

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: June 2019

Treasurer: Jamie Cole

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- I. Budget Highlights – through May
 - a.) Financial Resources – 62% spent
 - b.) Treasurer – 43% spent
 - c.) IIM – 66% spent
 - d.) Acquisition Management – 58% spent
 - e.) Records Management – 34% spent
 - f.) Support Services – 57% spent
 - g.) Grant Services – 71%
 - h.) Fleet Management – 51%
 - i.) Employee Performance Incentive – 49% spent
 - j.) Grant Development for CNB – 4% spent
 - k.) DOJ CTAS 2017 – 66%
- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY18 Audit – 100% Complete
 - 2. Obtain Unmodified Audit Opinion – 100% complete
 - 3. No Material Weaknesses on Single Audit – 100% complete
 - 4. Obtain GFOA Award for FY17 CAFR – 100% complete
 - 5. Reports completed & submitted for June 2019 – 98% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management
 - 2. FY 20 Comprehensive Budget cycle underway
 - 3.
 - d.) Upcoming Events

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1. Various grant trainings scheduled for July 2019
2. Financial Resources annual training July 17
3. FY 20 Comprehensive Budget cycle continues

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY2019		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 7,282,994.07	93.92%
3	Award to non-TERO Vendor	\$ 471,303.78	6.08%
4	Sub-total bids with a TERO vendor participating	\$ 7,754,297.85	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 2,190,411.32	
6			
7	October 1, 2018 through May 31, 2019		

**Executive & Finance Committee
Career Services
June Monthly Report
Diane Kelley, Executive Director**

The **Day Training Program** had 20 participants enter unsubsidized employment. Two were with Cherokee Nation, six were externally, and 12 were with CNB/CNI. Two participants attained the Food Handler Certification. Sallisaw Office had 11 Day Training clients attend Career Skills Education Class.

Career Services Executive Director S. Diane Kelley, **Tribal Economic Development** Manager



Hunter Palmer, and **Vocational Programs** Director George Roach attended the Oklahoma Works Conference in May in Oklahoma City and did a presentation on *Leveraging Resources: Doing More with Less*.

Cherokee Nation **Career Services** currently operates 30 federal and/or tribal funded employment and training programs, with the

majority of our programs coming from the Department of Labor. This presentation expressed our operations and how these programs are working together (with the State and other Partners); and how the staff is cross-trained to expand services throughout NE Oklahoma for the purpose of getting people in the workforce.



National Health Emergency Dislocated Worker Grant – Opioid (Helping Others Perform Effectively HOPE) placed our first two program participants during the month of May 2019. Our participants have been placed at Cherokee Nation Behavioral Health working with Sam Bradshaw. The participants will assist Mr. Bradshaw with various paperwork, various grant activities (i.e. setting up for community events, arranging coordination etc.) These participants potentially will serve as Peer Recovery Specialists for the HOPE program.

First HOPE Participants:
Karen Stopp and Aelicia Green

The **Coming Home Reentry** team took part in the monthly **Disability Employment Initiative** luncheon to give information on the Coming Home Program and talk about co-enrollment possibilities.

Reentry Job Developer met and is actively assisting a company in Delaware County with startup and hiring needs. They are looking to partner on hiring programs with Career Services, and are specifically open to the needs of Reentry participants.

Reentry Counselor Brandy Whaler met with Delaware County Judges Crutchfield and Littlefield. These meetings led to the transfer of a program participant into long-term residential addiction treatment facility instead of a year in jail. This relationship will continue to be beneficial for the Reentry program going forward.

Cherokee Nation **Career Services** traveled to Dallas to the Department of Labor to present on the department's newest grants and how programs are being weaved into a one-stop center for employment and training along with economic development.

Frank Stuluka, ETA regional director, invited the Career Services team to share with Dallas Regional Management how the tribe is using Department of Labor resources.



LR: Debra Lack-CN, Ashawna Miles-CN, Jay Littlejohn-CN, Hunter Palmer-CN, Diane Kelley-CN, Frank Stuluka, ETA Director, Richard (Josh) Drywater-CN. Seated: Cynthia Green, ETA, DWI, Federal Project Officer for Oklahoma and Cherokee Nation; John Disque, TANF, HHS, ACF-Oklahoma-Arkansas-Louisiana and Brenda Fitzgerald. Not pictured: Steve Fuller Deputy Director Regional Office Of Job Corps, Robert Creel, VETS, Maria Brady, ETA Apprenticeship, Mary Zmudczynski, ETA, DFMAS Accountant; Howard James, ETA, DFMAS Manager; KRISTIN Woodard, ETA DFMAS Manager and Pat Evans, ETA, OSID Manager.

