

# OFFICE OF THE ATTORNEY GENERAL

## February 2012 Report to Rules Committee (03-29-12)

### Attorneys:

Robert Garcia- attended Tribal Dockets, Muskogee Dockets, Mayes County Probate/JDD, Rogers County Foreclosure hearing on Summary Judgment, Delaware County Adoption without consent hearing, Mayes County AWOC and Sequoyah County termination of parental rights.

Cheryl Hamby-attended juvenile hearings in Santa Barbara (3), Tulsa County (2) Washington County (1). Attended criminal hearings-tribal court and two Employee Appeals Board Hearings.

Dana Jim-attended child support dockets in several counties within the 14 county jurisdiction. Participated as judge at a moot court practice at the Oklahoma City University School of Law to assist law students from OU, TU, and OCU in their preparation for the National Native American Law Student Association Moot Court Competition that was held in Hawaii.

Chrissi Nimmo- attended 2 Cherokee Nation District Court Juvenile Dockets, 3 Sequoyah County Juvenile Dockets, 1 Adair County Juvenile Docket, 1 Rogers County Juvenile Docket and 1 Pittsburg County Juvenile Docket. Filed Response Brief in South Carolina ICWA case. Taped "ICWA: Myth vs. Reality" for RSU TV. Submitted updated Sex Offender Substantial Compliance packet to the U.S. Department of Justice.

Elizabeth Odell-Attended the Tribal Child Support docket, the Cherokee County Child Support docket, and a Juvenile Deprived Hearing in Ft. Smith, Arkansas.

Susan Work-Attended Water Resources Advisory Board meeting in Stillwater; served as a scorer for the OBA Mock Trial competition at the Cherokee Nation Courthouse; attended adoption hearing in Cleveland County; prepared and submitted comments regarding proposed NAHASDA (housing) regulations to HUD as part of ongoing work involving Cherokee Nation's participation on Negotiated Rulemaking Committee; and continuing work on water rights issues.

Support Staff:

Sherry Chennault-submitted VOCA Grant Clearance Form to Solutions Department. Participated in the Solutions CTAS grant meeting. Assisted with Employee Appeal Hearings. Attended Tribal Court. Distributed Victim Services posters and flyers. Attended a one day grant writing training at OSU Tulsa. Collaborated with Marshal Service, Communications, local law enforcement, and Northeastern State University on grant opportunities. Confirmed Cherokee Nation participation in the Crime Victims Rights Week Day at the Capital in Oklahoma City. Participated in the Cherokee Nation Women's Advisory Committee regarding the 2010 DOJ grant award. Participated in roundtable discussion of victim services in Tahlequah. Collaborated with the Oklahoma State-Tribal Crime Victims Liaison to host a 14 county roundtable event regarding Victim Services within the Cherokee Nation jurisdictional service area. Assisted Charles Head with submission of the VOCA grant application to the Oklahoma District Attorney's Council.

Nancy Rineheart- Attended Tribal Court, Cherokee County District Court, Muskogee County District Court, Adair County District Court and a Training with Elder Care.

**COUNCIL OF THE CHEROKEE NATION**  
**RULES COMMITTEE REPORT**

**Group:** Election Commission

**Month/Year of Report:** February 2012

**Group Leader:**

**Phone:** 458-5899

**E-mail:** [election-commission@cherokee.org](mailto:election-commission@cherokee.org)

**I. Budget Highlights**

- a.) None
- b.)
- c.)

**II. Program Highlights**

**a.) Balanced Scorecard Measures**

- 1. n/a
- 2.
- 3.

**b.) Accomplishments**

- 1. Lindsey Earls and Shawna Calico sworn in as Election Commissioners
- 2. Martha Calico and Bill W. Horton appointed as Election Commissioners
- 3. Draft Election Law/Policy recommendations for Tribal Council
- 4. Relinquished current through 2/29/2012

**c.) Future Plans/New Initiatives**

- 1. Finish processing all Voter Applications from 2011 Election
- 2. Swear in Mrs. Calico and Mr. Horton as Election Commissioners
- 3. Selection of fifth Election Commission member
- 4. Submit Election Law recommendations to Tribal Council



## CHEROKEE NATION TRIBAL COUNCIL RULES COMMITTEE REPORT

**Group:** Tax Commission

**Month/Year of Report:** March, 2012

**Group Leader:** Sharon Swepston

**Phone:**

**E-mail:** Sharon-sweepston@cherokee.org

### **I. Budget Highlights**

- a.) Please refer to the monthly financial report from Finance.

### **II. Program Highlights**

#### **a.) Motor Vehicle**

1. Year to Date Motor Vehicle revenue for FY12 compared to FY11 as of January 31, had an overall increase of 8.63%.
2. The month to month revenue comparison for January 2011 (FY11) compared to January 2012 (FY12) shows an increase of 20.81%.
3. The detail for all areas of revenue for motor vehicle is shown on the attached graphs.
- 4.

#### **b.) Revenue and Taxation Division**

1. Year to Date Revenue and Taxation (Tobacco) for FY12 compared to FY11 as of January 31, had an overall increase of 9.45%.
3. A month to month revenue comparison January 2011 (FY11) compared to January 2012 (FY12) shows an increase of 5.17%.
3. The detail for all areas of tax is shown on the attached graphs.
- 4.
- 5.

#### **c.) Future Plans/New Initiatives**

1. The next Tax Commission meeting is scheduled for March 14, 2012 at 4:30 pm in the CNTC Conference room.
2. New business hours for the Tahlequah office. As of February 1, 2012 the extended business hours will only be on Tuesdays. The business hours will be from 8:15 am until 6:00 pm on Tuesdays only.
- 3.
- 4.
- 5.

