

**Executive & Finance Committee  
Career Services  
January 2023 Monthly Report  
Diane Kelley, Executive Director**

**Economic Development-Hunter Palmer**

***On-the-Job Training (OJT) Program***

- Three Cherokee Citizens entered into our OJT Program in the months of December 2022 and January 2023

***Recruitment for Local Businesses***

**Provalus**

**Provalus** is looking to hire up to 60 people by the end of February and planning to have 3-4 job fairs during the month of February. We are currently working on linking some of our Work Experience Clients that have been looking for work to apply for some of these IT Jobs.

Provalus is a Tahlequah, Oklahoma Team Member that has immediate positions available. No experience required. Full-time with a variety of shift options available. Paid healthcare benefits, perks and a great company culture. Anyone interested in Provalus can apply at [www.provalus.com/apply](http://www.provalus.com/apply)

**Everise – Tahlequah, OK**

**Everise Call Center** is still steadily hiring for upcoming classes. Currently they have classes slated through May, so plenty of seats for anyone who is interested.



**We're looking for YOU!**  
*Create your career at Everise*

**JOB POSITIONS AVAILABLE:**

- ✓ Spanish Bilingual Customer Service Representative
- ✓ Customer Service Representative
- ✓ Spanish Bilingual Quality Assurance Associate
- ✓ Trainer

**POSITIONS INCLUDE:**

- Monday- Friday schedules
- Permanent, full-time positions
- Competitive Pay
- Opportunities to grow your career with internal promotions and more!

Call us today and a dedicated recruiter can discuss more details!

- **Phone:** 844-317-3051

Apply online:

- **Visit:** [weareeverise.com/careers](http://weareeverise.com/careers)
- **Site:** Select Oklahoma

**EVERISE**

[www.weareeverise.com](http://www.weareeverise.com)

The flyer features a smiling woman with long brown hair, wearing a white blazer, holding a tablet. The background is a mix of orange and blue geometric shapes.

## Employment Programs – Jeff Vance

Program participants attained employment

- External 14
- Internal 5

## Employment Programs Success Story – Jeff Vance

### Cherokee citizen pursuing career with opportunities through Career Services



Maddie Martin was born and raised in Tahlequah, Oklahoma, and was a Career Services participant in the American Rescue Plan Act. ARPA provides relief funds to state, local, and tribal governments that have been negatively impacted by the coronavirus pandemic. “When I was a senior at Tahlequah high school, I decided to attend technical school where they had a Certified Nursing Assistant program called Health Career Service,” said Martin. “I participated in that program for about a year and absolutely loved it. After graduating and getting my certification I was able to secure a job as a CNA at the Cherokee County Nursing Center in Tahlequah.” Martin felt lucky to find a career she wanted to pursue for the rest of her life. She eventually landed a job at Tahlequah City

Hospital as a CNA. “I loved helping the elders,” said Martin. “I enjoy being around them and they need good people who care to help take care of them.” Martin decided to further her career in the health care field so she turned to Cherokee Nation for assistance with earning her certification as a Licensed Practical Nurse. “I had heard about Career Services from a friend at Vo-tech and was able to meet with their counselors who assisted me with navigating the system to start working on my degree,” said Martin. “I graduated in July, 2022, with my LPN certificate.” Martin was able to start working at the Cherokee Nation Outpatient Health Center in the Radiology Department through a program sponsored by Career Services. “After about six months I was able to get a full-time position as an LPN at the Health Center. They hired me as a PRN-LPN, which means I am an as needed nurse. If someone calls in sick, then they call me to fill in as needed. I could be working in radiology, geriatrics, the emergency room; where ever there is a need.” Martin is very happy to have the opportunity to have a job that she loves and gives her the chance to help people every day. “This is great because I do something different every time I come to work,” said Martin. “It’s helping me build my knowledge about health care and where I want to go with my job. I will eventually pursue a career as a Registered Nurse and I owe everything to Cherokee Nation Career Services. I couldn’t have done any of this on my own.”



