

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: September 2018

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

- I. Budget Highlights – through August
 - a.) Financial Resources – 87% spent
 - b.) Treasurer – 59% spent
 - c.) IIM – 92% spent
 - d.) Acquisition Management – 90% spent
 - e.) Records Management – 53% spent
 - f.) Support Services – 84% spent
 - g.) Grants Management – 83% spent
 - h.) Grant Development – 91%
 - i.) Fleet Management – 69%
 - j.) Employee Performance Incentive – 40% spent
 - k.) Grant Development for CNB – 0% spent
 - l.) DOJ CTAS 2017 – 70%
- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY17 Audit – 100% Complete
 - 2. Obtain Unmodified Audit Opinion – 100% complete
 - 3. No Material Weaknesses on Single Audit – 100% complete
 - 4. Obtain GFOA Award for FY16 CAFR – 100% complete
 - 5. Reports completed & submitted for September 2018 – 98% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management
 - 2. Staff attended Inforum Conference in Washington DC
 - d.) Upcoming Events
 - 1. Various grant trainings scheduled for September 2018

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2. Year end preparations underway

	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	\$ 14,786,226.14	96.74%
3	Award to non-TERO Vendor	\$ 498,792.05	3.26%
4	Sub-total bids with a TERO vendor participating	\$ 15,285,018.19	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 8,897,646.77	
6			
7	October 1, 2017 through August 31, 2018		

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

The **Day Training Program** had 16 participants enter unsubsidized employment. One was with Cherokee Nation, four were with CNB/CNI, and 11 were externally. Three participants attained the Food Handler Certification.

The **Tribal Employment Rights Office (TERO)** is preparing for the annual TERO Banquet to honor vendors. The TERO Banquet will be held November 1, 2018 at the Hard Rock Hotel and Casino Tulsa.

The **Tribal Economic Development Program (TED)** held another job fair at Key Maintenance in Pryor and 20 Cherokee Citizens were hired. One of those Cherokee Citizens was Traeton Pickup. Traeton is 19 years old and lives in Chouteau with his grandparents for right now. He was released from prison on August 2, 2018. He has no work experience in his background and is wearing an ankle monitor. Traeton wanted fulltime employment but stated that because of his criminal background and having to wear the ankle monitor no one would hire him. Traeton was placed on Day Training to help him gain some work experience. He attended the job fair for Key Maintenance at Cherokee Nation Career Services in Pryor and was hired as a laborer making \$13.00 an hour. Traeton is extremely happy to have employment. He appreciates everything the Cherokee Nation has helped him with.

Coming Home Reentry Participant Success:



Cherokee Tribal Member, Sarah May, is working to restore the life she always imagined after being incarcerated on drug charges. “I was arrested and charged with trafficking illegal drugs in January 2015, and faced a 20-year prison sentence, said May.” “I was eventually convicted of possession of a controlled dangerous substance with intent to distribute.” May was given a 10-year split sentence meaning half would be spent behind bars in the Oklahoma Department of Corrections and the other half served on supervised probation. “I lost my freedom and independence, my home and car, said May.” “The most devastating thing I lost was custody of my son.”

May spent most of her time incarcerated at Center Point, a drug & alcohol rehabilitation center within the Department of Corrections. During her 17 months at

Center Point, May learned about addiction & recovery. She was also able to work in the community during the later stages of her sentence. “I was released to ankle monitor supervision in March, 2017. I moved into a sober living facility, Midtown Oxford House in Tulsa, and worked as a banquet server at the Hyatt Hotel in downtown Tulsa”, said May.

She was released from ankle monitor supervision in June, 2017 and contacted Cherokee Nation Career Services office in Tulsa to take advantage of the Coming Home Re-Entry Program. This program was established to assist Cherokee Tribal Citizens who have recently been released from incarceration. May was provided an allowance for clothing & personal hygiene. "The Re-Entry Program also assisted me with reinstating my driver's license. This not only allowed me to have reliable transportation, but I was also able to transport other women in my sober-living home to addiction recovery meetings". May also took advantage of classes taught through Cherokee Nation Career Services that helped her with basic life skills. "The classes taught me the basic skills necessary to be a good person in society and employee at work", said May. "Career Services also assisted me with building a professional resume."

