

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: January 2018

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

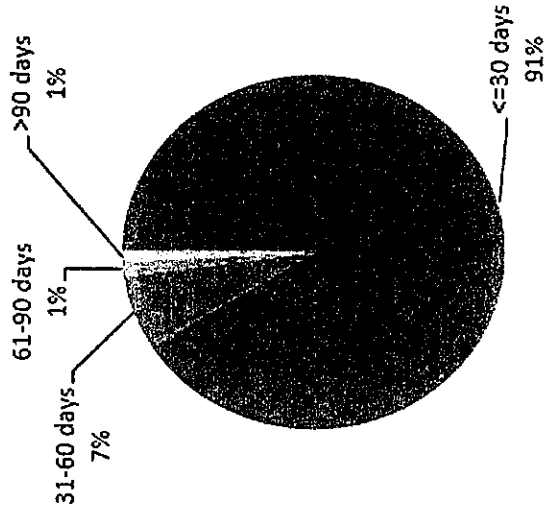
- I. Budget Highlights – through December
 - a.) Financial Resources – 22% spent
 - b.) Treasurer – 16% spent
 - c.) IIM – 29% spent
 - d.) Acquisition Management – 28% spent
 - e.) Records Management – 15% spent
 - f.) Support Services – 27% spent
 - g.) Grants Management – 23% spent
 - h.) Grant Development – 24%
 - i.) Fleet Management – 14%
 - j.) Employee Performance Incentive – 32% spent
 - k.) Grant Development for CNB – 2% spent
- II. Program Highlights
 - a.) Balance Scorecard Measures
 1. Complete FY17 Audit – 0% Complete
 2. Obtain Unmodified Audit Opinion – 0% complete
 3. No Material Weaknesses on Single Audit – 0% complete
 4. Obtain GFOA Award for FY16 CAFR – 100% complete
 5. Reports completed & submitted for January 2018 – estimated 90% completion by January 26, 2018
 - b.) Accomplishments
 1. Staff attended multiple webinars, trainings and conferences for grants management
 2. Staff attended Self-Governance quarterly meeting in Washington DC
 - c.) Upcoming Events
 1. Various grant trainings scheduled for February 2018
 2. Year end processing underway
 3. Staff to attend annual GSA conference in Washington DC

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Report Over \$5,000 Transactions October 1, 2017 through September 30, 2018		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 6,854,321.01	98.46%
3	Award to non-TERO Vendor	\$ 107,528.00	1.54%
4	Sub-total bids with a TERO vendor participating	\$ 6,961,849.01	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 7,189,544.07	
6			
7	October 1, 2017 through December 31, 2017		

COUNCIL OF THE CHEROKEE NATION
 EXECUTIVE & FINANCE COMMITTEE REPORT

Timeliness of Paid Invoices



- <=30 days
- 31-60 days
- 61-90 days
- >90 days

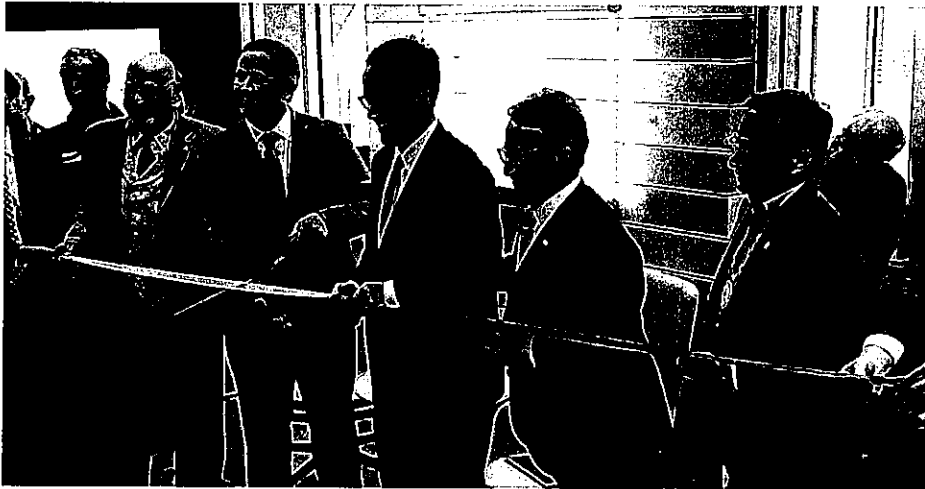
Row Labels	APP-INVOICE-2	APP-TRAN-PMT-AMT-7
<=30 days	40,391	58,489,925.13
31-60 days	3,005	13,911,370.05
61-90 days	570	2,259,417.85
>90 days	419	1,699,961.51
Grand Total	44,385	76,360,674.54

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

The **Day Training Program** had seven program participants attained unsubsidized employment. Of these, four were outside the Cherokee Nation, one was within the Cherokee Nation and two were with CNB/CNI.

