

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

**Economic Development-Hunter Palmer**

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

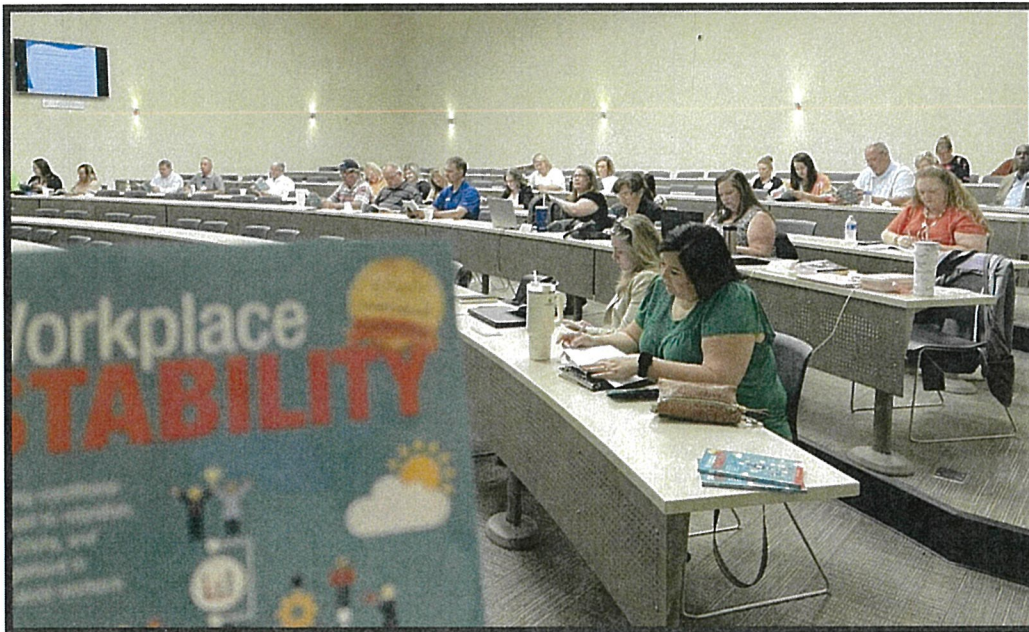
16 Cherokee Citizens entered into our OJT Program in the months of May and June

8 Cherokee Citizens were termed off our OJT Program in the months of May and June

- 8 successfully received successful completions
- 7 received new jobs placement
  - Average Hourly Rate of **\$23.84**

***Events***

Career Services staff attended the Workplace Stability Workshop in Muskogee, OK. Author Ruth Weirich discussed modern workforce practices that help improve employee retention and lead to higher productivity.



**Employment Programs – Jeff Vance, Director**

16 Program participants attained employment

- 13 – External
- 3 - Internal

## **Fire Program-Forrest Blackbear**

### ***Fire Suppression***

Our fire suppression resources have been supporting tribes in Michigan these past few weeks by providing personnel to staff fire engines and respond to wildfires on reservation lands through the northern parts of their state. We will be staffing locally over the next couple of weeks in response to a drying trend in our weather.

### ***Fire Prevention***

The fire Prevention program has participated in seven separate events within the reservation. Their purpose is to educate tribal members about using fire as a land management tool and how prevent unwanted fires that could negatively affect the tribe's lands and people.

### ***Fuels Management***

The fuels management program has been assisting the tribe's fish and wildlife program by doing tree removal at the Sequoyah Hunting Preserve and we have made several site visits on the reservation to plan for the upcoming prescribed burn season. Most planned fuels treatments will occur in Adair, Sequoyah and Delaware Counties this year.

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

- Services provided to 415 recipients for the month of June 2023 (as of 6/19/2023)
- Issued approximately \$17,974.54 in assistance to eligible adults, providing the following:
  - 34 – Work Participation Incentives
  - 1 – Education Incentive
    - S. Thornton received her Bachelor's Degree in Operations Management from AIU on May 2, 2023
  - 5 – Supportive Services (Fuel Assistance, Job Skills Payments, etc.)
  - 3 – Non-recurring Short Term Benefits (Utilities, Emergency Household Expenses, Vehicle Loss Prevention, etc.)
- Issued an additional \$4,2919.88 in assistance to 38 eligible youth, providing the following:
  - 30 – Grade/Attendance Incentives
  - 2 – Graduation Incentive
    - J. Silva graduated from Sequoyah High School May 19, 2023
    - S. Cochran graduated from Stilwell High School May 18, 2023
  - 1 – Extracurricular/Healthy Lifestyle Allowances
  - 4 – Footwear Allowances
  - 1 – Grooming/Hygiene Allowances
- JOBS/Tribal TANF welcomed a new staff member in May for the Catoosa Office
  - Denise Honawa, Compliance Monitor-Northern Counties