The **Trade and Economic Transition (TET)** program welcomed two new staff members in Kenneth Wolfe, Pryor Career Specialist, and Carla Jacobs, Sallisaw Job Developer. Their addition allows for us to continue to stretch our outreach efforts into additional areas to identify participants eligible for our program.



After the flooding and tornado weather that affected Oklahoma, victims' outreach events were created by Oklahoma Workforce. The **TET** program ensured Career Services representation at all events with Heather McKinnis and Jordan Holderby, Tahlequah Job Developer, operating booths at events in Ft. Gibson and Kelly Little, Sallisaw Career Specialist, and Carla Jacobs, Sallisaw Job Developer, attending outreach events in Warner. The same weekend, Kelly Little additionally performed outreach at Sallisaw's Diamond Daze. Pictured at left are Career Specialists, Lavonne Ely and Kelly Little.

R. Joshua Drywater, **TET** Program Manager, and Vanessa Hansen, Budget Analyst, attended the Department of Labor SMART financial training in Dallas, Texas. The training allows the operation management positions to understand financial responsibility when it comes to federal monies.



Career Specialists, Kelly Little and Heather McKinnis, with Job Developer Jordan Holderby working a table at the state-led Victims of the Oklahoma Flood Disaster resource outreach meeting in Muskogee are pictured at left.

The TET program currently has a modification in with the Department of Labor to expand their coverage area all the way to Oklahoma City. This will allow the program to service more Cherokee Nation citizens and program participants. Additionally, the modification will hopefully expand the qualifying participants by working with more than dislocated workers affected by the retail industry. Homeless, disaster victims, and all dislocated workers are target populations of the modification. The team has already started an initial plan of action in case the

modification goes through.

Tribal Economic Development (TED) Manager Hunter Palmer and Jobs/Business



Development Coordinator Travis Gulley met with Milo's Tea Executives to discuss workforce and training options for their new company that will be coming into Owasso, OK in 2020. Milo's Tea Co. is investing \$60 million in a new production plant in Owasso. The 108,000-square-foot center, which will create 110 jobs, marks the first out-of-state expansion for the family-owned beverage maker. The facility is scheduled to open in September 2020.

Job Fairs and Other Events:

Keep up to date with future Job Fairs at: www.cherokee.org/jobfairs

Brad Eubanks is point of contact for Community Meetings.