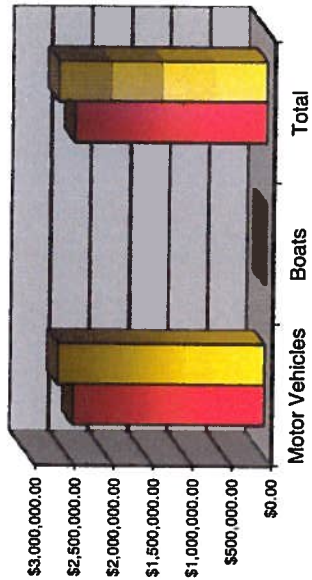


CHEROKEE NATION TAX COMMISSION

JANUARY 2012

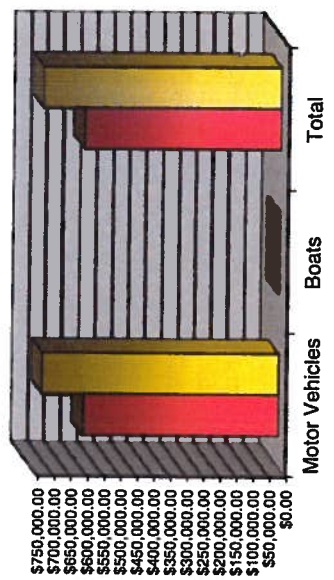
	Motor Vehicles	Boats	Total
FY10	\$2,424,309.34	\$10,339.01	\$2,434,648.35
FY11	\$2,627,259.66	\$17,402.54	\$2,644,662.20
% of Change	8.37%	68.32%	8.63%

MV Gross Revenue Comparison - Year to Date



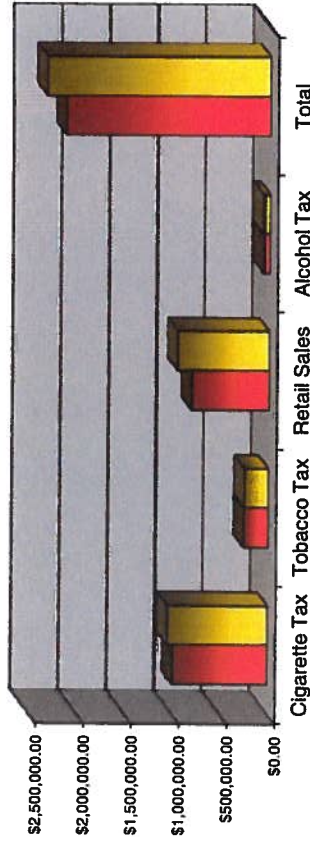
	Motor Vehicles	Boats	Total
FY10	\$589,329.87	\$3,247.85	\$592,577.72
FY11	\$713,215.29	\$2,669.78	\$715,885.07
% of Change	21.02%	-17.80%	20.81%

MV Gross Revenue Comparison - Month to Month



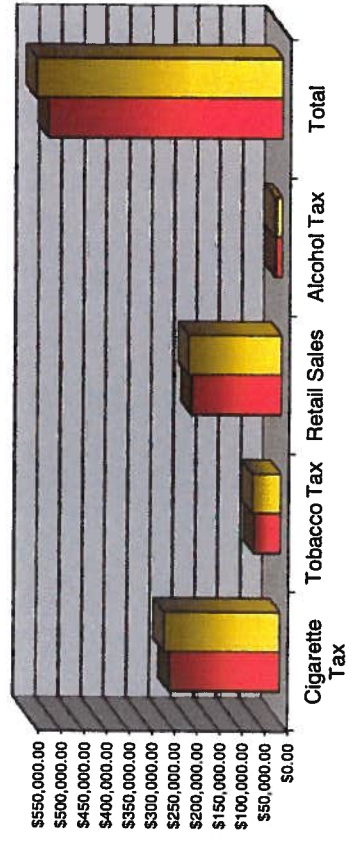
	Cigarette Tax	Tobacco Tax	Retail Sales	Alcohol Tax	Total
FY10	\$998,400.72	\$257,545.33	\$811,850.67	\$66,594.89	\$2,129,391.61
FY11	\$1,049,160.55	\$251,722.31	\$958,121.77	\$71,520.95	\$2,330,525.58
% of Change	5.61%	-2.26%	18.02%	7.40%	9.45%

R & T Gross Revenue Comparison Year to Date



	Cigarette Tax	Tobacco Tax	Retail Sales	Alcohol Tax	Total
FY10	\$244,561.00	\$58,561.00	\$199,149.93	\$16,052.44	\$518,324.37
FY11	\$257,545.32	\$63,491.92	\$206,907.80	\$17,168.11	\$545,113.15
% of Change	5.31%	8.42%	3.90%	6.95%	5.17%

R & T Gross Revenue Comparison Month to Month



- **Program Highlights**
  - **Balanced Scorecard Measures**
    - **CNYLC Attendance Records**
      - **January: 13**
      - **February: 7**
      - **March: 6**
- **Activities Report**
  - The Tribal Youth Council is currently under reorganization and unanimously ratified their bylaws at the March 10<sup>th</sup> meeting.
  - The Trail of Tears Awards began accepting applications online. The deadline for all applications will be March 18, 2012.
  - Two youth representatives attended the Unity Mid-Year conference in Washington, DC to make preparations for the Annual Unity Conference to take place July 6 – 10 in Phoenix, AZ. The youth visited the capitol and visited with Rep. Boren and Rep. Cole.

