

Group:	Management Resources	Month/Year of Report:	April 2011 Report		
Group Leader:	Angela Drewes	Phone:	458-5340	E-mail:	angela-drewes@cherokee.org

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	.8	186.8 Acres
Provide technical assistance to communities – gadugi projects	27	48

PLANNING & DEVELOPMENT

OBJECTIVE	ACTUAL TARGET	YTD
Provide assistance with historical buildings/structures	4	3
Provide technical assistance to internal programs for development and remodeling of tribal facilities	10	7
Provide technical assistance to communities – gadugi projects	6	6

b.) Accomplishments

NATURAL RESOURCES

- Two Cherokee citizens cut 55 pine poles for teepee's
- Staff working on Wildlife Habitat Incentives Program contract on CMS 56 with basil treating the unwanted trees
- Planted 50 hybrid willows for Cherokee Nation Holiday use
- Staff assisted with the bid opening for the 2012 grazing leases

TRIBAL LAND STEWARDSHIP

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	3,008	Ac.	3,008	Ac.
Mechanical Brush Control	0	Ac.	596	Ac.
Weed Control	25	Ac.	55	Ac.
Fire Guards Maintained	0	Mi.	13	Mi.
Perimeter Fencing	0	Mi.	0	Mi.

TRIBAL LAND IMPROVEMENT

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	.25	Mi.	.25	Mi.
Fence Rebuilt	.50	Mi.	7	Mi.
Timber Stand Improvement (TSI)	0	Ac.	4	Ac.
Wildlife Plots Established	0	Ac.	0	Ac.

GROUNDS KEEPING/MAINTENANCE

Belfonte	<input checked="" type="checkbox"/>	Mouse Dry Creek	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input checked="" type="checkbox"/>	Owen School	<input type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Parkhill TYrailer Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Conley Property	<input checked="" type="checkbox"/>	Ross School Area	<input checked="" type="checkbox"/>
Dahlongah Park	<input type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Elder Care Tract	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Jay Foods Distribution	<input checked="" type="checkbox"/>		

FACILITIES MANAGEMENT

- Began curb repair from damages sustained in ice storms
- Submitted request for proposals of 5 new automatic sliding doors in complex and FRB
- Initial meeting held regarding roles in Recycle Facility project
- Began lamp post project at Courthouse Square
- Fire Alarm System upgrade contract complete
- Submitted request for bid of Sprinkler System upgrade
- Began Quarterly Generator Maintenance Contract
- Submitted request for bid of new tables and chairs in ballroom
- Completed sign lighting project for Main Entrance
- Received estimate to begin work on new mailroom flooring
- Began highway trenching/fiber install project for Southgate H & TERO
- Repaired Marshal's building roof and began painting exterior
- Working with CNB to provide data for energy audit
- Replaced beam as a result of termite damage in front of restaurant
- Acquired dozer from Housing Authority

GROUNDS KEEPING/MAINTENANCE

Big Acorn Sawmill	<input checked="" type="checkbox"/>	Immersion	<input checked="" type="checkbox"/>
Carwash	<input checked="" type="checkbox"/>	Jay Clinic	<input checked="" type="checkbox"/>
Claremore Federal Bldg.	<input checked="" type="checkbox"/>	Keetoowah Duplexes	<input checked="" type="checkbox"/>
Complex	<input checked="" type="checkbox"/>	Locust grove, Green Space	<input checked="" type="checkbox"/>
Conley Property	<input checked="" type="checkbox"/>	Male Seminary	<input checked="" type="checkbox"/>
Cort Mall	<input checked="" type="checkbox"/>	Morgan property	<input checked="" type="checkbox"/>
Court House Square	<input checked="" type="checkbox"/>	Nowata Clinic	<input checked="" type="checkbox"/>
Facet Industrial Property	<input checked="" type="checkbox"/>	Old Homeland Bldg.	<input checked="" type="checkbox"/>
Gaming Commission	<input checked="" type="checkbox"/>	POW WOW Grounds	<input checked="" type="checkbox"/>
Green Space	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Heritage Center Annex	<input checked="" type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>
Holiday Strip	<input checked="" type="checkbox"/>	Three Rivers Clinic	<input checked="" type="checkbox"/>

PLANNING AND DEVELOPMENT

- Administration - continuously working on Master Plan development; reviewing Historic Downtown District; reviewing 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
- Management Resources – new signage on main campus being installed throughout campus
- Internal Lease Pool – evaluating space availability in space cost pool to assist departments with office space needs
- Education Group (Stickball Statute) – ready for statue installation