May 9 Health Recruitment Fair – Muskogee, OK

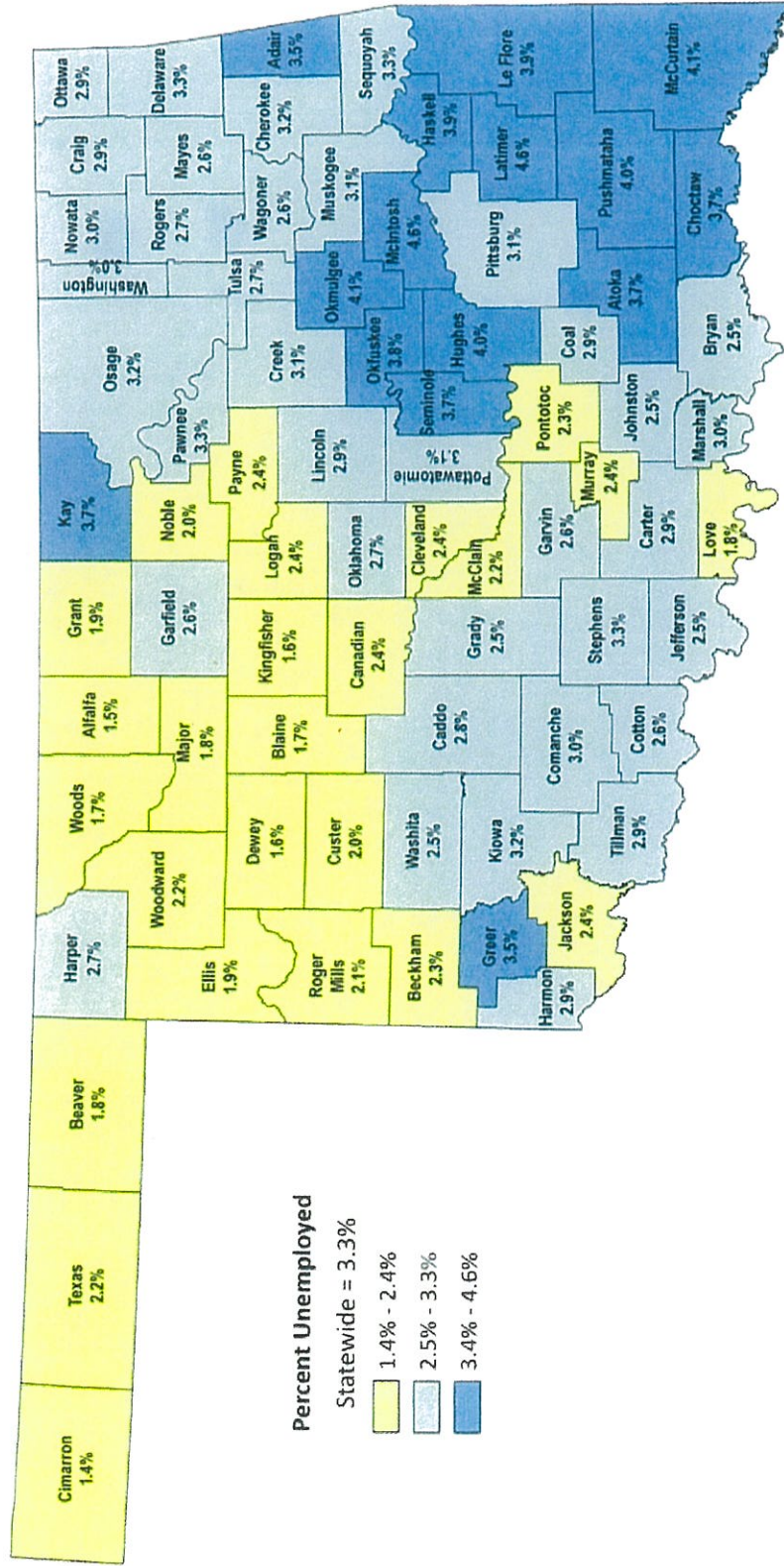
May 15 Sofidel Job Fair – Tulsa, OK

June 20 Key Maintenance Job Fair – Pryor, OK

43 people attended and **20 hired**

County Unemployment Rates, Not Seasonally Adjusted - April 2019

Oklahoma Employment Security Commission



SOURCE: U.S. Department of Labor, Bureau of Labor Statistics, Local Area Unemployment Statistics (LAUS)

Commerce Group

Securing and enhancing the financial well-being of Cherokee people, businesses and communities