### **Gadugi Portal Call Center – Gina Blackfox**

- Having weekly zoom trainings with IT and Five-9 reps for new software updates
- Recently launched disaster relief to Cherokee citizens experiencing hardship due to recent flooding in California
- January incoming calls received on various applications averaging 15,000, with a couple of application closing in January

### **JOBS/Tribal TANF – Jonathan Crittenden**

- Services provided to 400 recipients for the month
- Issued approximately \$12,355.46 in assistance to 46 eligible adults, providing the following:
  - 40 - Work Participation Incentives
  - 4 - Educational Incentives
  - 1 - Supportive Services
  - 2 - Non-recurring Short Term Benefits
- Issued an additional \$5,594.43 in assistance to 87 eligible youth, providing the following:
  - 50 - Grade/Attendance Incentives
  - 1 - Graduation Completion Incentive
  - 1 - School Supply Supportive Service
  - 2 - Clothing Allowances
  - 36 - Grooming/Hygiene Allowances

### **Reentry/Justice Involved Programs – Matt Lamont**

#### ***Reentry***

Over 30 new participants made contact in need of services for the month of January. All of these new participants were in need of supportive services of some sort. The majority were all provided for clothing and hygiene items and a large portion were in need of housing and behavioral health assistance. Many in need of behavioral health assistance are in need of services due to substance misuse and related issues caused by it. Sober living, group living and transitional living homes are needed for a significant portion of our participants. This is often when they are released from incarceration but we are also seeing a higher need from citizens who are seeking this type of services that have not been incarcerated. This is also often looked at as a possible alternative to longer jail or prison time or other sentencing restrictions.

We continue to work with the court system to find ways to assist these citizens in getting the treatment or services they need. We also continue to work with current external partners and identify new organizations with proven success in these areas so that we can better assist citizens. The number of new participants are in addition to the largest number current program participants as well as October, November and December seeing the largest new enrollees for any one program or the programs existence. New staff positions are being added which will help to address the growing participant numbers.

### *Justice Involved*

The Justice Involved also currently has participants enrolled in vocational training programs. This is a first for the program and has been accomplished by funding from, and co-enrollment between, ARPA and Reentry CAREERS Vocational programs. Enrollment in these programs means that most all needs and barriers that participants may have, in areas of employment and training, can be met through one of the funding streams. In the next 6 months to a year we should have participants completing some of the various programs they are enrolled in. At this time we will be able to see and track the outcomes of the various programs and gauge their viability and success rates. We are also continually looking for vocational and employment training programs that will meet the needs of our very specific participants.

We are also currently developing an expansion to our response and services for clients who have substance misuse and abuse issues. We are identifying appropriate personnel and processes to work specifically as subject matter experts in these areas. We hope to have things in place soon and will update on this project as soon as possible.

# Cherokee Nation *Coming Home* Reentry Program

*"Welcome back to the Cherokee Nation."*



## Counselor by County

**Mayes, Wagoner, Muskogee, McIntosh**  
Heather McKinnis  
918-316-3262  
heather-mckinnis@cherokee.org

**Tulsa, Washington, Rogers, Nowata**  
Nancy Davidson  
918-316-9367  
nancy-davidson@cherokee.org

**Cherokee**  
Kyron Gonzales  
918-316-8564  
kyron-gonzales@cherokee.org

**Craig, Ottawa, Delaware**  
Madison Threet  
918-316-3621  
madison-threet@cherokee.org

**Adair, Sequoyah**  
Chelsey Sawney  
918-316-0525  
chelsey-sawney@cherokee.org

## Coming Home Reentry Program

The Cherokee Nation offers the 'Coming Home' Reentry Program to Cherokee citizens who are Justice-Involved or have been recently released from incarceration and are returning to, or reside in, the 14-county reservation in northeastern Oklahoma.

The Coming Home Reentry Program operates within the Career Services department of the Cherokee Nation. Career Services provides employment and training programs leading to self-sustaining careers and jobs for participants. Reentry services and assistance are on a case-by-case basis and can include, but are not limited to, the following: counseling, health care, behavioral health, clothing, hygiene, housing, driver's license reinstatement, employment, vocational training, and other relevant services.



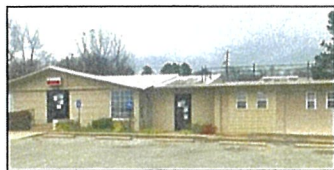
GWYD DBP  
**CHEROKEE NATION®**  
Career Services

Contact Us Today • 918-453-5555  
Cherokee Nation Reentry Program  
P.O. Box 948  
Tahlequah, OK 74464