As May became more confident in her ability to live on her own she began seeking resources and information about housing. One of the stipulations to regain custody of her son was to secure housing acceptable for him to reside. "I was ready to find a place of my own where my son could be with me and we could start to rebuild that part of our lives", said May. "The Re-Entry program helped me by assisting with my first month's rent and security deposit." May was also referred to Cherokee Nation Indian Child Welfare for assistance in obtaining her son's CDIB, tribal membership and other custody assistance. "I currently have my son every weekend", said May. "I am focused on being the best person I can be, at work and as a mother." May's advice to others is to reach out for assistance. "Don't go back to old behaviors", said May. "Be a good example and surround yourself with positive people." Sarah May is the perfect example of how the Coming Home Re-entry Program can help those who help themselves.



Job Fairs and Other Events:

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

Brad Eubanks is point of contact for Community Meetings.

Job Fairs:

HyPro Inc. Job Fair

Tuesday, September 25th 10:00 am – 3:00 pm
Pryor Office

Facebook Event page:

<https://www.facebook.com/events/2215402095368019/>

Flyers and event page info coming soon on the following:

Hard Rock Job Fair

Wednesday, September 26 10:00 am – 3:00 pm
Catoosa, OK

West Siloam's Springs Casino Job Fair

Wednesday, October 3 10:00 am – 3:00 pm
WSS, OK

Commerce Group

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

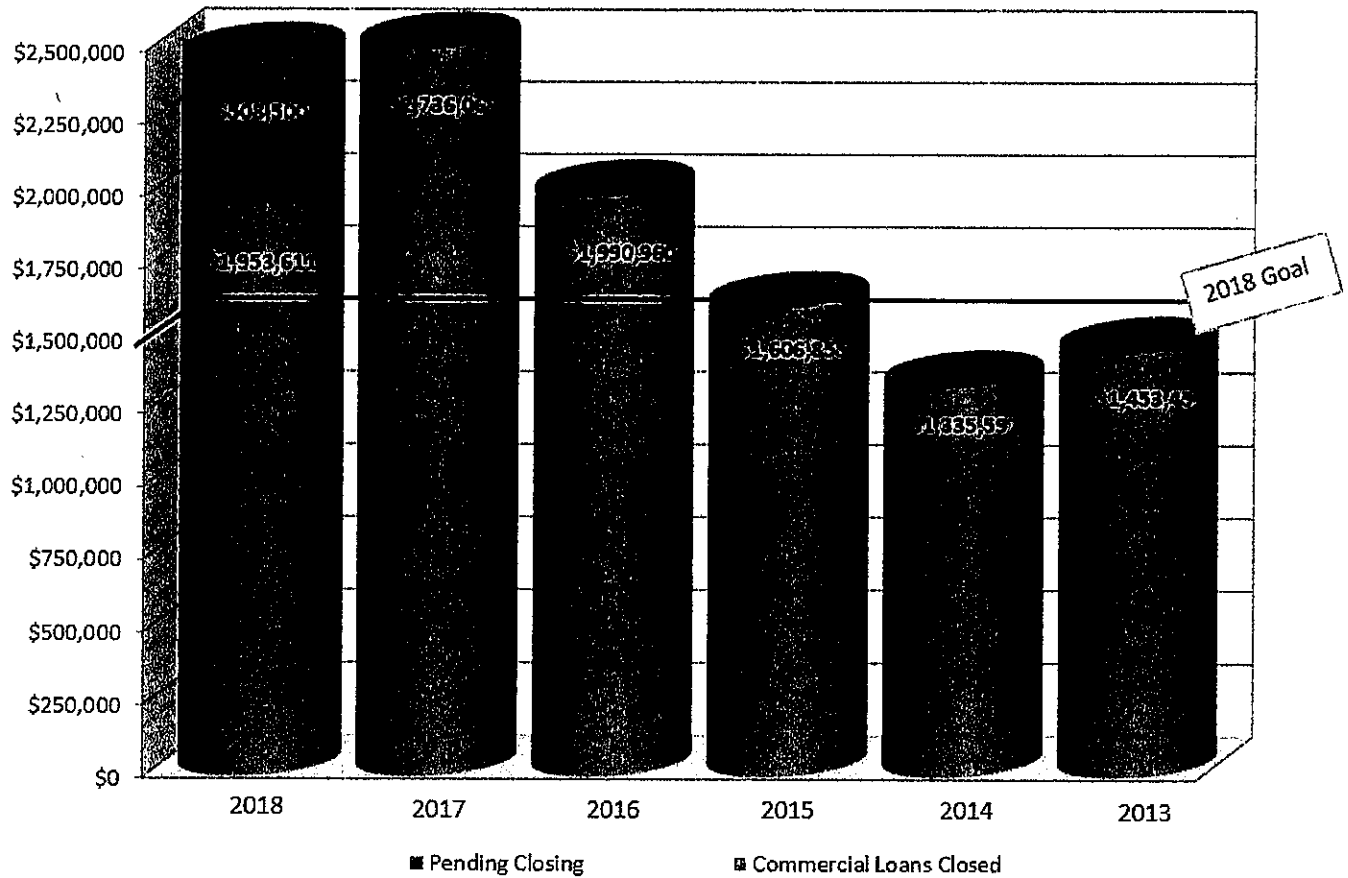
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



