy, a 3-day course. 2 staff members attended the tribal enterprise workshop hosted by the Pawnee Nation Planning office.
8. **Planning and Administration** - Monthly accounting fees were paid as well as all taxes – State, Federal, Social Security and Medicare. Monthly house and rental payments for all projects were deposited and all monthly financial expenses were paid for this quarter on time.
9. **Down Payment Assistance** – Goal has been closed.
10. **College Rental Assistance** – Housing Assistance was provided to 10 college students. Goal has been closed.
11. **Pawnee Nation Community Center** – The Center was used 6 times during this quarter. A Pawnee Nation Housing Meeting, Pawnee Community School, HVAC Planning meeting were also conducted at the center.
12. **The Pawnee Nation Housing Authority Cares Funding** in the amount of \$173,566.00 has been received and the Cares Act IHP was approved. We are working to expend these funds as proposed to HUD. These funds can be utilized until depleted, as there is no actual deadline imposed.



HOUSING AUTHORITY OF THE PAWNEE TRIBE

Quarterly Report to the Pawnee Business Council

3rd Quarter 2020

IV. Financial Report

Pawnee Nation Housing Authority
Financial report
Quarter ended September 30, 2020
(Fiscal year: 10-01-2019 through 09-30-2020)

The Authority employs an outside accounting firm, which performs standard monthly procedures and prepares monthly financial statements. All cash transactions, and transactions from other sources are reviewed and recorded. All grant related transactions including draws, receipts and open receivables are reviewed and recorded. The PNHA's account with the U.S. Department of Housing and Urban Development and all bank accounts are reconciled monthly. No exceptions were noted.

As of **September 30, 2020, and for the three months** of the quarter, the following significant financial data is noted:

Cash	\$ 943,720.
Receivable from HUD	108,390.
Total revenue, all sources	205,216.
Total expenses	198,100.
Rental revenue - housing units	41,185.
Funds available - HUD "55 account"	\$ 638,228.

1. During the quarter all payroll and operating expenses were timely paid in full. The Authority earned revenue from federal grants (HUD) of \$ 162,956. and collected rents of \$ 41,185.
2. During the quarter the Authority's primary Federal grantor, HUD, released funds into the PNHA's "55 account" from a special purpose CARES grant of \$ 173,556.
- 3 Twelve payments, which totaled \$ 2,774, were issued for emergency assistance.
4. Expenditures for house upgrades and rehabilitation were:



HOUSING AUTHORITY OF THE PAWNEE TRIBE
Quarterly Report to the Pawnee Business Council
3rd Quarter 2020

Low rent 3 houses	\$ 6,536.00
Nahasda 1 house	1,075.00
Non-Nahasda 3 houses	15,534.00
Privately owned 6 houses	19,894.00
	\$ 43,039.00

5. Due to the pandemic there were no expenses in this quarter for external training or travel.
6. College housing assistance was provided to ten college students for a total of \$ 5,000.

Linda Jestes, Executive Director
George Gardipe, Admin. Project Manager



Pawnee Nation District Court

Quarterly Report-3rd Quarter 2020 July/August/September

The Pawnee Nation was awarded a new Contract, with a term of January 1, 2016 through December 31, 2021, from the Bureau of Indian Affairs for the administration of the Tribal Court Program. The purpose of the contract is to continue providing a court system to the Pawnee Nation Tribal Government for the administration of justice for the Pawnee Nation regarding criminal, civil, and juvenile matters, subject to the jurisdiction of the Pawnee Nation of Oklahoma.

Recruitment for a deputy court clerk is ongoing. The court has changed some of the requirements for the position to entry level, high school diploma required and made the position a part time only position. We have advertised and will be doing interviews in October to hopefully fill this position.

The court has worked with Tribal Justice Systems through the BIA to obtain grant monies for equipment and other items utilized in the court. We have completed the first phase of that by having the assessors come interview people at the court and look over our needs. We have supplied them with a list of items needed in the court and will be requesting immediate need funds for more urgent items. This is a one time per year grant, it can be requested again, but there are no guarantees that funding would be granted. It is the hope of the court to obtain new audio-visual equipment, an all in one copy/scanner that is large enough to meet the needs of the court and new computers with front facing cameras and audio capabilities to insure that the court can work online to handle dockets and any other online activities required. New furniture for the main office and the Judge's offices. New filing cabinets and temporary staff to scan in all documents and create updated case management software for the court. The assessment has been completed and we are having a Zoom presentation to PBC and other staff that need involvement.

The Court has been utilizing audio visual equipment to help ensure that court proceedings have been able to continue through the Covid 19 pandemic. The



Pawnee Nation District Court

court has been utilizing the Zoom application so that Petitioners and Defendants are able to be present for their cases even if they are under quarantine or in remote locations. We have continued to accept filings and work with MODOC child support services and other entities to meet the needs of the tribal people. The Court will continue to do everything within its power to continue meeting the needs of the Pawnee tribal members needs through the court. We will work closely with ICW and Child Support Enforcement individuals to meet their needs for guardianships and establishing child support and reviewing cases. We will continue to make referrals to the Attorney General/Tribal Prosecutor/Public Defender for legal advice, including OILS and Oklahoma Legal Aid. The Pawnee Nation Court will continue to work with Pawnee Nation entities and programs to ensure that the Court is performing its duties to the best of its abilities within the jurisdiction of the Pawnee Nation.

The Pawnee Nation District Court accommodates the U.S. Department of the Interior Office of Hearings and Appeals by posting Notices of Hearings for Probate hearings for Pawnee tribal members and tribal members of neighboring tribes. Notices for these hearings are posted quarterly. The Interior Office of Hearings and Appeals no longer utilizes the Pawnee Nation District Courtroom for Probate Hearings.

Gregory Smith is our current Chief Supreme Court Justice. In October the Supreme Court Justices will appoint the incoming Chief Justice, John Chapman Young and Justice Smith will step down as the Chief Justice. Other members of the Pawnee Nation Supreme Court are: Chad Harsha, Mark EchoHawk, John Chapman Young, and Kyle Haskins. Shelly Harrison is the Court's Chief Judge of the Pawnee Nation District Court. Matthew Gore serves as the Associate Judge to the Court. Shandi Campbell is our prosecutor. Jon Carter is our public defender.

Thank you,
Freida G. Pratt, Pawnee Nation District Court Clerk

PAWNEE NATION GAMING COMMISSION
Quarterly Report to the Pawnee Business Council
3rd Quarter - 2020



I. Program/Office/Project Name:

The Pawnee Nation Gaming Commission is an agency established by the Pawnee Business Council. The Pawnee Nation Gaming Ordinance was enacted in 1999. The ordinance created the opportunity for Gaming Activities to be conducted on Tribal Lands and created the Gaming Commission to regulate the Gaming Activities. The Gaming Commission's goal is to provide a safe environment to offer gaming and protect the integrity of the games offered on Nation Lands.

Gaming Commission members:

- Lyle Fields, Chairperson
- Stephen Bird, Vice Chairperson
- Daniel Sherron, Secretary
- Leslie Tanyan
- Suzanne Kanuho

The Gaming Commission staff:

- Arthur L. Attocknie, Director
- Arlo Frazier, Field Investigator
- Christie Hamby, Licensing Manager
- Alicia LeadingFox, Licensing Assistant
- Pamela Johnson, Field Investigator

The Gaming Commission strives to hold regular meetings twice a month. The meetings are open to the public. Due to the current pandemic, every meeting since March has been held online for the safety of all involved.

The Gaming Commission operates under the Pawnee Nation Human Resources and Fiscal Policies and Procedures as well as within the scope of the Ordinance and other applicable internal policies.

II. Executive Summary:

The Gaming Commission held regular meetings with no special meetings this quarter. The Gaming Commission staff assisted the Commission in gathering information needed for rendering the appropriate decisions. The information gathered related to four investigations and thirty-five (35) license applications among other compliance matters. The annual audit was completed last quarter with a follow-up internal audit completed. The assessment fee was approved pursuant to the completed audit.

III. Quarterly Goals and Objectives

The Gaming Commission's main duty is to provide a safe atmosphere for gaming and to protect the integrity of the games that are offered on Pawnee Nation Lands. Our objectives included:

Compliance Checks

We work with the facilities that are licensed to conduct gaming and provide our resources to observe on and report to the Commission that the facilities are conducting gaming activities in a manner suitable for the Pawnee Nation.

Our staff provided services which included:

- Game Changes
- Game Repairs
- Testing

Our goal is to monitor these processes, procedures, and outcomes. Our field investigator made sure the facilities are using software that has been tested and approved and it is compatible with the product they are using it with. Over the quarter, we tested seventy-three (73) machines.

Licensing

Our staff provides a fair and safe gaming atmosphere by reviewing the personnel that conduct gaming activities on our lands.

We license the following entities:

- Gaming Facilities
- Employees of Gaming Facilities
- Employees of Vendors who provide gaming related services to licensed Facilities

During the quarter, our staff processed applications for licenses for vendors and employees. The time it takes to process an application can vary from person to person, but it can also vary for each type of license as well.

Fees generated from these activities help offset the costs of performing the required checks and references. This is a very important process when reviewing the role of the Gaming Commission and its functions. We are making sure that we have honest people conducting the gaming activities and protecting the assets of the Nation. This is one of the parts of the Commission that is reviewed periodically by State and Federal authorities.

All Gaming Activities conducted on Pawnee Nation Land must be licensed by the Pawnee Nation Gaming Commission. This includes any types of wagering. A wager is a consideration at risk or dependent upon the result of a future event. The different

consideration at risk or dependent upon the result of a future event. The different classes of Gaming in the Pawnee Nation depend on who is hosting the event. Traditional Gaming, such as Hand Game, for prizes of low value is considered Class I. Class II involves two or more parties wagering against each other. Class III Gaming is where a player is wagering against an entity or “bank”. Any wagering outside of Class I Gaming must be licensed by the Gaming Commission.

Surveillance

The Surveillance Department expenses were turned over to PTDC beginning of 2019. It is the position of the Gaming Commission that direct oversight and management of the surveillance department should remain with the Gaming Commission Staff. This would allow the department to remain uninfluenced in day to day activities and reporting.

Pandemic

The Pawnee Nation Gaming Commission is operating with more restrictions due to the current pandemic. Our emergency response plan is attached that shows our current procedures, which include wearing PPE and implementing social distancing. Also, since March, the Gaming Commission has suspended certain rules and proceedings to help implement these measures as well.

Budget

It is the position of the Gaming Commission that the Gaming Commission is currently understaffed. Lack of staffing has put efforts to increase productivity and effective regulation on hold. For the previous three years, the Gaming Commission has sought an increase in expenditures regarding personnel and technology. The Casino Operations has not ceased to grow and expand; however, the Gaming Commission has been restricted on improving and keeping up with its regulatory role within the Gaming Industry. Lack of staffing has caused significant delays in the past two quarters with some processing as well as putting strain on compliance. While the Gaming Commission Staff has been able to keep up standards, it has come at a cost of progress and effort, and ultimately, precious resources such as time and money.

Audits

The Gaming Commission is responsible for ensuring an audit is completed annually of the Gaming Operations. Pursuant to Federal regulations and state compact requirements, this audit shows the nation compliance with various regulations as well as financial status of the gaming operations. The partner selected to conduct the annual external audit is BlueBird CPAs based out of Las Vegas, Nevada. The partner selected to conduct the Internal Audit is RSM US, based out of Oklahoma City, OK.

The six month follow-up for the internal audit was completed in June. That Internal Audit report is attached to this report.

The next audit cycle will be substantially lower in cost due to the pandemic and the estimated procedures needed for the audit.

Assessment

The Gaming Commission assesses a fee to maintain its department. The fee is supposed to be used for regulatory purposes. During the quarter, the Commission approved the current fee rates at the previous levels of 2.5% for the 1st Tier and 5.0% for the 2nd Tier.

IV. Travel and Training

Due to the current pandemic, no travel was available for the Commission. During this time, the Commission was able to attend various meetings and some training. Most notably, the NIGC held a free virtual event that mimicked their in-person trainings. It was very beneficial for regulatory, operational, and government personnel who attended.