**Cherokee Nation Tribal Youth Council**  
**By-Laws**  
**Ratified March 10, 2012**  
**by Reorganization Committee**

**ARTICLE I NAME**

Cherokee Nation Tribal Youth Council

**ARTICLE II PURPOSE**

The Cherokee Nation Tribal Youth Council's purpose is to create future tribal leaders. We strive to act as a voice and as role models for Cherokee youth. We promote the mental and physical well being of our youth, develop peer programs, and participate in community service projects.

**ARTICLE III MEMBERSHIP**

**A. MEMBERS:**

- (1) Between the age 15-22
- (2) Must be a registered Cherokee Nation Tribal Citizen.
- (3) Participants must be enrolled in a program of education (public, private, or home school).
- (4) Enrolled students must be in good standing and passing.
- (5) Each member will serve as a representative of their respective district.
- (6) There shall be 20 members.
- (7) There shall be four (4) members from each district.
- (8) Terms shall be two (2) years. Election of members will be as follows: Seats one and three from each district will be elected on an odd year. Seats two and four from each district will be elected on an even year. Should no candidate(s) file for membership in the district(s) the existing members of the Cherokee Nation Tribal Youth Council shall appoint an individual(s) to fill the vacancy or vacancies in the district(s).
- (9) There will be no term limit applied to the number of years served in this program.
- (10) If members turn 23 during their term, they may serve out the remainder of their term.
- (11) Provisional members are students who want to participate in the program without having to go through the election process. Provisional members will not be held to the point system or required to attend all Tribal Youth Council meetings or Tribal Council meetings. The provisional members can fill an elected seat in case of a vacancy.
- (12) Oath of office. Sign a contractual agreement specifying length of office and duties.
- (13) Member may resign from the youth council with a written resignation.
- (14) Members must reside in the district they are representing three months (90 days) prior to tribal youth council elections.
- (15) Never married (civil or common law); childless.

**B. ATTENDANCE:**

- (1) Members are required to attend all monthly meetings and assist with all community service projects.
- (2) Points will be awarded for attending any Cherokee Nation sanctioned events.
- (3) All elected members must remain in good standing. This will be evaluated through the point system which is monitored by the advisor.

**C. DUTIES:**

- (1) To attend all business meetings and be prompt.
- (2) To be active in discussions and committee assignments and Tribal Youth council activities.

- (3) To willingly and unselfishly use their abilities for the good of the Tribal Youth Council and youth they represent.
- (4) To maintain a positive attitude when representing the Tribal Youth Council.
- (5) Each member shall participate in a minimum of two committees but are not limited to serving on other committees.

**D. REMOVAL:**

Active members of the Tribal Youth Council may remove officers and or members by two thirds (2/3) vote of a quorum when in the best interest of the council. The following constitutes removal:

- (1) Conflict of interest
- (2) Personal Gain
- (3) Failure to up hold duties
- (4) Misconduct
- (5) Attendance

**ARTICLE IV OFFICERS AND TERMS**

**A. OFFICERS:**

- (1) President
- (2) Vice-president
- (3) Secretary
- (4) Treasurer
- (5) Parliamentarian
- (6) Reporter
- (7) Historian
- (8) Social Chair

**B. TERMS OF OFFICE:**

- (1) Nominations for officers made by Tribal Youth Council members.
- (2) Offices shall be held for one (1) year.
- (3) Officer may be re-elected.
- (4) Officer are not encouraged, but allowed to hold more than one office.
- (5) Elections will be determined by secret ballots voted on by the Tribal Youth Council.
- (6) Officers are chosen by a majority vote.
- (7) Officers will be chosen during the second business meeting of the new councilors.

**C. DUTIES OF OFFICERS:**

- (1) **President:** To preside at all meetings, delegate responsibilities, maintain discipline of the group, act as a voting member in the event of a tie, and appoint committees as deemed necessary.
- (2) **Vice-president:** To substitute in the absence of the president, to work in cooperation with the president, to assist in coordinating activities and to notify members of meetings by email.
- (3) **Secretary:** To take minutes of meetings, to maintain contact with the members, and keep a file of all Tribal Youth Council business.
- (4) **Treasurer:** To be responsible for all financial management, to take care of mileage forms, and to provide financial reports to the Tribal Youth Council. Serve as chair of the Financial Committee.
- (5) **Parliamentarian:** The maintain parliamentary procedures. Serve as chair of the By-laws Committee.
- (6) **Reporter:** Chair of public relations committee. In charge of public information news articles. Responsible for communicating effectively to the Cherokee community the activities of the Tribal Youth Council. Serve as chair of the Public Relations Committee.



- (7) **Historian:** Records activities of the Tribal Youth Council either by written word and/or a pictorial history of the Tribal Youth Council.
- (8) **Social Chair:** Responsible for ice breakers at meetings and in charge of coordinating outings for the Tribal Youth Council as fun optional activities. Serve as chair of the Activities Committee.

**D. FILLING VACANCIES:**

- (1) In the event that the President resigns the Vice-president will fill the vacancy and a new Vice-president will be elected.
- (2) The President of the Tribal Youth Council shall appoint an individual to fill a vacant seat, with confirmation of the existing membership by a simple majority vote.

**ARTICLE V MEETINGS**

**A. MEETINGS:**

- (1) Meetings will be called to order every first (1st) Saturday of each month at 10:00 a.m.
- (2) Members will be notified of meeting dates and places by email.
- (3) Tribal Youth Councils will attend Tribal Council meetings on a quarterly basis. By attending in person or via the internet, CNTYC members will adhere to the following policy:
  - (a) A member will only be allowed two (2) Tribal Council meetings via internet for two (2) quarters.
  - (b) Members will submit a typed report of Tribal Council meetings at CNTYC monthly meetings.
- (4) Emergency meetings may only be called no less than 48 hours in advance by telephone.
- (5) The President or advisor may call special meetings.