GWYA DBP  
**CHEROKEE NATION®**  
 Career Services  
 Office Locations



**Cherokee County  
 Tahlequah Office**  
 17675 S. Muskogee Ave.  
 Tahlequah, OK 74465  
 918-453-5555



**Cherokee County  
 Learning Center**  
 17822 S. Muskogee Ave.  
 Tahlequah, OK 74465  
 918-458-0577



**Cherokee County  
 Employment and Training**  
 17138 S. Muskogee Ave.  
 Tahlequah, OK 74465  
 918-453-5555



**Cherokee County  
 TERO and TLJC Office**  
 16389 S. Muskogee Ave.  
 Tahlequah, OK 74465  
 918-453-5334



**Adair County  
 Stilwell Office**  
 406 A W. Locust St.  
 Stilwell, OK 74960  
 918-696-3124



**Sequoyah County  
 Sallisaw Office**  
 100 E. Choctaw Ave.  
 Sallisaw, OK 74955  
 918-776-0416



**Wagoner County  
 Wagoner Office**  
 109 N. Casaver  
 Wagoner, OK 74467  
 918-453-5555



**Delaware/Ottawa County  
 Jay Office**  
 1178 W. Cherokee  
 Jay, OK 74346  
 918-253-3243



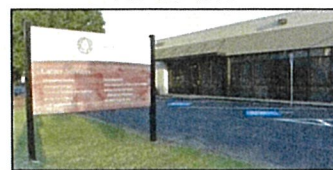
**Mayes County  
 Pryor Office**  
 6789 Hwy. 69 S  
 Pryor, OK 74361  
 918-825-7988



**Rogers County  
 Catoosa Office**  
 701 W. Rollins Street  
 Catoosa, OK 74015  
 918-342-7450



**Washington/Craig/Nowata Co.  
 Vinita Office**  
 27469 S. 4410 Road  
 Vinita, OK  
 918-256-4576



**Tulsa County  
 Tulsa Office**  
 10837 E. Marshall St.  
 Tulsa, OK 74116  
 918-574-2749



**Muskogee/McIntosh County  
 Muskogee Office**  
 1305 S. Country Club Rd.  
 Muskogee, OK 74403  
 918-682-2077

# Commerce Services

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 Economic Impact

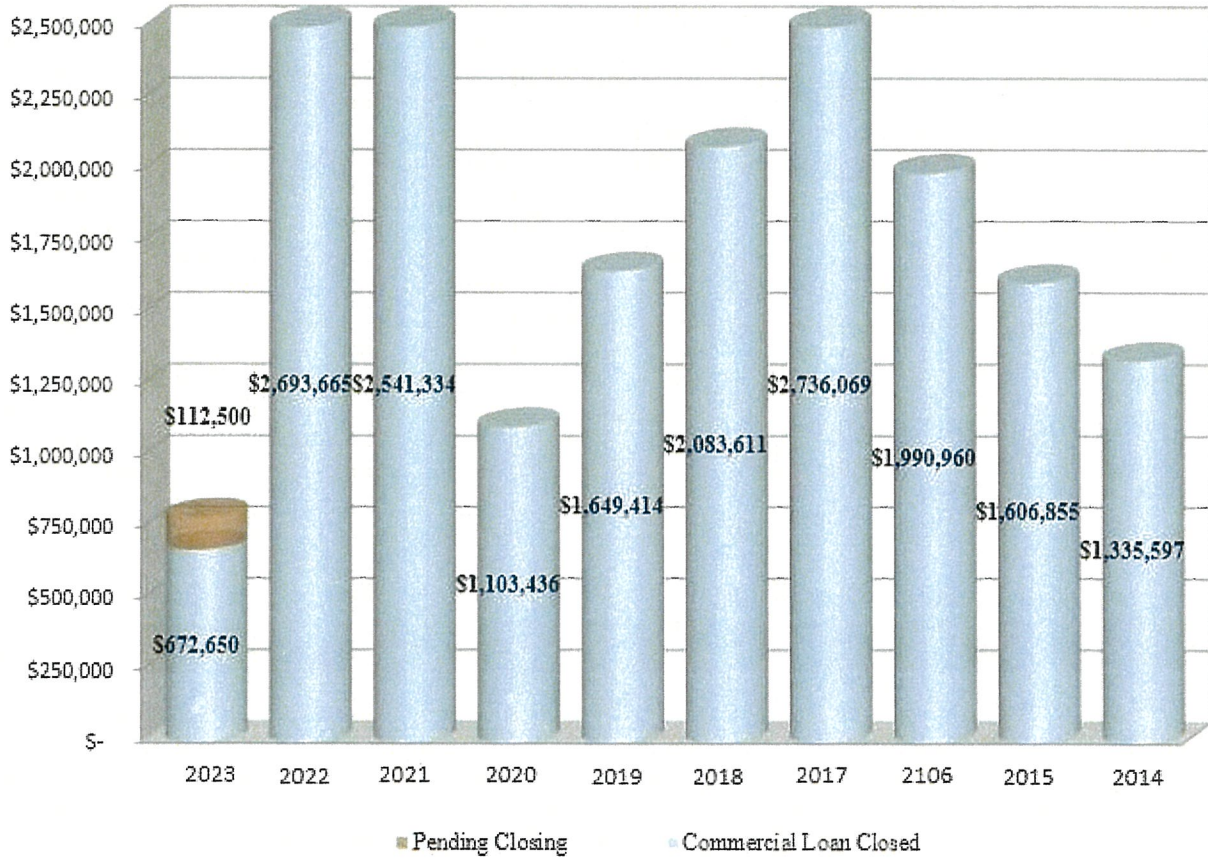
Small businesses employ nearly half of the American workforce; they create 2 out of 3 net new private sector jobs; they invest 68% of revenues to build and sustain communities. – SBA 2021