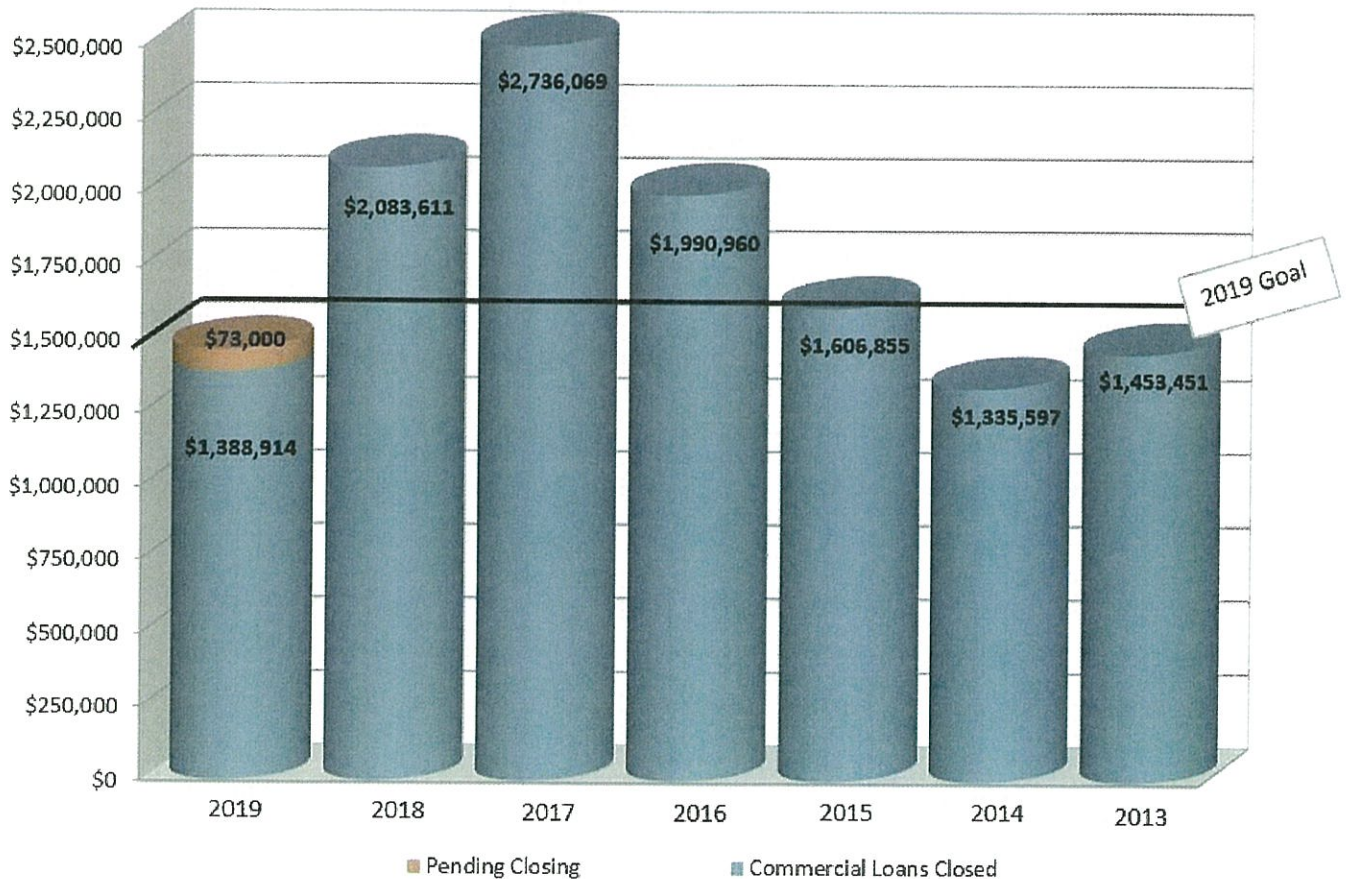
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



Since 2010 Cherokee Nation Community Investment: \$15,651,679.51 in 315 Privately-owned Small Businesses

Dollars Invested in the Local Economy Through Small Business Lending



“The tribal business loan employees were very informative with every question I had and were very well trained to be able to walk me through the whole process. I would recommend this to anyone to start a business or expand the current business they have.”

– Cody Nottingham,
 Tahlequah, Cherokee County

Small Business Loans Closed June 2019

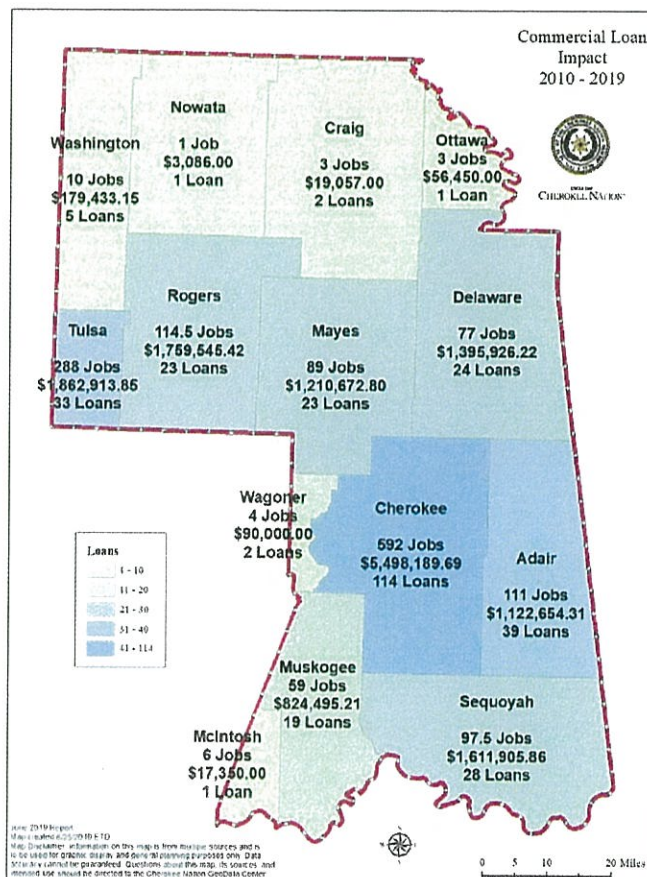
Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Park Hill	Lawn Care	\$44,125	14%	6
Claremore	Auto Service	\$367,314	28%	10