**ARTICLE VI COMMITTEES**

**A. COMMITTEES**

- (1) Each committee shall consist of at least four (one chair and three members) members of the Tribal Youth Council and all members are encouraged to attend committee meetings.

**B. STANDING COMMITTEES**

- (1) **Finance Committee:** Responsible for promoting and planning activities for the purpose of raising revenues. Shall keep an up to date account of all revenues provided to the Tribal Youth Council. Keep an accountable and accurate record consisting of the total balance and expenditures of the Tribal Youth Council. These records shall be kept in the form of a ledger, bookkeeping, receipts, etc.
- (2) **Activities Committee:** Shall be responsible for providing speakers at the Tribal Youth Council meeting. Be responsible for promoting and planning non-profit activities for the purpose of expanding the goals and knowledge of the youth in the Cherokee Nation of Oklahoma (i.e. the activities will consist of but are not limited to: Community Leadership Conference, community events, volunteer work, etc.)
- (3) **Public Relations Committee:** Shall act as an ambassador of the Tribal Youth Council, develop press releases, brochures and any other media relations. They will maintain positive communications with the public.
- (4) **Cultural Committee:** Providing cultural education for future tribal leaders through the demonstration and organization of cultural activities such as: stickball, basket weaving and storytelling. Also responsible for promoting cultural awareness through organized demonstrations.

- (5) **By-laws Committee:** This committee will review the by-laws on a yearly basis and make recommendation to the Tribal Youth Council should any amendments be needed in the operation of the Cherokee Nation Tribal Youth Council.

## **ARTICLE VII PARLIAMENTARY AUTHORITY**

The Tribal Youth Council shall operate under the parliamentary of Robert's Rules of Order Newly Revised Edition.

## **ARTICLE VIII "OVERSIGHT AUTHORITY"**

Tribal Youth Council members and Cherokee Nation agree that all functions, meetings and official action of the Cherokee Nation Tribal Youth Council are subject to approval by the Cherokee Nation Leadership department.

## **ARTICLE IX AMENDMENTS**

These by-laws may be amended or changed by a two thirds (2/3) vote of the members present at any monthly meeting of the Cherokee Nation Tribal Youth Council, provided written notice of such amendments and or changes has been sent to all members no later than 10 days before the date of such meeting. All amendments and changes shall become effective on the date and time of passage.



G W N D B P  
**CHEROKEE NATION®**  
**Cherokee Nation Citizen Addressing**  
February 8, 2012

In recent months the Cherokee Nation has discussed districting and apportionment of Cherokee citizens residing in the 14-county jurisdiction. The 2011 election prompted this discussion and examination of the residency of our citizens. During the analysis, the lack of valid and certified 911 citizens address made the equal apportionment of our citizens difficult. During the final hours of discussion, Cherokee Nation Council Members asked that we develop a plan of action to ensure that Cherokee citizen information is accurate and complete, and that county 911 addresses are valid and available.

A group of key stakeholders was formed to develop the plan which included staff from Leadership Services, Information Systems, Tax Commission, Registration, Election Commission and GeoData Center as well several Council Members and Council Staff.

The benefits of current and valid citizen addresses applied to certified 911 addresses include, but are not limited to the following:

- Equal apportionment of citizens for representation
- More efficient service delivery
- Better data for community and service planning
- More efficient and communication with citizens
- Operational cost savings

The group has identified several phases of the project (Figure 1). Some of the phases include internal Cherokee Nation departments and operations, while others include external offices like the county 911 offices. It is important to understand that we feel the development and 911 addressing information is responsibility of the city or county, not the primary responsibility of the Cherokee Nation. The illustration below outlines the phases and actions taken for internal operations and external partnerships.

