



COUNCIL OF THE CHEROKEE NATION EXECUTIVE & FINANCE COMMITTEE REPORT

Reporting Month: November 2022

Dept: **Financial Resources**

Contact: **Janees Taylor, Treasurer**

janees-taylor@cherokee.org | ext. 5052



Accounts Payable checks disbursed

Current Month	3,125
Year to Date	6,846



Timecards processed

Current Month	18,148
Year to Date	35,521



Reqs. approved for processing

Current Month	1,675
Year to Date	5,313



Purchase orders issued

Current Month	1,637
Year to Date	4,843



Travel expense statements processed

Current Month	154
Year to Date	353



Files received for storage

Current Month	1,007
Year to Date	1,007



Number of internal billings

Current Month	17
Year to Date	23



Grant reports submitted

Current Month	8
Year to Date	92



Deposits

Current Month	692
Year to Date	1,373

Departmental Goals

- 1 Complete FY22 Audit
0% complete - Audit expected to be completed on March 31, 2023
- 2 Obtain Unmodified Audit Opinion
0% complete - Audit expected to be completed on March 31, 2023
- 3 No Material Weaknesses on Single Audit
0% complete - Single Audit expected to be completed on June 30, 2023
- 4 Reporting requirements completed & submitted for November 2022
100% completion -Required reports were submitted timely in November

Compliance

- 1 No outstanding borrowings on \$5M Cash Reserve Advance

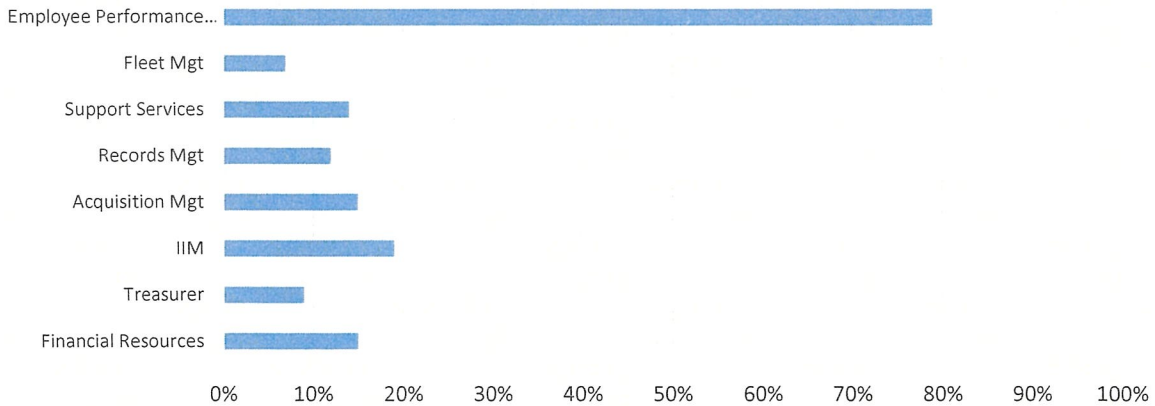
Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions October 1, 2022 through September 30, 2023

% of sub-total - TERO vendor submitted Bid

Award to TERO Vendor	\$ 30,052,669.45	100%
Award to non-TERO Vendor	\$ 58,939.00	0%
Sub-total bids with a TERO vendor participating	\$ 30,111,608.45	100%
Bid - no bids submitted by TERO Vendors	\$ 26,128,348.36	

October 1, 2022 through November 30, 2022

YTD Budget Spend



**Executive & Finance Committee
Career Services
December 2022 Monthly Report
Diane Kelley, Executive Director**

Economic Development-Hunter Palmer

On-the-Job Training (OJT) Program

- Four Cherokee Citizens entered into our OJT Program in the month of November and December 2022 with average starting wages of \$19.00 per hour

Upcoming Job Fairs

Career Services, Human Resources, and Housing Authority of Cherokee Nation, and CNB/CNE–
Job Fairs:

- Wednesday, January 11th 10:30am-1:30pm Tahlequah
Cherokee County Community Building
908 S College Ave, Tahlequah, OK 74464

Employment Programs – Jeff Vance

Program participants attained employment

- External 0
- Internal 2

Gadugi Portal Call Center – Gina Black Fox

- November incoming calls received on various applications 10,718 total
- November Gadugi Portal email processing 453 total
- Call Center staffed with 17 techs