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Tahlequah	Cherokee	Restaurant Service	Start-up
Hulbert	Cherokee	Agriculture	Expansion
Stilwell	Adair	Agriculture	Start-up

Commercial Lending Impact 2010 through 2019 by County

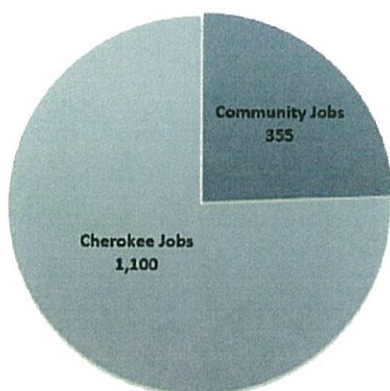
County	Economic Investment	Loans	Jobs
Adair	\$1,122,654	39	111
Cherokee	\$5,498,190	114	592
Craig	\$19,057	2	3
Delaware	\$1,395,926	24	77
Mayes	\$1,210,673	23	89
McIntosh	\$17,350	1	6
Muskogee	\$824,495	19	59
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,759,545	23	114
Sequoyah	\$1,611,906	28	98
Tulsa	\$1,862,914	33	288
Wagoner	\$90,000	2	4
Washington	\$179,433	5	10
Totals	\$15,651,680	315	1,455



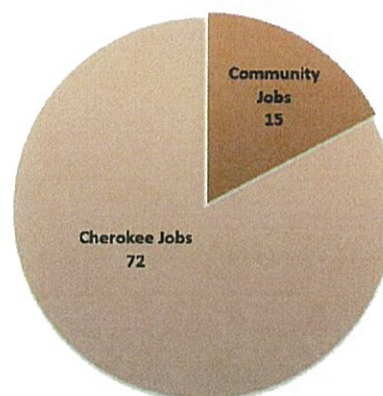
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-19



Jobs Created FY 2019



Cherokee Nation Economic Development Trust Authority

A Cherokee Nation chartered nonprofit corporation
 Certified as a Community Development Financial Institution

Lending Assets

Available Commercial Capital	\$2,154,992
Available Consumer Capital	\$1,088,164
Approved Grants Pending Distribution	\$446,014
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,689,171
Outstanding Commercial Loans	\$9,294,833
Outstanding Consumer Loans	\$1,952,463
Total Outstanding Loans	\$11,247,297

CNEDTA small business loans not only create jobs and but spur private sector economic investments at an approximate rate of 2 private dollars for every CNEDTA dollar: **FY19 loans leveraged \$1,644,650 in private dollars and since 2015 CNEDTA loans have leveraged \$26,269,921 in private dollars.**

Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshops settings, is available throughout the year to help entrepreneurs with business planning, strategic growth, marketing assistance, social media marketing, cash flow management, procurement and affordable financing.

In 2019, Business training workshops attracted 3,088 people representing Indian owned businesses. Additionally, **124 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
July 18	Durant	9:00 am	Get to Know Your Perfect Customer (GrowOK)
July 19	McAlester	9:00 am	Get to Know Your Perfect Customer (GrowOK)
July 25	Webinar		Native Artist Web Series, Email Marketing for the Artist
August 8	Webinar		Native Artist Web Series, Working with Art Galleries
August 9	Okmulgee	9:00 am	Get to Know Your Perfect Customer (GrowOK)
August 12-13	Edmond	8:30 am	Governor's Economic Development & Workforce Summit
August 13	Wagoner	8:00 am	ICTC, REI Business Breakfast
October 8	Wagoner	8:00 am	ICTC, REI Business Breakfast
October 22	Tahlequah	9:00 am	Northeast Oklahoma Regional Alliance Regional Summit
October 8	Wagoner	8:00 am	ICTC, REI Business Breakfast
December 10	Wagoner	8:00 am	ICTC, REI Business Breakfast

