

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	January 2011 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 FY11

#### NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community	0	186 Acres
Provide technical assistance to communities – gadugi projects	1	4

#### b.) Accomplishments

#### NATURAL RESOURCES

- Continue work on CMS 57 Wildlife Habitat Incentives Program including marking the boundaries and building a pond
- Continue working with DOI Abandoned Mine Lands (AML) staff regarding reclamation of Sallisaw Creek Park and Porum I strip pits. Meeting held with AML program staff and plan review
- 2011 Seed exchange underway

#### TRIBAL LAND STEWARDSHIP

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	0	Ac.	0	Ac.
Mechanical Brush Control	75	Ac.	521	Ac.
Weed Control	0	Ac.	30	Ac.
Fire Guards Maintained	0	Mi.	13	Mi.
Perimeter Fencing	0	Mi.	0	Mi.

#### TRIBAL LAND IMPROVEMENT

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	0	Mi.	0	Mi.
Fence Rebuilt	.75	Mi.	6.25	Mi.
Timber Stand Improvement (TSI)	.5	Ac.	2.5	Ac.
Wildlife Plots Established	0	Ac.	0	Ac.

#### GROUNDS KEEPING/MAINTENANCE

Belfonte	<input type="checkbox"/>	Mouse Dry Creek	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Owen School	<input type="checkbox"/>
Candy Mink Springs	<input type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Ross School Area	<input type="checkbox"/>
Conley Property	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlonegah Park	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>

Flint Courthouse   
Jay Foods Distribution

Tahlonteeskee

## **FACILITIES MANAGEMENT**

- Modified existing vault in the Warehouse to accommodate storage of historic artifacts belonging to CN
- Purchased a three point spreader for the small tractor and two push spreaders for distributing sand in parking lots during winter storms
- Assisted PACE center with demo of dilapidated shed
- Began reworking the Dorothy McIntosh Memorial per approved plan presented to Tribal Council

## **PLANNING AND DEVELOPMENT**

- Administration - continuously working on Master Plan development; reviewing Historic Downtown District, Education zone and Male Seminary Campus
- Administration - Visual Management - completing display cases of appropriate material during Themed Time Frames; getting ready to rotate Trail of Tears exhibit with new exhibit in main complex
- Veteran's Center – bid packages 1 and 2 have been prepared for site work and foundation work for project; continuously requesting materials, labor, and donations. Ready to begin
- Vinita Site Utility Design – water line completed to property from Rural Water main; sewer line being installed and is about 40% complete
- Vinita Health Center – Construction Management Firm has been hired – Flintco Inc.; Groundbreaking is scheduled for February 24, 2011; work scheduled to begin March 1, 2011
- Salina Dental Clinic – expected to be substantially complete by March 30, 2011. Grand Opening has been scheduled for March 31, 2011 at the facility
- Highway Signage – working with Oklahoma Department of Transportation (ODOT). ODOT responded that these signs do not meet guidelines and has not been approved by ODOT
- Human Resources Annex – completed planning for Benefits Department to expand into existing space. Flooring bid is complete; work scheduled to begin soon
- WPA Building Project – Phase II for this facility will begin with bidding out materials and other necessary construction requirements to complete DOE retrofit component of the project. Work to begin when weather allows
- Internal Lease Pool – renewing all leases for new FY11
- Education Group (Stickball Statute) – ready for statue installation
- Education Group – Sequoyah New Classroom and Library construction has begun. We expect this project to be completed in the spring 2011
- Health Group (Redbird Smith Clinic) – pharmacy expansion remodel – completed
- Cherokee Phoenix – renovating existing space to allow Cherokee Phoenix to expand their current office location; construction has begun and scheduled to be completed by the end of February 2011

## **RISK MANAGEMENT**

- Received notice from FEMA of Hazard Mitigation approval pending adoption tribal resolution
- Completed Quarterly Casino inspections
- Provide technical assistance for Community Technical Training and Assistance (COTTA) Program
- Quality Assurance Activities
  - Vinita Site Utility Installation – water and sewer lines
  - Gift Shop and Cherokee Phoenix Renovation
  - Salina Dental Project – Roofing and Dry in Phase
  - WW Hastings – Support Services, Physical Therapy and Warehouse/ER expansion
  - SHS New Classroom and Library remodel
- Met with Oklahoma Emergency Management on future activities in jurisdictional area

### c.) Future Plans/New Initiatives

#### **PLANNING AND DEVELOPMENT**

- Education Group (Sequoyah Math, Art and Sports Building) – schematic phase completed
- Education Group (The Place Where They Play Vestibule) – received construction cost projection
- Education Group costs came in over budget for new modular on Immersion campus; possibly using existing modular units from CNE
- Health Group – Support Services/Parking Project; Physical Therapy Building Expansion Project; Expansion of WW Hastings Emergency Room, Urgent Care and Pre-Op Project; OP/Post Partum Remodeling Project – construction has begun
- Health Group (Vinita Site Utility Construction) – construction has begun
- Health Group (Vinita Health Center) – project is through 95% construction documents, of the new Health Center once approved by Indian Health Services' architect
- Health Group (Burchett/Hastings) – planning committee has made recommendations for site development; received topography survey
- Human Services (Child Development Center-Stilwell Project) – project is through 90% construction documents
- Court and Council – planning underway for Court building; ready to meet and begin planning/design of an existing building owned by CN
- Cort Mall – expecting to start project shortly. New building façade/ARRA energy retrofit grant modifications; ready to go to bid for exterior façade and retrofit grant components
- WPA Building – ready to begin Phase II
- Management Resources – have initiated planning and design of New Recycling Center to be located at the main campus
- Art Inventory – aiding in taking an art inventory for insurance purposes of the Willard Stone art pieces and other cultural and historical value
- Know Your Nation – project will begin soon for the rotating display