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





# COUNCIL OF THE CHEROKEE NATION EXECUTIVE & FINANCE COMMITTEE REPORT

Reporting Month: May 2023

Dept: **Financial Resources**

Contact: **Janees Taylor, Treasurer**

[janees-taylor@cherokee.org](mailto:janees-taylor@cherokee.org) | ext. 5052



### Accounts Payable checks disbursed

Current Month 3,800  
Year to Date 30,720



### Timecards processed

Current Month 12,995  
Year to Date 121,431



### Reqs. approved for processing

Current Month 1,847  
Year to Date 14,722



### Purchase orders issued

Current Month 1,642  
Year to Date 13,316



### Travel expense statements processed

Current Month 429  
Year to Date 1,765



### Files received for storage

Current Month 365  
Year to Date 2,644



### Number of internal billings

Current Month 5  
Year to Date 112



### Grant reports submitted

Current Month 13  
Year to Date 231



### Deposits

Current Month 627  
Year to Date 5,463

**Departmental Goals**

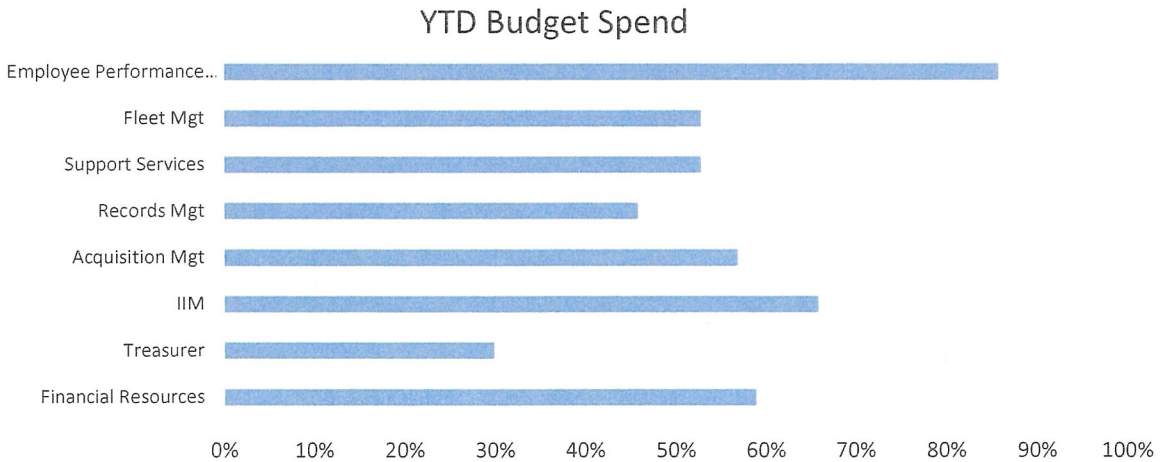
- 1 Complete FY22 Audit  
*100% complete - Audit completed on March 31, 2023*
- 2 Obtain Unmodified Audit Opinion  
*100% complete - Audit completed on March 31, 2023*
- 3 No Material Weaknesses on Single Audit  
*0% complete - Single Audit expected to be completed on June 30, 2023*
- 4 Reporting requirements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

**Compliance**

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

<b>Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions October 1, 2022 through September 30, 2023</b>	<b>% of sub-total - TERO vendor submitted Bid</b>
Award to TERO Vendor	\$ 113,391,753.74 94%
Award to non-TERO Vendor	\$ 7,630,233.87 6%
<b>Sub-total bids with a TERO vendor participating</b>	<b>\$ 121,021,987.61 100%</b>
 Bid - no bids submitted by TERO Vendors	 \$ 38,747,785.87

**October 1, 2022 through May 31st, 2023**



# 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

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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