JOBS/Tribal TANF – Jonathan Crittenden

- Services provided to 441 recipients for the month
- Issued approximately \$13,226.71 in work participation incentives and supportive services , and non-recurring short-term benefits to 43 eligible parents
- Issued an additional \$600.00 in Grade/Attendance Incentives to 8 eligible TANF youth thus far for the Fall 2022 semester
- Welcomed a new staff member in December, Lisa Brower, Customer Service Representative (Muskogee) started on December 19, 2022; Ms. Brower is a former TANF recipient and was the first success story for the program.
- Received notification on December 1, 2022 that the program successfully met and exceeded the work participation requirement as established within our approved TANF Plan for Fiscal Year 2019-2020.
- Successfully completed and submitted the Annual Narrative Report for FY 21-22 due December 30th on December 28, 2022.

During the month of November 2022, staff donated personal funds to provide 15 TANF families with a Thanksgiving meal. The meal included a turkey, stuffing, rolls, potatoes, corn, green beans, dessert, etc.

- This was an event sponsored entirely by staff and selected families were nominated by staff; families selected were from Tahlequah, Muskogee, Stilwell, Catoosa, Pryor, Tulsa, Jay, Little Kansas, Wagoner, and Claremore. (Pics Attached)



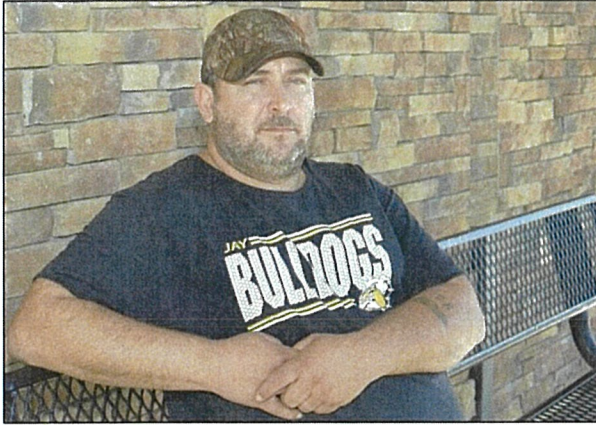
TANF Success Story Update

Former TANF Client Update – Muriel Alexander (Claremore, OK): Recent TANF transitional success story from June 2022, reported that she successfully obtained her Master’s Degree from Northeastern State University on December 10, 2022. Ms. Alexander had this to say about her Career Specialist, Chrystal Emerson, and the Program, “If it wasn't for you and the TANF program I never would have made it as far as I have!”.



Employment Programs Success Story – Jeff Vance

Career Services participant happy to have job where he can help tribal members every day



Daniel Kirk is a Cherokee Citizen who was born at Hastings Hospital in Tahlequah, Oklahoma, and graduated from Stilwell High School in Stilwell, Oklahoma. Kirk is currently employed full time as a Clerk II at the Cherokee Nation Food Distribution Center in Jay, Oklahoma. Kirk was a participant in the Work Experience Program through Cherokee Nation Career Services. Work Experience is a temporary or part-time assignment that encourages individuals to develop good work habits

and basic work skills, which will promote employability. “I worked at a lot of different jobs after high school and never really found anything that I liked,” said Kirk. “I moved to Jay and went to the Career Services office and they offered me the opportunity to do day work in the Work Experience Program.” Kirk was impressed with what he calls the “work family” that exists at the Food Distribution Center where he was placed. “I like the people, they seem to like me, and everybody just supports each other,” said Kirk. “It makes it easy to wake up every day and come to work at a place like this.” Kirk worked hard to earn the respect of his management team and looks forward to helping Cherokee Citizens. “We start the day by restocking shelves and getting ready for our customers,” said Kirk. “I really enjoy getting to assist our elders shop and help them in any way I can. I mean, some folks aren’t able to get out of their cars, said Kirk. “I go and get their food and bring it out to them. Sometimes we have to deliver to their homes if they’re homebound. It makes you feel good.” Kirk has worked many jobs but feels at home working for the Cherokee Nation. He is very appreciative of everything this job has done to help him provide for his family. “I have a wife and two kids to support so I’m more than happy to have this job,” said Kirk. “It helps provide us food and clothes, diapers for the baby, gas for the car, and a better way of life all around for me and my family,” said Kirk. “Shoot, until now I had never had anything like this in my life. I really appreciate everything Career Services has done for me.”



Cherokee Nation
Coming Home
Reentry Program

"Welcome back to the Cherokee Nation."