Since 2010 Cherokee Nation Community Investment: \$14,132,765.38 in 294 Privately-owned Small Businesses that created or retained 1,362 community based jobs

Dollars Invested in the Local Economy Through Small Business Lending



**Small Business Loans
Closed September 2018**

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Bartlesville	Expansion	\$56,721	74%	2

"Our loan from Cherokee Nation Economic Development Trust Authority helped us with several major repairs and business expenses related to our trucking business. This allowed us to stay in operation and continue our success. Thank you! We appreciate it!"

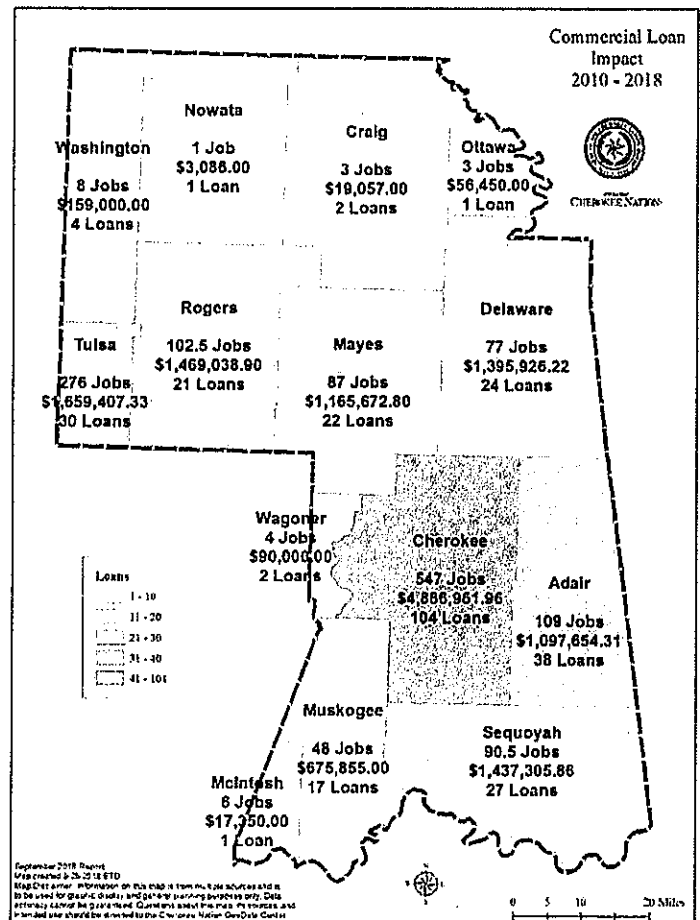
**Ron & Mary Sanders
Sanders Trucking**

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

Community	County	Business Type	Startup or Expansion
Tahlequah	Cherokee	Retail	Start-up
Tulsa	Tulsa	Retail	Start-up
Jay	Delaware	Service	Start-up
Hulbert	Cherokee	Agriculture	Expansion
Fort Gibson	Muskogee	Service	Start-up

