

Group:	Management Resources	Month/Year of Report:	December 2010 Report		
Group Leader:	Angela Drewes	Phone:	458-5340	E-mail:	angela-drewes@cherokee.org

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	3

b.) Accomplishments

FACILITIES MANAGEMENT

- Continue work at WPA Building – Will be ready for Silversmith artist to begin setting up area for classes this month.
- Set up stage for the Christmas Program at “The place where they play”
- Winterized the ball fields, POWWOW ground and the Carriage house behind the Jack Brown House
- Set up floats and provided drivers for all Christmas parades

NATURAL RESOURCES

- Continue work on CMS 57 Wildlife Habitat Incentives Program including marking the boundaries and building a pond
- Drafted NAHASDA National Environmental Policy Act (NEPA) Compliance report
- Drafting CNSL landfill gas project NEPA document
- Assisted Kenwood Community Group with ball fields maintenance
- Assisted PACE center with demo of dilapidated shed

TRIBAL LAND STEWARDSHIP

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	0	Ac.	0	Ac.
Mechanical Brush Control	100	Ac.	446	Ac.
Weed Control	0	Ac.	30	Ac.
Fire Guards Maintained	5.5	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	5.25	Mi.	5.25	Mi.
Timber Stand Improvement (TSI)	1	Ac.	2	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 type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Ross School Area	<input checked="" type="checkbox"/>
Conley Property	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Jay Foods Distribution	<input type="checkbox"/>		

PLANNING AND DEVELOPMENT

- Administration - continuously working on Master Plan development and preparing a bid package for the next phase of work to be completed
- Administration - Visual Management - completing display cases of appropriate material during Themed Time Frames
- Veteran's Center – bid packages 1 and 2 have been prepared for site work and foundation work for project; continuously requesting materials, labor, and donations
- Vinita Site Utility Design – project has been awarded to a TERO contractor and work has begun
- Salina Dental Clinic – Roofing and dry in phases have been completed. Expected completion early Spring 2011
- Highway Signage – working with Oklahoma Department of Transportation (ODOT). Proofs have not been finalized, costs for the project is in negotiations. Waiting on response from ODOT and timeline has been changed but will be based on: 1) Payment and production. 2) It is anticipated that signage production and installation be completed throughout the jurisdiction from ODOT by early Spring 2011
- Human Resources Annex – completed planning for Benefits Department to expand into existing space. Carpet and roofing for this area have been bid out
- WPA Building Project – Completed construction our department could do in house. We are bidding out materials and other necessary construction requirements
- Main Complex – decorations have been put up for the Christmas Season throughout the Main Complex
- Internal Lease Pool – renewing all leases for FY11
- Involvement with the Cherokee Byway Committee to promote the 14 county jurisdiction of Cherokee Nation to citizens and visitors
- Education Group (Stickball Statute) – base completed and ready for statue installation
- Education Group – Sequoyah New Classroom and Library construction has begun. We expect this project to be completed in the spring

RISK MANAGEMENT

- Contract review for Contracts and Roads regarding the new Transit Program
- Contract Review for Planning and Development – Hastings Project
- Participated in Head Start Federal Review
- Attended International Standards Organization with Health for DNV Accreditation
- Participate in Head Start Conference with training and information
- Provided assistance to COTTA Group with Emergency Management training for attendees
- Provided Holiday Safety information to employees
- Completed fourth quarter casino inspections with Gaming Commission
- Staff attended Hazard Mitigation Policy Training

c.) Future Plans/New Initiatives

PLANNING AND DEVELOPMENT

- Education Group (New Sequoyah Classroom and Library Remodel) – under construction
- Education Group (Sequoyah Math, Art and Sports Building) – schematic phase completed
- Education Group (The Place Where They Play Vestibule) – received construction cost projection
- Education Group – re-bidding package; costs came in over budget for new modular on Immersion campus
- Health Group (Salina Dental Clinic) – under construction
- Health Group (Redbird Smith Clinic) – pharmacy expansion remodel - completed
- Health Group – Support Services/Parking Project; Physical Therapy Building Expansion Project; Expansion of WW Hastings Emergency Room, Urgent Care and Pre-Op Project; OP/Post Partum Remodeling Project – construction has begun
- Health Group (Vinita Site Utility Construction) – construction has begun
- Health Group (Vinita Health Center) – project is through 95% construction documents, of the new Health Center once approved by Indian Health Services' architect
- Health Group (Burchett/Hastings) – planning committee has made recommendations for site development; received topography survey
- Human Services (Child Development Center-Stilwell Project) – project is through 75% construction documents
- Court and Council – planning underway for Court and Council building; ready to meet and review feasibility study findings
- Veteran's Center – planning committee is proceeding with materials and donations solicitation and fund raising. We are bidding out packages 1 and 2 soon
- Cort Mall – expecting to start project shortly. New building façade/ARRA energy retrofit grant modifications; ready to go to bid for exterior façade and retrofit grant components
- WPA Building – construction has begun
- Management Resources – have initiated planning and design of New Recycling Center to be located at the main campus
- Cherokee Phoenix – renovating existing space to allow Cherokee Phoenix to expand their current office location; construction has begun
- 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