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.

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
Kyrion 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



G.W.Y.B. DBF

CHEROKEE NATION®
Career Services

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

G.W.Y. 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

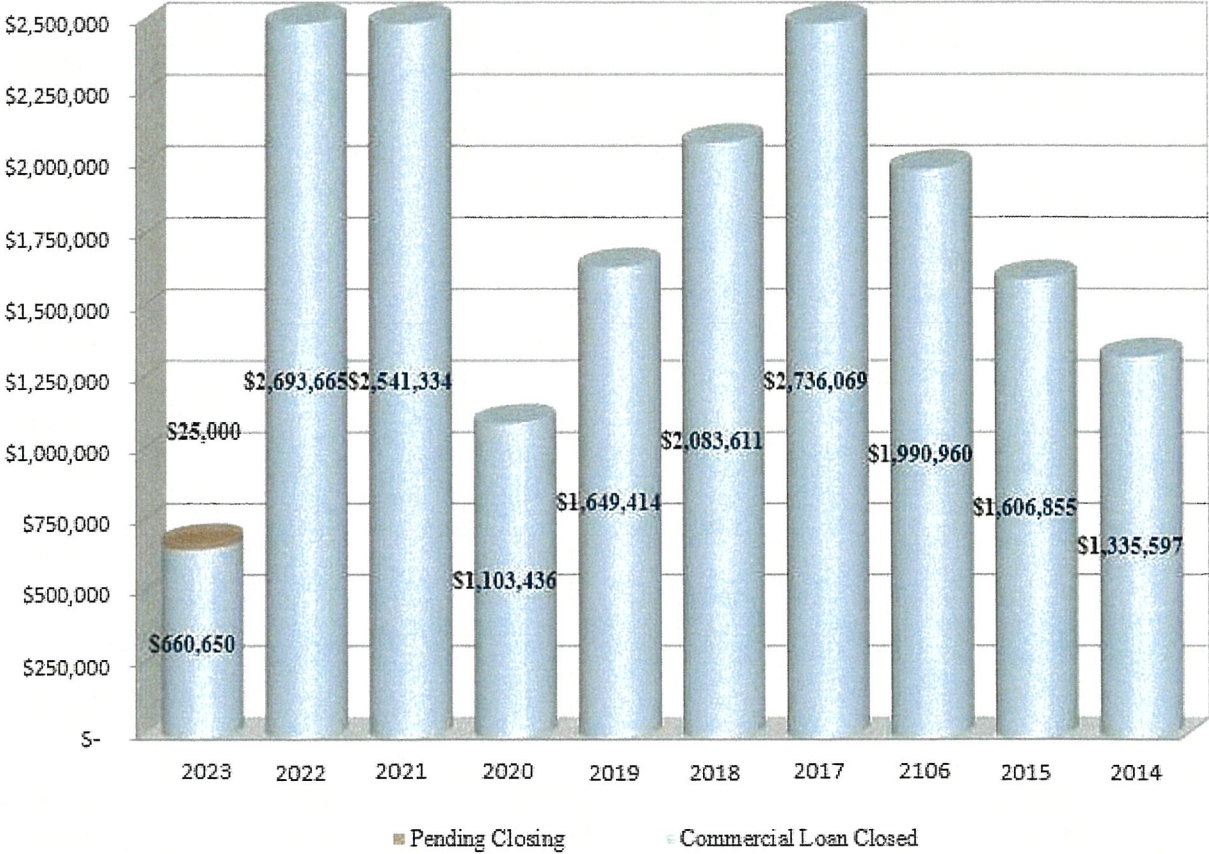
Small businesses employ nearly half of the American workforce; they create 2 out of 3 net new private sector jobs; they invest 68% of revenues to build and sustain communities. – SBA 2021



Cherokee Nation Economic Development Trust Authority has invested \$23,251,265 in 419 privately owned small businesses impacting 1,783 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 December 2022

Community	County	Business Type	Startup or Expansion
Bartlesville	Washington	Service Industry	Startup

Small Business Loans Closed December 2022

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Tahlequah	Ag	\$22,650	55%	2
Tahlequah	Services	\$295,000	16%	4

Consumer Loans Close

699 consumer loans totaling \$1,022,082 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

