



# COUNCIL OF THE CHEROKEE NATION EXECUTIVE & FINANCE COMMITTEE REPORT

Reporting Month: **December 2019**

Dept: **Financial Resources**

Contact: **Tralynna Sherrill Scott, Treasurer**

tralynna-scott@cherokee.org | ext. 5052



### Accounts Payable checks disbursed

Current Month 3,656  
Year to Date 11,065



### Timecards processed

Current Month 8,004  
Year to Date 27,036



### Reqs. approved for processing

Current Month 1,097  
Year to Date 5,577



### Purchase orders issued

Current Month 1,088  
Year to Date 5,427



### Travel expense statements processed

Current Month 432  
Year to Date 1,308



### Files received for storage

Current Month 2,400  
Year to Date 2,400



### Number of internal billings

Current Month 98  
Year to Date 293



### Grant reports submitted

Current Month 57  
Year to Date 134



### Grants submitted

Current Month 3  
Year to Date 7



### Deposits

Current Month 608  
Year to Date 2455

**Departmental Goals**

- 1 Complete FY19 Audit  
*0% complete - Auditors will be on site beginning late January*
- 2 Obtain Unmodified Audit Opinion  
*0% complete - Expected completion date of the Annual Audit is March 31, 2020*
- 3 No Material Weaknesses on Single Audit  
*0% complete - Expected completion date of the Single Audit is April 30, 2020*
- 4 Reporting requirements completed & submitted for December 2019  
*100% completion - All required reports were submitted timely in December*

**Accomplishments**

- 1 On November 22, 2019, Financial Resources received the GFOA Award for our FY18 CAFR
- 2 Staff attended 3 webinars/trainings in December