Wildland Fire Management responded to 42 fires that burned 180 acres of Tribal land.

Sector Partnership – National Dislocated Worker Grant staff attended the Ribbon Cutting Ceremony for Ingredion in downtown Tulsa.



SP-NDWG staff have also been attending the monthly Muskogee Area Human Resources Association (MAHRA) Meetings in Muskogee. The purposes of this Chapter, as a non-profit organization, are:

- ✓ to provide a forum for the personal and professional growth of our members;
- ✓ to provide an opportunity to develop leadership, managerial, public speaking and group decision-making skills;
- ✓ to provide an arena for the development of trust relationships where common problems can be discussed and deliberated;
- ✓ to provide an opportunity to focus on current human resource management issues of importance to our members.

SP-NDWG staff will be attending a Rapid Response for a company in Bartlesville on Jan. 17th that will lay off 25 employees.

The **Coming Home Reentry Program** had three participants obtain regular fulltime employment. We have two selections for the new DOJ CTAS Purpose Area #3 Grant employees; one for Tahlequah and one for Pryor.

The **Tribal Employment Development Program** had ten OJT participants successfully complete their training and obtained fulltime employment.

Job Fairs and Other Events:

We hosted a job fair for HyPro Inc. in Vinita on Thursday, January 11th. We had over 55 people show up to fill out applications. HyPro Inc. has already made 11 job offers and there may eventually be more. Five of the 11 job offers were to Cherokee Citizens.

Photo L to R: Deputy Speaker Victoria Vazquez, Gretchen Evans- Oklahoma Works, Brandy Whaler – Career Services, Ashawna Miles – Career Services



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

Group: Certified Indian Owned Businesses (Career and Commerce Services)

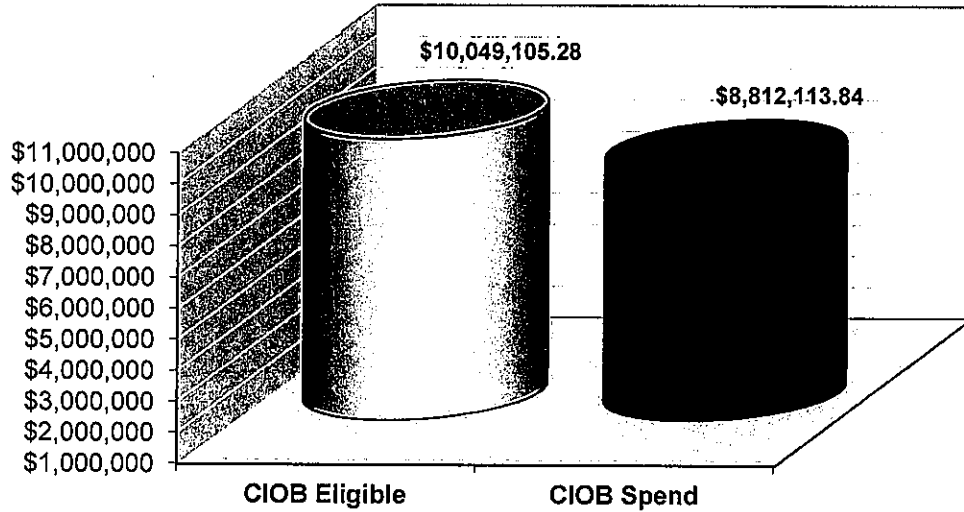
Month/Year of Report: February 2018 (Month Ending December – FY 2018)