#### **RISK MANAGEMENT**

- Participate in EMS Accreditation
- Participate in Early Childhood Health Advisory Board
- Participate in planning of Inter Tribal emergency Management Coalition Summit
- Attend Weather Watch Class at NSU
- Establish and train a CNEM Public Assistance Team to prepare with declared disaster project worksheets

# CHEROKEE NATION TRIBAL COUNCIL

## RESOURCES COMMITTEE REPORT

**Group:** Government Resources

**Month/Year of Report:** January 2011

**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. 12/29 Attended meeting with Chief and others on Heritage Center lease
2. 1/3/11 Conference call with Solicitor's office (Jesse Durham, Trial Attorney) on guardianship Hearing in Mayes County on Annie Downing, restricted Cherokee Indian; Discussion with Brian Scott on Re-Plat of Stilwell 19-acre tract
3. 1/4 Meeting with Lloyd Cole on changing his easement across CN land
4. 1/5 Government Resource Staff Meeting with Pat Ragsdale; Natural Resource/Realty meeting on joint realty concerns, leases, etc.
5. 1/6 Attended weekly meeting with Pat Gwin on real estate matters
6. 1/7 Meeting with Health (Melissa Gower) on Hastings Hospital; Meeting with Susan Work on Reform Act; Pictometry Meeting with Charlie Robertson and David Justice (Marshea Halterman attended meetings)
7. 1/10 Assisted Tom Duncan of CNB on Antlers property
8. 1/11 Government Resource Staff Meeting; Four Realty staff, including Director, to NAHASDA Essentials Conference in Reno, Nevada
9. 1/12 Conference in Reno, Nevada; Updates sent on Roland 10 Acres for Trust Acquisition; picked up School deeds and Cemetary deeds from BIA—scanned copies for GIS and BIA
10. 1/13 Meeting with Pat Gwin on potential real estate purchases; Brad Larson with BLM called about Greasy Survey
11. 1/14 Meeting at Hastings Hospital on environmental issues; staff member to South Coffeyville with Pat Gwin to evaluate clean up concern; Meeting with BLM on Creek/Cherokee boundary marker in Muskogee
12. 1/17 Presentation on Allotments at Heritage Center; Scanning Conference with Ross Swimmer; Meeting on Hastings Hospital; Attended Council Resource Committee; Attended Stilwell City Council Meeting on Stilwell Re-Plat of Cherokee Nation property; Meeting with Brian Scott on Stilwell Re-Plat
13. 1/18 Government Resource Staff Meeting; Interviews for Realty Specialist I position
14. 1/19 Interviews with potential Clerk I temporary full time hires
15. 1/20 Conference with Andy Siegal of Glenn Supply (Snow—three staff only worked)
16. 1/24 Attended Group Leaders Meeting
17. 1/25 Government Resources Staff Meeting
18. 1/26 Land Records Meeting (Terry Temple); Realty Staff Meeting
19. 1/27 Meeting with Pat Gwin on Real Estate; site visit to Burchette property; meeting with Melissa Gower on Tahlequah City Hospital Dialysis Center in Sallisaw; conference with James Shafer of Ponca City on oil and gas issue; conference call on Scanning for TAAMS
20. 1/28 Interviews with potential Clerk I temporary full time hires; Reviewed Pictometry Contract
21. 1/31 NAHASDA Meeting; Property Acquisition Meeting; Review of Reform Act revisions

**CHEROKEE NATION TRIBAL COUNCIL**  
**RESOURCES COMMITTEE REPORT**

**22. Additional highlights as follows:**

- Received and/or returned 745 phone calls
- Meet with 64 individual clients
- 28 Site inspections were done
- 5 Journal Vouchers
- 6 Inventory & Heirships
- 2 Home Visits
- 1 Grazing leased approved by BIA for individual restricted tract
- 6 Jurisdictional Calls
- 9 Right of Entries
- 2 Quiet Titles
- 69 County Researches Completed
- 2 Documents filed in Title Plant
- 17 Certified copies made/indexed
- 551 Tracts Indexed
- 83 Allottee files organized
- 102 Allottee files scanned

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs      Month/Year of Report: January (FY 2011)

Group Leader: Tom Elkins      Phone: 453-5237      email: [tom-elkins@cherokee.org](mailto:tom-elkins@cherokee.org)

## I. Program Highlights

### a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	<b>69</b>	<b>276</b>	<b>31%</b>
6 ERR (Roads)	<b>2</b>	<b>2</b>	<b>33%</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>63</b>	<b>25%</b>

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	<b>0</b>	<b>0</b>	<b>0</b>

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	<b>10</b>	<b>45</b>	<b>30%</b>

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	<b>41</b>	<b>124</b>	<b>41%</b>

## II. Highlights:

- a) Met Keith Miller with the City of Sallisaw to discuss the Fish Tissue results and request permission to use the City Park as a possible testing site. The City of Sallisaw granted permission.
- b) The CNWM Landfill broke a leachate line and a leachate valve was frozen. The line was repaired and the valve replaced without incident.
- c) Conducted inspections at the landfill on: 12/17, 12/20, 01/03, 01/06, 01/11, 01/13, and 01/17.
- d) Conducted Community Outreach at the following locations: Claremore Indian Hospital, Hastings Hospital, Okay Head Start, and Muskogee Clinic for lead outreach.