**Upcoming Events**

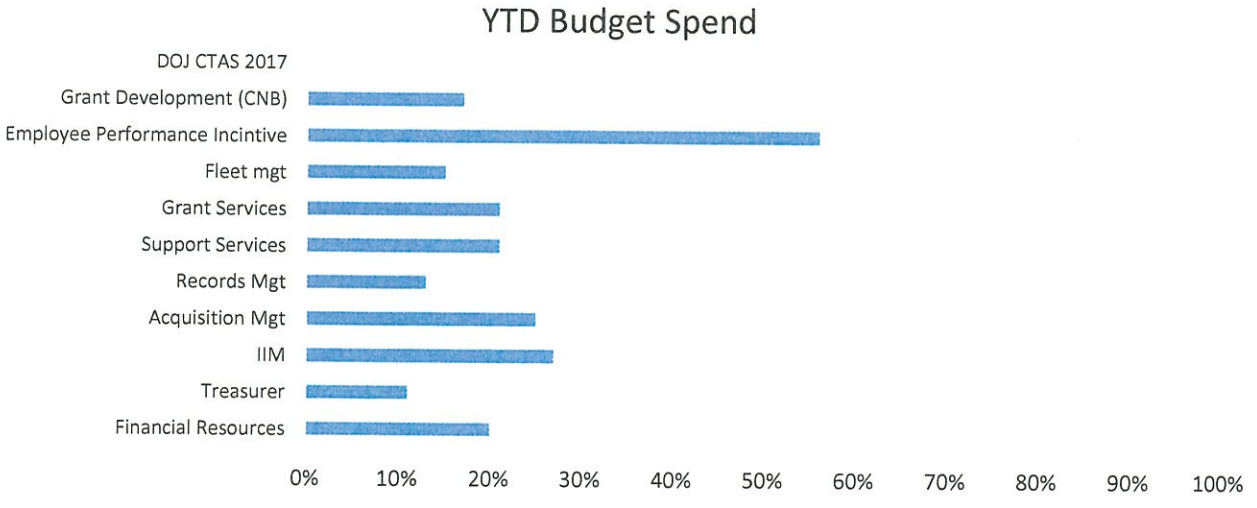
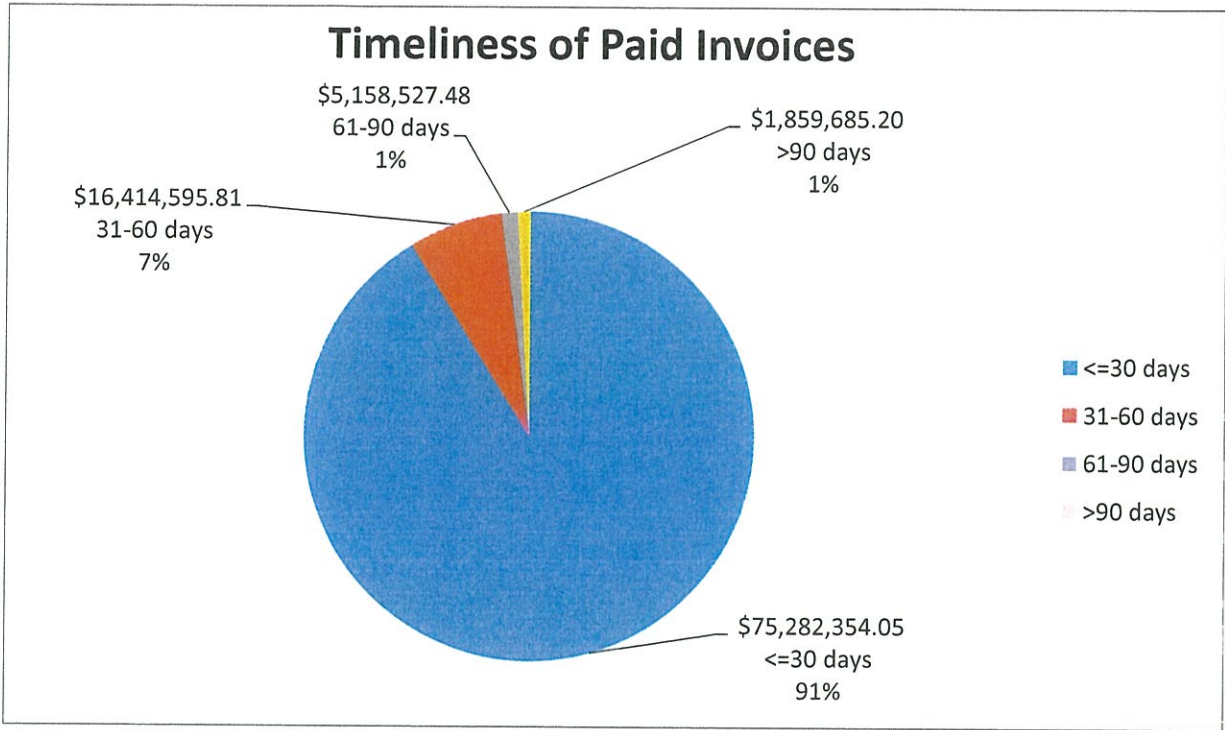
- 1 Third close for FY19 year end is scheduled for January 17, 2020
- 2 Staff is scheduled to attend 6 webinars/trainings in January
- 3 Nine grant proposals, totaling more than \$6 million, will be submitted in January

**Compliance**

- 1 No outstanding borrowings on \$5M Bank of America line of credit

<b>Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY 2020</b>		<b>% of sub-total - TERO vendor submitted Bid</b>
Award to TERO Vendor	\$ 3,628,807.80	95.77%
Award to non-TERO Vendor	\$ 160,363.80	4.23%
<b>Sub-total bids with a TERO vendor participating</b>	<b>\$ 3,789,171.60</b>	<b>100.0%</b>
Bid - no bids submitted by TERO Vendors	\$ 2,930,916.22	

**October 1, 2019 through December 31, 2019**



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

The **Tribal Training Program** had 12 participants enter unsubsidized employment. One was with Cherokee Nation, nine were external, and two were with CNB/CNI.

The Cherokee Nation Career Services' **Trade and Economic Transition** grant program is officially under Public Law 102-477. In addition, the grant team has been given guidance to continue working with the same eligibility, and the area of operation has extended west all the way to Oklahoma City. Applications and intakes have greatly increased and likewise eligible participant numbers have gone from 75 last quarter end to 120 this month. The upward trend has greatly increased the workload of the three Career Specialists on the program. However, several interview panels are completed, and a new group of Career Specialists that will operate under the grant should begin to show up in Career Services offices throughout the jurisdiction, including Tahlequah, Tulsa, Pryor, and Muskogee, and Sallisaw.

Larry Daugherty, Job and Business Developer for the Tribal Economic team, and Joshua Drywater, TET program manager, attended a job fair around the Oklahoma City area that focused on providing assistance for a large group of workers who had been laid off from Halliburton. The event was a huge networking opportunity for the team, which has not operated in the area before. Several follow up meetings with unions, businesses, and workforce partners have continued since the event.