Location	Address	Date	Time
Catoosa	Housing Authority of Cherokee Nation 310 Chief Stand Watie	Thursdays	9:30 am - 3:00 pm
Claremore	Housing Authority of Cherokee Nation 23205 S. Hwy 66	Tuesdays	9:15 am - 3:15 pm
Jay	Housing Authority of Cherokee Nation 1300 W. Cherokee	Mondays	9:00 am - 3:30 pm
Muskogee	Three Rivers Health Clinic 1001 S 41 St. E.	Every Monday in February & March	9:00 am - 3:30 pm
Nowata	Will Rogers Health Clinic 1020 Lenape Dr.	Feb. 21 st March 14 th April 4 th	9:30 am - 3:00 pm
Ochelata	Cooeweescowee Health Clinic 39500 W. 2900 Rd.	Feb. 14 th March 7 th March 28 th	10:00 am - 2:15 pm
Pryor	Cherokee Nation Career Services 2945 US-69	Mondays	9:15 am - 3:00 pm
Salina	Cherokee Nation Food Distribution 900 Owen Walters Blvd	Feb 7 th , 21 st , 28 th March 7 th , 21 st , 28 th , April 4 th	9:00 am - 2:30 pm
Sallisaw	Housing Authority of Cherokee Nation 2260 W. Cherokee	Mondays	9:30 am - 3:00 pm
Stilwell	Cherokee Nation Career Services 219 W. Oak St	Thursdays	9:00 am - 3:00 pm
Tablequah	Cherokee Nation Osioyo Room 17695 S. Muskogee Ave	Wednesdays & Thursdays	9:00 am - 3:30 pm
Vinita	Vinita Health Center 27371 S. 4410 Rd.	Feb. 7 th & 28 th March 21 st April 11 th	9:30 am - 3:00 pm
Westville	Westville Public Library 116 N. Williams	Feb. 14 th March 14 th April 11 th	9:00 am - 2:30 pm

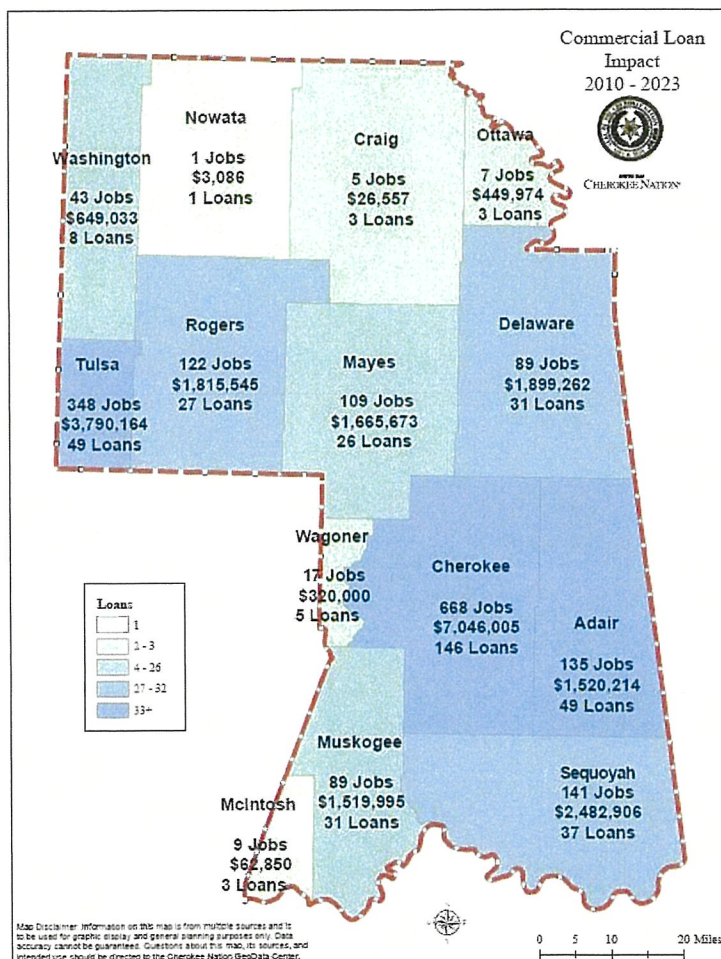
To find a free tax preparation site nationwide call 800-906-9887 or
<http://irs.treasury.gov/freetaxprep/>

Small Business Lending Impact 2010 through 2023 by County

CNEDTA loan dollars leverage additional economic investments!