Program Highlights

a. Balanced Scorecard Measures

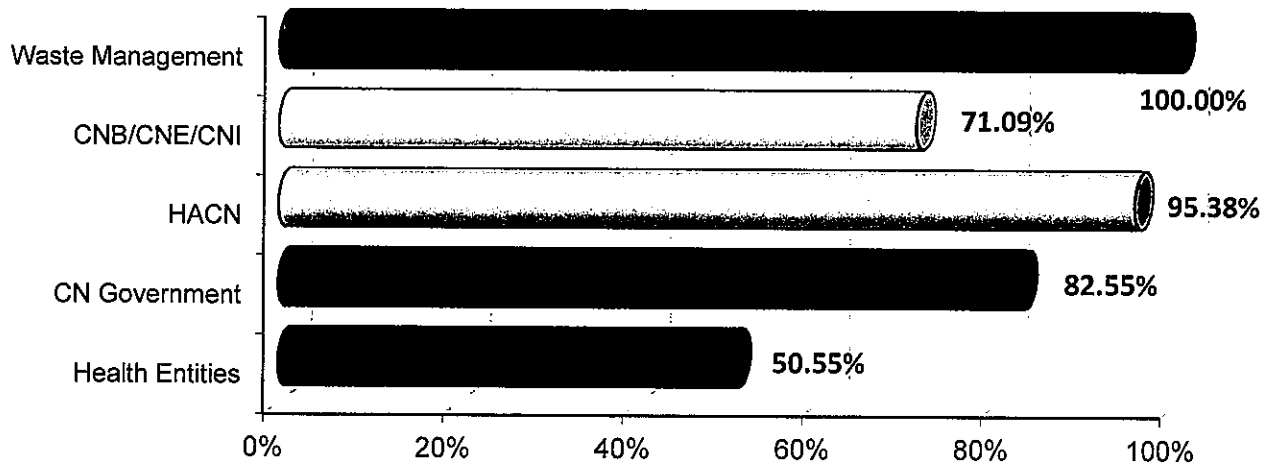
Objective	Metric	2018 Goal	Year to Date Achievement Notes/Comments
Effective Business Workshop Training	# Certified Indian-Owned Business Attendees and % indicating usefulness	300/100%	0 /100% 2,013 attending events including Engage Expo and Art Market
Increase Certified Indian-Owned Business Procurement Awards	% Certified Indian-Owned Business Procurement Awards	80%	87.69% Business Entities eligible procurement \$'s awarded to Certified Indian Owned vendors <ul style="list-style-type: none"> • CNE – 65.44% • CN Government - 98.46% • Health Entities -- 100% • CNI – 3.49% • Waste Management - 0%
Increase Cherokee Citizens employed	% Cherokee Citizens (verified)	Entity CNB – HACN - CN – 82.9% Health – Waste Management-	Business Entities 75.75% <ul style="list-style-type: none"> • CNB (CNB, CPM, CNE, CNI, NP) 71.09% (does not include temporary or government contract employees) • HACN 95.38% • CN Government 82.55% (does not include IPA/MOA) • Health Entities 50.55% • Waste Management 100%
Increase Indian-Owned Business Certifications	# Newly Certified Indian-Owned Businesses	150	32
Effective One on One Training for Certified Indian Owned-Businesses	# of businesses receiving assistance/% finding useful	200/95%	23 /100%
Certified Indian-Owned Business Receiving Financial Assistance	% Certified Indian-Owned Business Loans in Portfolio	85%	17.06% - based on \$'s loaned 7.14% - based on number of loans made
Effective Usage of Fees Collected	# Trained	100	information not available
Effective Monitor of Work Sites – Construction and Housing	# Monitoring Visits	90%	100% - 477 sites monitored
Effective Monitor of Bid Openings	# and % Bid Openings Attended	100%	100% - 16 out of 16
Effective Resolution of Complaints – TERO and EEOC	% Complaints Resolved	100%	TERO: 0 complaints filed; 0 resolved, 0 pending EEOC: 0 complaints filed; 0 resolved, 0 pending