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

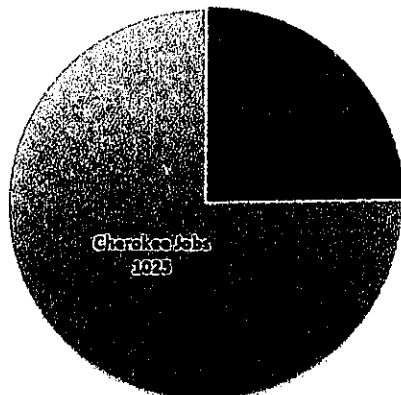
County	Economic Investment	Loans	Jobs
Washington	\$159,000	4	8
Tulsa	\$1,659,407	30	276
Nowata	\$3,086	1	1
Rogers	\$1,469,039	21	103
Craig	\$19,057	2	3
Ottawa	\$56,450	1	3
Mayes	\$1,165,673	22	87
Delaware	\$1,395,926	24	77
Wagoner	\$90,000	2	4
Cherokee	\$4,886,962	104	547
Adair	\$1,097,654	38	109
Sequoyah	\$1,437,306	27	91
Muskogee	\$675,855	17	48
McIntosh	\$17,350	1	6
Totals	\$14,132,765	294	1,362



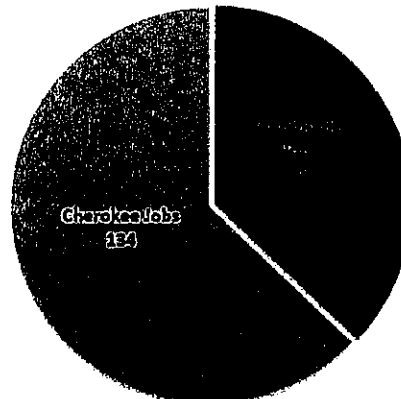
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-18



Jobs Created FY 2018



Cherokee Nation Economic Development Trust Authority

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

Lending Assets

Available Commercial Capital	\$1,501,018
Available Consumer Capital	\$924,742
Approved Grants Pending Distribution	\$519,871
Approved Grants Pending Receipt	\$770,000
Total Available Capital	\$3,715,631
Outstanding Commercial Loans	\$8,683,983
Outstanding Consumer Loans	\$1,953,999
Total Outstanding Loans	\$10,637,983

CNEDTA small business loans not only create jobs and but spur private sector economic investments at an approximate rate of dollar for dollar: FY18 loans leveraged \$2,873,042 in private dollars and since 2015 CNEDTA loans have leveraged \$8,621,418 in private dollars.

Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshops 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 2018, Business training workshops and the annual Engage Expo attracted **5,178, people** representing Indian owned businesses, **119** of which were TERO certified businesses. Additionally, **117 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
October 19	Okmulgee	9:00 am	GROWOK Workshop for American Indian Companies
October 24	Tahlequah	9:00 am	Become the Content Marketing Rock Star Your Company Needs Yesterday
November 1	Hard Rock Casino	10:00 am	Cherokee Small Business EXCHANGE Expo

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 th St.	4th Monday Each Month

Commerce Business Coach Brian Wagnon brian-wagnon@cherokee.org or 918-506-9168

Commerce staff visits all business loan clients annually to monitor business progress, employment increases, view collateral and evaluate any entrepreneur or management training needs to ensure business growth and success.

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 find Kawi participants. *This is not a culinary arts program.*

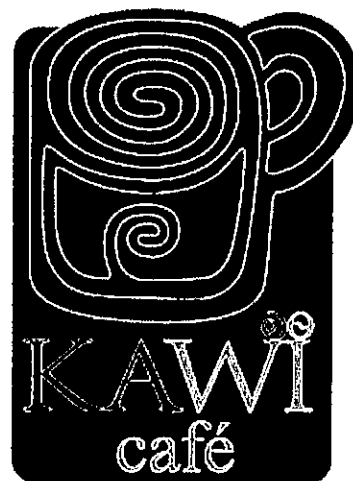


- Total Graduates 74
- Total Re-entry/Recent Offenders 38
- Total Day Training 40
- Total Opening Small Business 5

****All participants have been low income American Indians. Stipends for participants paid mostly by Career Services and in part by Commerce grant.**

“Working at the Kawi Café has taught me business skills for operating a restaurant, catering, inventory, cooking, preparing food and customer service.”