The **Trade and Economic Transition** team has also moved increased efforts into the Washington county area. Tonya Foreman, Tri-County Technology Center representative, welcomed members of the team and allowed knowledge of the grant to be relayed to students in their training programs. From there, applicants were allowed to visit with Career Services members on location. The school was instrumental in providing grant information to members of their community who had not heard of the grant through other outreach methods. Future plans to work with Tri-County Technology in the upcoming semesters have already been confirmed, and a partnership in helping individuals within the community transition into new careers will greatly benefit the Bartlesville area.

S. Diane Kelley and Hunter Palmer did a presentation in the Commerce Committee on Economic and Workforce Development and how **Career Services** is implementing employment and training programs in our communities.



S. Diane Kelley, Jennifer Weber, Matt Lamont and Lori Blackwell attended the Miami Native American Economic Development meeting on Jan 16<sup>th</sup> where Chief Hoskin, Jr. and eight other tribes spoke on Economic Development.

They gave tours of the Miami, OK Prime Industrial site for the 54K SF Spec building in their Progress Industrial Park in Ottawa County. This informational meeting provided stakeholder with resources and relationships to continue their efforts to build a stronger and more prosperous Miami, OK Regional Community.

Chief Hoskin spoke about the \$2.16 billion economic impact Cherokee Nation and its businesses have made on Oklahoma, through partnerships, services and health care. In Ottawa County and Craig County alone, the tribe's economic impact is \$17.1 million.

The **Cherokee Nation Coming Home Reentry** Program has seen an increase in participants for the Reentry program since the recent legislation reducing sentences has taken effect in Oklahoma. We have also experienced cost increases associated with the supportive services that participants are receiving. These factors, as well as others, have the Reentry program approximately 13% over budget through the first quarter of fiscal year 2020. We had thought that this would "level off" but there are additional current, and future, commutations taking place so this may not be the case. This will be closely monitored as we move forward.

Nan Benally, the Tribal Program Grants Manager for the American Probation & Parole Association, was in town and visited with **Reentry** counselor Nancy Davidson at the Tulsa Career Services office. This is only one of Mrs. Benally's professional duties in dealing with justice involved tribal citizens and she has been a very beneficial resource for our program.

**Reentry** counselor Brandy Whaler recently met with Grand Lake Mental Health at the Jay location to discuss partnership opportunities at their new location. They are discussing, and hoping to implement, some reentry specific programs to assist our returning citizens. Behavioral Health is the top need for the majority of our reentry participants so partnering with outside resources is critical for their success.

### **Coming Home Reentry Participant Success:**



Cherokee Citizen, Ramzi Nofal, 22, resides in Foyil and is a participant in the Cherokee Nation Coming Home Reentry Program. The Reentry Program serves Cherokee Citizens who have been released from incarceration and assists with employment and vocational services. "I was born in Jerusalem, Israel," said Nofal. "When I was two years old, my mom and dad spilt up and my mom and I moved to Claremore, OK." Nofal said he started getting into trouble and going through the juvenile court system when he was 14 years old. "I quit school when I was 14 and started hanging out with bad people and doing bad stuff," said Nofal. "I was doing and selling a lot of drugs." After he turned 18 and was out of the juvenile system it was only eight months until Nofal was incarcerated for the first time for trafficking

methamphetamine. That landed him in county jail but eventually he was convicted again for trafficking and served two years in the Joseph Hart correctional facility in Lexington, OK.

“It might sound crazy, but I’m very thankful for the time I was incarcerated, said Nofal.” “I think I was lucky it happened to me when I was so young. If not I know that by now I would be dead or in jail for life.” Nofal felt that the time he was incarcerated changed his life for the better but it was also the hardest time in his life. “I needed it, but I don’t regret it. Prison is a bad and very negative place, said Nofal.” “I saw some really bad things happen in there but the best thing that happened was I got saved as a Christian. I think God knew the time in prison is what it would take to straighten me up.”