V. Financial Reporting

The Gaming Commission assesses a fee to the Casinos based on the previous year's gaming revenue. The assessment rate was approved at the respective rates of 2.5% & 5%. This was approved after a joint working session between PTDC, the Pawnee Nation, and Gaming Commission.

Due to a change in procedure, PTDC has not paid the Gaming Commission directly on recent Fee Assessments. This concern has been forwarded to PBC.



PAWNEE NATION GAMING COMMISSION

Post Office Box 514
Pawnee, Oklahoma 74058
Phone: 918-762-3378
Fax: 918-762-3395

Memorandum

May 7, 2020

RE: COVID 19 Procedures

Gaming Commission Staff;

The Pawnee Nation will be operating under recommended guidance from the CDC, State of Oklahoma, and the Tribal Emergency Response Committee.

In addition to the recommended guidance, the following will be required while working at the office;

- Frequent washing of hands.
- No Visitors until State of Emergency for Pawnee Nation has been lifted.
- Strict Adherence to social distancing guidelines while working.
- If you have encountered an individual that has tested positive for COVID-19, please stay home and follow quarantine guidelines; it is required by the Pawnee Nation to isolate for 14 days.
- While not required by other agencies, the Pawnee Nation will be requiring the use of cloth face coverings while interacting with public. It will be required that while not working at the employee's desk, or while interacting with other individuals, that we maintain social distance and wear "cloth face coverings". You may use your own personal "cloth face covering". Please be aware that PTDC has instituted a requirement to wear "cloth face coverings" while at the Gaming Facilities as well.

If you have any questions, please contact me.

Sincerely,

Arthur L. Attocknie
Director

Pawnee Nation Gaming Commission



PAWNEE NATION GAMING COMMISSION

COVID-19 RE-OPENING LICENSING DEPARTMENT GUIDANCE

Due to the COVID-19 all employees/ licensees will be required to wear a face mask when enter the gaming commission office and due to social distancing only one person at a time will be allowed in the building.

Until further notice, all employees/licensees will need to be scheduled through Tribal Development Corporation Human Resources Department to ensure the below steps are taken prior to their appointment with the licensing department.

SCREEN ALL EMPLOYEES/LICENSEES FOR COVID-19 SYMPTOMS WITH THE FOLLOWING QUESTIONS:

1. Have you been in close contact with a confirmed case of COVID-19?
2. Are you experiencing a cough, shortness of breath or sore throat?
3. Have you had a fever in the last 48 hours?
4. Have you had new loss of taste or smell?
5. Have you had vomiting or diarrhea in the last 24 hours?

Direct any employee\licensee who exhibits COVID-19 symptoms (i.e., answers yes to any of the screening questions or who is running a fever) to follow TDC HR guidelines and reschedule after 14 days unless proof is provide by medical physical that have been tested and cleared of COVID-19. We will maintain the confidentiality of all employees' health information.

1. If they show signs of the following symptoms (fever, cough, sneezing or shortness of breath
2. Temperature (CDC guidance states the minimum temperature that indicates a fever is 100°F

GAMING LICENSE EXPIRED DURING FURLOUGH

- If the gaming license expired while the facilities were closed, the renewal period has been extended to June 01, 2020. All renewal appointments should be scheduled through Tribal Deployment Human Resources Department.

LIMITING TIME DURING PROCESSING APPOINTMENT

In an effort to limit the processing time, items 1-8 list below will need to be submitted to the licensing department manager via email 2 days prior to their scheduled appointment. All other required information not listed below can be provided at the time of their appointment.

1. Driver License | State Identification- Color Copy
2. Social Security Card- Color Copy
3. CDIB - Color Copy
4. DD-214
5. Reference Information | 6 professional references with complete address and phone number for each
6. Employment History | Employers for the past 5 years including address, phone number, start date, end date and name of supervisor.
7. Residential History for past 5 years including move in and out dates.
8. Gaming Licenses held- List of gaming license to include jurisdiction, issue date, expiration date and position/title held.



PAWNEE NATION GAMING COMMISSION

Post Office Box 514
Pawnee, Oklahoma 74058
Phone: 918-762-3378
Fax: 918-762-3395

Pawnee Tribal Development Corporation
400 Agency Rd
2nd Floor
Pawnee, Oklahoma 74058

September 25, 2020

RE: Assessment Fees

Dear PTDC Board of Directors;

Each year the Gaming Commission assesses fees derived from Licensed Gaming Facilities. The authority to assess these fees rests with the Pawnee Nation Gaming Ordinance:

Section 3.11

(1) Authorization. The Commission shall, from time to time, promulgate regulations establishing a uniform schedule of fees to be paid annually by each Gaming Operation that is regulated by this Ordinance, and shall review said schedule annually during its budget process. The fee imposed on a Gaming Operation may be reduced or waived by the Gaming Commission in the event a Gaming Operation experiences a severe economic hardship or serious natural disaster. The rate of fees imposed under this Section shall be assessed as follows:

(a) no less than 0.5 percent nor more than 2.5 percent of the first One Million Dollars (\$1,000,000) of the Gross Receipts, and

(b) no more than 5 percent of the Gross Receipts in excess of the first One Million Dollars (\$1,000,000) of the Gross Receipts from each entity regulated by this Ordinance.

This letter is to inform you that on September 24, 2020, the Pawnee Nation Gaming Commission held the current rate at which fees are assessed. The fee rates are as follows:

Tier 1

2.5% of the 1st Million (\$1,000,000) of Gross Receipts at each licensed facility

Tier 2

5.0% of any revenue over \$1,000,000.00 of Gross Receipts at each licensed facility

With receipt and approval of the annual audit, performed by Blue Bird CPAs, the fees are calculated to be \$505,987.44 for 2020, of which is \$126,496.86 is due each quarter.

Sincerely,

Arthur L. Attocknie
Director

Pawnee Nation Gaming Commission

Gross Gaming Revenue for 2019 (Audited/Approved)
\$9,421,022 for Stonewolf
\$973,221 for Trading Post
\$1,212,116 for Tee Pee

Which would put our projected assessment fees, if held to current rates (2.5% & 5.0%),
as follows:

Stonewolf	
Tier 1 - \$25,000	Total Assessment – \$446,051.10
Tier 2 - \$421,051.10	Quarterly Payment - \$100,984.81

Trading Post	
Tier 1 - \$24,330.53	Total Assessment – \$24,330.52
Tier 2 - \$0	Quarterly Payment - \$6,082.63

Tee Pee	
Tier 1 - \$25,000	Total Assessment – \$35,605.80
Tier 2 - \$10,605.80	Quarterly Payment - \$8,901.45

Total Assessment - \$505,987.44	Total Quarterly Payment - \$126,496.86
---------------------------------	--

2018 (Audited/Approved)
\$8,578,785 for Stonewolf
\$1,125,216 for Trading Post
\$1,172,706 for Tee Pee

2017 (Audited/Approved)
Stonewolf - \$7,775,690
Trading Post - \$1,495,146
Tee Pee - \$1,345,853

2016 (Audited/Approved)
Stonewolf - \$7,475,912
Trading Post - \$1,565,341
Tee Pee - \$1,286,441

2015 (Audited/Approved)
Stonewolf - \$8,318,615
Trading Post - \$1,709,311
Tee Pee - \$1,439,396

2014 (Audited/Approved)
Stonewolf - \$8,789,686
Trading Post - \$1,869,091
Tee Pee - \$1,219,514

Pawnee Nation of Oklahoma
Fiscal Year Ending 12/31/19
Stone Wolf Casino

Section	Regulation Reference	Regulation Requirement	Report Finding	Management Responses	Remediation Status
Accounting	542.19(g)	For payouts by wide-area progressive gaming machine systems, a gaming operation may deduct from winnings only its pro rata share of a wide-area gaming machine system payout.	The gaming operation does not deduct from winnings its pro rata share of a wide area gaming machine system payout.	The current SICs are being revised to include the deduction of pro rata share of wide area gaming machine payout standards. Accounting employees will be retrained with the machine payout standards.	Not Addressed
Audit and Accounting	543.23(b)(2)(xi)	(b) Accounting. Controls must be established and procedures implemented to safeguard assets and ensure each gaming operation: (2) Prepares general accounting records on a double-entry system of accounting, maintaining detailed, supporting, subsidiary records, and performs the following activities: (xi) Prepare minimum bankroll calculations;"	The minimum bankroll formula is calculated, but the SICs do not state that accounting will calculate a minimum bankroll formula, what formula to use or how often the calculation will be performed.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	Implemented
Auditing Revenue	543.24(d)(1)(iii)	At least monthly, review variances related to bingo accounting data in accordance with an established threshold, which must include, at a minimum, variance(s) noted by the Class II gaming system for cashless transactions in and out, electronic funds transfer in and out, external bonus payouts, vouchers out and coupon promotion out. Investigate and document any variance noted."	Routines are in place, however the procedures have not been documented.	The SICs are being revised for a monthly review, investigation, and documentation of all variances at an established threshold related to bingo accounting data for cashless transactions in and out.	Not Addressed
Auditing Revenue	543.24(d)(1)(iv)	At least monthly, review statistical reports for any deviations from the mathematical expectations exceeding a threshold established by the TGRA. Investigate and document any deviations compared to the mathematical expectations required to be submitted per \$547.4."	A monthly review of bingo statistical reports has not been performed and the procedures have not been documented.	The SICs are being revised to include procedures for the monthly review, and documentation of bingo statistical reports.	Not Addressed
Auditing Revenue	543.24(d)(1)(v)	At least monthly, take a random sample, foot the vouchers redeemed and trace the totals to the totals recorded in the voucher system and to the amount recorded in the applicable cashier's accountability document."	A footing of a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system has not been performed and the procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will review of bingo statistical reports and do a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system.	Implemented
Auditing Revenue	543.24(d)(4)(ii)(B) and (C)	(d) Controls must be established and procedures implemented to audit of each of the following operational areas: (4) Gaming promotions and player tracking. (ii) At least monthly, for computerized player tracking systems, perform the following procedures: (B) Review exception reports, including transfers between accounts; and (C) Review documentation related to access to inactive and closed accounts.	A review of exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed
Auditing Revenue	543.24(d)(4)(iii)	At least annually, all computerized player tracking systems must be reviewed by agent(s) independent of the individuals that set up or make changes to the system parameters. The review must be performed to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization. Document and maintain the test results."	An annual review to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization has not been performed for the review period.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed

Auditing Revenue	543.24(d)(8)(i)	At least quarterly, unannounced currency counter and currency counter interface (if applicable) tests must be performed, and the test results documented and maintained. All denominations of currency and all types of cash out tickets counted by the currency counter must be tested. This test may be performed by internal audit or the TGRA. The result of these tests must be documented and signed by the agent(s) performing the test.”	Quarterly currency counter and currency counter interface tests are not being performed and procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will do a quarterly currency counter and currency counter interface tests.	In Progress
Auditing Revenue	543.24(d)(8)(iii)(A)	At least quarterly, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes users' access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide adequate control over the access to the drop and count keys. Also, determine whether any drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized;”	Quarterly review of the computerized key security system transactions performed by the system administrator is not being performed and procedures have not been documented.	The SICs are being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system transactions.	Not Addressed
Auditing Revenue	543.24(d)(8)(iii)(B)	At least quarterly, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual drop and count key removals or key returns occurred;	Quarterly review of the computerized key security system for unusual transactions is not being performed.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system unusual transactions.	Not Addressed
Auditing Revenue	543.24(d)(8)(iii)(C)	At least quarterly, review a sample of users that are assigned access to the drop and count keys to determine that their access to the assigned keys is appropriate relative to their job position.	Review of a sample of users assigned access to the drop and count keys has not been performed and procedures have not been documented.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation for Key security system of users that are assigned access to drop and count keys.	Not Addressed
Auditing Revenue	543.24(d)(8)(iv)	At least quarterly, an inventory of all controlled keys must be performed and reconciled to records of keys made, issued, and destroyed. Investigations must be performed for all keys unaccounted for, and the investigation documented.”	Inventory of all controlled keys, and reconciliation of keys made, issued, and destroyed, with documented investigations has not been performed and procedures have not been documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Auditing Revenue	543.24(d)(9)(ii)	At least monthly, trace the amount of cage deposits to the amounts indicated in the bank statements.	Routines are in place, however procedures to trace the cage deposits to the bank statements have not been documented.	The SICs are currently being revised and will include procedures for Audit to monthly trace the cage deposits to the bank statements.	Not Addressed