- Partner with Environmental on SHS Environmental Management System
- Bring forth the Cherokee Nation Hazard Mitigation Plan upon approval by FEMA
- Establish and train a CN Emergency Management Public Assistance Team to prepare declared disaster project worksheets

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources **Month/Year of Report:** December 2010

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. 11/29 Conference call with Fan Robinson on IHS property transfers
2. 11/30 CNWM Board meeting on potential lease
3. 12/01 Meeting with BIA officials from Muskogee (Vickie Forrest, acting Regional Director); meeting with Natural Resources (Pat Gwin) on realty concerns; land meeting
4. 12/02 Scanning conference with Ross Swimmer on TAAMS/BIA; meeting with Chief on Property issue
5. 12/03 Telephone conference with Susan Work and members of Choctaw and Chickasaw tribes
6. 12/07 Government Resources staff meeting with Pat Ragsdale
7. 12/08 Meeting at BIA to process access cards for three CN Realty personnel
8. 12/09 Status meeting on land with Pat Gwin; Scanning conference with Ross Swimmer; meeting with OG&E personnel on transmission line easement in Muskogee County
9. 12/10 Christmas Program
10. 12/13 Attended Resource Committee meeting
11. 12/15 Meeting with Brian Scott, Surveyor, on Stilwell Replat; conference with Norma Merriman On Stilwell site; conference regarding Afton restricted property
12. 12/17 Meeting with Shawn Slaton on properties
13. 12/20 Meeting with Health representatives on property issues; delivered executed oil & gas lease to BIA for approval
14. 12/21 Meeting at Muskogee Port Authority on Arkansas Riverbed with representatives from Chickasaw and Choctaw tribes, Charlie Robertson, Pat Ragsdale, David Justice and Trent Evans (with Pictometry corporation); bid opening on CMS1 in Adair Co. –winning bid for \$10,577.00 on 274 acres with 55 animal units
15. Additional highlights as follows:
 - Received and/or returned 950 phone calls
 - Meet with 64 individual clients
 - 41 Site inspections were done
 - 4 Hunting leases on restricted land approved by BIA
 - 2 Housing leases approved by BIA (one on tribal land—B. Soap; one on restricted land)
 - 6 Inventory & Heirships
 - 9 Home Visits
 - 8 Jurisdictional Calls
 - 4 Right of Entries
 - 3 Quiet Titles
 - 43 County Researches Completed
 - 52 Documents filed in Title Plant
 - 43 Certified copies made/indexed
 - 1333 Tracts Indexed
 - 146 Allottee files organized
 - 124 Allottee files scanned

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

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

Group Leader: Tom Elkins Phone: 453-5237 email: 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)	66	207	23%
6 ERR (Roads)	0	0	0

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	18	44	18%

c.) Radon Activities

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

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	18	35	23%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	18	83	28%

II. Highlights:

- a) Sampled Sallisaw Creek, Little Lee Creek, Caney Creek, Flint Creek, Saline Creek, Spavinaw Creek, Spring Creek and Fourteen Mile Creek.
- b) Cherokee Nation will host the next public meeting concerning a proposed total maximum daily load (TMDL) for the Illinois River. The meeting will be Thursday, January 6th at 6:00pm, and the public is invited. Refreshments will be at 5:00pm.
- c) CNEP staff is currently working on the following assessments for the IHS building on North Street, Hastings Hospital, and Redbird Smith facilities for trust acquisition
- d) Conducted inspections at the landfill on: 11/22, 11/24, 11/30, 12/03, and 12/13.
- e) Conducted Community Outreach at the following locations: Claremore Indian Hospital, Hastings Hospital, Westville Elderly Center, Child Development Center and Muskogee Clinic for lead outreach.