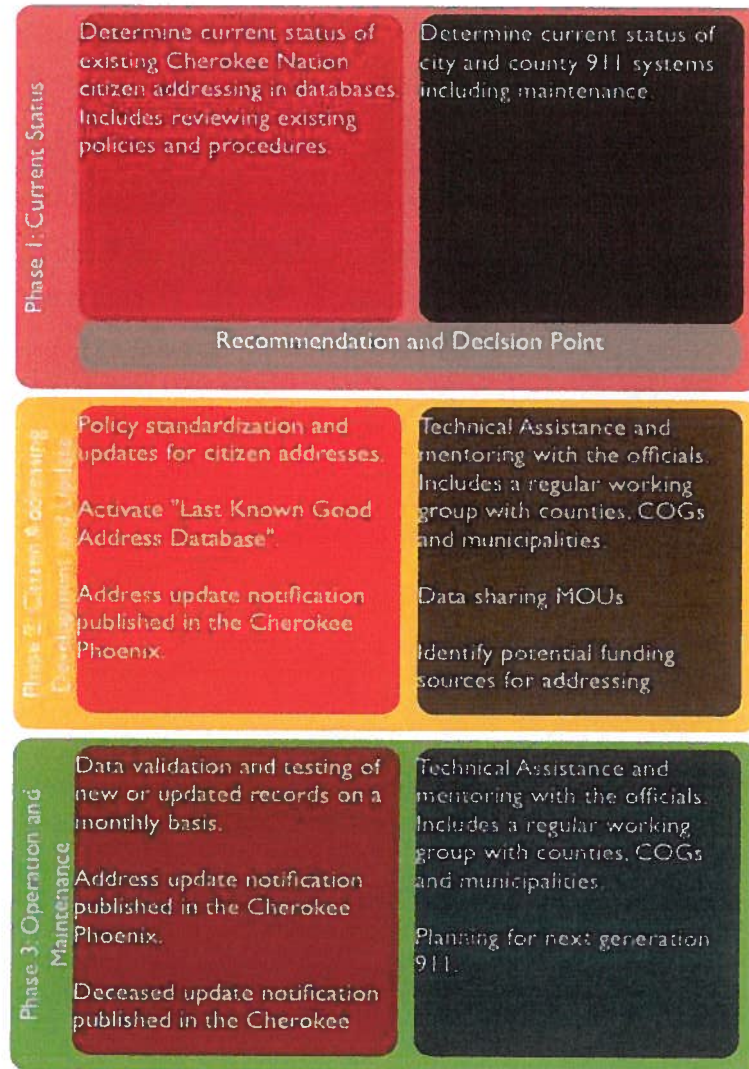


Figure 1: Project Phases

The group immediately began working on Phase 1: Current Status. Phase 1 includes gathering, analyzing and reporting of Cherokee Nation records as well as the county information. The remainder of this report outlines the status of both County 911 Current Status and Cherokee Nation Current Status.

### County 911 Current Status

The group collected baseline information regarding citizen addressing and county 911-development status. The status of each county is represented in the map below (Figure 2) and detailed listing (Attachment A: County 911 Status).

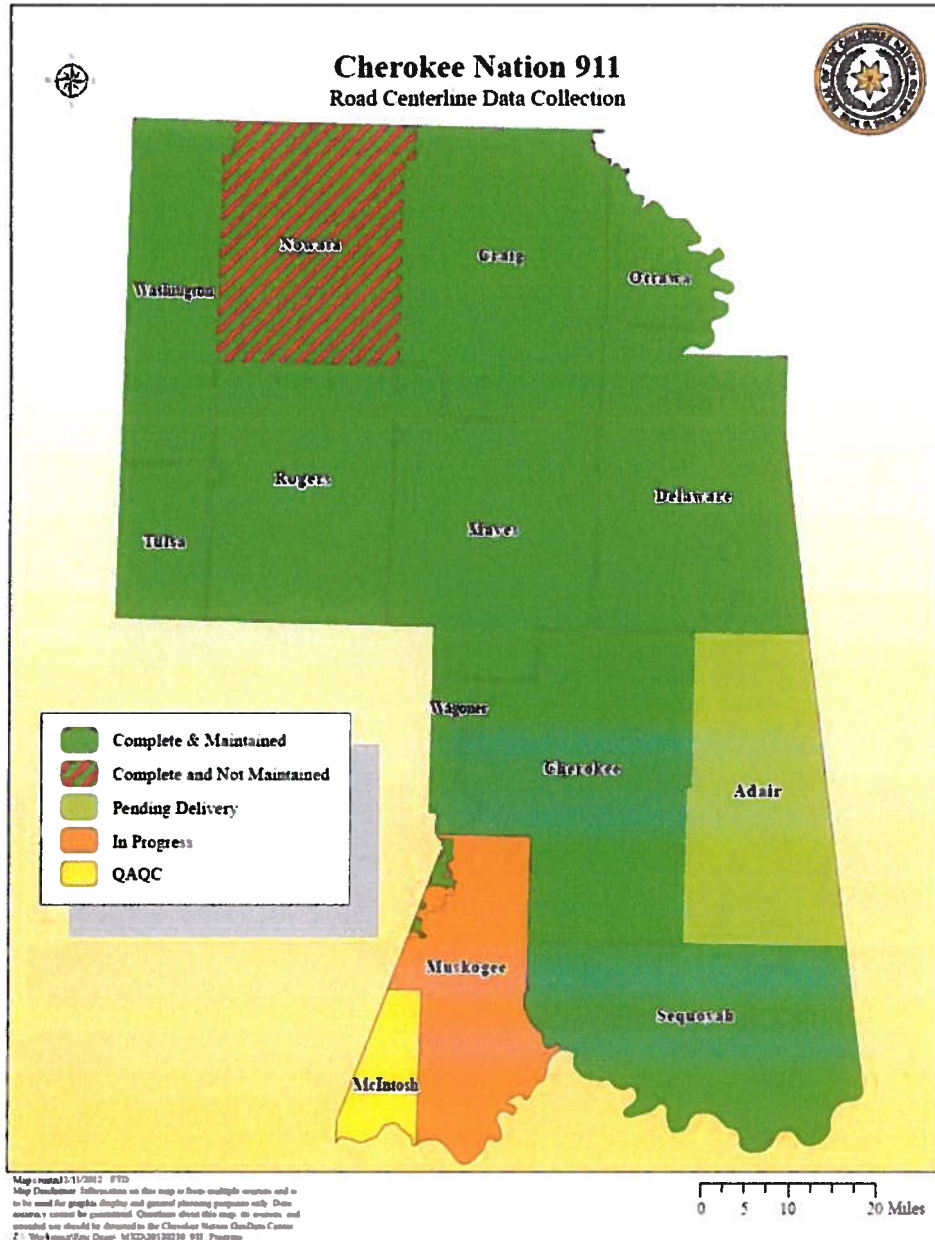


Figure 2: Cherokee Nation 911

The map illustrates that six counties have 911 systems that are complete and regularly maintained. There are also four counties along the eastern Cherokee Nation boundary that are pending delivery of existing data. Two counties are also currently under development. Therefore, 12 of the 14 counties are currently complete or under development. The remaining two counties, McIntosh and Nowata, have no road data, nor is any work currently being conducted to prepare the data.

