

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	February 2011 Report	
<b>Group Leader:</b>	Angela Drewes	<b>Phone:</b>	458-5340	<b>E-mail:</b> <a href="mailto:angela-drewes@cherokee.org">angela-drewes@cherokee.org</a>

### I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

### II. Program Highlights

#### a.) Balanced Scorecard Measures for FY11

#### NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community	0	186 Acres
Provide technical assistance to communities – gadugi projects	1	5

#### PLANNING & DEVELOPMENT

OBJECTIVE	ACTUAL TARGET	YTD
Provide assistance with historical buildings/structures	4	3
Provide technical assistance to internal programs for development and remodeling of tribal facilities	10	5
Provide technical assistance to communities – gadugi projects	6	3

#### b.) Accomplishments

#### NATURAL RESOURCES

- Submitted Annual Noxious Weed report to BIA
- Signed off on completed Wildlife Habitat Incentives Program completed projects for CMS 57 and CMS 58 with the Natural Resources Conservation Service
- 71 citizens requested 184 packages of seeds from seed bank
- Continue work on CNE wind energy
- Completed gadugi project at Round Springs Cemetery

#### TRIBAL LAND STEWARDSHIP

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	0	Ac.	0	Ac.
Mechanical Brush Control	50	Ac.	571	Ac.
Weed Control	0	Ac.	30	Ac.
Fire Guards Maintained	0	Mi.	13	Mi.
Perimeter Fencing	0	Mi.	0	Mi.

#### TRIBAL LAND IMPROVEMENT

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	0	Mi.	0	Mi.
Fence Rebuilt	.5	Mi.	6.75	Mi.
Timber Stand Improvement (TSI)	1	Ac.	3.5	Ac.
Wildlife Plots Established	0	Ac.	0	Ac.

**GROUNDS KEEPING/MAINTENANCE**

Belfonte	<input type="checkbox"/>	Mouse Dry Creek	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Owen School	<input type="checkbox"/>
Candy Mink Springs	<input type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Ross School Area	<input type="checkbox"/>
Conley Property	<input type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Jay Foods Distribution	<input type="checkbox"/>		

**FACILITIES MANAGEMENT**

- Working on walkway at the Motel, installing support beams and forming for new concrete

**PLANNING AND DEVELOPMENT**

- Administration - continuously working on Master Plan development; reviewing Historic Downtown District; reviewing Education zone; and Male Seminary Campus
- Administration - Visual Management - completing display cases of appropriate material during Themed Time Frames; getting ready to rotate Trail of Tears exhibit with new exhibit in main complex
- Internal Lease Pool – renewing all leases for new FY 11
- Education Group (Stickball Statute) – ready for statue installation

**NEW CONSTRUCTION**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated and/or Completion Date
Veterans Service Center	March 15, 2011	0%	
Vinita Health Center	March 31, 2011	0%	
Child Development Center-Stillwell	Mid-April	0%	
Vinita Site Utility Design		40%	
Salina Dental/Community Expansion		80%	March 31, 2011
Sequoyah – Library Renovation		80%	May 10, 2011
Sequoyah – New Classroom Building		50%	May 10, 2011
W.W. Hastings Hospital – 4 Phases		20%	Varies by Phase

**REMODELING**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated and/or Completion Date
Human Resources Annex Remodel	March 2011	0%	September 30, 2011
Human Resources - Flooring	March 2011	0%	April 30, 2011
WPA Building Project – Phase II			
Cherokee Phoenix New Space		90%	February 28, 2011
Cort Mall	Ready to Bid	0%	
Redbird Smith Pharmacy Expansion	Completed	100%	
Immersion Modular Building – Office	March 2011	0%	May 2011

## **RISK MANAGEMENT**

- Received notice from FEMA that the Hazard Mitigation Plan was approved pending adoption by Tribal Council
- Resolution sponsored by Curtis Snell and Cara Cowan-Watts approving and adopting the Cherokee Nation Hazard Mitigation Plan was passed on February 14, 2011
- Submitted Category B Estimates for 1/31/2011 – 2/04/2011 blizzard for possible declaration
  - CNEM
  - Emergency Operations Center activated during the snow blizzard
  - Cots were delivered to Rogers County Emergency Manager to assist in their Shelter-In-Place efforts.
  - Cots were staged at WW Hastings Hospital and CNEMS to shelter workers
  - Requests for transportation assistance to and from WWH; and transportation to dialysis were the #1 requests
  - Wellness checks were conducted and resulted in referrals to various Human Services programs
- Responded to CNE Hard Rock roof collapse; work continues with CN Gaming Commission
- Attended WebEOC Training; Web based Emergency Operation Center information
- Participated in the Early Childhood Health Advisory Board Meeting