Auditing Revenue	543.24(d)(9)(iii)	Twice annually, a count must be performed of all funds in all gaming areas (i.e. cages, vaults, and booths (including reserve areas), kiosks, cash-out ticket redemption machines, and change machines. Count all chips and tokens by denomination and type. Count individual straps, bags, and imprest banks on a sample basis. Reconcile all amounts counted to the amounts recorded on the corresponding accountability forms to ensure that the proper amounts are recorded. Maintain documentation evidencing the amount counted for each area and the subsequent comparison to the corresponding accountability form. The count must be completed within the same gaming day for all areas."	Twice annual counts of all funds in all gaming areas has not been performed.	Audit will watch and document the vault counts of all funds twice a year.	Implemented
Auditing Revenue	543.24(d)(10)(i)	At least monthly, verify receipt, issuance, and use of controlled inventory, including, but not limited to, bingo cards, pull tabs, playing cards, keys, pre-numbered and/or multi-part forms."	Verification of the receipt, issuance, and use of controlled inventory has not been performed and the procedures are not documented for keys.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Auditing Revenue	543.24(d)(10)(ii)	Periodically perform minimum bankroll calculations to ensure that the gaming operation maintains cash in an amount sufficient to satisfy the gaming operation's obligations."	Routines are in place, but the procedures are not documented.	The SICs are currently being revised to include procedures for Audit to periodically perform minimum bankroll calculations to ensure the gaming operation maintains cash in an amount sufficiently satisfy the gaming operations obligations.	Implemented
Bingo	543.8(e)(1)(ii)	(1) Controls must be established and procedures implemented for cash or cash equivalents that address the following: (ii) Predetermined payout authorization levels (by position)."	Jackpot payout procedures do not document the required signatures for jackpots.	Page 47 of our current SICs 4.4.2.2 vii does state the requirements that we follow for a jackpot payout procedure, requiring three signatures.	Not Addressed
Bingo	543.8(g)(5)(i)(G)	(5) Installation testing. (i) Testing must be completed during the installation process to verify that the player interface has been properly installed. This must include testing of the following, as applicable: (G) Pay table, for verification;"	The pay table/program ID number was not written on the Gaming Department Service Sheet for machine number 8888 as documentation that the pay table/program ID was verified upon installation.	The Gaming department service sheet has been corrected.	Not Addressed
Bingo	543.8(h)(1)(i)-(iv)	(1) Malfunctions. Procedures must be implemented to investigate, document and resolve malfunctions. Such procedures must address the following: (i) Determination of the event causing the malfunction; (ii) Review of relevant records, game recall, reports, logs, surveillance records; (iii) Repair or replacement of the Class II gaming component; (iv) Verification of the integrity of the Class II gaming component before restoring it to operation;"	Routines are in place, but adequate procedures to investigate, document, and resolve malfunctions are not documented.	The SICs are currently being revised and will include procedures in the policy for investigating, resolving, and documenting malfunctions.	Not Addressed

Cage	542.14(d)(3)	The Tribal gaming regulatory authority, or the gaming operation as approved by the Tribal gaming regulatory authority, shall establish and the gaming operation shall comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's customers as they are incurred. A suggested bankroll formula will be provided by the Commission upon request.	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage	CFR Title 25 Part 514.1	Each gaming operation under the jurisdiction of the Commission, including a gaming operation operated by a tribe with a certificate of self-regulation, shall pay to the Commission annual fees as established by the Commission. The Commission, by a vote of not less than two of its members, shall adopt the rates of fees to be paid.	Amounts on the fee calculation could not be traced to supporting documentation so internal audit could not verify if the calculation was computed correctly and could not compute an independent fee calculation.	Accounting doesn't know exactly what fee you are referring to. If this is the NIGC Fee accounting has figured it out, so we have calculated it for the fourth quarter.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(c)(4)	The gaming operation must establish and comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's patrons as they are incurred."	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(1)	Kiosks must be maintained on the cage accountability and must be counted independently by at least two agents, documented, and reconciled for each increase or decrease to the kiosk inventory."	The kiosk reconciliation documentation could not be located for one of two days selected.	The daily balance sheet was printed from Ditronics dashboard and given to the external auditors. This sheet has all fills, drops, current inventory, beginning inventory, ending inventory, manual pays, ticket redemptions, atm credit and cash advance withdrawals on it. The external auditor emailed me saying that one was missing, and I then emailed it to him.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(5)	With regard to cashless systems, the TGRA or the gaming operation, subject to the approval of the TGRA, must develop and implement procedures to ensure that communications between the kiosk and system are secure and functioning."	Procedures to ensure communications between the kiosk and system are secure and functioning have not been documented.	I will create a policy and procedure for the kiosk coin test for every full fill day to ensure the machine is working properly and communication to the system is secure to be approved by the gaming commissioners at a later date.	Not Addressed

Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(6)(i)-(xii)	(6) The following reconciliation reports must be available upon demand for each day, shift, and drop cycle (this is not required if the system does not track the information, but system limitation(s) must be noted): (i) Starting balance dollar amount per financial instrument; (ii) Starting balance number of items per financial instrument; (iii) Dollar amount per financial instrument issued; (iv) Number of items per financial instrument issued; (v) Dollar amount per financial instrument redeemed; (vi) Number of items per financial instrument redeemed; (vii) Dollar amount per financial instrument increases; (viii) Number of items per financial instrument increases; (ix) Dollar amount per financial instrument	The kiosk reconciliation documentation could not be located for one of two days selected.	The daily balance sheet was printed from ditronics dashboard and given to the external auditors. This sheet has all fills, drops, current inventory, beginning inventory, ending inventory, manual pays, ticket redemptions, and atm credit and cash advance withdrawals on it. The external auditor emailed me saying that one was missing, and I then emailed it to him.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.20(a)(3), (4)(i) and (iii)	(3) Controls must ensure that duties are adequately segregated and monitored to detect procedural errors and to prevent the concealment of fraud. (4) Information technology agents having access to Class II gaming systems may not have signatory authority over financial instruments and payout forms and must be independent of and restricted from access to: (i) Financial instruments; (iii) Payout forms."	IT Personnel have access to, and signatory authority over financial instruments and payout forms.	Revise our procedures to include turning off job permissions for the Admin job code that are in any way related to cash equivalents and for Audit to perform a job code audit, randomly.	Not Addressed
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.20(j)(2)-(4)	(2) Controls must include recovery procedures, including, but not limited to, the following: (i) Data backup restoration; (ii) Program restoration; and (iii) Redundant or backup hardware restoration. (3) Recovery procedures must be tested on a sample basis at specified intervals at least annually. Results must be documented. (4) Backup data files and recovery components must be managed with at least the same level of security and access controls as the system for which they are designed to support."	Recovery test procedures to be conducted on an annual basis have not been performed for 2019.	Although the backup, recovery, and working the test procedures were not performed for 2019, our procedures are under revision to include in the policy the noted documentation.	Not Addressed
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.20(k)	Software downloads. Downloads, either automatic or manual, must be performed in accordance with 25 CFR 547.12."	Routines are in place, but the procedures for downloads have not been documented.	Revise our procedures to include adding the control language to our SICS for the documentation of downloads.	Not Addressed
Drop & Count	542.31(e)(2)	All bill acceptor canisters shall be removed only at the time previously designated by the gaming operation and reported to the Tribal gaming regulatory authority, except for emergency drops.	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations. We didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved. Also going forward the correction will be made correctly from now on by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change.	In Progress

Drop & Count	542.31(f)(4)(ii)	Corrections to information originally recorded by the count team on soft count documentation shall be made by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change.	For two out of two days selected, corrections were not made by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change.	The Gaming Commission knows the drop and pull times for all 3 locations. We didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved. Also going forward the correction will be made correctly from now on by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change.	Implemented
Drop & Count	542.31(f)(9)	All drop proceeds and cash equivalents that were counted shall be turned over to the cage or vault cashier (who shall be independent of the count team) or to an authorized person/employee independent of the revenue generation and the count process for verification. Such person shall certify by signature as to the accuracy of the drop proceeds delivered and received.	The Vault Cashier did not sign the count sheet for one out of two days selected.	There are policies and procedures in place for this and my employees will be retrained on their prospective areas to ensure the highest quality of paperwork and to eliminate future errors.	Implemented
Drop & Count	542.31(t)(2)(ii)-(iv)	(ii) In the event of an emergency or the key box is inoperable, access to the emergency manual key(s) (a.k.a. override key), used to access the box containing the gaming machine drop and count keys, requires the physical involvement of at least three persons from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating employees signing out/in the emergency manual key(s). (iii) The custody of the keys issued pursuant to paragraph (t)(2)(ii) of this section, requires the presence of two persons from separate departments from the time of their issuance until the time of their return. (iv) Routine physical maintenance that requires accessing the emergency manual key(s) (override key) and does not involve the accessing of the gaming machine drop and count keys, only requires the presence of two persons from separate departments. The date, time and reason for access must be documented with the signatures of all	Procedures for emergency manual keys, such as an override key, are not documented.	The SICS are being revised to include procedures for Key Control standards, and documentation. The policy and procedures in place are outdated.	Not Addressed

Drop & Count	542.31(t)(3)(i)-(iii)	(i) Daily, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes user's access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide an adequate control over the access to the gaming machine drop and count keys. Also, determine whether any gaming machine drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized. (ii) For at least one day each month, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual gaming machine drop and count key removals or key returns occurred. (iii) At least quarterly, review a sample of users that are assigned access to the gaming machine drop and count keys to determine that their access to the assigned keys is adequate relative to their job position."	Accounting/audit personnel do not conduct a daily review of the computerized key security systems. Accounting/audit personnel do not conduct a review of the computerized key security systems for at least one day each month. A quarterly review of key access is not conducted at the property.	Audit will get with Security and IT to start doing the key inventory. Audit does not have access to the key system to run any reports. Our SICS is being revised.	Not Addressed
Drop & Count	542.31(t)(4)	Quarterly, an inventory of all count room, drop box release, storage rack and contents keys is performed, and reconciled to records of keys made, issued, and destroyed. Investigations are performed for all keys unaccounted for, with the investigation being documented."	A quarterly review of key access is not conducted in the property.	Audit will get with Security and IT to start doing the key inventory. Audit does not have access to the key system to run any reports. Our SICS is being revised	Not Addressed
Drop & Count	543.17(b)(3)	The count team policy, at a minimum, must address the transportation of extraneous items such as personal belongings, tool boxes, beverage containers, etc., into or out of the count room."	Procedures for the transportation of extraneous items into or out of the count room have not been documented.	The SICS are being revised to include procedures for the transportation of extraneous items coming into or out of the count room, and documented.	Not Addressed
Drop & Count	543.17(e)(3)	All financial instrument storage components may be removed only at the time previously designated by the gaming operation and reported to the TGRA.	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations. We didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved. Also going forward the correction will be made correctly from now on by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change	In Progress
Drop & Count	543.17(g)(10)	Two counts of the currency rejected by the currency counter must be recorded per interface terminal as well as in total. Rejected currency must be posted to the player interface from which it was collected."	Rejected currency is not posted to the player interface from which it is collected.	The SICS are currently being revised and will include procedures in the policy for posting the rejected currency to the player interface from which it was collected.	Not Addressed
Drop & Count	543.17(g)(12)	Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable and the original, corrected information remains legible. Corrections must be verified by two count team agents."	For two out of two days selected, corrections to the soft count documentation were not identifiable, and the original, corrected information was not legible. Corrections were verified by only one count team agent.	There are policies and procedures in place for this and my employees will be retrained for ensuring corrections to the count documentation are permanent, identifiable, the original, corrected information remains legible and are verified by two agents.	Implemented