87.69% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



**Includes CN Government, CNE/CNB, CNI, and Health Entities

75.75% of Employees are registered Cherokee Nation Citizens



**Companies majority, not wholly, owned – does not include temporary or government contract employees

Commerce Group

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

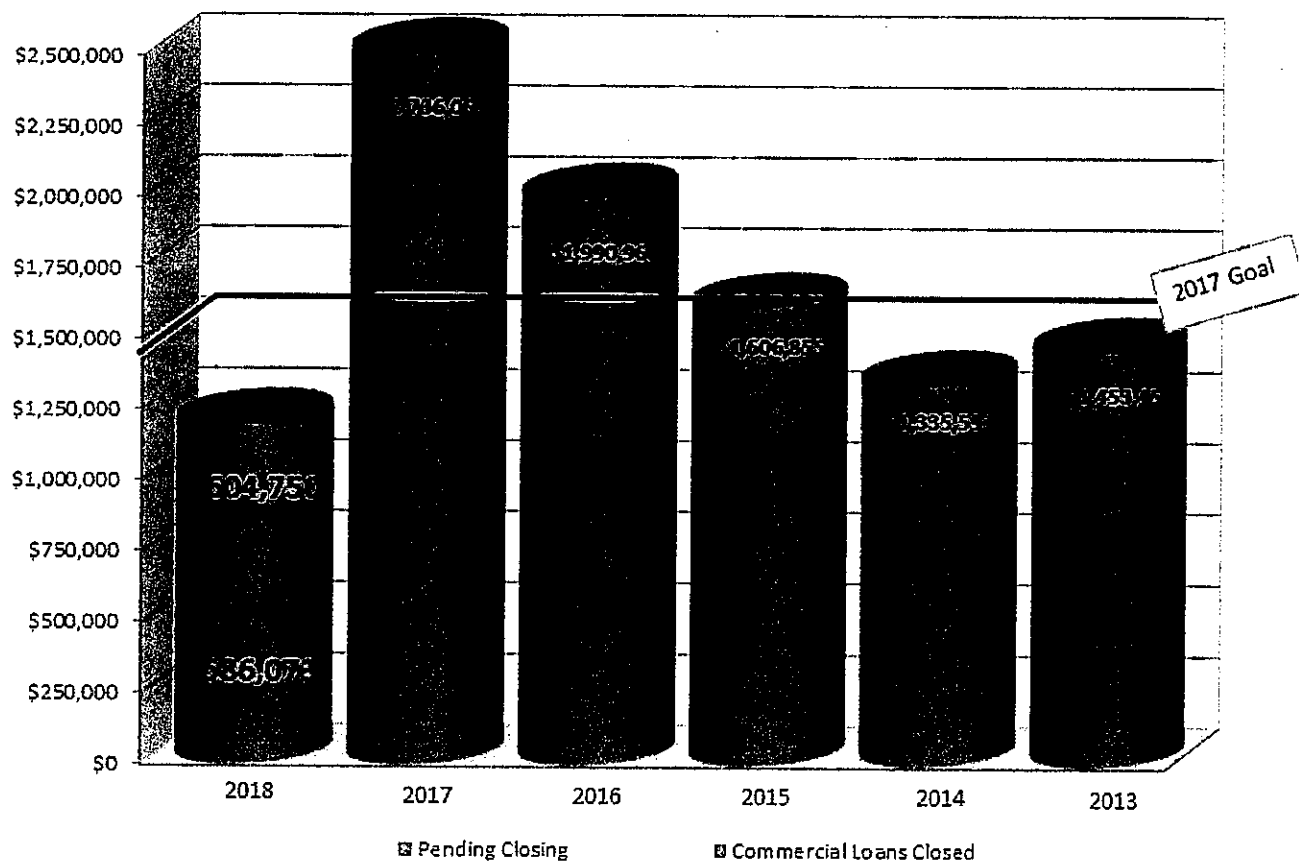
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



Since 2010 Cherokee Nation has Invested
\$12,765,227.91 in **273**
Privately-owned Small Businesses

Dollars Invested in the Local Economy Through Small Business Lending



All Cherokee Nation Economic Development Trust Authority (CNEDTA) lending is at an all-time high and demand for both commercial and consumer products continues to increase.