The development of county-wide 911 data can take several years to collect, verify and test before it is ready for use. Furthermore, the associated cost for an individual county can cost more than \$250,000. The estimated cost of McIntosh and Nowata counties could be as high at \$500,000 alone. Data development is typically completed by third-party vendors due to equipment costs, time involved, and staffing. Once the data is complete it is delivered to the county and it is the responsibility of the county to maintain the records.

However, in several counties, the long-term and continued maintenance of 911 records is difficult and inadequately staffed. In the case of two counties, the data was developed several years ago, but due to inadequate staff, training and resources the records have not been regularly updated. In those cases, the county must re-invest in the development of 911 records, costing approximately \$40,000 to \$50,000.

The group still needs to collect additional information to develop a better estimate of time and associated costs to complete county 911 records. However, as indicated earlier, the group feels that it is the responsibility of each county to develop and maintain 911 records. The regular changes and updates to roads and housing should be recorded and updated by the county as they are the best agency to know of any associated changes and updates.

### Cherokee Nation Current Status

As discovered during the recent redistricting and apportionment process there are several citizen addresses that are difficult to accurately allocate using 911 data. Those address types include the following: PO Boxes, Rural Routes and Undeliverable addresses. The group analyzed the citizen addresses in the Registration Database (Figure 3).

To address several of these citizen

Cherokee Nation Registration Jurisdiction Addresses

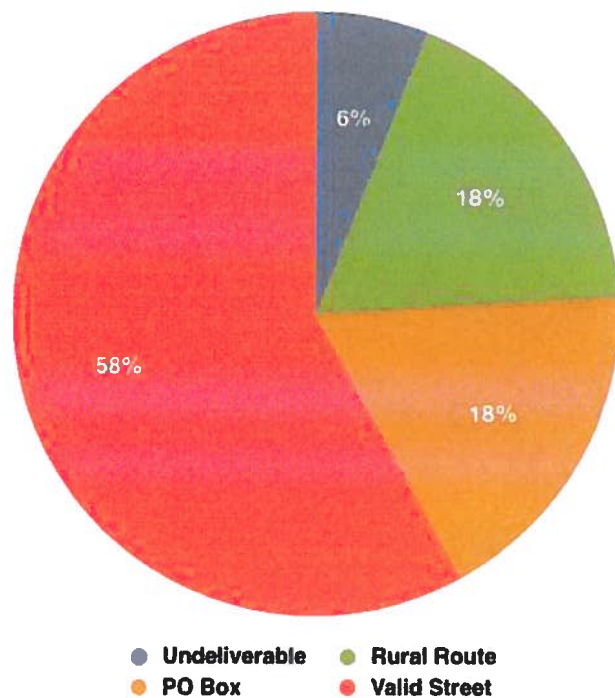


Figure 2: Cherokee Nation Registration Jurisdiction Addresses

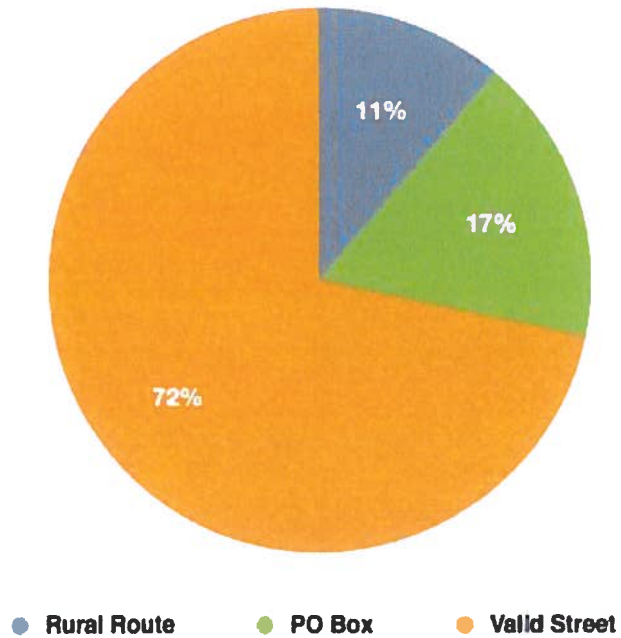
address delivery challenges, the Registration Department has begun publishing announcements in the Cherokee Phoenix, requesting that citizens update their address. The announcements include two notices, Citizen Address Updates and Deceased Citizen Notification. Examples of each announcement are provided in Attachment B. This process will ensure that Cherokee citizens have easy access to update address information.

Conversely, the group also analyzed another major collection of citizen records, the Motor Vehicle Registration Database. The analysis concluded similar challenges with citizen addresses, as many of the records include PO Boxes or Rural Route addresses (Figure 4). However, the Motor Vehicle Registration addresses do not include “Undeliverable Addresses” because the records are not marked as undeliverable. The requirement to keep vehicle registrations current ensures that the Cherokee Nation receives most current address of each citizen that has registered a vehicle.

There are several other service delivery databases that collect current citizen addresses and could be used for validation and cross-reference. The project, Last Known Good Address Database (LKGAD) collects and evaluates the most recent valid address provided by the citizen at the point of service delivery. The outline of the LKGAD project is provided as Attachment C.

Both processes work toward ensuring that we use the most current and accurate citizen address. Staff have already begun work on both, and will report the status of each project in monthly reports.