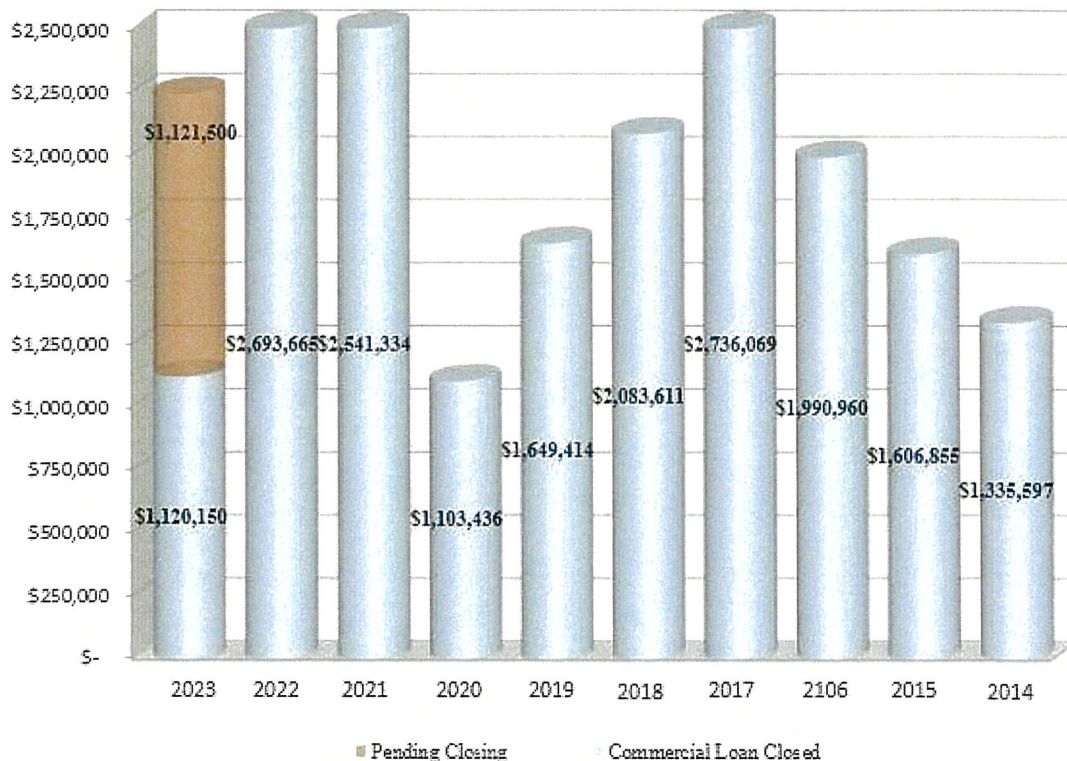


Cherokee Nation Economic Development Trust Authority has invested \$23,710,765 in 432 privately owned small businesses impacting 1,805 community based jobs since 2010



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

Dollars Invested in Local Economy



### Small Business Loans Approved Pending Close June 2023

Community	County	Business Type	Startup or Expansion
Copan	Washington	Tourism Industry	Startup
Keys	Cherokee	Service Industry	Expansion
Sand Springs	Tulsa	Retail	Startup
Locust Grove	Mayes	Service Industry	Expansion
Tahlequah	Cherokee	Construction	Startup
Bunch	Adair	Construction	Startup
Claremore	Rogers	Medical	Startup
Claremore	Rogers	Ag	Startup

### Small Business Loans Closed June 2023

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Stilwell	Ag	\$15,000	52%	2

### Consumer Loans Close

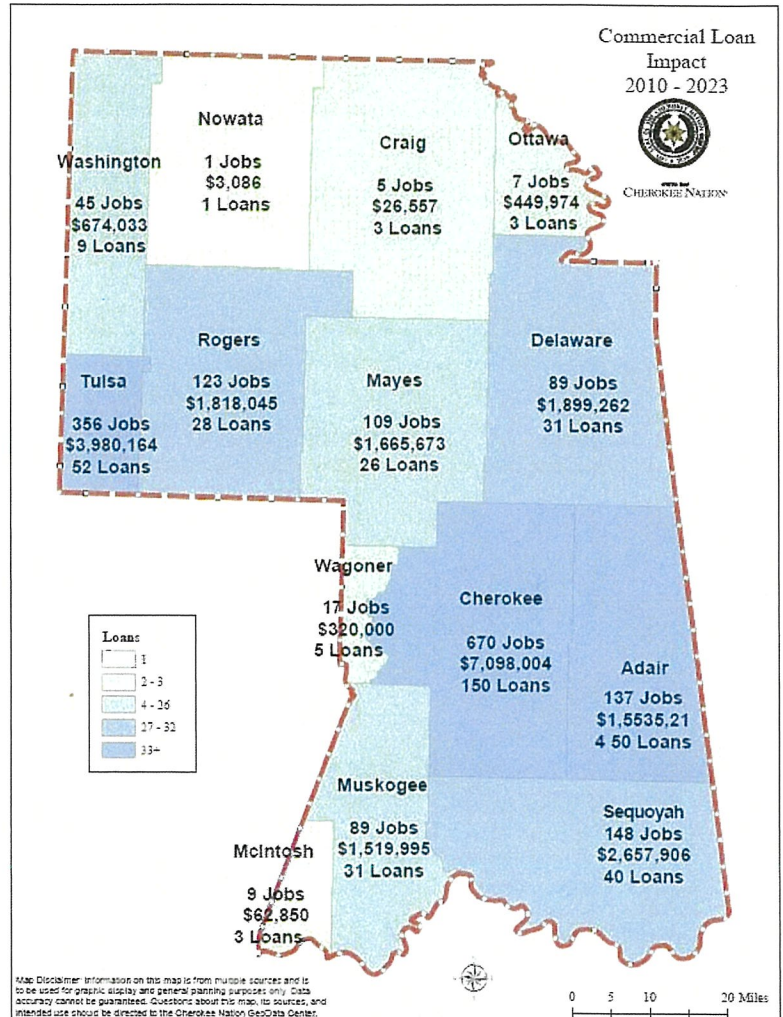
1,344 consumer loans totaling \$2,334,233 have been made through the Small Business Assistance Center in fiscal year 2023.