Cherokee Nation Economic Development Trust Authority has invested \$23,258,965 in 420 privately owned small businesses impacting 1,784 community based jobs since 2010

## Dollars Invested in the Local Economies Through Small Business Lending

### Dollars Invested in Local Economy



### Small Business Loans Approved Pending Close January 2023

Community	County	Business Type	Startup or Expansion
Bartlesville	Washington	Service Industry	Startup
Vian	Sequoyah	Food Service	Startup
Hulbert	Cherokee	Tourism Industry	Expansion
Claremore	Rogers	Service Industry	Startup

### Small Business Loans Closed January 2023

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Tahlequah	Food Service	\$7,700	54%	1

### Consumer Loans Close

**790 consumer loans totaling \$1,307,268** have been made through the Small Business Assistance Center in fiscal year 2023.



# GET YOUR TAXES DONE FOR FREE

For low to moderate income families (*under \$60,000*)

*The Cherokee Nation in partnership with the IRS* is offering free tax preparation at Volunteer Income Tax Assistance sites February 1 through April 13, 2023.

**KEEP YOUR CASH!** 

VITA tax sites prepare and electronically file your Federal and State income taxes for free. Your refund can be deposited into your bank account!

All locations are by Appointment Call 918-453-5536 to Schedule

<u>Location</u>	<u>Address</u>	<u>Date</u>	<u>Time</u>
Catoosa	1 W Sam Building 701 W Rollins	Wednesday	9:00 am - 3:00 pm
Claremore	Housing Authority of Cherokee Nation 23205 S. Hwy 66	Tuesday	9:15 am - 3:15 pm
Jay	Housing Authority of Cherokee Nation 1300 W. Cherokee	Tuesday	9:00 am - 3:30 pm
Muskogee	Three Rivers Health Clinic 1001 S 41 St. E. 2 <sup>nd</sup> Floor	Monday	9:00 am - 3:30 pm
Nowata	Will Rogers Health Clinic 1020 Lenape Dr.	Feb. 21 <sup>st</sup> March 14 <sup>th</sup> April 4 <sup>th</sup>	9:30 am - 3:00 pm
Ochelata	Cooweescoowee Health Clinic 39500 W. 2900 Rd.	Feb. 14 <sup>th</sup> March 7 <sup>th</sup> March 28 <sup>th</sup>	9:30 am - 3:00 pm
Pryor	Cherokee Nation Career Services 6789 US-69 South	Monday	9:15 am - 3:00 pm
Saltina	Cherokee Nation Food Distribution 900 Owen Walters Blvd	Tuesday	9:15 am - 2:30 pm
Sallisaw	Housing Authority of Cherokee Nation 2260 W. Cherokee	Monday	9:30 am - 3:00 pm
Stilwell	Cherokee Nation Career Services 406 A W. Locust Street	Thursday	9:00 am - 3:00 pm
Tablequah	Cherokee Nation Osyo Room 17695 S. Muskogee	Wednesdays & Thursdays	9:00 am - 3:30 pm
Vinita	Vinita Health Center 27371 S. 4410 Rd.	Feb. 7 <sup>th</sup> & 28 <sup>th</sup> March 21 <sup>st</sup> April 11 <sup>th</sup>	9:30 am - 3:00 pm
Westville	Westville Public Library 116 N. Williams	Feb. 14 <sup>th</sup> March 14 <sup>th</sup> March 28 <sup>th</sup>	10:00 am - 4:00 pm