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated and/or Completion Date
Veterans Service Center	May 15, 2011	0%	
Vinita Health Center		2%	August 1, 2012
Child Development Center-Stillwell	Mid-April 2011	0%	
Vinita Site Utility Design		95%	May 15, 2011
Salina Dental/Community Expansion		100%	April 25, 2011
Sequoyah – Library Renovation		95%	May 1, 2011
Sequoyah – New Classroom Building		50%	May 10, 2011
W.W. Hastings Hospital – 4 Phases		25%	Varies by Phase

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated and/or Completion Date
Human Resources Annex Remodel	May 2011	0%	September 30, 2011
Human Resources – Flooring	May 2011	0%	May 30, 2011
WPA Building Project – Phase II	May 2011	5%	August 2011
Cherokee Phoenix New Space		100%	Completed
Cort Mall	Ready to Bid	0%	
Immersion Modular Building – Office	May 2011	0%	August 2011

RISK MANAGEMENT

- Received formal Approval letter from FEMA for the CHEROKEE NATION HAZARD MITIGATION PLAN. This now makes the Cherokee Nation eligible to apply for funding of Hazard Mitigation projects and Pre-Disaster Mitigation Grant Program for the next five years. The Plan must be updated and resubmitted to FEMA for approval every 5 years.
- Assisted Muskogee County Emergency Management with a hazard mitigation project to provide advance warning project providing weather radios to the local emergency centers and citizens. Four members of the CNEM team assisted with programming of radios for use.
- Staff completed Occupational Safety Health Act (OSHA) Training to become authorized trainers in General Industry OSHA trainings.
- Participate on Public Health Committee with Healthy Nation Team.
- Completed Boiler Inspections on Cherokee Nation Properties.
- Provided Certificate of Occupancy for the New Salina Dental Area on 4/27/2011; Grand opening scheduled 4/28/2011.

c.) Future Plans/New Initiatives

NATURAL RESOURCES

- Arrangements are being made for transport and storage of the Seminary column donation.

FACILITIES MANAGEMENT

- Install sewer lines at Housing Rehab.
- Attending HVAC trainings to ensure CN can service and maintain our own HVAC systems.

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 (NSU Haskell Hall Annex) – planning for finishes and function of space to meet the needs of the participants.

- Health Group (Burchett/Hastings) – planning committee has made recommendations for site development; received topography survey; planning committee meeting
- Health Group (W.W. Hastings Hospital) – planning for new finishes on Med/Surgery Floor; planning for new Information booth at main entrance; planning for Pediatric expansion after new building is ready for Physical Therapy; and new planning for WIC space
- Health Group (W.W. Hastings Hospital) – developing finish and furniture Standards for facility
- Human Services – planning committee is meeting to discuss Nowata and Collinsville Food Distribution Center – 50% planning completed
- Management Resources – have initiated planning and design of New Recycling Center and CNG Station to be located at the main campus – 50% planning completed
- Management Resources – have initiated planning and design for new or repairing of roofs for several facilities on main campus; those included are: Council House, Human Resources, Roads Department, and Financial Resources Building – 50% planning completed
- Management Resources – will prepare RFQ for design of repair documents on structural repairs needed at Tsa La Gi Office Complex; repairs include concrete, replacing rusted stairs and painting of building
- Court and Council – planning underway for Court building; planning/design of an existing building owned by CN – 50% planning completed
- 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

- Attend National Incident Management (NIMS) Meeting to receive paperwork for 2011 NIMS Compliance
- Participate in state-wide Emergency Management Exercise with State Health Department and OEM the last week of April
- Participate on planning committee of Inter-Tribal Emergency Management Coalition Summit which will be held May 10-12, 2011 in Quapaw, Oklahoma

CHEROKEE NATION TRIBAL COUNCIL

RESOURCES COMMITTEE REPORT

Group: Government Resources **Month/Year of Report:** April 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

a)