Drop & Count	543.17(g)(15)(v)	All drop proceeds and cash equivalents that were counted must be turned over to the cage or vault cashier (who must be independent of the count team) or to an agent independent of the revenue generation and the count process for verification. Such cashier or agent must certify, by signature, the amount of the drop proceeds delivered and received."	The Vault Cashier did not sign the count sheet for one out of two days selected.	There are policies and procedures in place for this and my employees will be retrained on their prospective areas to ensure the highest quality of paperwork and to eliminate future errors.	Implemented
Drop & Count	543.17(g)(16)(iv)	The cage/vault agent receiving the transferred drop proceeds must sign the count sheet attesting to the verification of the total received, and thereby assuming accountability of the drop proceeds, and ending the count."	The Vault Cashier did not sign the count sheet for one out of two days selected.	There are policies and procedures in place for this and my employees will be retrained on their prospective areas to ensure the highest quality of paperwork and to eliminate future errors.	Implemented
Drop & Count	543.17(i)(5)	Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable, and the original, corrected information remains legible. Corrections must be verified by two agents."	For two out of two days selected, corrections to the kiosk count documentation were not identifiable, and the original, corrected information was not legible. Corrections were verified by only one count team agent.	There are policies and procedures in place for this and my employees will be retrained for ensuring corrections to the count documentation are permanent, identifiable, the original, corrected information remains legible and are verified by two agents.	Implemented
Drop & Count	543.17(j)(2)(i)-(ii)	(i) For Tier A and B operations, at least two (2) drop team agents are required to be present to access and return keys. For Tier C operations, at least three (3) drop team agents are required to be present to access and return keys. (ii) For Tier A and B operations, at least two (2) count team agents are required to be present at the time count room and other count keys are issued for the count. For Tier C operations, at least three (two for card game drop box keys in operations with three tables or fewer) count team agents are required to be present at the time count room and other count keys are issued for the count."	Only one drop and count employee was present to access and return keys for two out of two days selected. Procedures for drop team agents required to be present to access and return keys have not been documented.	Accounting Director will discuss this with the drop and count team and ensure this will not happen again. The SICs are currently being revised and will include procedures for the documentation of Drop Team agents requirements of accessing and returning keys.	In Progress
Drop & Count	543.17(j)(3)(i)-(iii)	Documentation of all keys, including duplicates, must be maintained, including: (i) Unique identifier for each individual key; (ii) Key storage location; (iii) Number of keys made, duplicated, and destroyed;"	A complete listing of all keys, which documents a unique identifier of each key, the storage location, and number of keys in inventory is not maintained. The documentation of keys did not have the number of keys made, duplicated, and destroyed listed on multiple entries.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and documentation of all keys maintained.	Not Addressed
Drop & Count	543.17(j)(8)(i)-(ii)	(i) Access to the emergency manual key(s) used to access the box containing the player interface drop and count keys requires the physical involvement of at least three agents from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating persons signing out/in the emergency manual key(s); (ii) The custody of the emergency manual keys requires the presence of two agents from separate departments from the time of their issuance until the time of their return;"	Procedures for emergency manual keys, such as an override key, are not documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Gaming Machines	542.13(g)(1)	At least annually, are procedures performed to insure the integrity of a sample of gaming machine game program EPROM's, or other equivalent gaming software media, by personnel independent of the gaming department or the machines being tested?	EPROM testing has not been performed in 2019.	The employee responsible for the EPROM testing procedures must be independent from the gaming department; therefore Slot department personnel are unable to perform the procedure. The SICs are currently being revised and will include in the policy EPROM testing procedures.	Not Addressed

Gaming Machines	542.13(h)(1)	Accurate and current theoretical hold worksheets shall be maintained for each gaming machine.	The Casino does not have a par sheet for one of three machines selected. In addition, the hold percentages for each denomination observed at the machine do not match the par sheet hold percentages or the hold percentages listed on the report for the multi-denomination machine selected.	The SICs are currently being revised and will include procedures in the policy for how par sheets are handled, maintained, stored, and the accuracy of the par sheets.	Implemented
Gaming Machines	542.13(h)(2)(iii)	On an annual basis, adjust the theoretical hold percentage in the gaming machine statistical report to a weighted average based upon the ratio of coin-in for each game pay table.	The Casino does not annually adjust the theoretical hold percentage in the gaming machine statistical report to a weighted average based upon the ratio of coin-in for each game pay table.	The employee responsible for adjusting the theoretical hold percentages must be independent from the Gaming Department; therefore the Slot Department personnel are unable to perform the procedure. The SICs are currently being revised and will include procedures in the policy for annual theoretical hold percentage adjustments in the gaming machine statistical reports.	Implemented
Gaming Machines	542.13(h)(5)	The theoretical hold percentages used in the gaming machine analysis reports should be within the performance standards set by the manufacturer.	The hold percentage in the report is not within the manufacturer's range for one of three machines.	The SICs are currently being revised and will include procedures in the policy for evaluating theoretical and actual hold percentages.	Implemented
Gaming Machines	542.13(h)(12)	Upon receipt of the meter reading summary, the accounting department shall review all meter readings for reasonableness using pre-established parameters."	Meter readings are not reviewed for reasonableness using pre-established parameters.	The SICs are currently being revised and will include procedures in the policy for reviewing meter readings using pre-established parameters.	Implemented
Gaming Machines	542.13(h)(13)	Prior to final preparation of statistical reports, meter readings that do not appear reasonable shall be reviewed with gaming machine department employees or other appropriate designees, and exceptions documented, so that meters can be repaired or clerical errors in the recording of meter readings can be corrected."	Meter readings are not reviewed for reasonableness using pre-established parameters.	Audit will start doing a sample of the gaming floor for meter readings for reasonableness, and notify Gaming department of any unusual occurrences.	Not Addressed
Gaming Machines	542.13(k)(3)	Explanations for meter reading decreases shall be maintained with the progressive meter reading sheets, and where the payment of a jackpot is the explanation for a decrease, the gaming operation shall record the jackpot payout number on the sheet or have the number reasonably available.	One of two days selected had a meter reading decrease that was not investigated.	The SICs are currently being revised and will include procedures in the policy for the investigation of decreased meter readings.	Implemented
Gaming Machines	542.13(k)(4)	Each gaming operation shall record the base amount of each progressive jackpot the gaming operation offers.	The Daily Progressive Log on 10/23/2019, did not have a base amount recorded for four in-house progressive machines.	The Slot Department personnel will be retrained in the recording of the progressive base amount. Accounting has started reviewing the progressive log and will inform gaming of any discrepancies.	In Progress

Gaming Machines	542.13(l)(3)(i) - 542.13(l)(3)(vi)	The Tribal gaming regulatory authority shall approve procedures for the wide area progressive system that: (i) Reconcile meters and jackpot payouts; (ii) Collect/drop gaming machine funds; (iii) Verify jackpot, payment, and billing to gaming operations on pro-rata basis; (iv) System maintenance; (v) System accuracy; and (vi) System security."	The SICS state accounting/audit will perform each of these items, but the SICS do not include specific procedures to perform each duty.	The SICS are currently being revised and will include procedures in the policy for how to perform each specific duty for wide area progressives.	Implemented
Gaming Machines	542.13(m)(8)	At least annually, accounting/auditing personnel shall randomly verify that EPROM or other equivalent game software media changes are properly reflected in the gaming machine analysis reports.	Accounting/auditing personnel do not verify that EPROM/software media changes are properly reflected in the gaming machine analysis reports.	Audit does review the exception reports daily and it's included in their daily audit. Audit will start verifying the software media changes are properly reflected in the gaming machine analysis reports.	Not Addressed
Gaming Machines	542.13(m)(9)	Accounting/auditing employees shall review exception reports for all computerized gaming machine systems on a daily basis for propriety of transactions and unusual occurrences.	System exception reports are not reviewed daily.	The SICS are currently being revised and will include procedures in the policy for how exception reports are reviewed daily for gaming machine systems for unusual occurrences.	Implemented
Surveillance	543.33(x)(2)	(x) Malfunction and repair log. (2) The log shall state the time, date, and nature of each malfunction, the efforts expended to repair the malfunction, and the date of each effort, the reasons for any delays in repairing the malfunction, the date the malfunction is repaired, and where applicable, any alternative security measures that were taken.	The following attributes were not included on the malfunction log: efforts expended to repair the malfunctions and dates the malfunctions were repaired.	Surveillance has a malfunction log that contains all information listed. The dates that the malfunctions were repaired is listed as "date resolved" and the other is listed as "notes" on the log. Logs will be revised to meet the needs of the MICS	Not Addressed
Surveillance	543.21(b)(6)(ii)	For Tier B and C, in the event of power loss to the surveillance system, an auxiliary or backup power source must be available and capable of providing immediate restoration of power to the surveillance system to ensure that surveillance agents can observe all areas covered by dedicated cameras."	Procedures for the event of a power loss to the surveillance system are not documented.	Procedures will be implemented and SICS will be updated.	Not Addressed
Surveillance	543.21(b)(11)	A periodic inspection of the surveillance systems must be conducted. When a malfunction of the surveillance system is discovered, the malfunction and necessary repairs must be documented and repairs initiated within seventy-two (72) hours."	Procedures for a periodic inspection of the surveillance system are not documented.	Procedures will be implemented and SICS will be updated.	Not Addressed
Surveillance	543.21(e)(1) and (2)	(1) All recordings required by this section must be retained for a minimum of seven days; and (2) Suspected crimes, suspicious activity, or detentions by security agents discovered within the initial retention period must be copied and retained for a time period, not less than one year."	Procedures for record retention are not documented.	Procedures will be implemented and SICS will be updated.	Not Addressed

Pawnee Nation of Oklahoma
Fiscal Year Ending 12/31/19
TeePee Casino

Section	Regulation Reference	Regulation Requirement	Report Finding	Management Responses	Remediation Status
Audit and Accounting	543.23(b)(2)(xi)	Prepares general accounting records on a double-entry system of accounting, maintaining detailed, supporting, subsidiary records, and performs the following activities: (xi) Prepare minimum bankroll calculations;"	The minimum bankroll formula is calculated, but the SICs do not state that accounting will calculate a minimum bankroll formula, what formula to use or how often the calculation will be performed.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	Implemented
Auditing Revenue	543.24(d)(1)(iii)	At least monthly, review variances related to bingo accounting data in accordance with an established threshold, which must include, at a minimum, variance(s) noted by the Class II gaming system for cashless transactions in and out, electronic funds transfer in and out, external bonus payouts, vouchers out and coupon promotion out. Investigate and document any variance noted."	Routines are in place, however the procedures have not been documented.	The SICs are being revised for a monthly review, investigation, and documentation of all variances at an established threshold related to bingo accounting data for cashless transactions in and out.	Not Addressed
Auditing Revenue	543.24(d)(1)(iv)	At least monthly, review statistical reports for any deviations from the mathematical expectations exceeding a threshold established by the TGRA. Investigate and document any deviations compared to the mathematical expectations required to be submitted per §547.4."	A monthly review of Bingo statistical reports has not been performed and the procedures have not been documented.	The SICs are being revised to include procedures for the monthly review, and documentation of bingo statistical reports.	Not Addressed
Auditing Revenue	543.24(d)(1)(v)	At least monthly, take a random sample, foot the vouchers redeemed and trace the totals to the totals recorded in the voucher system and to the amount recorded in the applicable cashier's accountability	A footing of a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system has not been performed and the procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will review of bingo statistical reports and do a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system.	Implemented
Auditing Revenue	543.24(d)(4)(ii)(B) and (C)	(ii) At least monthly, for computerized player tracking systems, perform the following procedures: (B) Review exception reports, including transfers between accounts; and (C) Review documentation related to access to inactive and closed accounts."	A review of exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed
Auditing Revenue	543.24(d)(4)(iii)	At least annually, all computerized player tracking systems must be reviewed by agent(s) independent of the individuals that set up or make changes to the system parameters. The review must be performed to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization. Document and maintain the test results."	An annual review to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization has not been performed for the review period.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed
Auditing Revenue	543.24(d)(8)(i)	At least quarterly, unannounced currency counter and currency counter interface tests must be performed, and the test results documented and maintained. All denominations of currency and all types of cash out tickets counted by the currency counter must be tested. This test may be performed by internal audit or the TGRA. The result of these tests must be documented and signed by the agent(s) performing the test."	Quarterly currency counter and currency counter interface tests are not being performed and procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will do a quarterly currency counter and currency counter interface tests.	Implemented
Auditing Revenue	543.24(d)(8)(iii)(A)	At least quarterly, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes users' access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide adequate control over the access to the drop and count keys. Also, determine whether any drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized;"	Quarterly review of the computerized key security system transactions performed by the system administrator is not being performed and the procedures are not documented.	The SICs are being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system transactions.	Not Addressed
Auditing Revenue	543.24(d)(8)(iii)(B)	At least quarterly, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual drop and count key removals or key returns occurred;"	Quarterly review of the computerized key security system for unusual transactions is not being performed.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system unusual transactions.	Not Addressed