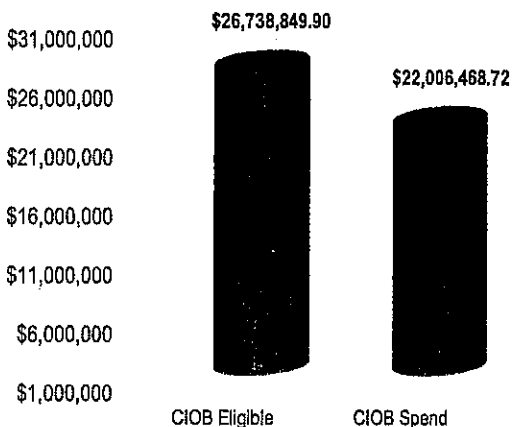
Sally Martin, Keys Oklahoma



	<h3>Small Business Ownership</h3> <ul style="list-style-type: none"> • Business Planning • Marketing • Cash Flow Management • Staffing • Pricing • Product Design
	<h3>Business Management</h3> <ul style="list-style-type: none"> • Staffing • Marketing • Customer Service • Personnel Management • Leadership • Teamwork
	<h3>Job Skills</h3> <ul style="list-style-type: none"> • Interpersonal Skills • Work Hours • Follow Direction • Resume • Life Skills • Communications

CN Procurement Awards to Certified Cherokee/Indian-Owned Small Business

82.30% of Eligible Procurement Opportunities were awarded to CIOBs



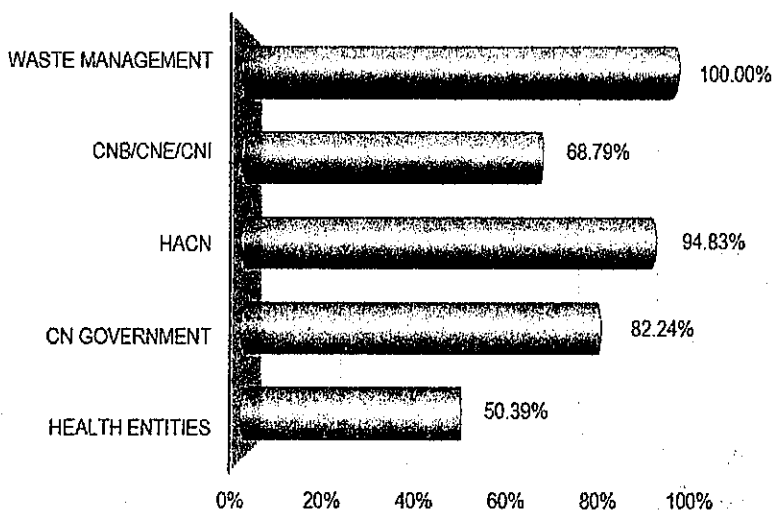
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	96.74%
CNE	66.04%
Health Entities	99.03%
CNI	4.24%
Waste Management	0%

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

CNB Procurement by the Numbers: TERO Opportunities, TERO Bid Submissions and TERO Bid Awards

Eligible Opportunities Tracking late Jan - September 2018	TERO Bid Submissions		Bids Awarded With Participation	
	% bids submitted	# bids submitted	% of submissions	# of submissions
190	52.11%	99	45.45%	45

74.46% 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 our Artists and tourism capacity of our communities

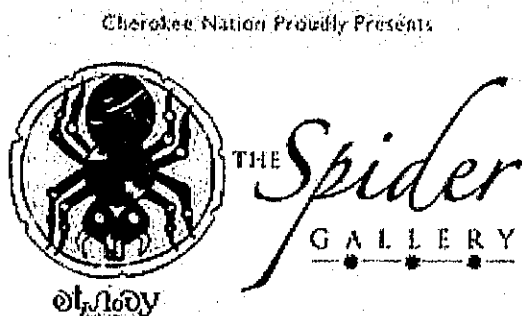
The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their revenues. Year to date, **1,723 people have attended 321 artist taught classes** and the **equipment has been used 2,141 times by 1,348 artists**. One artist space is used exclusively by the National Treasures to both work and to teach class. The **Cherokee Arts Center was used by artists 3,729 times in 2018**.

"I am attending Knokovtee Scott's shell carving class. I am thankful for the opportunity that the Cherokee Arts Center offers for up and coming artist like myself and have found everyone here welcoming and helpful."