Community Based Business Coaching		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - 2945 Hwy 69A	1st Tuesday Each Month
Bartlesville	Rogers State University - 401 S Dewey - Room 808	2nd Thursday Each Month
Sallisaw	Cherokee Nation HACN - 100 E. Choctaw	3rd Tuesday Each Month
Tulsa	Cherokee Nation Career Services - 10837 E Marshall St., Ste. 101	2nd Tuesday Each Month
Claremore	Cherokee Nation HACN - 23205 S Hwy 66	4th Thursday Each Month
Jay	Cherokee Nation HACN - 109 13 th St.	4th Monday Each Month

Commerce Business Coach Brian Wagon brian-wagon@cherokee.org or 918-506-9168

Kawi Café a model experiential entrepreneurship training program

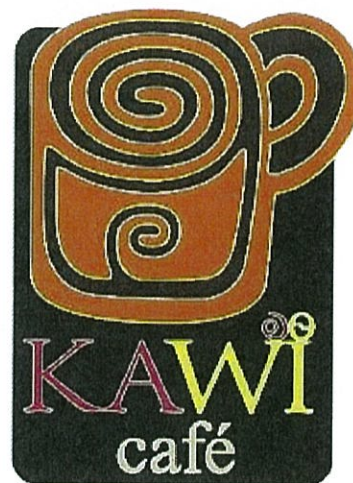
Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*

- Total Graduates 87
- Total Re-entry/Recent Offenders 42
- Total Day Training 45
- Total Opening Small Business 5

**All participants have been low income American Indians. Stipends for participants paid mostly by Career Services and in part by Commerce grant.

To help better my life. I am now in a better place in my life because of my position here at the Kawi Cafe!

Ashley Steele, Kawi Café Participant



Entrepreneur Skills Learned by Kawi Participants

Small Business Ownership

- Business Planning
- Marketing

Business Management

- Staffing
- Marketing

Job Skills

- Interpersonal Skills
- Work Hours

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 65.30% of CIOB Eligible Procurement Opportunities were awarded to TERO Vendors



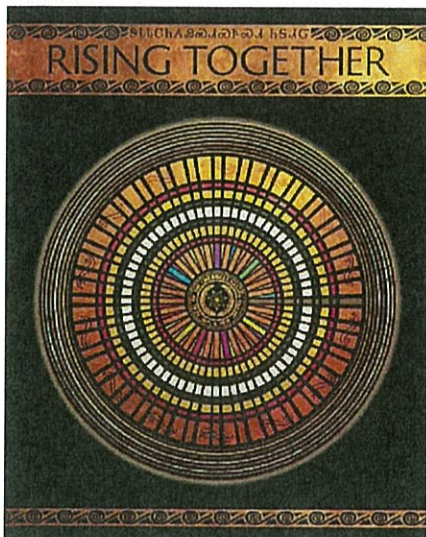
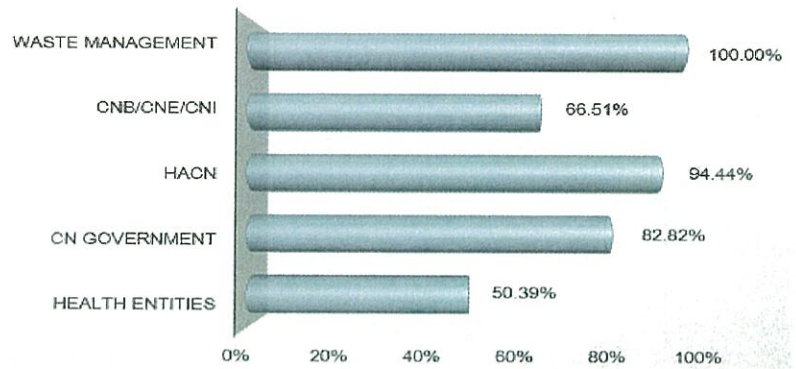
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	93.92%
CNE	62.44%
Health Entities	100.0%
CNI	39.35%
Waste Management	0.00%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement Submission v Awards				
Eligible Opportunities	TERO Submissions		Bids With Participation	
October 2018 - September 2019	% bids submitted	# bids submitted	% of submissions	# of submissions
166	56.02%	93	61.29%	57

73.41% of Employees are registered Cherokee Nation Citizens

Includes companies majority owned; does not include temporary or government contract employees



The Cherokee National Holiday is in full swing. This is the largest event in the Cherokee Nation and it takes over 300 volunteers to carryout.