Nofal learned about the reentry program while incarcerated and called the Career Services Claremore office looking for help. When he was released, he was able to get assistance with buying clothes and tools required for a job that he had just gotten at Barbee’s Heat and Air in Foyil. “I applied for this job a week after being released. I’m glad they took a chance on me because I don’t know if I would have hired someone just coming out of prison, said Nofal.” “They are good people, the whole Barbee family.” Currently, Nofal is an apprentice helper doing HVAC residential installation. In two year’s he will be eligible to be an HVAC mechanical journeyman. “I try not to think about going back into my previous life at all, said Nofal.” “I don’t want to see anyone from that time. It was a bad time. That was an old life I won’t go back to. I have too much good going for me now.”



### **Job Fairs and Other Events:**

Keep up to date with future Job Fairs at: [www.cherokee.org/jobfairs](http://www.cherokee.org/jobfairs)

Brad Eubanks is point of contact for Community Meetings.

### **Indian Capital Technology Center**

#### **Construction Helper Trainings:**

Here are the upcoming training locations for Construction Helper Trainings:

- Tahlequah Campus (ICTC)
- Sallisaw Campus (ICTC)
- Stilwell Campus (ICTC)

#### **Certified Medical Assistant Class | Tahlequah**

- Starting Mid-February

#### **Lineman Training | Tahlequah | OSU-IT & ICTC**

- Starting Mid-February or March

### **Northeast Tech**

#### **Kansas Campus:**

#### **Certified Billing and Coding Specialist Training**

- Class Begins February 4<sup>th</sup> through May 21<sup>st</sup>, Tuesdays & Thursday 6-9 PM

**Pryor Campus:**

**Construction Helper Training**

- Looking to start classes in February

# Commerce Services

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

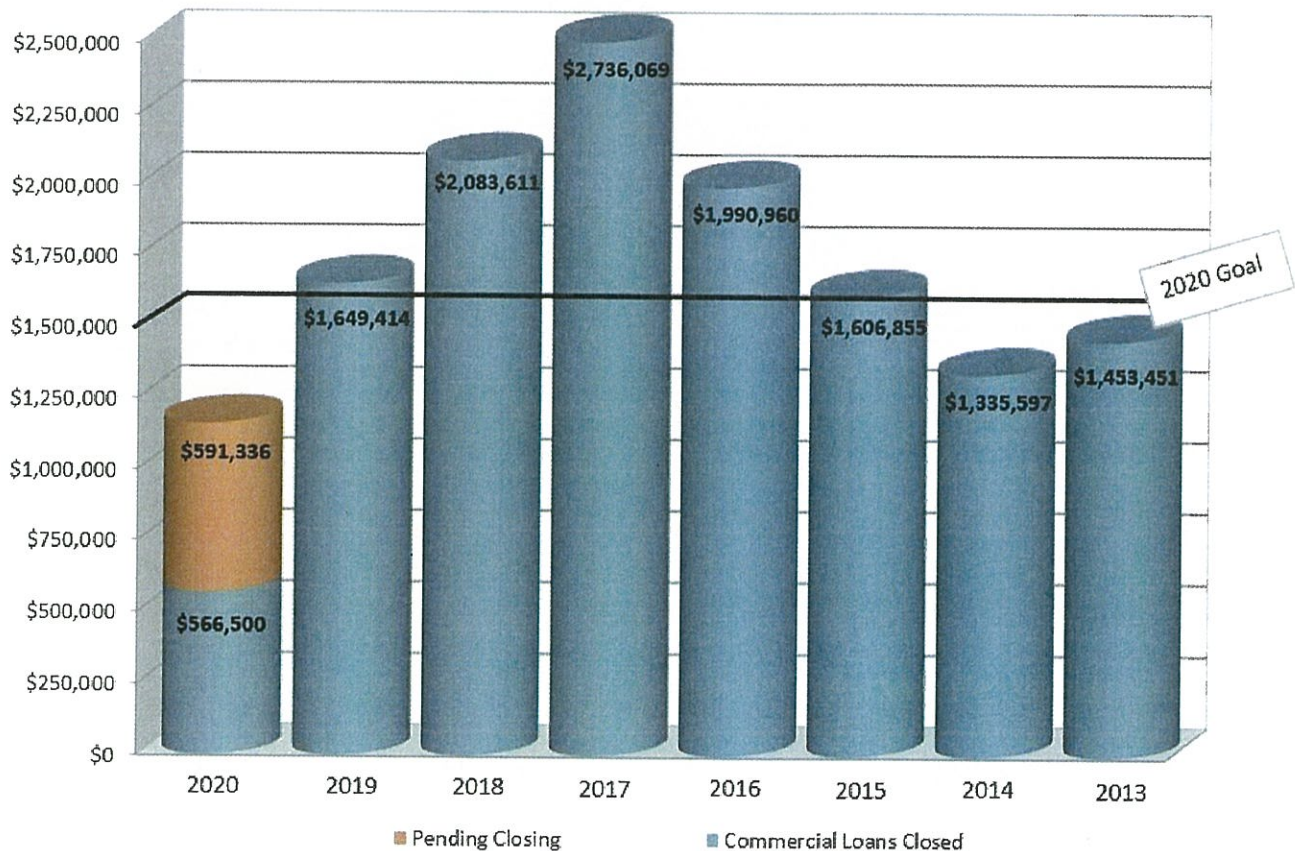
Anna Knight, Executive Director  
918-453-5532  
anna-knight@cherokee.org