**Cherokee Nation Tax Commission Addresses**



**Figure 3: Cherokee Nation Tax Commission Addresses**

## **Summary**

The information presented in this report is not complete therefore, we cannot give a complete picture of the status and needs. The report does provide some insight into the need and difficulty to complete such a large project. The associated cost and ongoing maintenance are challenges as we move forward.

The group assigned to work on this project will continue to work on Phases 1 and 2, gathering more information about each county. We hope that information will be completed, and a good estimate of time and resources required to complete the project will be submitted to the Council and the Principal Chief.



## County 911 Status

### Adair County:

- Centerline dataset is approximately 50% complete
- EODD and in-house staff are completing the centerline dataset and addressing data (EODD cost is \$140,000)
- The current 911 coordinator has been there for 3 years
- New road signs are 50% complete
  - *New equipment is needed. When the current 911 coordinator started 3 years ago the equipment was the same equipment Adair County had bought 12 years ago (equipment was used when it was purchased).*
  - *“Contact One” is the software that the current dispatch is using but the 911 coordinator has a lot of issues with it’s accuracy*

### Cherokee County:

- Yes, centerline data is complete for the county
- Data was completed in-house
- Cherokee County has two GIS positions that update addressing and road centerline data
- 911 fees have been collected since 1999
  - *Cherokee County is one of the most complete and operational counties in NE Oklahoma*

### Craig County:

- Yes, centerline data is complete.
- Data was completed by GeoComm out of St. Cloud, MN
- Craig County currently has a contract with GeoComm for centerline data maintenance
- Craig County has one (self taught) GIS person that maintains the addressing data
- Craig County has been collecting 911 fees since 1992 or 1993
- A rough estimate for the cost to set up 911 for Craig County:       \$250,000
- Note: the 911 coordinator for Craig County looked into incorporating Nowata County into his system but too cost prohibitive. He said the set up cost would be about the same for Nowata County as it was for Craig County.
  - *Mr. Butcher came to CN GeoData on Monday 9/27/10. We worked with him from 12:15 until 4:00 that afternoon.*
  - *According to Vicky Atchley (Oklahoma NENA President) Craig County is not operational with a dispatch center. They create map books for the dispatchers.*

### Delaware County:

- Collecting status information

**McIntosh County:**

- According to Vicky Atchley (Oklahoma NENA President) McIntosh County has a 911 person but she does not know who it is.
- EODD is taking the responsibility of the development of 911 data for McIntosh County
- 911 road dataset was completed and is undergoing QA/QC and should be completed in 2012

**Mayes County:**

- Yes, centerline data is complete
- Data was completed by InterAct out of Little Rock, AR. Was completed in 2002 or 2003
- Mayes County has one (self taught) GIS person that maintains the addressing data and the centerline data
- Mayes County is in talks with 911 Inc. out of Colorado to incorporate “Next Generation 911”
  - *911 Inc. says they need to hold off until further testing is done in rural counties*

**Nowata County:**

- Nowata County does not have anyone working on 911
- Cherokee Nation contracted with SDR (Spatial Data Research) to complete a roads dataset for Nowata County that could be used for geocoding purposes.
- The SDR project was completed on 1/26/12

**Muskogee County:**

- The County/City 911 office is creating a 911 roads dataset.

**Ottawa County:**

- Yes, centerline data is complete
- Data was completed by SDR out of Lawrence KS. Was completed in 2005
- Ottawa County has one self taught GIS person that maintains the addressing data and the centerline data
- Needs approximately \$20,000 to complete the county (looking at mainly finishing the cities and towns and a little bit of the rural area)
  - *Ottawa County was divided by telephone prefixes*

**Rogers County:**

- Yes, centerline data is complete for the county
- Data was completed in-house (about 6-months ago)
- Addressing is 95% complete

- Rogers has one self-taught GIS person to update the centerline data and addressing data
- 911 fees have been collected since 1997/1998 for landlines and since 2005 for cell phones
  - *Rogers County is operational*

**Sequoyah County:**

- Yes, centerline data is complete for the county (according to EODD the county is 95% complete, but the 911 coordinator has no idea how they are coming up with that number)
- Data has been completed by EODD and in-house staff.
- Sequoyah County has one self taught GIS person who has been in office since February 2010. The County office maintains the centerline data and addressing data with the help of EODD (at \$20 an address)
- 911 fees have been collected since 1995 for landlines and 2000 for cell phones
  - *Training is a big issue for Sequoyah County staff. It didn't sound like they had any training budget*
  - *They are currently in the process of trying to figure out what they need to get away from EODD*

**Tulsa County:**

- Collecting status information

**Wagoner County:**

- Wagoner County has contracted with a 3<sup>rd</sup> party vendor to create a 911 roads dataset and is currently undergoing QA/QC of the data.

**Washington County:**

- Yes, centerline data is complete for the county, the city of Bartlesville is a different system
- Data was completed by GeoComm out of St. Cloud, MN. It was completed in 1997 and re-done in 1999 (current 911 coordinate does not know why it was re-done)
- Washington County has one self taught GIS person that maintains the addressing data and the centerline data
- 911 fees have been collected for some time now. The 911 coordinator was positive but he thought it had been since 1989.
  - *Washington County does not actually get any of the 911 fees. All 911 fees go directly to the city of Bartlesville.*
  - *Washington County paid for it's own system but the Bartlesville City Police Department handles all 911 calls unless the County Sheriff is needed. Then the call is forwarded to the Sheriffs office.*

- *The City of Bartlesville is currently building a new jail that will house all city/county inmates and all communications/911.*
- *The City of Bartlesville has a contract with AT&T to integrate all 911 systems within Washington county for the new communications hub*

## Cherokee Nation Registration Notification Forms

### IS YOUR ADDRESS CURRENT?

**Important:** Mail is the only way we can notify Cherokee Nation tribal citizens of important information. We need correct addresses to do that, but many tribal citizens forget to let us know when they have moved. If you know of other tribal citizens who have moved please share this with them. Please complete this form below and mail to:

**Cherokee Nation  
Attn: Tribal Registration  
P.O. Box 948  
Tahlequah, OK 74465**

Name (Head of Household) \_\_\_\_\_ DOB \_\_\_\_\_

Registry # (leave blank if unknown) \_\_\_\_\_

Please list tribal citizens that are under the age of 18 that reside in the household.  
Note: Tribal citizens that are over the age of 18 will need to complete a separate form.