## Small Business Lending Impact 2010 through 2023 by County

CNEDTA loan dollars leverage additional economic investments!

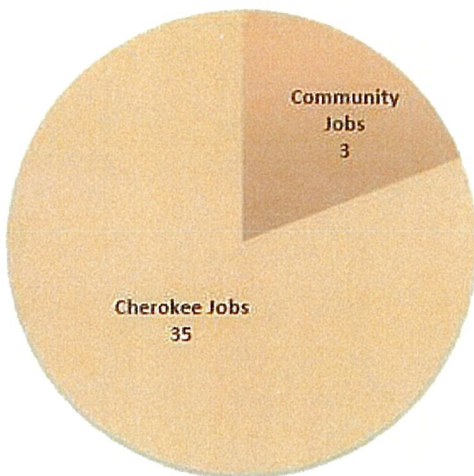
Since 2015, CNEDTA loans leveraged \$42 million in private community investments.

In 2023, CNEDTA loans leveraged almost an additional \$1.1 million in private community investments.

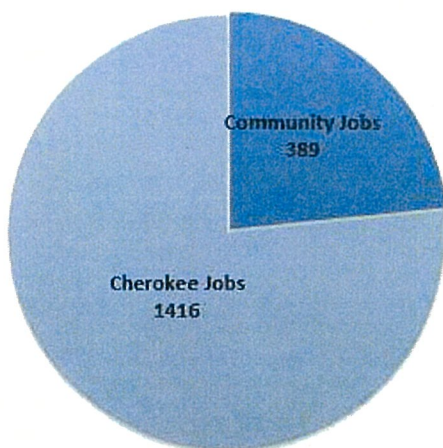


### Small Businesses Create Community Based Jobs

#### Jobs Created FY 2023



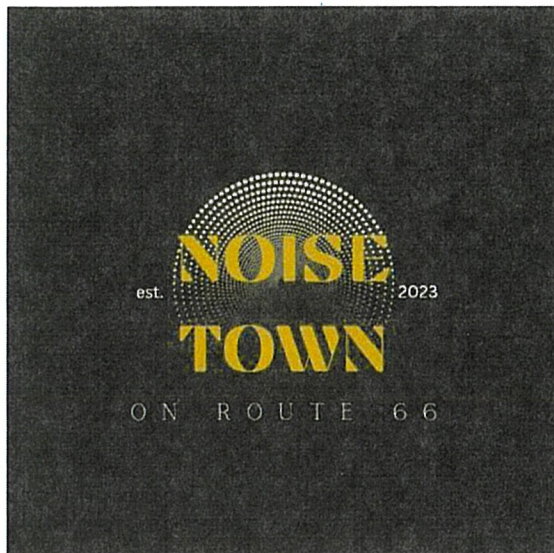
#### Jobs Created FY10-23



County	Economic Investment	Businesses	Jobs
Adair	\$1,535,214	50	137
Cherokee	\$7,098,004	150	670
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	\$1,818,045	28	123
Sequoyah	\$2,657,906	40	148
Tulsa	\$3,980,164	52	356
Wagoner	\$320,000	5	17
Washington	\$674,033	9	45
<b>Totals</b>	<b>\$23,710,765</b>	<b>432</b>	<b>1,805</b>



## Small Business Spotlight Noise Town Tulsa



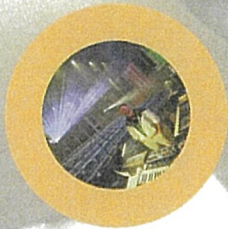
Noise Town Tulsa is a new recording studio and rehearsal space located in West Tulsa along Route 66. Dustin Howard and business partner Christopher Martinez came to the Cherokee Nation SBAC for assistance getting this unique business started and in early 2023. They received a micro-business loan to help purchase the needed equipment and do the buildout on their space. This space will include rehearsal and recording studio as well as rooms where music lessons of



all kinds can be given. The work has begun on creating the spaces and purchasing all the equipment needed. They are shooting to open in early July. They are excited to get

opened up and so thankful for the assistance from the Cherokee Nation Small Business Assistance Center. We are excited to have been a part of the funding of this unique business.