### **c.) Future Plans/New Initiatives**

## **NATURAL RESOURCES**

- Arrangements are being made for transport and storage of the Seminary column donation

## **PLANNING AND DEVELOPMENT**

- Education Group (Sequoyah Math, Art and Sports Building) – schematic phase completed
- Education Group (The Place Where They Play Vestibule) – received construction cost projection
- Health Group (Burchett/Hastings) – planning committee has made recommendations for site development; received topography survey
- Management Resources – have initiated planning and design of New Recycling Center to be located at the main campus
- Management Resources – have initiated planning and design for new or repairing of roofs for several facilities on main campus; those included are: Council House, Human Resources, Roads Department, and Financial Resources Building
- Court and Council – planning underway for Court building; ready to meet and begin planning/design of an existing building owned by CN
- Art Inventory – aiding in taking an art inventory for insurance purposes of the Willard Stone art pieces and other cultural and historical value
- Know Your Nation – project will begin soon for the rotating display

## **RISK MANAGEMENT**

- Assist EMS with Accreditation compliance
- Attend Earthquake Mitigation Training in March
- Participate in emergency management exercise with State Health Department in April
- Participate in planning of Inter-Tribal Emergency Management Coalition Summit
- Attend Weather Watch Class at NSU

# CHEROKEE NATION TRIBAL COUNCIL

## RESOURCES COMMITTEE REPORT

**Group:** Government Resources      **Month/Year of Report:** February 2011

**Group Leader:** Pat Ragsdale      **Phone:** 453-5023      **E-mail:** pat-ragsdale@cherokee.org]

**Director:** Linda Donelson      453-5236      linda-donelson@cherokee.org

### I. Budget Highlights

### II. Program Highlights

#### a.) Balanced Scorecard Measures

#### b.) Accomplishments

1. 2/7/11 Meeting with Shawn Slaton at Catoosa on possible fee to trust applications; meeting with Marquerite McKinney at CNB office
2. 2/8 Government Resource Staff Meeting with Pat Ragsdale; Real property meeting with group leaders
3. 2/14 Attended Nowata County Commimssioners Meeting on Deed Donations; Council Resource Committee
4. 2/15 Government Resource Staff Meeting
5. 2/16 Natural Resources/Realty monthly meeting
6. 2/17 Meeting with Pat Gwin on potential real estate purchases
7. 2/18 Meeting with Chief on property issue; office remodel for paint and carpet started, furniture etc moved out of certain areas
8. 2/22 Government Resource Staff Meeting
9. 2/24 Lease on Restaurant of Cherokees being finalized through CNB
10. Additional highlights as follows:
  - Received and/or returned 644 phone calls
  - Meet with 51 individual clients
  - 25 Site inspections were done
  - 4 Inventories for Probates
  - 1 Right of Way approved by BIA
  - 1 Business lease approved by BIA for individual Restricted Cherokee
  - 3 Agriculture leases approved by BIA for Cherokee Nation tracts
  - 15 Heirships
  - 6 Home Visits
  - 5 Jurisdictional Calls
  - 10 Right of Entries
  - 6 Quiet Titles
  - 40 County Researches Completed
  - 32 Documents filed in Title Plant
  - 115 Certified copies made/indexed
  - 327 Tracts Indexed
  - 85 Allottee files scanned
  - 85 Allottee files organized

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs      Month/Year of Report: February (FY 2011)

Group Leader: Tom Elkins      Phone: 453-5237      email: [tom-elkins@cherokee.org](mailto:tom-elkins@cherokee.org)

## I. Program Highlights

### a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	<b>58</b>	<b>334</b>	<b>37%</b>
6 ERR (Roads)	<b>1</b>	<b>3</b>	<b>50%</b>

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	<b>8</b>	<b>62</b>	<b>25%</b>

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	<b>0</b>	<b>0</b>	<b>0</b>

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	<b>9</b>	<b>67</b>	<b>45%</b>

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	<b>32</b>	<b>156</b>	<b>52%</b>

## II. Highlights:

- a) CNEP sent the CNWM Landfill a letter stating they were out of compliance with Title V of the Clean Air Act and requiring a response and a plan within 90 of receipt. CNWM responded with a letter detailing their efforts to come into compliance and stating they would respond with a plan within the 90 day time-frame.
- b) Conducted inspections at the landfill on: 01/06, 01/24, 01/28, 01/31, 02/08, 02/14, and 02/16.
- c) Conducted Community Outreach at the following locations: Claremore Indian Hospital, Hastings Hospital, Westville Elderly Center, Muskogee Clinic, Okay Head Start, Webbers Falls Head Start, Nowata Head Start and Shady Grove Head Start for lead outreach.
- d) Sampled Little Lee Creek, Sallisaw Creek, Spring Creek, Fourteen Mile Creek & Caney Creek.