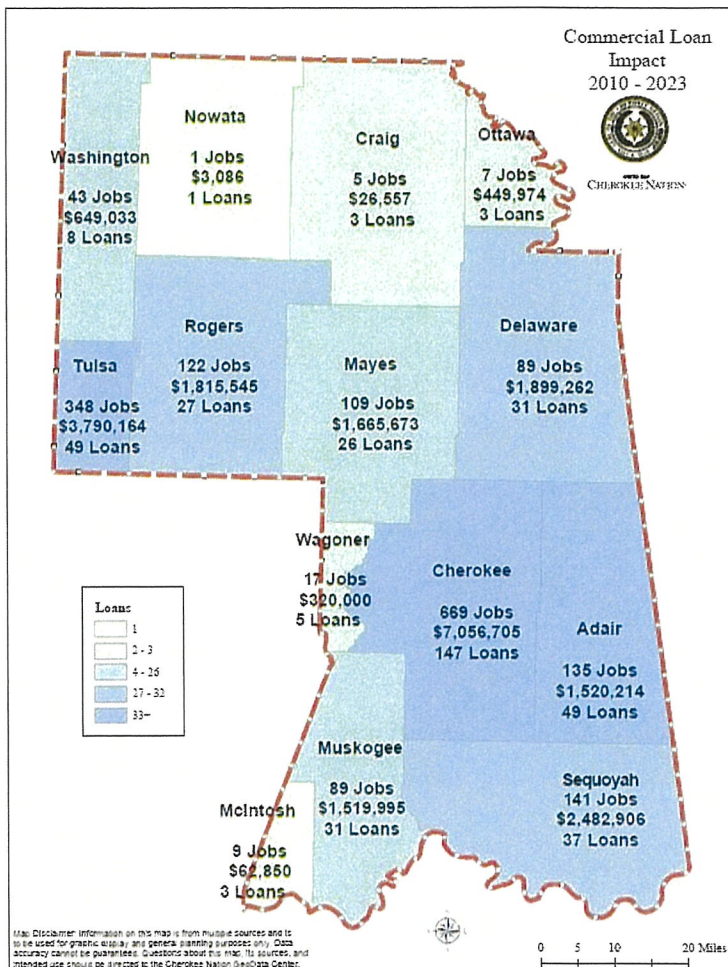
To find a free tax preparation site nationwide call 800-906-9887 or  
<http://irs.treasury.gov/freetaxprep/>

## Small Business Lending Impact 2010 through 2023 by County

CNEDTA loan dollars leverage additional economic investments!

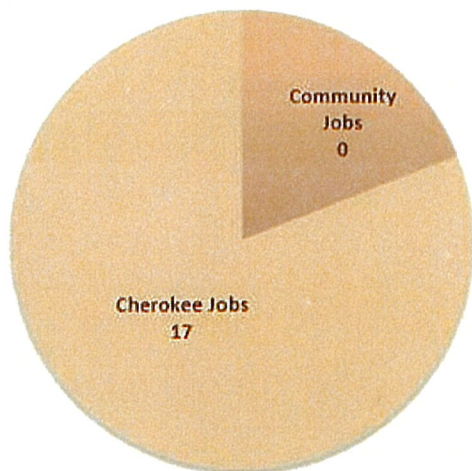
Since 2015, CNEDTA loans leveraged \$42 million in private community investments.

In 2023, CNEDTA loans leveraged almost an additional \$1 million in private community investments.

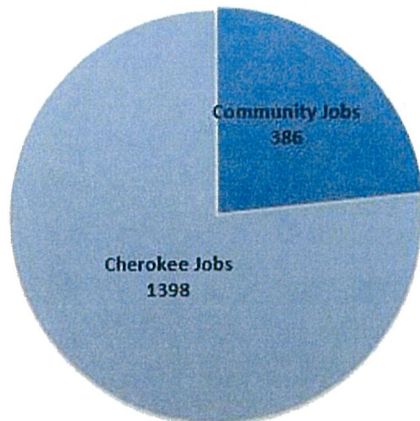


### Small Businesses Create Community Based Jobs

#### Jobs Created FY 2023



#### Jobs Created FY10-23



County	Economic Investment	Businesses	Jobs
Adair	\$1,520,214	49	135
Cherokee	\$7,056,705	147	669
Craig	\$26,557	3	5
Delaware	\$1,899,262	31	89
Mayes	\$1,665,673	26	109
McIntosh	\$62,850	3	9
Muskogee	\$1,519,995	31	89
Nowata	\$3,086	1	1
Ottawa	\$449,974	3	7
Rogers	\$1,815,545	27	122
Sequoyah	\$2,482,906	37	141
Tulsa	\$3,790,164	49	348
Wagoner	\$320,000	5	17
Washington	\$649,033	8	43
<b>Totals</b>	<b>\$23,258,965</b>	<b>420</b>	<b>1,784</b>

## Small Business Client Highlight

Pam and Greg Whitlock purchased Pryor Flowers in February of 2022 with the help of Cherokee Nation Small Business Assistance Center.