Auditing Revenue	543.24(d)(8)(iii)(C)	At least quarterly, review a sample of users that are assigned access to the drop and count keys to determine that their access to the assigned keys is appropriate relative to their job position."	Review of a sample of users assigned access to the drop and count keys has not been performed and the procedures are not documented.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation for Key security system of users that are assigned access to drop and count keys.	Not Addressed
Auditing Revenue	543.24(d)(8)(iv)	At least quarterly, an inventory of all controlled keys must be performed and reconciled to records of keys made, issued, and destroyed. Investigations must be performed for all keys unaccounted for, and the investigation documented."	Inventory of all controlled keys, and reconciliation of keys made, issued, and destroyed, with documented investigations has not been performed and the procedures are not documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Auditing Revenue	543.24(d)(9)(i)	At least monthly, trace the amount of cage deposits to the amounts indicated in the bank statements."	Routines are in place, however procedures to trace the cage deposits to the bank statements have not been documented.	The SICs are currently being revised and will include procedures for Audit to monthly trace the cage deposits to the bank statements.	Not Addressed
Auditing Revenue	543.24(d)(9)(iii)	Twice annually, a count must be performed of all funds in all gaming areas (i.e. cages, vaults, and booths (including reserve areas), kiosks, cash-out ticket redemption machines, and change machines. Count all chips and tokens by denomination and type. Count individual straps, bags, and imprest banks on a sample basis. Reconcile all amounts counted to the amounts recorded on the corresponding accountability forms to ensure that the proper amounts are recorded. Maintain documentation evidencing the amount counted for each area and the subsequent comparison to the corresponding accountability form. The count must be completed within the same gaming day for all areas."	Twice annual counts of all funds in all gaming areas has not been performed.	Audit will watch the vault counts of all funds twice a year.	Implemented
Auditing Revenue	543.24(d)(10)(i)	At least monthly, verify receipt, issuance, and use of controlled inventory, including, but not limited to, bingo cards, pull tabs, playing cards, keys, pre-numbered and/or multi-part forms."	Verification of the receipt, issuance, and use of controlled inventory has not been performed and the procedures are not documented for keys.	I have talked with audit and they will start auditing the key every quarter with Security. They will also be present for keys are destroyed at all three locations.	Not Addressed
Auditing Revenue	543.24(d)(10)(ii)	Periodically perform minimum bankroll calculations to ensure that the gaming operation maintains cash in an amount sufficient to satisfy the gaming operation's obligations."	Routines are in place, but the procedures are not documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Implemented
Bingo	543.8(e)(1)(ii)	Controls must be established and procedures implemented for cash or cash equivalents that address the following: (ii) Predetermined payout authorization levels (by position)."	Jackpot payout procedures do not document the required signatures for jackpots.	Page 47 of our current SICs 4.4.2.2 vii does state the requirements that we follow for a jackpot payout procedure, requiring three signatures.	Not Addressed
Bingo	543.8(h)(1)(i)-(iv)	(1) Malfunctions. Procedures must be implemented to investigate, document and resolve malfunctions. Such procedures must address the following: (i) Determination of the event causing the malfunction; (ii) Review of relevant records, game recall, reports, logs, surveillance records; (iii) Repair or replacement of the Class II gaming component; (iv) Verification of the integrity of the Class II gaming component before restoring it to operation;"	Routines are in place, but adequate procedures to investigate, document, and resolve malfunctions are not documented.	We are making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Not Addressed
Bingo	543.8(l)	Variance. The operation must establish, as approved by the TGRA, the threshold level at which a variance, including deviations from the mathematical expectations required by 25 CFR 547.4, will be reviewed to determine the cause. Any such review must be documented."	The 3% variance investigations are not currently being performed.	The current SICs are being revised to include procedures for an independent department of the gaming machine department to evaluate, investigate, resolve, and document large variances (3%) between the theoretical hold and actual hold percentages.	Not Addressed

Cage	542.14(d)(3)	The Tribal gaming regulatory authority, or the gaming operation as approved by the Tribal gaming regulatory authority, shall establish and the gaming operation shall comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's customers as they are incurred. A suggested bankroll formula will be provided by the Commission upon request."	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage	CFR Title 25 Part 514.1	Each gaming operation under the jurisdiction of the Commission, including a gaming operation operated by a tribe with a certificate of self-regulation, shall pay to the Commission annual fees as established by the Commission. The Commission, by a vote of not less than two of its members, shall adopt the rates of fees to be paid."	Amounts on the fee calculation could not be traced to supporting documentation so internal audit could not verify if the calculation was computed correctly and could not compute an independent fee calculation.	Accounting doesn't know exactly what fee you are referring to. If this is the NIGC Fee accounting has figured it out, so we have calculated it for the fourth quarter.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(c)(2)	Increases and decreases to the total cage inventory must be verified, supported by documentation, and recorded. Documentation must include the date and shift, the purpose of the increase/decrease, the agent(s) completing the transaction, and the person or department receiving the cage funds (for decreases only)."	One of ten transactions selected did not include the purpose for the transaction.	The employee/employees will be retrained on policy and procedures.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(c)(4)	The gaming operation must establish and comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's patrons as they are incurred."	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(1)	Kiosks must be maintained on the cage accountability and must be counted independently by at least two agents, documented, and reconciled for each increase or decrease to the kiosk inventory."	The kiosk reconciliation was not documented for one of two days selected.	The daily balance sheet was printed from Ditronics dashboard and given to the external auditors. This sheet has all fills, drops, current inventory, beginning inventory, ending inventory, manual pays, ticket redemptions, atm credit and cash advance withdrawals on it. The external auditor emailed me saying that one was missing, and I then emailed it to him.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(5)	With regard to cashless systems, the TGRA or the gaming operation, subject to the approval of the TGRA, must develop and implement procedures to ensure that communications between the kiosk and system are secure and functioning."	Procedures to ensure communications between the kiosk and system are secure and functioning have not been documented.	I will create a policy and procedure for the kiosk coin test for every full fill day to ensure the machine is working properly and communication to the system is secure to be approved by the gaming commissioners at a later date.	Not Addressed
Drop & Count	542.21(e)(2)	All bill acceptor canisters shall be removed only at the time previously designated by the gaming operation and reported to the Tribal gaming regulatory authority, except for emergency drops."	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations, now we didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved.	Implemented
Drop & Count	542.21(f)(4)(ii)	Corrections to information originally recorded by the count team on soft count documentation shall be made by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change."	For one out of two days selected, corrections were not made by drawing a single line through the error and were not verified by two people.	Going forward the correction will be made correctly from now on by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change.	Implemented

Drop & Count	542.21(t)(2)(ii)-(iv)	(ii) In the event of an emergency or the key box is inoperable, access to the emergency manual key(s) (a.k.a. override key), used to access the box containing the gaming machine drop and count keys, requires the physical involvement of at least three persons from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating employees signing out/in the emergency manual key(s). (iii) The custody of the keys issued pursuant to paragraph (t)(2)(ii) of this section requires the presence of two persons from separate departments from the time of their issuance until the time of their return. (iv) Routine physical maintenance that requires accessing the emergency manual key(s) (override key) and does not involve the accessing of the gaming machine drop and count keys, only requires the presence of two persons from separate departments. The date, time and reason for access must be documented with the signatures of all participating employees signing out/in the emergency manual key(s)."	The override key was checked out without the involvement of three people on three separate occasions in October of 2019. Procedures for emergency manual keys, such as an override key, are not documented.	Making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Not Addressed
Drop & Count	542.21(t)(3)(i)-(iii)	(i) Daily, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes user's access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide an adequate control over the access to the gaming machine drop and count keys. Also, determine whether any gaming machine drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized. (ii) For at least one day each month, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual gaming machine drop and count key removals or key returns occurred. (iii) At least quarterly, review a sample of users that are assigned access to the gaming machine drop and count keys to determine that their access to the assigned keys is adequate relative to their job position."	Accounting/audit personnel does not conduct a daily or monthly review of the computerized key security systems. A quarterly review of key access is not conducted at the property.	Audit will get with Security and IT to start doing the key inventory. Audit does not have access to the key system to run any reports. Our SICs is being revised.	Not Addressed
Drop & Count	542.21(t)(4)	Gaming machine computerized key security systems. (4) Quarterly, an inventory of all count room, drop box release, storage rack and contents keys is performed, and reconciled to records of keys made, issued, and destroyed. Investigations are performed for all keys unaccounted for, with the investigation being documented."	A quarterly review of key inventory is not conducted at the property.	Audit will get with Security and IT to start doing the key inventory. Audit does not have access to the key system to run any reports. Our SICs is being revised.	Not Addressed
Drop & Count	543.17(b)(2)	Surveillance must be notified whenever count room agents exit or enter the count room during the count."	Surveillance is not notified whenever count room agents exit or enter the count room during the count.	Teepee Casino is a Tier A and is non-manned facility. Soft count team is not required to contact Surveillance but will have Security present.	Not Addressed
Drop & Count	543.17(b)(3)	The count team policy, at a minimum, must address the transportation of extraneous items such as personal belongings, tool boxes, beverage containers, etc., into or out of the count room."	Procedures for the transportation of extraneous items into or out of the count room have not been documented.	The SICs are being revised to include procedures for the transportation of extraneous items coming into or out of the count room, and documented.	Not Addressed
Drop & Count	543.17(e)(1)	Surveillance must be notified when the drop is to begin so that surveillance may monitor the activities."	Surveillance is not notified when the drop is to begin.	Teepee Casino is a Tier A and is non-manned facility. Soft count team is not required to contact Surveillance but will have Security present.	Not Addressed
Drop & Count	543.17(e)(3)	All financial instrument storage components may be removed only at the time previously designated by the gaming operation and reported to the TGRA. If an emergency drop is required, surveillance must be notified before the drop is conducted and the TGRA must be informed within a timeframe approved by the TGRA."	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations, now we didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved.	Implemented
Drop & Count	543.17(g)(10)	Player interface financial instrument count standards. (10) Two counts of the currency rejected by the currency counter must be recorded per interface terminal as well as in total. Rejected currency must be posted to the player interface from which it was collected."	Rejected currency is not posted to the player interface from which it is collected.	The SICs are currently being revised and will include procedures in the policy for posting the rejected currency to the player interface from which it was collected. Employees will be retrained on policy and procedures.	Not Addressed
Drop & Count	543.17(g)(12)	Player interface financial instrument count standards. (12) Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable and the original, corrected information remains legible. Corrections must be verified by two count team agents."	For one out of two days selected, corrections were not verified by two people.	The employee/employees will be retrained on policy and procedures.	Implemented