## Community and Economic Impact



**Since 2010 Commerce Services Community Investment: \$16,478,679.51 in 329 Privately-owned Small Businesses**

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





### Small Business Loans Closed January 2020

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Wagoner	Food Service	\$329,724	47%	5

*“We loved working with (the SBAC) on our loan. Brian answered all our questions. We would use you guys again.”*

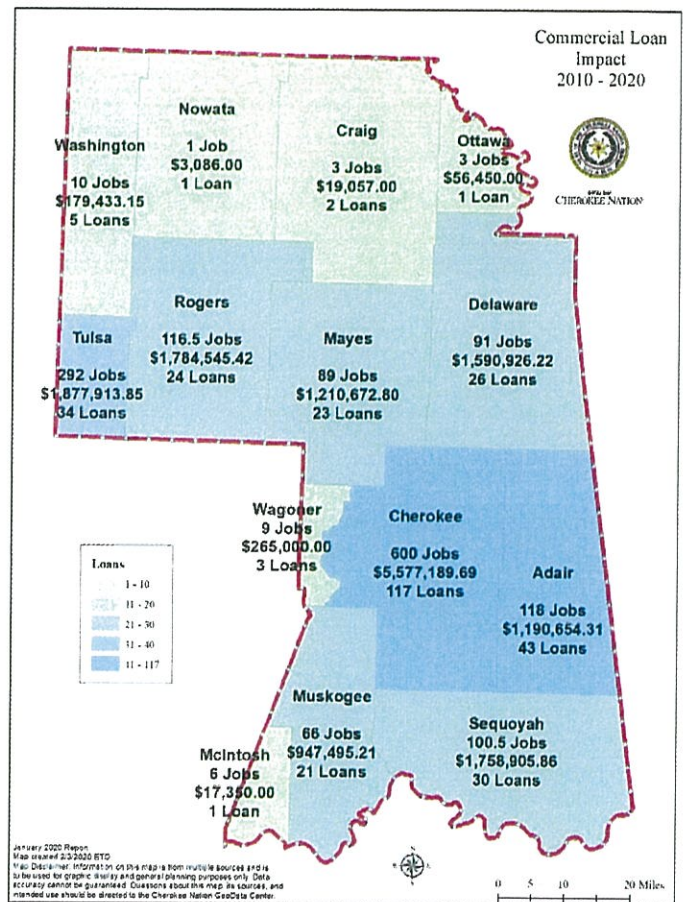
*– Sherry and Tim Neal, Eastside Daylight Donuts, Wagoner, OK*

### Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Jay	Delaware	Wood Service	Expansion
Claremore	Rogers	Welding Service	Expansion
Locust Grove	Mayes	Food Service	Start-up

### Commercial Lending Impact 2010 through 2020 by County

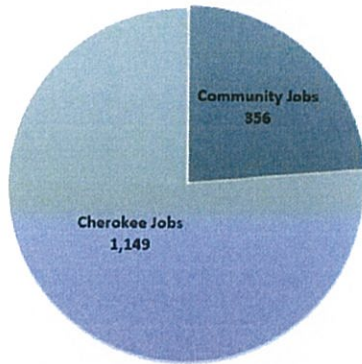
County	Economic Investment	Businesses	Jobs
Adair	\$1,190,655	43	118
Cherokee	\$5,577,190	117	600
Craig	\$19,057	2	3
Delaware	\$1,590,926	25	91
Mayes	\$1,210,673	23	89
McIntosh	\$17,350	1	6
Muskogee	\$947,495	21	66
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,784,545	24	116
Sequoyah	\$1,758,906	29	101
Tulsa	\$1,877,914	34	292
Wagoner	\$265,000	3	9
Washington	\$179,433	5	10
<b>Totals</b>	<b>\$16,478,680</b>	<b>329</b>	<b>1,505</b>