-Lutricia Lacie

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 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	6:00-8:00 pm	Metal Smithing 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 Metal Smithing
Every Wednesday	11:00-4:00 pm	Shell Carving with Knokovtee
October 9 (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
October 20 (3 rd Saturday)	2:00 – 3:00 pm	Tahlequah Writers' Group
October 14 (2 nd Sunday)	6:30 – 9:00 pm	Tahlequah Arts Council Meeting
October 13 – 14	TBD	Cherokee Art Market, Hard Rock

The Spider Gallery currently represents **131 Cherokee Nation artists, including 20 National Treasures**.



- Year to date 3,732 visits have been made to the Gallery
- Framing services are now available for CNB and local artists
- Artists have earned \$59,650
- Online Gallery sales are live
- The Gallery Store includes items priced less than \$100
- Partnering with Crystal Bridges Museum to offer sewing workshops as part of their exhibition art for a New Understanding: Native Voices, 1950s to Now

2018 Grant Applications Underway and Recently Submitted: Pending and Approved

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

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
SBA Native American Enterprise – funding 2018	Small Business	2018	\$116,000	Received	Procurement, Curriculum, Staffing
USDA Rural Business Development (RBDG)	Feasibility for Health Innovation Incubator	2018	\$119,000	Awarded	Final report to be submitted to Hastings 09-28
USDA RBDG	Small Business	2018	\$500,000	Received	Lending dollars - disbursed
SBA PRIME	Small Business	2018	\$150,000	Received	Continue Kawi Operations – re-entry/ex-offenders
US Treasury CDFI	Small Business	2018	\$861,333	Received	CNETA – Commercial Lending
USDA Socially Disadvantaged Groups	Community - Capacity Building for Community Nonprofits	2018	\$137,000	Awarded	TA Leadership, Strategic Planning, Social Media, Market Research and Succession Planning
OK Native Assets Coalition	Special Workforce Savings Program	2018	\$7,000	Awarded	Emergency savings model program using workforce participants/partnership with Career Services
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Informal Award Notification	Commercial Lending
US Treasury CDFI	Small Business	2019	\$770,000	Awarded	CNETA – Commercial Lending
USDA Rural Business Development (RBDG)	Retail Center Road Access	2019	\$250,250	Informal Award Notification	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Small Business	2019	\$149,520	Pending	Increasing staff capacity
SBA PRIME	Small Business	2019	\$150,000	Pending	Continue Kawi Operations – re-entry/ex-offenders
National Endowment for the Arts	Cherokee Arts Center	2019	\$30,000	Pending	Expand child Art Therapy Classes in partnership with ICW
USDA Socially Disadvantaged Grant	Community - Capacity Building for Community Nonprofits	2019	\$200,000	Informal Award Notification	Board Development, Succession Planning and Financial Management
BIA – Indian Business Development Institute	Small Business	2019	\$100,000	Pending	Feasibility for blackberry cooperative style business increasing agriculture opportunities in communities
HUD ROSS SC	Financial Education	2019	\$416,377	Pending	Connect HACN residents with self-sufficiency counseling Partnership with HACN, 3 year project

Community Leadership and Community Organization Capacity

Organization	Project
Cherokees For Black History Preservation Foundation	Market Research, Strategic Planning, Leadership Succession
Arts Council of Tahlequah	Social Media, Strategic Planning, Leadership Succession
Brushy Community Action	Strategic Planning
Cherokee Heritage Center	Strategic Planning and perhaps Market Research, TBD
Illinois River Community Organization	Social Media, Strategic Planning
Northern Cherokee County Community Booster Club	Social Media, Strategic Planning
Nowata Cherokee Community Foundation	Social Media, Strategic Planning
NORA	Social Media, Strategic Planning, Leadership Succession, Market Research
Southeast Indian Artist Association	Market Research
She Brews	Market Research
Zoe Institute	Market Research, Social Media, Leadership Succession
Project A	Business Planning
Wolf Gallery	Market Research
Orchard Road/Chain Breakers	Leadership Training
Native American Association of Ketchum	Leadership Training
Family Support Center of Oaks	Leadership Training
Washington Co. Cherokee Association	Leadership Training
Victory Cherokee Organization	Leadership Training
Proctor Community Organization	Leadership Training
Indian Women's Pocahontas Club	Leadership Training
Stilwell Public Library Friends Society	Leadership Training
Safe Passages Recovery	Leadership Training
Cherokee Elders Council	Leadership Training