## Who We Are



**DUSTIN HOWARD** - CO-OWNER, ADMINISTRATOR

DUSTIN IS A MULTI-INSTRUMENTALIST, MUSIC TEACHER, AND COMPOSER WHOSE WORK HAS BEEN USED IN FILM SOUNDTRACKS, DOCUMENTARIES, YOUTUBE CHANNELS, AND PODCASTS. IN 2021 HE WAS A RECIPIENT OF A HEARTLAND EMMY AWARD FOR HIS WORK ON OSIYO: VOICES OF THE CHEROKEE PEOPLE.



**CHRISTOPHER RODRIGUEZ** - CO-OWNER, ADMINISTRATOR

CHRISTOPHER HAS BEEN WRITING, PERFORMING, AND PRODUCING MUSIC FOR TWO DECADES. HIS WORK HAS BEEN USED IN A VARIETY OF MEDIA, INCLUDING THIS LAND, SHOWTIME, DIOR, NETFLIX, AND IN ADVERTISEMENTS FOR CLIENTS SUCH AS TOYOTA, FACEBOOK, LEINENKUGEL, AND VOLKSWAGEN.

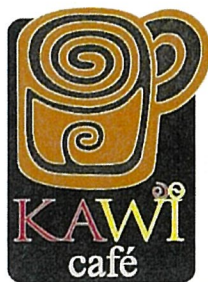


## Cherokee Nation Economic Development Trust Authority

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

### Lending Assets

Available Commercial Capital	\$1,790,501
Available Consumer Capital	\$440,391
Approved Grants Pending Distribution	\$982,670
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,213,562
Outstanding Commercial Loans	\$10,630,346
Outstanding Consumer Loans	\$3,088,727
Total Outstanding Loans	\$13,719,073



- 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://www.facebook.com/CherokeeArtsCenter)).



Black & White & Rainbow exhibit is in the Rotating Gallery this month. Prints are also available and can be shipped in tubes to be stretched or framed as you choose. Be kind to all and buy more art!

## Procurements Awarded to Certified Cherokee/Indian-Owned Small Business 90.78%\* of CIOB Eligible Procurement Opportunities were awarded to CIOBs

\*as of June 30, 2023

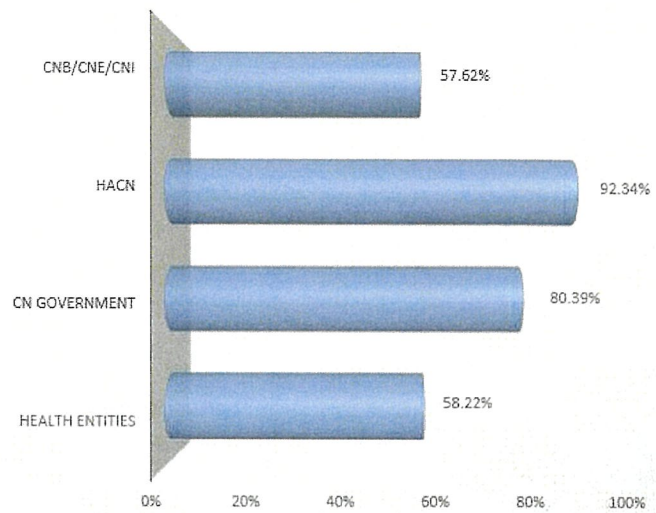


TERO Procurement Opportunities	
Entity	% Awarded
CN Government	93.70%
CNE	75.68%
Health Entities**	100%

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

## 70.23%\* of Employees are registered Cherokee Nation Citizens

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



Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA RDBG	Small Business	2023	\$500,000	Pending	Revolving Loan Fund
SSBCI Technical Assistance Grant	Small Business	2023	\$150,000	Pending	TA for Entrepreneurs
CDFI	Lending Programs	2022	\$1,300,000	Awarded	SBAC Lending Programs
USDA R.I.S.E Grant	Small Business	2023	\$2,000,000	Pending	Funding Health Innovation Center
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	2024	\$50,000	Pending	VITA Tax Program 2024