Drop & Count	543.17(h)(1)	Surveillance must be notified prior to the financial instrument storage components or currency cassettes being accessed in a kiosk."	Surveillance is not notified prior to accessing the financial instrument storage components and currency cassettes.	Teepee Casino is a Tier A and is non-manned facility. Soft count team is not required to contact Surveillance but will have Security present.	Not Addressed
Drop & Count	543.17(i)(5)	Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable, and the original, corrected information remains legible. Corrections must be verified by two agents."	For one out of two days selected, corrections were not verified by two people.	The employee/employees will be retrained on policy and procedures.	Implemented
Drop & Count	543.17(j)(2)(i)-(ii)	(i) For Tier A and B operations, at least two (2) drop team agents are required to be present to access and return keys. For Tier C operations, at least three (3) drop team agents are required to be present to access and return keys. (ii) For Tier A and B operations, at least two (2) count team agents are required to be present at the time count room and other count keys are issued for the count. For Tier C operations, at least three (two for card game drop box keys in operations with three tables or fewer) count team agents are required to be present at the time count room and other count keys are issued for the count."	Only one agent was documented as present during access and return of keys for both the drop and the count for two of two days selected. Procedures for drop/count team agents required to be present to access and return keys have not been documented.	Accounting Director will discuss this with the drop and count team and ensure this will happen again. The SICs are currently being revised and will include procedures for the documentation of Drop Team agent requirements of accessing and returning keys.	In Progress
Drop & Count	543.17(j)(3)(i)-(ii)	(3) Documentation of all keys, including duplicates, must be maintained, including: (i) Unique identifier for each individual key; (ii) Key storage location;"	A complete listing of all keys, which documents a unique identifier of each key, the storage location, and number of keys in inventory is not maintained.	Security and Audit will do a quarterly inventory of keys at all locations. The SICs is being revised and we will make sure we update to include this.	Not Addressed
Drop & Count	543.17(j)(8)(i)-(ii)	(i) Access to the emergency manual key(s) used to access the box containing the player interface drop and count keys requires the physical involvement of at least three agents from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating persons signing out/in the emergency manual key(s); (ii) The custody of the emergency manual keys requires the presence of two agents from separate departments from the time of their issuance until the time of their return;"	The override key was checked out without the involvement of three people on three separate occasions in October of 2019. Procedures for emergency manual keys, such as an override key, are not documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and documentation of all keys maintained.	Not Addressed
Gaming Machines	542.13(g)(1)	At least annually, are procedures performed to insure the integrity of a sample of gaming machine game program EPROM's, or other equivalent gaming software media, by personnel independent of the gaming department or the machines being tested?	EPROM testing has not been performed in 2019.	The employee responsible for the EPROM testing procedures must be independent from the gaming department; therefore Slot department personnel are unable to perform the procedure. The SICs are currently being revised and will include in the policy EPROM testing procedures.	Not Addressed
Gaming Machines	542.13(h)(1)	Accurate and current theoretical hold worksheets shall be maintained for each gaming machine."	Two out of three machines selected did not have par sheets on file.	The SICs are currently being revised and will include procedures in the policy for how par sheets are handled, maintained, and stored.	Implemented
Gaming Machines	542.13(h)(6)	Records shall be maintained for each machine indicating the dates and type of changes made and the recalculation of theoretical hold as a result of the changes."	Three out of three machines selected did not have records for dates and types of changes, or date in service of the machine.	The SICs are currently being revised and will include procedures in the policy for how par sheets are handled, maintained, stored, and the accuracy of the par sheets.	Implemented
Gaming Machines	542.13(h)(7)	Records shall be maintained for each machine that indicate the date the machine was placed into service, the date the machine was removed from operation, the date the machine was placed back into operation, and any changes in machine numbers and designations."	Three out of three machines selected did not have records for dates and types of changes, or date in service of the machine.	The SICs are currently being revised and will include procedures in the policy for how par sheets are handled, maintained, stored, and the accuracy of the par sheets.	Implemented
Gaming Machines	542.13(h)(12)	Upon receipt of the meter reading summary, the accounting department shall review all meter readings for reasonableness using pre-established parameters."	Meter readings are not reviewed for reasonableness using pre-established parameters.	The SICs are currently being revised and will include procedures in the policy for reviewing meter readings using pre-established parameters.	Implemented
Gaming Machines	542.13(h)(13)	Prior to final preparation of statistical reports, meter readings that do not appear reasonable shall be reviewed with gaming machine department employees or other appropriate designees, and exceptions documented, so that meters can be repaired or clerical errors in the recording of meter readings can be corrected."	Meter readings are not reviewed for reasonableness using pre-established parameters.	Audit will start doing a sample of the gaming floor for meter readings for reasonableness, and will notify Gaming of any unusual occurrences.	Not Addressed

Gaming Machines	542.13(h)(14)	A report shall be produced at least monthly showing month-to-date, year-to-date (previous twelve (12) months data preferred), and if practicable, life-to-date actual hold percentage computations for individual machines and a comparison to each machine's theoretical hold percentage previously discussed."	The report is not produced and the analysis is not performed.	The SICs are currently being revised and will include procedures in the policy for evaluating, comparing theoretical and actual hold percentage standards to each machine.	Implemented
Gaming Machines	542.13(h)(17)	The statistical reports shall be reviewed by both gaming machine department management and management employees independent of the gaming machine department on at least a monthly basis."	The report is not produced and the analysis is not performed.	The SICs are currently being revised and will include procedures in the policy for a monthly review for theoretical hold percentage adjustments in the gaming machine statistical report by Gaming, and a management employee independent from the gaming machine department.	Implemented
Gaming Machines	542.13(h)(18)	For those machines that have experienced at least 100,000 wagering transactions, large variances (three percent (3%) recommended) between theoretical hold and actual hold shall be investigated and resolved by a department independent of the gaming machine department with the findings documented and provided to the Tribal gaming regulatory authority upon request in a timely manner."	The report is not produced and the analysis is not performed.	The SICs are currently being revised and will include procedures in the policy for the evaluation, investigation, resolve, and documentation of large variances of (3%) between the actual and theoretical hold by a department independent of the gaming machine department.	Not Addressed
Gaming Machines	542.13(k)(3)	Explanations for meter reading decreases shall be maintained with the progressive meter reading sheets, and where the payment of a jackpot is the explanation for a decrease, the gaming operation shall record the jackpot payout number on the sheet or have the number reasonably available."	Meter reading decreases are not investigated.	The SICs are currently being revised and will include procedures in the policy for the investigation of decreased meter readings	Implemented
Gaming Machines	542.13(m)(8)	At least annually, accounting/auditing personnel shall randomly verify that EPROM or other equivalent game software media changes are properly reflected in the gaming machine analysis reports."	Accounting/auditing personnel do not verify that EPROM/software media changes are properly reflected in the gaming machine analysis reports.	Audit does review the exception reports daily and it's included in their daily audit. Audit will start verifying the software media changes are properly reflected in the gaming machine analysis reports.	Not Addressed
Gaming Machines	542.13(m)(9)	Accounting/auditing employees shall review exception reports for all computerized gaming machine systems on a daily basis for propriety of transactions and unusual occurrences."	System exception reports are not reviewed daily.	The SICs are currently being revised and will include procedures in the policy for how exception reports are reviewed daily for gaming machine systems for unusual occurrences.	Implemented
Information Technology and Information Technology Data	543.20(a)(3) and (4)(i) and (iii)	(3) Controls must ensure that duties are adequately segregated and monitored to detect procedural errors and to prevent the concealment of fraud. (4) Information technology agents having access to Class II gaming systems may not have signatory authority over financial instruments and payout forms and must be independent of and restricted from access to: (i) Financial instruments; (iii) Payout forms."	IT Personnel have access to, and signatory authority over Financial Instruments and Payout Forms.	Revise our procedures to include turning off job permissions for the Admin job code that are in any way related to cash equivalents and for Audit to perform a job code audit, randomly.	Not Addressed
Information Technology and Information Technology Data	543.20(j)(2)-(4)	(2) Controls must include recovery procedures, including, but not limited to, the following: (i) Data backup restoration; (ii) Program restoration; and (iii) Redundant or backup hardware restoration. (3) Recovery procedures must be tested on a sample basis at specified intervals at least annually. Results must be documented. (4) Backup data files and recovery components must be managed with at least the same level of security and access controls as the system for which they are designed to support."	Recovery test procedures to be conducted on an annual basis have not been performed for 2019.	Although the backup, recovery, and working the test procedures were not performed for 2019, our procedures are under revision to include in the policy the noted documentation.	Not Addressed
Information Technology and Information Technology Data	543.20(k)	Software downloads. Downloads, either automatic or manual, must be performed in accordance with 25 CFR 547.12."	Routines are in place, but the procedures for downloads have not been documented.	Revise our procedures to include adding the control language to our SICs for the documentation of downloads.	Not Addressed
Surveillance	543.21(b)(6)(i)	For Tier A, in the event of power loss to the surveillance system, alternative security procedures, such as additional supervisory or security agents, must be implemented immediately."	Procedures for the event of a power loss to the surveillance system are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed

Surveillance	543.21(b)(11)	A periodic inspection of the surveillance systems must be conducted. When a malfunction of the surveillance system is discovered, the malfunction and necessary repairs must be documented and repairs initiated within seventy-two (72) hours."	Procedures for a periodic inspection of the surveillance systems are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed
Surveillance	543.21(e)(1) and (2)	(1) All recordings required by this section must be retained for a minimum of seven days; (2) Suspected crimes, suspicious activity, or detentions by security agents discovered within the initial retention period must be copied and retained for a time period, not less than one year."	Procedures for recording retention are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed

Pawnee Nation of Oklahoma
Fiscal Year Ending 12/31/19
Trading Post Casino

Section	Regulation Reference	Regulation Requirement	Report Finding	Management Responses	Remediation Status
Accounting	542.19(g)	For payouts by wide-area progressive gaming machine systems, a gaming operation may deduct from winnings only its pro rata share of a wide-area gaming machine system payout."	The gaming operation does not deduct from winnings its pro rata share of a wide area gaming machine system payout.	The current SICs are being revised to include the deduction of pro rata share of wide area gaming machine payout standards. Accounting employees will be retrained with the machine payout standards.	Not Addressed
Auditing and Accounting	543.23(b)(2)(xi)	(2) Prepares general accounting records on a double-entry system of accounting, maintaining detailed, supporting, subsidiary records, and performs the following activities: (xi) Prepare minimum bankroll calculations;"	The minimum bankroll formula is calculated, but the SICs do not state that accounting will calculate a minimum bankroll formula, what formula to use or how often the calculation will be performed.	15. Minimum internal control standards for audit and accounting (2) Accounting. (B) Prepares general accounting records on a double-entry system of accounting, maintaining detailed, supporting, subsidiary records, and performs the following activities: (x) Prepare minimum bankroll calculations and submit all documentation necessary to support fee calculations and proof of payment for fees payable to the NIGC and to those entities designated by Tribal-State Compact. All fee calculations must comply with the requirements set forth by the NIGC and Tribal-State Compact. 16. Minimum internal control standards for auditing revenue (8) Inventory. (B) Periodically perform minimum bankroll calculations to ensure that the gaming operation maintains cash in an amount sufficient to satisfy the gaming operation's obligations. 6. Vault Department Policy 7. The Vault impress amount will be set in accordance with NIGC bankroll formula and approved by the PNGC.	Implemented
Auditing Revenue	543.24(d)(1)(iii)	At least monthly, review variances related to bingo accounting data in accordance with an established threshold, which must include, at a minimum, variance(s) noted by the Class II gaming system for cashless transactions in and out, electronic funds transfer in and out, external bonus payouts, vouchers out and coupon promotion out. Investigate and document any variance noted."	Routines are in place, however the procedures have not been documented.	The SICs are being revised for a monthly review, investigation, and documentation of all variances at an established threshold related to bingo accounting data for cashless transactions in and out.	Not Addressed
Auditing Revenue	543.24(d)(1)(iv)	At least monthly, review statistical reports for any deviations from the mathematical expectations exceeding a threshold established by the TGRA. Investigate and document any deviations compared to the mathematical expectations required to be submitted per \$547.4."	A monthly review of bingo statistical reports has not been performed and the procedures have not been documented.	The SICs are being revised to include procedures for the monthly review, and documentation of bingo statistical reports.	Not Addressed
Auditing Revenue	543.24(d)(1)(v)	At least monthly, take a random sample, foot the vouchers redeemed and trace the totals to the totals recorded in the voucher system and to the amount recorded in the applicable cashier's accountability document."	A footing of a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system has not been performed and the procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will review of bingo statistical reports and do a random sample of redeemed bingo vouchers, and tracing of the totals to the voucher system.	Implemented
Auditing Revenue	543.24(d)(4)(ii)(B) and (C)	(ii) At least monthly, for computerized player tracking systems, perform the following procedures: (B) Review exception reports, including transfers between accounts; and (C) Review documentation related to access to inactive and closed accounts."	A review of exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed
Auditing Revenue	543.24(d)(4)(iii)	At least annually, all computerized player tracking systems must be reviewed by agent(s) independent of the individuals that set up or make changes to the system parameters. The review must be performed to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization. Document and maintain the test results."	An annual review to determine that the configuration parameters are accurate and have not been altered without appropriate management authorization has not been performed for the review period.	Audit have been reviewing exception reports, including transfers between accounts, and documentation related to access to inactive and closed accounts has not been performed. It is placed with their promotion audit.	Not Addressed