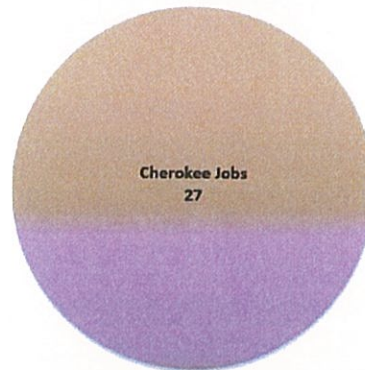
## Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-20



Jobs Created FY 2020



## Cherokee Nation Economic Development Trust Authority

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

### Lending Assets

Available Commercial Capital	\$2,488,919
Available Consumer Capital	\$939,412
Approved Grants Pending Distribution	\$182,160
Approved Grants Pending Receipt	\$0
<b>Total Available Capital</b>	<b>\$3,610,492</b>
Outstanding Commercial Loans	\$9,032,086
Outstanding Consumer Loans	\$2,115,023
<b>Total Outstanding Loans</b>	<b>\$11,147,109</b>

CNEDTA small business loans create jobs and spur private sector economic investments at an approximate rate of 2 private dollars for every CNEDTA dollar: **FY20 loans leveraged \$1,217,321 in private dollars and since 2015 CNEDTA loans have leveraged \$30,926,679 in private dollars.**

## Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshop settings, is available throughout the year to help entrepreneurs with business planning, strategic growth, marketing assistance, social media marketing, cash flow management, procurement and affordable financing.

**In 2020, business workshops attracted 1,863 people representing Indian owned businesses. Additionally, 27 entrepreneurs received one-on-one business coaching.**

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
Spring 2020	Tahlequah	TBD	SBA's Emerging Leaders Initiative Series

Community Based Business Coaching		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - 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 <sup>th</sup> St.	4th Monday Each Month

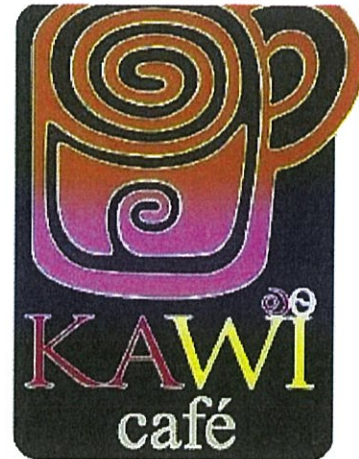
Commerce Business Coach Brian Wagnon [brian-wagnon@cherokee.org](mailto:brian-wagnon@cherokee.org) or 918-506-9168

## Kawi Café a model experiential entrepreneurship training program

Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to provide hands on entrepreneurial training in the Kawi Cafe. *This is not a culinary arts program.*

- Total Graduates 92
- Total Re-entry/Recent Offenders 47
- Total Day Training 45
- Total Opening Small Business 5

\*All participants have been low income American Indians.



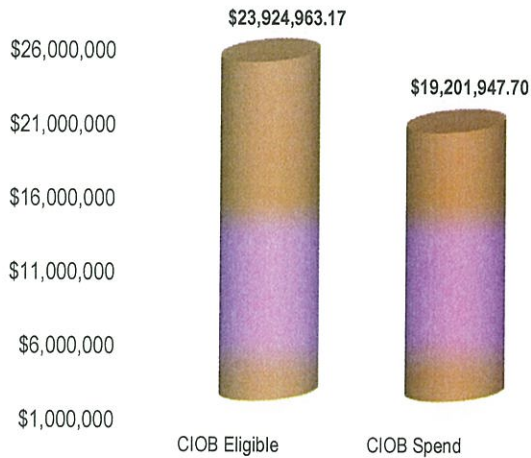
*The Kawi Program has brought me new life experiences, as well as making new friends! I look forward to coming to work every day and learning new skills that will help get back in the workforce and make me an asset to my next employer!!*

