

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	June 2010 Report		
<b>Group Leader:</b>	Angela Drewes	<b>Phone:</b>	458-5340	<b>E-mail:</b>	<a href="mailto:angela-drewes@cherokee.org">angela-drewes@cherokee.org</a>

**I. Budget Highlights**

Please refer to the monthly financials from the Financial Resources Group.

**II. Program Highlights**

**a.) Balanced Scorecard Measures for FY10**

**NATURAL RESOURCES**

OBJECTIVE	ACTUAL	YTD
Acquire land that enables jobs, language, or community	0	12
Provide technical assistance to communities – gadugi projects	5	72

**b.) Accomplishments**

**FACILITIES MANAGEMENT**

- Prepared the Cultural Grounds for the all employee appreciation day
- Set tents for the Art of Living at Court House Square and Norris Park
- Added a new side walk connecting the Human Resources and Tsa-la-gi office parking lots
- Set a tent at NSU Track for the Relay for Life
- Established flower beds at the new Jay Tag Office
- Prepared Court House Square for the Biker Riders return

**NATURAL RESOURCES**

- ABB (American Burying Beetle) programmatic agreement draft sent to USFWS
- Staff participated in the “Celebrate Life’s Adventures” at Cherokee Elder Care
- Staff worked at SCP (Sallisaw Creek Park) digging up stumps making it easier to keep grounds mowed
- Greasy Community Fellowship Organization gadugi project
- Greasy Volunteer Fire Department gadugi project

**TRIBAL LAND STEWARDSHIP**

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	6,620	Ac.	8,725	Ac.
Mechanical Brush Control	0	Ac.	225	Ac.
Weed Control	700	Ac.	700	Ac.
Fire Guards Maintained	0	Mi.	6	Mi.
Perimeter Fencing	0	Mi.	.75	Mi.

**TRIBAL LAND IMPROVEMENT**

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	0	Mi.	.50	Mi.
Fence Rebuilt	0	Mi.	5.50	Mi.
Timber Stand Improvement (TSI)	0	Ac.	3	Ac.
Wildlife Plots Established	0	Ac.	0	Ac.

## GROUNDS KEEPING/MAINTENANCE

Belfonte	<input checked="" type="checkbox"/>	Mouse Dry Creek	<input type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Ross School Area	<input type="checkbox"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Jay Foods Distribution	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Kenwood Trailer Park	<input checked="" type="checkbox"/>		

## **PLANNING AND DEVELOPMENT**

- Administration - Continuously working on Master Plan development
- Administration - Visual Management
- Health Group (Signage) - Hastings Hospital, Interior and Exterior Signage, slated for completion during the first week of July.
- Male Seminary Parking Lot – Asphalt has been laid in the female door parking lot, undergoing additional test due to test failure. Continue to work on the male dorm parking lot, compaction continues to fail.
- Male Seminary Access Road – Will be completed by June 30<sup>th</sup>
- National Prison Renovation – Currently out to bid
- Veteran's Center – Bid Packages are being prepared and will be submitted to purchasing soon
- Saline Courthouse – Pre-bid meetings have taken place and we will begin this project soon
- Vinita Site Utility Design – submitted documents to ODEQ for final review and approval to proceed
- Salina Dental Clinic – Ready to begin work on this project, mobilization should begin this week
- Sallisaw Signage – project in process of researching quantity of signage needed
- Education Group – JOM – Project underway
- Human Resources Annex – In process of planning and design
- WPA Building Project - Gone out to bid and getting ready to begin the project
- Main Complex – Registration – Project Complete
- Main Complex – Tsa La Gi - Community Ballroom Signage – Complete
- Main Complex – Communications Production Studio – Renovations have been completed
- Main Complex – “Career Services Learning Center” signage has been put up and complete
- Main Complex - Information Technology – Updated office will be complete June 25<sup>th</sup>
- Standard Operating Procedures will be updated with the added items necessary and submitted by mid-July to Group Leader Angela Drewes.
- Male Seminary – New Entrance Sign to Male Seminary Campus on 4<sup>th</sup> street to get underway by mid-July
- Know Your Nation – Project will begin soon for the rotating display
- NSU College of Business Mentoring Program

## **RISK MANAGEMENT**

- Inspections of tribal facilities is 100% in all counties except Cherokee which is at 80%
- Issued Certificate of Occupancy for Ramona Casino
- Issued Certificate of Occupancy for WSS Hotel
- Inspected Cherokee County 911 Center in compliance with EMS' CASA regulations
- Coordinated and participated in offering Incident Command Systems (ICS) 400 class. Class was held June 10 & 10<sup>th</sup> & 11<sup>th</sup> in the EMS building. All local emergency responders were welcome to attend
- Hosted Public Assistance Workshop on May 25<sup>th</sup> & 26<sup>th</sup> – classes presented by FEMA and OEM
- Attended National Incident Management training at Tahlequah City Hospital on May 13<sup>th</sup>
- Provided technical assistance to EMS on meeting CASA standards

### c.) Future Plans/New Initiatives

#### **FACILITIES MANAGEMENT**

- Started the trenching for new fiber optic cable, required as part of the Veteran's Center Project

#### **PLANNING AND DEVELOPMENT**

- Education Group (Sequoyah Math, Art and Sports Building) – schematic phasing
- Education Group (The Place Where They Play Vestibule) – developing construction cost projection
- Education Group (Sequoyah Statute) – complete
- Building Trades – WPA Building to be renovated. We are working on design and specifications for bidding process
- Health Group (Redbird Smith Clinic) – Signage package awarded
- Health Group (Burchett/Hastings) – A committee has been organized to met and plan the development of an expanded ER and addition of an Urgent care at Hastings Hospital. Smith group has completed and submitted a project timeline and data analysis to the planning committee
- Human Services (CDC/Cherokee Elder Care Stilwell Project) - Design and Planning Stage
- Court and Council – Planning underway for Court and Council Building; ready to meet and review feasibility study findings. Signage has been completed for this area
- Veteran's Center – Planning Committee has formed and they will be helping determine procedure for volunteer solicitation, fund raising, and progress on the project
- Connelly House – Expecting to start renovations on the project in mid July
- Cort Mall – Expecting to start project shortly. Expect to be complete with the project by mid-August