**Small Business Loans
Closed January 2018**

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Disney	Start-up	\$135,080	40%	2
Disney	Start-up	\$135,080	40%	2
Claremore	Start-up	\$275,000	85%	4

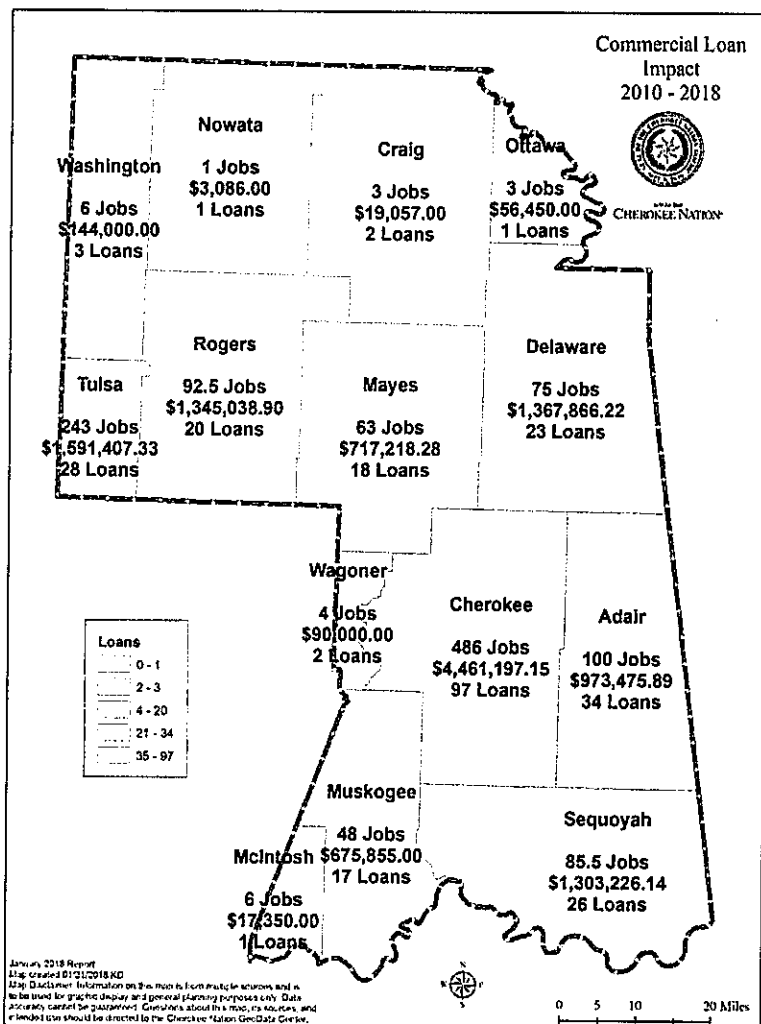
**Commercial Lending Pipeline
(Commercial requests submitted)**

Community	County	Business Type	Startup or Expansion
Hulbert	Cherokee	Technology	Expansion
Tahlequah	Cherokee	Retail Service	Start-up
Tahlequah	Cherokee	Food Service	Start-up
Tahlequah	Cherokee	Tourism Service	Start-up
Locust Grove	Mayes	Transportation	Start-up
Tahlequah	Cherokee	Agriculture	Start-up
Tahlequah	Cherokee	Transportation	Start-up

**Commercial Lending Impact
2010 through 2018
by County**

"We have been very pleased with the entire experience of the loan program. Brian and Stephen went above and beyond to help our family carry on the tradition of cattle ranching that started 4 generations ago. We would recommend this program to anyone."

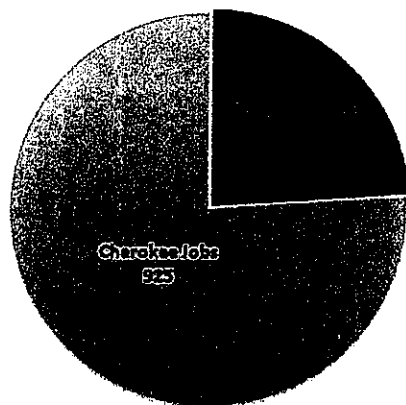
*- Rep. Matt and Janet Meredith,
Hulbert, Oklahoma*



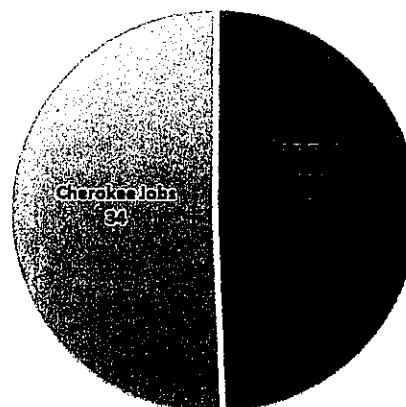
Small Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-18