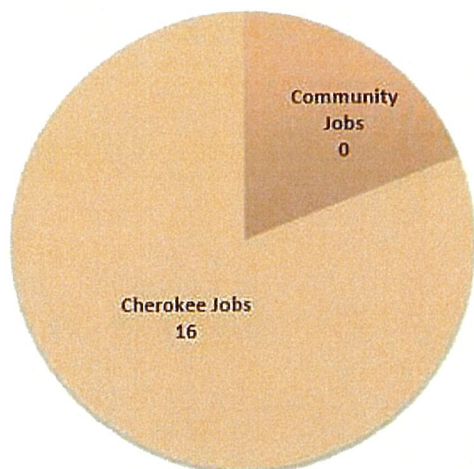
Since 2015, CNEDTA loans leveraged \$42 million in private community investments.

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

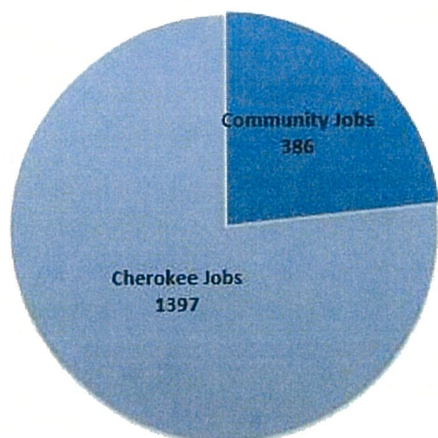


Small Businesses Create Community Based Jobs

Jobs Created FY 2023



Jobs Created FY10-23



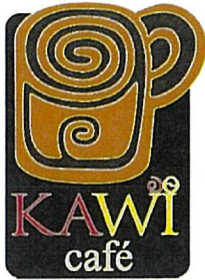
County	Economic Investment	Businesses	Jobs
Adair	\$1,520,214	49	135
Cherokee	\$7,046,005	146	668
Craig	\$26,557	3	5
Delaware	\$1,899,262	31	89
Mayes	\$1,665,673	26	109
McIntosh	\$62,850	3	9
Muskogee	\$1,519,995	31	89
Nowata	\$3,086	1	1
Ottawa	\$449,974	3	7
Rogers	\$1,815,545	27	122
Sequoyah	\$2,482,906	37	141
Tulsa	\$3,790,164	49	348
Wagoner	\$320,000	5	17
Washington	\$649,033	8	43
Totals	\$23,251,265	419	1,783

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	\$626,730
Approved Grants Pending Receipt	\$0
Total Available Capital	\$2,647,226
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



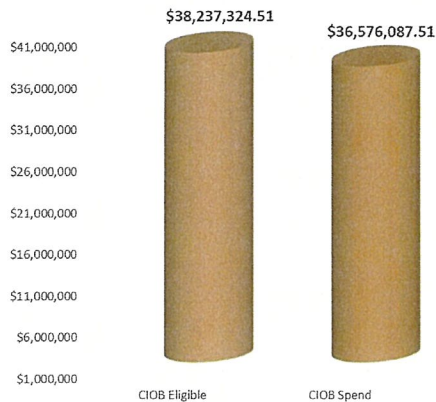
The Cherokee Arts Center continues to host monthly Third Thursday Virtual Art Classes on the Cherokee Arts Center & Spider Gallery Facebook page (facebook.com/CherokeeArtsCenter).



Quilt Blocks were the topic of the month as the Arts Center held Quilt Block ideas talks and demonstrations at the Arts Center. Also many people stopped in to see the Indigenous Creatures exhibit in the Cort Mall.

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

*as of Nov 30, 2022

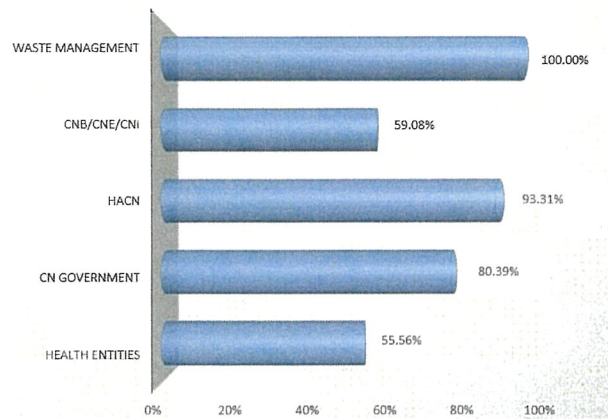


TERO Procurement Opportunities	
Entity	% Awarded
CN Government	100%
CNE	78.81%
Health Entities**	100%

**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