Auditing Revenue	543.24(d)(8)(i)	At least quarterly, unannounced currency counter and currency counter interface (if applicable) tests must be performed, and the test results documented and maintained. All denominations of currency and all types of cash out tickets counted by the currency counter must be tested. This test may be performed by internal audit or the TGRA. The result of these tests must be documented and signed by the agent(s) performing the test."	Quarterly currency counter and currency counter interface tests are not being performed and procedures have not been documented.	The accounting director has addressed all the findings with audit and going forward audit will do a quarterly currency counter and currency counter interface tests.	Implemented
Auditing Revenue	543.24(d)(8)(iii)(A)	At least quarterly, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes users' access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide adequate control over the access to the drop and count keys. Also, determine whether any drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized;"	Quarterly review of the computerized key security system transactions performed by the system administrator is not being performed and the procedures are not documented.	The SICs are being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system transactions.	Not Addressed
Auditing Revenue	543.24(d)(8)(iii)(B)	At least quarterly, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual drop and count key removals or key returns occurred;"	Quarterly review of the computerized key security system for unusual transactions is not being performed.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation of the Key security system unusual transactions.	Not Addressed
Auditing Revenue	543.24(d)(8)(iii)(C)	At least quarterly, review a sample of users that are assigned access to the drop and count keys to determine that their access to the assigned keys is appropriate relative to their job position."	Review of a sample of users assigned access to the drop and count keys has not been performed and procedures have not been documented.	The SICs are currently being revised to include procedures for Audit conducting a quarterly review, and documentation for Key security system of users that are assigned access to drop and count keys.	Not Addressed
Auditing Revenue	543.24(d)(8)(iv)	At least quarterly, an inventory of all controlled keys must be performed and reconciled to records of keys made, issued, and destroyed. Investigations must be performed for all keys unaccounted for, and the investigation documented."	Inventory of all controlled keys, and reconciliation of keys made, issued, and destroyed, with documented investigations has not been performed and the procedures are not documented.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Auditing Revenue	543.24(d)(9)(ii)	At least monthly, trace the amount of cage deposits to the amounts indicated in the bank statements."	Routines are in place, however procedures to trace the cage deposits to the bank statements have not been documented.	The SICs are currently being revised and will include procedures for Audit to monthly trace the cage deposits to the bank statements.	Not Addressed
Auditing Revenue	543.24(d)(9)(iii)	Twice annually, a count must be performed of all funds in all gaming areas (i.e. cages, vaults, and booths (including reserve areas), kiosks, cash-out ticket redemption machines, and change machines. Count all chips and tokens by denomination and type. Count individual straps, bags, and imprest banks on a sample basis. Reconcile all amounts counted to the amounts recorded on the corresponding accountability forms to ensure that the proper amounts are recorded. Maintain documentation evidencing the amount counted for each area and the subsequent comparison to the corresponding accountability form. The count must be completed within the same gaming day for all areas."	Twice annual counts of all funds in all gaming areas has not been performed.	Audit will watch the vault counts of all funds twice a year.	Implemented
Auditing Revenue	543.24(d)(10)(i)	At least monthly, verify receipt, issuance, and use of controlled inventory, including, but not limited to, bingo cards, pull tabs, playing cards, keys, pre-numbered and/or multi-part forms."	Verification of the receipt, issuance, and use of controlled inventory has not been performed and the procedures are not documented for keys.	The SICs are currently being revised and will include procedures for Key Inventory Control standards, and the documentation of all keys maintained.	Not Addressed
Auditing Revenue	543.24(d)(10)(ii)	Periodically perform minimum bankroll calculations to ensure that the gaming operation maintains cash in an amount sufficient to satisfy the gaming operation's obligations."	Routines are in place, but the procedures are not documented.	The SICs are currently being revised to include procedures for Audit to periodically perform minimum bankroll calculations to ensure the gaming operation maintains cash in an amount sufficiently satisfy the gaming operations obligations.	Implemented

Bingo	543.8(e)(1)(ii)	(1) Controls must be established and procedures implemented for cash or cash equivalents that address the following: (ii) Predetermined payout authorization levels (by position)."	Jackpot payout procedures do not document the required signatures for jackpots.	Page 47 of our current SICs 4.4.2.2.vii does state the requirements that we follow for a jackpot payout procedure, requiring three signatures.	Not Addressed
Bingo	543.8(h)(1)(i)-(iv)	(1) Malfunctions. Procedures must be implemented to investigate, document and resolve malfunctions. Such procedures must address the following: (i) Determination of the event causing the malfunction; (ii) Review of relevant records, game recall, reports, logs, surveillance records; (iii) Repair or replacement of the Class II gaming component; (iv) Verification of the integrity of the Class II gaming component before restoring it to operation;"	Routines are in place, but adequate procedures to investigate, document, and resolve malfunctions are not documented.	We are making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Not Addressed
Bingo	543.8(l)	(l) Variance. The operation must establish, as approved by the TGRA, the threshold level at which a variance, including deviations from the mathematical expectations required by 25 CFR 547.4, will be reviewed to determine the cause. Any such review must be documented."	The 3% variance investigations are not currently being performed.	The current SICs are being revised to include procedures for an independent department of the gaming machine department to evaluate, investigate, resolve, and document large variances (3%) between the theoretical hold and actual hold percentages.	Not Addressed
Cage	542.14(d)(3)	The Tribal gaming regulatory authority, or the gaming operation as approved by the Tribal gaming regulatory authority, shall establish and the gaming operation shall comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's customers as they are incurred. A suggested bankroll formula will be provided by the Commission upon request."	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage	CFR Title 25 Part 514.1	Each gaming operation under the jurisdiction of the Commission, including a gaming operation operated by a tribe with a certificate of self-regulation, shall pay to the Commission annual fees as established by the Commission. The Commission, by a vote of not less than two of its members, shall adopt the rates of fees to be paid."	Amounts on the fee calculation could not be traced to supporting documentation so internal audit could not verify if the calculation was computed correctly and could not compute an independent fee calculation.	Accounting doesn't know exactly what fee you are referring to. If this is the NIGC Fee accounting has figured it out, so we have calculated it for the fourth quarter.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(c)(4)	The gaming operation must establish and comply with a minimum bankroll formula to ensure the gaming operation maintains cash or cash equivalents (on hand and in the bank, if readily accessible) in an amount sufficient to satisfy obligations to the gaming operation's patrons as they are incurred."	The Class II Variable Amounts Requirement in the bankroll formula did not include the Highest Class II Machine Payout.	The current SICs are being revised to include the procedures for completing the minimum bankroll verification with the instructions, which formula to use, and how often it must be completed. Employees will be retrained for completing the minimum bankroll verification in its entirety.	In Progress
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(1)	Kiosks must be maintained on the cage accountability and must be counted independently by at least two agents, documented, and reconciled for each increase or decrease to the kiosk inventory."	The kiosk reconciliation was not documented for one of two days selected.	There are policies and procedures in place for this and my employees will be retrained on their prospective areas to ensure the highest quality of paperwork and to eliminate future errors.	Implemented
Cage, Vault, Kiosk, Cash and Cash Equivalents	543.18(d)(5)	With regard to cashless systems, the TGRA or the gaming operation, subject to the approval of the TGRA, must develop and implement procedures to ensure that communications between the kiosk and system are secure and functioning."	Procedures to ensure communications between the kiosk and system are secure and functioning have not been documented.	I will create a policy and procedure for the kiosk coin test for every full fill day to ensure the machine is working properly and communication to the system is secure to be approved by the gaming commissioners at a later date.	Not Addressed

Drop & Count	542.21(e)(2)	All bill acceptor canisters shall be removed only at the time previously designated by the gaming operation and reported to the Tribal gaming regulatory authority, except for emergency drops."	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations, now we didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved.	Implemented
Drop & Count	542.21(f)(4)(ii)	Corrections to information originally recorded by the count team on soft count documentation shall be made by drawing a single line through the error, writing the correct figure above the original figure, and then obtaining the initials of at least two count team members who verified the change."	Corrections to information were not made by drawing a single line through the error and were not verified by two people for two out of two days selected.	The employee/employees will be retrained on policy and procedures.	Implemented
Drop & Count	542.21(t)(2)(ii)-(iv)	(ii) In the event of an emergency or the key box is inoperable, access to the emergency manual key(s) (a.k.a. override key), used to access the box containing the gaming machine drop and count keys, requires the physical involvement of at least three persons from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating employees signing out/in the emergency manual key(s). (iii) The custody of the keys issued pursuant to paragraph (t)(2)(ii) of this section requires the presence of two persons from separate departments from the time of their issuance until the time of their return. (iv) Routine physical maintenance that requires accessing the emergency manual key(s) (override key) and does not involve the accessing of the gaming machine drop and count keys, only requires the presence of two persons from separate departments. The date, time and reason for access must be documented with the signatures of all participating employees signing out/in the emergency manual key(s).	Procedures for emergency manual keys, such as an override key are not documented.	Making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Not Addressed
Drop & Count	542.21(t)(3)(i)-(iv)	(i) Daily, review the report generated by the computerized key security system indicating the transactions performed by the individual(s) that adds, deletes, and changes user's access within the system (i.e., system administrator). Determine whether the transactions completed by the system administrator provide an adequate control over the access to the gaming machine drop and count keys. Also, determine whether any gaming machine drop and count key(s) removed or returned to the key cabinet by the system administrator was properly authorized. (ii) For at least one day each month, review the report generated by the computerized key security system indicating all transactions performed to determine whether any unusual gaming machine drop and count key removals or key returns occurred. (iii) At least quarterly, review a sample of users that are assigned access to the gaming machine drop and count keys to determine that their access to the assigned keys is adequate relative to their job position. (iv) All noted improper transactions or	The property does not have access to their key reports. Consequently, a review of the reports generated by the computerized key security system is not conducted. A quarterly review of key access is not conducted at the property.	This is being taken care of from our I.T. department.	Not Addressed
Drop & Count	542.21(t)(4)	Quarterly, an inventory of all count room, drop box release, storage rack and contents keys is performed, and reconciled to records of keys made, issued, and destroyed. Investigations are performed for all keys unaccounted for, with the investigation being documented."	A quarterly review of key inventory is not conducted at the property.	This is being taken care of from our I.T. department.	Not Addressed
Drop & Count	543.17(b)(2)	Surveillance must be notified whenever count room agents exit or enter the count room during the count."	Surveillance is not notified whenever count room agents exit or enter the count room during the count.	Trading Post Casino is not a manned Surveillance site. We are making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision. As of now, Security is notified of entrance/exit and logged on a clipboard outside of the soft count room.	Not Addressed