This year's theme is "Rising Together". If you need any information regarding the Holiday, please contact Bayly Wright at bayly-wright@cherokee.org

Artists as Entrepreneurs and Community Tourism as Economic Development

Increasing the business capacity of our artists and tourism capacity of our communities

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their revenues. Year to date, **911 people have attended 222 artist taught classes** and the **equipment has been used 1,110 times by 604 artists**. One artist space is used exclusively by the National Treasures to both work and to teach class. Year to date artists have taken advantage of the **Cherokee Arts Center 1,935 times**.

"I would like to thank the Cherokee Nation for making the Cherokee Arts Center what it is today. I see new people learning arts and culture and it makes me smile and the people smile too when they create objects of beauty. I'm sure our ancestors smile also, see out culture advance in to the future."

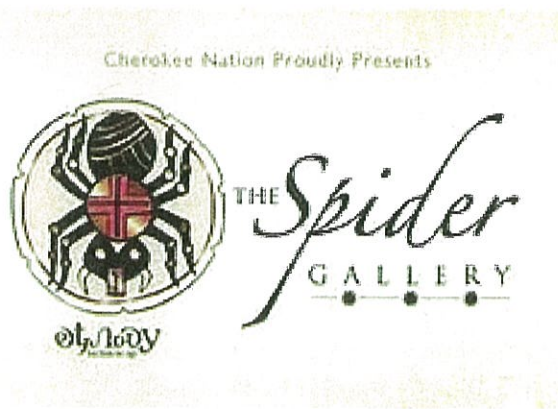
*- Steve Mashburn
 Cherokee Metalsmith
 Tahlequah, OK*

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Monday	6:00-8:00 pm	Jewelry Making Class
Every Tuesday	6:00-8:00 pm	Jewelry Making Class
Every Wednesday	9:00-5:30 pm	Shell Carving
Every Thursday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:00-8:00 pm	Metalsmithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Saturday	1:00-3:00 pm	Beginners Metalsmithing Class
Every Sunday	10:00-3:00 pm	Jewelry Making Class
July 14 th (2 nd Sunday)	2:00-3:00 pm	Arts & Humanities Lecture
July 9 th (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting

The Spider Gallery **currently represents 139 Cherokee Nation artists, 20** of which are National Treasures.

Year to date 1,473 visits have been made to the Gallery

Artists have earned \$44,238.53



2019 Grant Activity

Please note some grants are submitted under the
 Cherokee Nation Economic Development Trust Authority (CNEDTA)

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Informal Award Notification	Commercial Lending
US Treasury CDFI	Small Business	2019	\$770,000	Awarded	CNEDTA – Commercial Lending
USDA Rural Business Development (RBDG)	Retail Center Road Access	2019	\$250,250	Awarded	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Small Business	2019	\$149,520	Awarded	Increasing staff capacity
SBA PRIME	Small Business	2019	\$150,000	Awarded	Continue Kawi Operations – re-entry/ex-offenders
National Endowment for the Arts	Cherokee Arts Center	2019	\$30,000	Awarded	Expand child Art Therapy Classes in partnership with ICW
USDA Socially Disadvantaged Grant	Community - Capacity Building for Community Nonprofits	2019	\$200,000	Awarded	Board Development, Succession Planning and Financial Management
HUD ROSS SC	Financial Education	2019	\$416,377	Awarded	Connect HACN residents with self-sufficiency counseling Partnership with HACN, 3 year project
Economic Development Administration EDA	Health Innovation Center	2020	\$569,483	Submitted	Operational funding for Health Innovation Center
USDA Rural Business Socially Disadvantage (SDGG)	Technical Assistance	2020	\$175,000	Submitted	Community Tourism
Minority Business Development Agency (MBDA)	Innovation and Entrepreneurship	2020	\$300,000	Submitted	Innovation and Entrepreneurship
US Treasury CDFI	Consumer	2020	\$1,000,000	In Process	Consumer Lending
SBA Prime	Small Business	2020	\$150,000	Submitted	Continue Kawi Operations