II. Program Highlights

a.) Balanced Scorecard Measures

b.) Accomplishments

1. 3/25 Teleconference with Bureau of Indian Affairs (BIA) on Cobell lawsuit
2. 3/29 Government Resources Staff Meeting with Pat Ragsdale
3. 3/31 View Beck Mill site in Delaware County for tourism possibility; teleconference with BIA on TAAMS project
4. 4/01 Meeting on Indian Housing Plan at Financial Resource Conference Room
5. 4/04 Attended Group Leader meeting; Attended meeting in Tulsa on Potential oil & gas lease
6. 4/05 Government Resources Staff Meeting with Pat Ragsdale
7. 4/06 Natural Resources/Realty monthly meeting
8. 4/07 Meeting with Human Resources (Norma Merriman) on property at Bypass and 4th street
9. 4/08 Teleconference with BIA on TAAMS project
10. 4/11 Meeting with Real Property Committee to discuss possible purchases; Meeting with Charlie Robertson on Arkansas Riverbed; and attended Council Resource Committee meeting
11. 4/12 Teleconference with BIA on TAAMS project; Government Resource Staff Meeting
12. 4/13 Teleconference with BIA on TAAMS project
13. 4/14 Meeting with Joe Grizzle concerning CN oil & gas lease on Red River County, Texas, Property (current operator); meeting with Pat Gwin on Natural Resource matter; meeting with Community Services
14. 4/15 Teleconference with BIA on TAAMS project
15. 4/19 Teleconference with BIA on TAAMS project ; received Trust Deed from BIA on 80 acres known as Garrett tract in Adair County, southeast of Stilwell, adjoining CN trust land
16. 4/20 South Coffeyville clean up by Realty and Natural Resources staff (filled two large dumpsters with trash, sold metal to defray partial cost of dumpster rent)—clean up not complete, and Risk Management is reviewing property as well as Housing Authority
17. 4/25 Meeting with Dr. Morton on real estate issue with HACN
18. 4/26 Teleconference with BIA on TAAMS project; Meeting with Travis Noland on Website; Meeting with Bill Munson in Edmond on property
19. 4/27 Meeting with Bill Kerrigan of Arkose Energy and Ian Acrey of Petrolia Group on possible Oil and gas lease
20. 4/28 Meeting with Pat Gwin at GeoData office; 5-year grazing bid opening at 1:00 pm—bid awards will be posted at Realty at 4:00 pm on May 4
21. Additional highlights as follows:
 - 864 Received and/or returned phone calls
 - 102 Meet with individual clients
 - 88 Site inspections were done
 - 1 Business lease for restricted land approved by BIA
 - 5 Inventory
 - 2 Heirships
 - 27 Home Visits

CHEROKEE NATION TRIBAL COUNCIL

RESOURCES COMMITTEE REPORT

- 8 Jurisdictional Calls
- 10 Right of Entries
- 1 Litigation Report
- 11 Quiet Titles
- 97 County Researches Completed
- 3 Documents filed in Title Plant
- 5 Certified copies made/indexed
- 68 Tracts Indexed
- 93 Allottee files organized for scanning
- 171 Allottee files scanned

III. Future Highlights

1. 5/2 through 5/6 Training on TAAMS Realty (encoding property tracts) at BIA in Muskogee
2. 5/2 closing on purchase of property in Cherokee County located across from Complex and adjacent on east side of Cherokee Nation Learn Center
3. 5/9 through 5/10 Training on TAAMS Management Overview at BIA in Muskogee

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

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

Group Leader: Tom Elkins Phone: 453-5237 email: 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)	82	483	54%
6 ERR (Roads)	1	5	83%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	21	95	38%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	1	10	20%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	16	95	63%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	15	177	59%

II. Highlights:

- a) CNEP staff in honor of Earth Day conducted a cleanup event of the Town Branch. Approximately 120 bags of trash were collected along with numerous large debris items. Participants from the Cherokee Nation Day Training Program and staff from the City of Tahlequah's Stormwater Department aided CNEP with this effort.
- b) Conducted a pesticides assessment of the Cherokee Nation Elder Care Facility (PACE).
- c) Conducted inspections at the Cherokee Nation Sanitary Landfill on the following dates: 03/25, 03/28, 04/01, 04/04, 04/07, 04/11. With the volume of recent rain the leachate pond has 20 inches of freeboard, and is constantly being monitored.
- c) CNEP began reconnaissance to conduct an Environmental Site Assessment on the Chilocco property.
- d) Performed Community Outreach at the following sites: Claremore Indian Hospital, Hastings Hospital, Westville Elderly Center, Muskogee Clinic, Pryor, Cherry Tree, Maryetta and Tahlequah Academy Head Starts for lead outreach, Catoosa Job Fair, Ketchum School Fair, Wyandotte Environmental Fair, Blue Thumb Open House (Tahlequah), Boy Scout's "Cherokee Day" Event at Camp Garland.