Jobs Created FY 2018



Grant Applications Recently Submitted: Pending and Approved

Grant Submitted	Purpose	Amount Requested	Status	Notes
SBA Native American Enterprise	Technical Assistance One-on-One Coaching	\$116,000	Awarded	Executive Coaching, Market Research, Social Media
USDA Rural Business Development (RBDG)	Feasibility for Health Innovation Incubator	\$119,000	Awarded	Waiting Disbursement, Partnership with CN Health
USDA RBDG	Small Business Lending	\$500,000	Awarded	Waiting Disbursement
SBA PRIME	Kawi Café Operations	\$150,000	Awarded	Continue the hands-on entrepreneurial training
US Treasury CDFI	Commercial Lending	\$861,333	Awarded	Submitted as CN Economic Development Trust Authority (CNEDTA)
USDA Socially Disadvantaged Groups	Technical Assistance for Cooperatives	\$137,000	Awarded	Leadership Training, Strategic Planning, Feasibility Studies, Submitted as CNEDTA
Wells Fargo Foundation Homeownerships Counseling Grant	Northern region staff	\$60,000	Pending	Application in process due January 31, 2018
USDA Rural Business Development (RBDG)	Small Business Lending	\$500,000	Pending	Application in process due March 2018

Entrepreneurial and Small Business Training

We are seeking Cherokee business owners interested in one-on-one coaching in the areas executive coaching, market research and social media. Please refer anyone interested to Stephen Highers at 918-207-3955 or stephen-highers@cherokee.org.

Entrepreneur Community Field Days		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - One American Way Building 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 makes **field visits to meet with entrepreneurs**. Above is his monthly schedule; he can be reached at brian-wagon@cherokee.org or 918-506-9168. Special accommodations are available.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
February 15	Webinar	10:00 am	SBA, Small Business Financing
February 20-22	Pryor	7:00 am	NT, Rescue Training, Atmospheric Rescue
February 21	Pryor	11:30 am	NT, Keep Moving
March 15	Webinar	10:00 am	SBA, Small Business Financing
March 28	Pryor	11:30 am	NT, Eating for Life
April 18	Pryor	11:30 am	NT, Establishing a Work/Life Balance
April 19	Webinar	10:00 am	SBA, Small Business Financing
May 17	Webinar	10:00 am	SBA, Small Business Financing
June 21	Webinar	10:00 am	SBA, Small Business Financing
July 19	Webinar	10:00 am	SBA, Small Business Financing
August 16	Webinar	10:00 am	SBA, Small Business Financing

Commerce partners with regional training groups to leverage resources and target larger markets. Year to date, **entrepreneurial development and business workshops have been attended by 2,471 people**, 100 percent of whom found the training useful to building the capacity of their businesses.

Much of Commerce's training is conducted one-on-one to meet specific needs. Staff also conducts regular site visits with all current loan clients and evaluates individual training needs for business growth and best chance of success.

"The Kawi Café has helped me learn to be accountable, responsible, and become more active member of our community. Plus they make slammin' omelets." – Morgan Lessley, Keys, OK

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, **521 people have attended 84 artist taught classes** and the **equipment has been used 353 times by 365 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 1,109 times**.

"I love the new studio and the light and storage space, this is the best place I think I have ever had. It's great to be able to work with staff that are here to help Cherokee artists and it's great to be able to around other artists and elders in one place."

Jane Osti

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Tuesday	6:00-8:00 pm	Beginning Metal Smithing
Every Tuesday	4:00-5:30 pm	ICW Cultural Art Class
Every Wednesday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:30 pm	Silver Smithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	(Class Full)	Loom Weaving with Dorothy Ice
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
February 5,6, 12 and 24	11:00-4:00 pm	Basket Making
February 13 (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
February 13	5:00-8:00 pm	Wines of Winter - TMSA
February 15 (3 rd Thursday)	6:30-9:00 pm	Tahlequah Arts Council Meeting
February 17 (3 rd Saturday)	2:00-3:00 pm	Tahlequah Writers Group
January 20 – March 10 (Sat)	1:00-3:00 pm	Beginners Smithing Class

The Spider Gallery currently represents **122 Cherokee Nation artists**, 18 of which are National Treasures.

Cherokee Nation Proudly Presents



- Year to date 589 visits have been made to the Gallery
- Year to date sales total \$7,687.43
- Artists have earned \$19,053.91
- The Gallery Store include items priced less than \$100