Drop & Count	543.17(b)(3)	The count team policy, at a minimum, must address the transportation of extraneous items such as personal belongings, tool boxes, beverage containers, etc., into or out of the count room."	Procedures for the transportation of extraneous items into or out of the count room have not been documented.	Transportation of extraneous items is PROHIBITED from going in and out.	Not Addressed
Drop & Count	543.17(e)(1)	Surveillance must be notified when the drop is to begin so that surveillance may monitor the activities."	Surveillance is not notified when the drop is to begin.	Trading Post Casino is not a manned Surveillance site. Security is notified when start begins and should be logged on a log kept by Security.	Not Addressed
Drop & Count	543.17(e)(3)	All financial instrument storage components may be removed only at the time previously designated by the gaming operation and reported to the TGRA. If an emergency drop is required, surveillance must be notified before the drop is conducted and the TGRA must be informed within a timeframe approved by the TGRA."	Financial instrument storage components were not removed at a time designated by the gaming operation. The drop time was not reported to the Tribal gaming regulatory authority.	The Gaming Commission knows the drop and pull times for all 3 locations, now we didn't have a written schedule. Soft count has sent over the schedule to the Gaming Commission to get it approved.	Implemented
Drop & Count	543.17(g)(10)	Two counts of the currency rejected by the currency counter must be recorded per interface terminal as well as in total. Rejected currency must be posted to the player interface from which it was collected."	Rejected currency is not posted to the player interface from which it is collected.	The SICs are currently being revised and will include procedures in the policy for posting the rejected currency to the player interface from which it was collected. Employees will be retrained on policy and procedures.	Not Addressed
Drop & Count	543.17(g)(12)	Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable and the original, corrected information remains legible. Corrections must be verified by two count team agents."	Corrections to the count documentation were not identifiable, and the original, corrected information was not legible for two out of two days selected. Corrections were not verified by two people for two out of two days selected.	The employee/employees will be retrained on policy and procedures.	Implemented
Drop & Count	543.17(h)(1)	Surveillance must be notified prior to the financial instrument storage components or currency cassettes being accessed in a kiosk."	Surveillance is not notified prior to accessing the financial instrument storage components or currency cassettes.	Trading Post Casino is not a manned Surveillance site.	Not Addressed
Drop & Count	543.17(i)(5)	Procedures must be implemented to ensure that any corrections to the count documentation are permanent, identifiable, and the original, corrected information remains legible. Corrections must be verified by two agents."	Corrections to the count documentation were not identifiable, and the original, corrected information was not legible for two out of two days selected. Corrections were not verified by two people for two out of two days selected.	The employee/employees will be retrained on policy and procedures.	Implemented
Drop & Count	543.17(j)(2)(i)-(ii)	(i) For Tier A and B operations, at least two (2) drop team agents are required to be present to access and return keys. For Tier C operations, at least three (3) drop team agents are required to be present to access and return keys. (ii) For Tier A and B operations, at least two (2) count team agents are required to be present at the time count room and other count keys are issued for the count. For Tier C operations, at least three (two for card game drop box keys in operations with three tables or fewer) count team agents are required to be present at the time count room and other count keys are issued for the count."	The gaming operation is unable to access their key reports. As such, access to and return of keys was not documented with the date, time, and signature or other unique identifier of the agent accessing or returning the keys. Because the gaming operation is unable to access their key reports, it could not be determined whether two (2) drop or count team agents were present to access and return keys. Procedures for drop or count team agents required to be present to access and return keys have not been documented.	The issue with electronic key control has been addressed and is being taken care of.	Implemented
Drop & Count	543.17(j)(3)(iii)	(3) Documentation of all keys, including duplicates, must be maintained, including: (iii) Number of keys made, duplicated, and destroyed;"	The documentation of keys did not have the number of keys made, duplicated, and destroyed noted.	We are revising our folders to reflect all documentation needed.	Not Addressed
Drop & Count	543.17(j)(3)(iv)	(3) Documentation of all keys, including duplicates, must be maintained, including: (iv) Authorization and access."	Access to and return of keys were not documented with the date, time, and signature or other unique identifier of the agent accessing or returning the keys.	Electronic box issue is being resolved. The manual key box log will be updated to include the employee # when accessing or returning keys.	Implemented

Drop & Count	543.17(j)(8)(i)-(ii)	(8) Emergency manual keys, such as an override key, for computerized, electronic, and alternative key systems must be maintained in accordance with the following: (i) Access to the emergency manual key(s) used to access the box containing the player interface drop and count keys requires the physical involvement of at least three agents from separate departments, including management. The date, time, and reason for access, must be documented with the signatures of all participating persons signing out/in the emergency manual key(s); (ii) The custody of the emergency manual keys requires the presence of two agents from separate departments from the time of their issuance until the time of their return;"	Procedures for emergency manual keys, such as an override key, are not documented.	Making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Not Addressed
Drop & Count	543.17(j)(9)	Controls must be established and procedures implemented to safeguard the use, access, and security of keys for kiosks."	Controls established and procedures implemented do not safeguard the use, access, and security of keys for kiosks.	The SICs are being revised to include procedures for Key Control standards to safeguard the use, access, and security of keys for kiosks.	Not Addressed
Gaming Machines	542.13(g)(1)	At least annually, are procedures performed to insure the integrity of a sample of gaming machine game program EPROM's, or other equivalent gaming software media, by personnel independent of the gaming department or the machines being tested?	EPROM testing has not been performed in 2019.	The employee responsible for the EPROM testing procedures must be independent from the gaming department; therefore Slot department personnel are unable to perform the procedure. The SICs are currently being revised and will include in the policy EPROM testing procedures.	Not Addressed
Gaming Machines	542.13(h)(1)	Accurate and current theoretical hold worksheets shall be maintained for each gaming machine."	The Casino does not have par sheets on file for two of three machines selected.	Currently in the process of being corrected the par sheets have been requested for each game from each vendor.	In Progress
Gaming Machines	542.13(h)(2)(i)-(iii)	(i) Weekly, record the total coin-in meter; (ii) Quarterly, record the coin-in meters for each pay table contained in the machine; and (iii) On an annual basis, adjust the theoretical hold percentage in the gaming machine statistical report to a weighted average based upon the ratio of coin-in for each game pay table."	The Casino does not record weekly coin-in or quarterly coin-in by denomination for multi-game/multi-denomination machines and does not annually adjust the theoretical hold percentage in the gaming machine statistical report to a weighted average based upon the ratio of coin-in for each game pay table.	The employee responsible for adjusting the theoretical hold percentages must be independent from the Gaming Department; therefore the Slot Department personnel are unable to perform the procedure. The SICs are currently being revised and will include procedures in the policy for the weekly, quarterly, and annually record of the total coin-in theoretical hold percentage adjustments in the gaming machine statistical reports for each pay table.	Implemented
Gaming Machines	542.13(h)(12)	Upon receipt of the meter reading summary, the accounting department shall review all meter readings for reasonableness using pre-established parameters."	Meter readings are not reviewed for reasonableness using pre-established parameters.	The SICs are currently being revised and will include procedures in the policy which include procedures on reviewing meter readings.	Implemented
Gaming Machines	542.13(h)(13)	Prior to final preparation of statistical reports, meter readings that do not appear reasonable shall be reviewed with gaming machine department employees or other appropriate designees, and exceptions documented, so that meters can be repaired or clerical errors in the recording of meter readings can be corrected."	Meter readings are not reviewed for reasonableness using pre-established parameters.	The SICs are currently being revised and will include procedures in the policy for reviewing meter readings using pre-established parameters.	Implemented
Gaming Machines	542.13(h)(14)	A report shall be produced at least monthly showing month-to-date, year-to-date (previous twelve (12) months data preferred), and if practicable, life-to-date actual hold percentage computations for individual machines and a comparison to each machine's theoretical hold percentage previously discussed."	The report is not produced and the analysis is not performed.	The SICs are currently being revised and will include procedures in the policy for the evaluating of theoretical and actual hold percentages, and comparison to each machine.	Implemented
Gaming Machines	542.13(h)(17)	The statistical reports shall be reviewed by both gaming machine department management and management employees independent of the gaming machine department on at least a monthly basis."	The report is not produced and the analysis is not performed.	The SICs are currently being revised and will include procedures in the policy for the evaluating of theoretical and actual hold percentages, and comparison to each machine, and the review of Management employees on a monthly basis.	Implemented

Gaming Machines	542.13(h)(18)	For those machines that have experienced at least 100,000 wagering transactions, large variances (three percent (3%) recommended) between theoretical hold and actual hold shall be investigated and resolved by a department independent of the gaming machine department with the findings documented and provided to the Tribal gaming regulatory authority upon request in a timely manner."	The report is not produced and the analysis is not performed.	The current SICs are being revised to include procedures for an independent department of the gaming machine department to evaluate, investigate, resolve, and document large variances (3%) between the theoretical hold and actual hold percentages.	Not Addressed
Gaming Machines	542.13(k)(4)	Each gaming operation shall record the base amount of each progressive jackpot the gaming operation offers."	The base amount of each jackpot is not recorded on the log.	Base amount has been added to the log.	Implemented
Gaming Machines	542.13(l)(3)(i)-(vi)	The Tribal gaming regulatory authority shall approve procedures for the wide area progressive system that: (i) Reconcile meters and jackpot payouts; (ii) Collect/drop gaming machine funds; (iii) Verify jackpot, payment, and billing to gaming operations on pro-rata basis; (iv) System maintenance; (v) System accuracy; and (vi) System security."	The SICs state accounting/audit will perform each of these items, but the SICs do not include specific procedures to perform each duty.	Making revisions to our current policies to include procedures that have not been included in our SICs which are currently under revision.	Implemented
Gaming Machines	542.13(m)(8)	At least annually, accounting/auditing personnel shall randomly verify that EPROM or other equivalent game software media changes are properly reflected in the gaming machine analysis reports."	Accounting/auditing personnel do not verify that EPROM/software media changes are properly reflected in the gaming machine analysis reports.	Audit does review the exception reports daily and it's included in their daily audit. Audit will start verifying the software media changes are properly reflected in the gaming machine analysis reports.	Not Addressed
Gaming Machines	542.13(m)(9)	Accounting/auditing employees shall review exception reports for all computerized gaming machine systems on a daily basis for propriety of transactions and unusual occurrences."	System exception reports are not reviewed daily.	The SICs are currently being revised and will include procedures in the policy for how exception reports are reviewed daily for gaming machine systems for unusual occurrences.	Implemented
Information Technology and Information Technology Data	543.20(a)(3), (4)(i) and (4)(iii)	(3) Controls must ensure that duties are adequately segregated and monitored to detect procedural errors and to prevent the concealment of fraud. (4) Information technology agents having access to Class II gaming systems may not have signatory authority over financial instruments and payout forms and must be independent of and restricted from access to: (i) Financial instruments; (iii) Payout forms."	IT Personnel have access to, and signatory authority over financial instruments and payout forms.	Revise our procedures to include turning off job permissions for the Admin job code that are in any way related to cash equivalents and for Audit to perform a job code audit, randomly.	Not Addressed
Information Technology and Information Technology Data	543.20(j)(2), (3), and (4)	(j) Data backups. (2) Controls must include recovery procedures, including, but not limited to, the following:(i) Data backup restoration; (ii) Program restoration; and (iii) Redundant or backup hardware restoration. (3) Recovery procedures must be tested on a sample basis at specified intervals at least annually. Results must be documented. (4) Backup data files and recovery components must be managed with at least the same level of security and access controls as the system for which they are designed to support."	Recovery test procedures to be conducted on an annual basis have not been performed for 2019.	Although the backup, recovery, and working the test procedures were not performed for 2019, our procedures are under revision to include in the policy the noted documentation.	Not Addressed
Information Technology and Information Technology Data	543.20(k)	Software downloads. Downloads, either automatic or manual, must be performed in accordance with 25 CFR 547.12."	Routines are in place, but the procedures for downloads have not been documented.	Revise our procedures to include adding the control language to our SICs for the documentation of downloads.	Not Addressed
Surveillance	543.21(b)(6)(i)	For Tier A, in the event of power loss to the surveillance system, alternative security procedures, such as additional supervisory or security agents, must be implemented immediately."	Procedures for the event of a power loss to the surveillance system are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed

Surveillance	543.21(b)(11)	A periodic inspection of the surveillance systems must be conducted. When a malfunction of the surveillance system is discovered, the malfunction and necessary repairs must be documented and repairs initiated within seventy-two (72) hours."	Procedures for a periodic inspection of the surveillance systems are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed
Surveillance	543.21(e)(1) and (2)	(1) All recordings required by this section must be retained for a minimum of seven days; (2) Suspected crimes, suspicious activity, or detentions by security agents discovered within the initial retention period must be copied and retained for a time period, not less than one year."	Procedures for recording retention are not documented.	Procedures will be implemented and SICs will be updated.	Not Addressed