*Kelsey Potts, Peggs, OK*

## Entrepreneur Skills Taught in the Kawi Cafe

	<b>Small Business Ownership</b> <ul style="list-style-type: none"><li>• Business Planning</li><li>• Marketing</li></ul>
	<b>Business Management</b> <ul style="list-style-type: none"><li>• Staffing</li><li>• Inventory</li></ul>
	<b>Job Skills</b> <ul style="list-style-type: none"><li>• Interpersonal Skills</li><li>• Work Hours</li></ul>

## CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 80.26% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



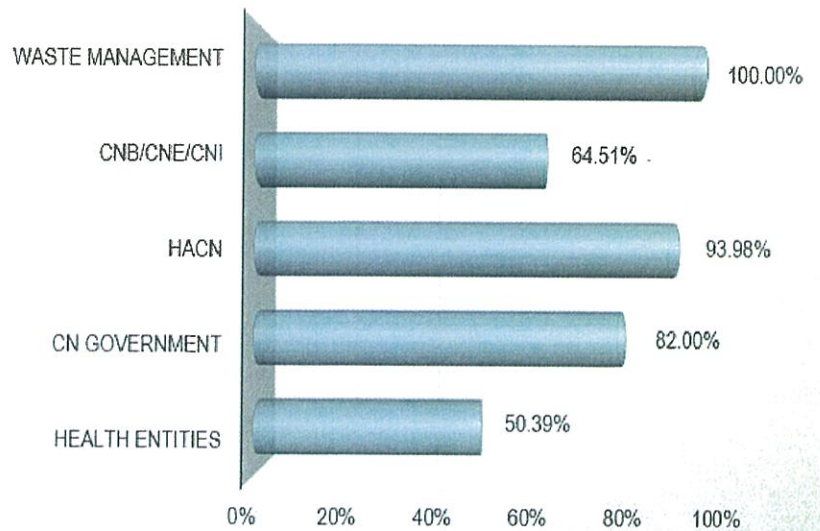
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	95.77%
CNE	78.16%
Health Entities	100.0%
CNI	11.45%
Waste Management	0.00%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement Submission versus Awards				
Eligible Opportunities October 2019 - September 2020	TERO Bid Submissions		Bids Awarded With Participation	
	% bids submitted	# bids submitted	% of submissions	# of submissions
72	38.89%	28	53.57%	15

## 72.09% of Employees are registered Cherokee Nation Citizens

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



## Artists as Entrepreneurs and Community Tourism as Economic Development

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

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their income. Year to date, **432 people have attended 75 artist taught classes** and the **equipment has been used 734 times by 460 artists**. One artist space is exclusively used by the Cherokee National Treasures to work and to teach classes. Year to date, artists have taken advantage of the **Cherokee Arts Center 1,115** times.

*"I am grateful that the Arts Center is here and allows me to merge Cherokee art with my language."*

*- Don Dugger, Shell Carver  
Cherokee Language Adult  
Immersion Program*

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Monday	6:00-8:00 pm	Jewelry Making Class
Every Wednesday	9:00-5:30 pm	Shell Carving
Every Thursday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:00-8:00 pm	Metalsmithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Saturday	1:00-3:00 pm	Beginners Metalsmithing Class
Every Saturday	1:00-6:00 pm	Pottery Class with Troy Jackson
Every Sunday	10:00-3:00 pm	Jewelry Making Class
February 9 (2 <sup>nd</sup> Sunday)	2:00-3:00 pm	Arts & Humanities Lecture
February 11 (2 <sup>nd</sup> Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
February 15	1:30-3:30 pm	Paint Party with Amanda Watson

The Spider Gallery currently represents **140 Cherokee Nation artists, 20 of whom are National Treasurers.**

Year to date 933 visits have been made to the Spider Gallery.

Artists have earned \$18,885.64.



THE *Spider*  
GALLERY

## 2020 Grant Applications Underway and Recently Submitted: Pending and Approved

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

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA Rural Business Socially Disadvantage (SDGG)	Technical Assistance	2020	\$175,000	Awarded	Community Tourism
SBA Prime	Small Business	2020	\$150,000	Awarded	Continue Kawi Operations
SBA PRIME	Small Business	2021	\$250,000	In Process	Continue Kawi Operations
USDA RDBG	Small Business	2021	\$500,000	In Process	Community Planning