Name \_\_\_\_\_ DOB \_\_\_\_\_ Registry # \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Registry # \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Registry # \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

*If any of the above mentioned individuals are legally represented, such as court appointed guardian, under court ordered custody or divorce custody, please submit a copy of the legal document with this form.*

### DECEASED NOTICE

**Important:** Names of deceased Cherokee Nation tribal citizens cannot be removed from the rolls without proper verification. Deceased notices will not be taken over the telephone. If you know of a deceased tribal citizen, please complete this form below and mail to:

**Cherokee Nation  
Attn: Tribal Registration  
P.O. Box 948  
Tahlequah, OK 74465**

Name: \_\_\_\_\_ DOB \_\_\_\_\_  
(Name of Deceased)

Registry # (leave blank if unknown) \_\_\_\_\_ DOD \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Affiant/Relation \_\_\_\_\_ Date \_\_\_\_\_

*Affiant does hereby solemnly swear that he/she has personal knowledge regarding the death of the above mentioned individual and know for a fact that the above mentioned individual is now deceased.*



## Last Known Good Address Database (LKGA-DB)

A.K.A. Cherokee Nation Core Database (cnCore)

### cnCore (Enterprise wide Centralized Database)

Examples of 'shareable' demographic information contained in cnCore are as follows, but is not limited to the following:

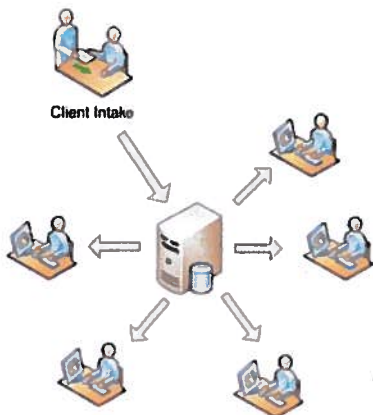
- Birth (age) date ranges
- Death date ranges
- Education status
- Veteran status
- Locale/geographical information such as address, community, town, and regional types of information.
- Income ranges
- Employment status
- Occupational groups, categories, and ranges
- Skill set groups, categories, and ranges
- Tribal Citizenship
- Marital status
- Household statuses
- Services received

### LKGA-DB

The LKGA-DB is a subset of cnCore which serves the purpose of providing the "Last Known Good Address" of a tribal citizen, to and from cnCore. This information is updated as follow, but is not limited to the following processes:

- Registration provides base citizenship information
- Data updated from various services such as Tag, Phoenix Subscriptions, cherokee.org web site registration.
- Addresses that have been mailed to AND returned, addresses are marked as bad address.<sup>1</sup>
- Bad addresses are periodically run through the National Change of Address (NCOA) service from the post office. If a new address is retrieved, the LKGA is updated and unmarked as bad address until a mailer is returned.

### Function and process of cnCore



Internal enterprise collaboration of tribal citizen and client information can be an important tool in improving the efficiency of Cherokee Nation programs and enhancing our capability to operate as a unified and integrated tribal government to address the needs of our tribal citizens and tribal communities.

The goals and function of cnCore is to gather basic demographic that is shareable to other services without disclosing confidential, program specific information.

<sup>1</sup> Bad Address means A) the address is a valid address but citizen does not live at that address (last known good address); B) the address has errors that make it undeliverable by post office. In most cases, the basic city, county, zip information is acceptable as last known good location; C) the address is void of any acceptable address or location information.

Last Known Good Address effects from cnCore

The strategy of the Last Known Good Address Database is focused on gathering address specific information from a fragmented information technology infrastructure, spanning multiple groups and departments.

As of today, this is a manual effort of pulling address information from various other systems, matching and updating the correct registration records in cnCore.

In addition, address information is verified and updated utilizing the latest US Postal address information.

Future goals are to have 'live' connections to cnCore from the various systems to update information on a 'live' platform.



Registration



Tag



Phoenix Subscriptions



Career Services



cnCore



Human Services



Education



Child Care



Housing

Content of Last Known Good Address

The content of the LKGA-DB is general local information such as:

- Address (Address1, Suite/Apt, City, State, Zip)
- County
- Latitude and Longitude
- Address Status (Bad Address)
- Additional Identifying information (Names, CO#, DemoID)

Additional provisions have been made for information to determine the following. Although only partially in use and on hold until finalization of redistricting actions:

- Tribal District Location
- Tribal Community Location
- In Jurisdiction status

Intent of Last Known Good Address

The various interests of the Cherokee Nation are reliant upon tribal citizen location information. This information can affect a range of initiatives such as:

- Program funding
- Service logistics
- Mailing costs
- Providing critical information to citizens
- Contact with Citizens
- Recent redistricting efforts

This objective will provide demographic knowledge required about their clients and tribal citizens to allow Cherokee Nation decision makers to take every opportunity to better focus on the needs of our Nation.