Pam had been working for the business for several years and it was her dream to take it over. She was finding some trouble getting financing through traditional lending institutions to purchase the business so approached the CN SBAC.

The CN SBAC business coach was able to work with the Whitlock's to obtain the loan they needed and set them on the road to success. Pryor Flowers has had such a great year that they have been able to pay off a large portion of their loan. Their Facebook page is full of beautiful flowers and stellar reviews. They are very thankful that the CN SBAC was able to step in and help make this business the success that they knew it could be.



## Cherokee Nation Economic Development Trust Authority

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

### Lending Assets

Available Commercial Capital	\$1,495,946
Available Consumer Capital	\$524,549
Approved Grants Pending Distribution	\$790,352
Approved Grants Pending Receipt	\$0
Total Available Capital	\$2,810,848
Outstanding Commercial Loans	\$11,163,423
Outstanding Consumer Loans	\$2,882,694
Total Outstanding Loans	\$14,046,117



- Total Graduates 104
- Total Re-entry/Recent Offenders 59
- Total Day Training 45
- Total Opening Small Business 5

\*All participants have been low income American Indians.

### Kawi Café a model experiential entrepreneurship-training program

Managed by Commerce business coaches, we collaborate with Career Re-entry Programs to provide hands on entrepreneurial training in the Kawi Cafe.

### Artists as Entrepreneurs and Community Tourism as Economic Development

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



The Cherokee Arts Center continues to host monthly Third Thursday Virtual Art Classes on the Cherokee Arts Center & Spider Gallery Facebook page ([facebook.com/CherokeeArtsCenter](https://facebook.com/CherokeeArtsCenter)).

Throughout the month of January the Cort Mall was host to the Indigenous Creatures art show in our rotating art gallery. This was a very cool show with several interactive pieces. Pictured is Lisa Foreman in front of the Cardinal Wings. The show will end in February, so check it out now.

## Procurements Awarded to Certified Cherokee/Indian-Owned Small Business 95.66%\* of CIOB Eligible Procurement Opportunities were awarded to CIOBs

\*as of Dec 30, 2022

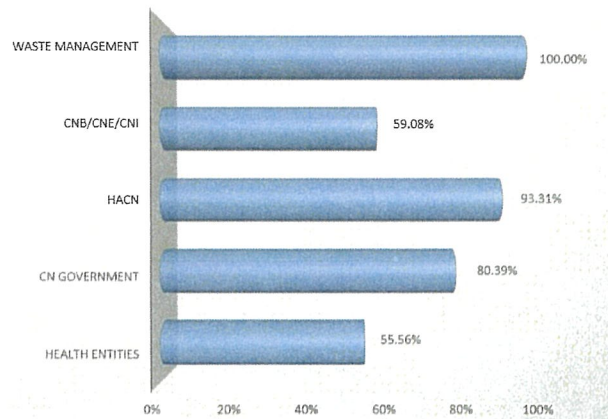


TERO Procurement Opportunities	
Entity	% Awarded
CN Government	100%
CNE	78.81%
Health Entities**	100%

\*\*Health Entities are PACE/Elder Care and CN Home Health

## 70.96%\* of Employees are registered Cherokee Nation Citizens

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



## Commerce Services Grants Pending and Approved

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

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA RDBG	Small Business	2022	\$219,020	Awarded	Revolving Loan Fund
CDFI	Lending Programs	2022	\$1,300,000	Pending	SBAC Lending Programs
BIA Incubator	Small Business	2022	\$300,000	Awarded	SBAC Small Business
USDA RDBG	Artists Entrepreneurs	2022	\$137,340	Awarded	Entrepreneurial Curriculum and Mentorship
USDA RDBG	Small Business	2022	\$67,321	Awarded	Coaching Services Federal Procurement Entrepreneur Training
IRS VITA	Tax Preparation	2023	\$36,000	Awarded	VITA Tax Program 2023