#### **RISK MANAGEMENT**

- Participate in COTTA conference by manning an informational booth for CN Hazard Mitigation Plan
- Conduct 3<sup>rd</sup> quarter inspections at all casinos
- Complete inspections in Cherokee County. This will bring inspections of tribal facilities to 100%
- Plan and conduct emergency management exercise for EMS in compliance with CASA requirements
- Attend and co-host 3<sup>rd</sup> annual Inter-Tribal Emergency Management Summit in Durant, Okla.
- Continually making progress on CN Hazard Mitigation Plan. Expect to participate in community meetings over the next 90 days

# CHEROKEE NATION TRIBAL COUNCIL

## RESOURCES COMMITTEE REPORT

**Group:** Government Resources      **Month/Year of Report:** June 2010

**Group Leader:** Pat Ragsdale      **Phone:** 453-5023      **E-mail:** pat-ragsdale@cherokee.org]

**Director:** Linda Donelson      453-5236      linda-donelson@cherokee.org

### I. Budget Highlights

### II. Program Highlights

#### a.) Balanced Scorecard Measures

#### b.) Accomplishments

1. 6/1 Attended Government Resource Team Meeting
2. 6/1 Realty Staff member operated Ground Penetrating Radar for Tulsa Sheriff's office  
Looking for suspected remains
3. 6/2 Meeting with Corey Bunch regarding Heritage Center; Meeting with George Bunch  
of Greasy Fire Dept. regarding possible lease
4. 6/3 Natural Resources/Realty meeting
5. 6/7 Received trust deed for Three Rivers Clinic in Muskogee
6. 6/8 Attended Government Resource Team Meeting; Attended West Siloam Springs meeting on  
Park Hill
7. 6/10 Conference call on gaming tract
8. 6/14 Attended Group Leader Meeting; meeting with CBO Energy; and attended Tribal Resource  
Committee Meeting
9. 6/16 Attended Arkansas Riverbed Meeting with Cherokee and Choctaw Chiefs, Chickasaw  
Governor, ARB Director—Charlie Robertson, Pat Ragsdale and others
10. 6/17 Attended Government Resource Team Meeting
11. 6/18 Meeting with J. Limore of Dahlongah School; Meeting with Susan Work on lease
12. 6/21 Attended meeting on Land Reform
13. 6/22 Attended Government Resource Team Meeting
14. 6/23 Meeting with Pat Gwin on real property issues
15. 6/24 Attended Sheriff's Sale at Nowata on property in South Coffeyville (9 lots)—Hearing to  
confirm purchase will be August 4 at 10:00 a.m.
16. 6/28 Attended Group Leader Meeting
17. 6/29 Attended Government Resource Team Meeting
18. Additional highlights as follows:
  - Received and/or returned 875 phone calls
  - Meet with 77 individual clients
  - 37 Site inspections were done
  - 1 Probate Complete
  - 1 Inventory & Heirships
  - 10 Home Visits
  - 5 Jurisdictional Calls
  - 14 Right of Entries
  - 2 Quiet Titles
  - 17 County Researches Completed
  - 173 Documents filed in Title Plant
  - 201 Certified copies made/indexed
  - 376 Tracts Indexed
  - 173 Documents copied to Title Plant

**CHEROKEE NATION TRIBAL COUNCIL  
RESOURCES COMMITTEE REPORT**

- 238 Files Scanned
- 238 Files Organized

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

**7/1/2010 at 1:00 p.m. Meeting at BIA**

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs      Month/Year of Report: July (FY 2010)

Group Leader: Tom Elkins

Phone: 453-5237

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## I. Program Highlights

### a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	<b>112</b>	<b>847</b>	<b>94%</b>
6 ERR (Roads)	<b>0</b>	<b>1</b>	<b>17%</b>

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	<b>19</b>	<b>176</b>	<b>70%</b>

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	<b>1</b>	<b>26</b>	<b>52%</b>

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	<b>8</b>	<b>140</b>	<b>93%</b>

## II. Highlights:

- a) Environmental Programs staff conducted 40hr HAZWOPER training through Career Services for Cherokee Citizens seeking employment in the BP gulf oil spill.
- b) Energy Audit staff hosted members from the Kaw Nation's Environmental Programs for a day of training on how to conduct energy audits of residential structures. The training was conducted the CNEP Energy Audit Team.
- c) Partnered with Arkansas Department of Environmental Quality (ADEQ) to place an ADEQ air sampler at the Roland air monitoring station. The MOA has been finalized.
- d) Conducted pesticides assessments for the Cherokee Trails Golf Course 05/27/10, Cherokee Roads Dept. 05/27/10, Housing Authority 06/03/10, Natural Resources Group 06/03/10, Cherokee Nation Food Distribution 06/16/10, Redbird Health Clinic in Sallisaw 06/15/10, Career Services/Tag Office in Sallisaw 06/15/10, Cherokee Nation Industries 06/15/10, and Cherokee Nation Entertainment 06/17/10.
- e) CN Sanitary Landfill Weekly Inspections took place on 05/24/10, 06/01/10, 06/14/10. Visits took place on 05/28/10, 06/04/10, 06/18/10. Leachate pond freeboard averaged 27.5 inches.