

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: January 2019

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

- I. Budget Highlights – through December
 - a.) Financial Resources – 22% spent
 - b.) Treasurer – 15% spent
 - c.) IIM – 26% spent
 - d.) Acquisition Management – 26% spent
 - e.) Records Management – 18% spent
 - f.) Support Services – 26% spent
 - g.) Grant Services – 29%
 - h.) Fleet Management – 14%
 - i.) Employee Performance Incentive – 43% spent
 - j.) Grant Development for CNB – 0% spent
 - k.) DOJ CTAS 2017 – 18%
- II. Program Highlights
 - a.) Departmental Goals
 1. Complete FY18 Audit – 0% Complete
 2. Obtain Unmodified Audit Opinion – 0% complete
 3. No Material Weaknesses on Single Audit – 0% complete
 4. Obtain GFOA Award for FY17 CAFR – 100% complete
 5. Reports completed & submitted for January 2019 – 98% completion
 - b.) Compliance
 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 1. Staff attended multiple webinars, trainings and conferences for grants management
 - d.) Upcoming Events
 1. Various grant trainings scheduled for February 2019
 2. Year end preparations continue

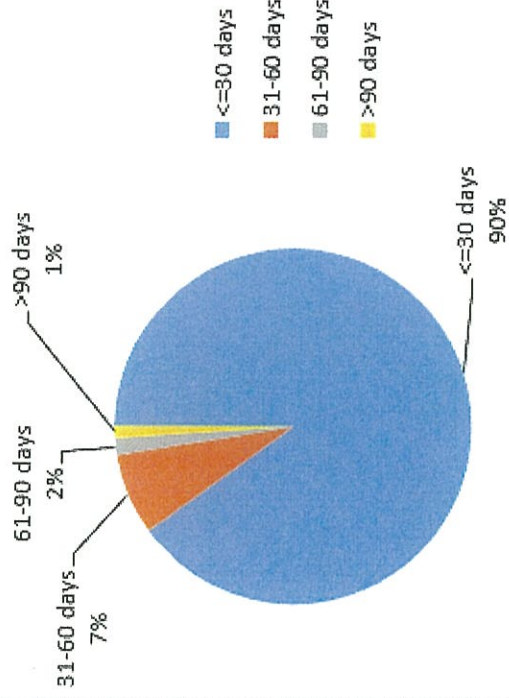
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	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions October 1, 2018 through September 30, 2019		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 4,010,396.94	98.23%
3	Award to non-TERO Vendor	\$ 72,142.00	1.77%
4	Sub-total bids with a TERO vendor participating	\$ 4,082,538.94	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 1,334,391.43	
6			
7	October 1, 2018 through December 31, 2018		

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Row Labels	APP-INVOICE-2	APP-TRAN-PMT-AMT-7
<=30 days	41,911	70,185,829.21
31-60 days	3,441	17,471,757.00
61-90 days	727	5,216,733.73
>90 days	507	730,473.49
Grand Total	46,586	93,604,793.43

Timeliness of Paid Invoices



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

The **Day Training Program** had 26 participants enter unsubsidized employment. Three were with Cherokee Nation, 15 were externally, and eight were with CNB/CNI. Twelve participants attained the Food Handler Certification.

Tribal Economic Development (TED) Staff, Cherokee Nation and Cherokee Nation Businesses officials joined local leaders in welcoming [Newk's Eatery](#) to [Cherokee Springs Plaza](#) in Tahlequah. Principal Chief Bill John Baker along with tribal and CNB officials presented the Newk's representatives with a Cherokee Nation Pendleton blanket. Cherokee Spiritual Leader Crosslin Smith provided a blessing during the official opening ceremony.

Career Services was able to help Newk's Eatery with hiring of 60 new employees for their new location in Cherokee Springs Plaza.

50% of Newk's Employees are Native American.



Construction continues on the \$360 million [Sofidel](#) paper plant in Inola, just across the Cherokee Nation border in Rogers county. [Cherokee Nation](#) worked with state and local economic development to attract the Italian-based company to the area, which will initially create over 300 jobs, starting at \$14+ / hour. Cherokee Nation Career Services **Tribal Economic Development Program (TED)** is working with the company on workforce recruitment, with job fairs coming up.

The **Trade and Economic Transition Program** has submitted paperwork to Human Resources in order to hire personnel for 12 of 14 positions. This will allow the grant to be fully staffed and operating out of Tulsa, Pryor, Tahlequah, and Sallisaw. These strategic office locations allow Cherokee Nation to easily serve dislocated workers in all 14 counties of their jurisdiction. Additionally, Heather McKinnis, Tahlequah's Career Specialist has begun working with

dislocated worker clients coming into the Career Services department. One participant has filled out paperwork to begin a work experience. This will allow the participant to gather experience while waiting for his vocational classes to begin at ICTC.

With help from Larry Daugherty, Tulsa Career Services' economic developer/media designer, the **Trade and Economic Transition** program has finalized and received approval on a one-page document that will be used to advertise to several groups to increase knowledge of the presence of the program. Moreover, Heather McKinnis and Kathryn Boyden have spent time at the Arrowhead Mall in Muskogee attempting to coordinate a date to present to the employees who will be laid off in the coming months. There are also plans to coordinate with businesses in Promenade Mall of Tulsa.

The **Trade and Economic Transition** program has visited with representatives from the Council for Adult and Experiential Learning to get insight on lattice apprenticeships in the healthcare field. One goal of the program is to determine whether apprenticeships at the new health clinic opening in Tahlequah, Oklahoma are a viable option to address the skills gap and educational costs in the region. If determined to be a working model, coordination with the **Disability Employment Initiative** will begin. Both grants will then start a program that may be beneficial for both of the grants, as well as, Cherokee Nation, as a whole.

CN Employee Named 40 Under 40 for Economic Development

FORT LAUDERDALE, Fla. – Hunter Palmer, the Cherokee Nation's Career Services Economic Development manager, was recently selected as a winner in the national economic development



profession's 40 Under 40 awards, the only award of its kind recognizing young talent in the economic development industry.

"I'm very honored to be selected as a 40 Under 40 Rising Star award winner," Palmer said. "This is a very prestigious award, and I'm humbled to have been nominated. I look forward to continuing my work in making a positive impact on the communities of Cherokee Nation and northeastern Oklahoma."

An independent, five-member selection committee chose the winners from a pool of more than 170 qualified candidates based on

their accomplishments and contributions to the economic development industry. The awards program was managed by Development Counsellors International, a New York-based firm that specializes in economic development marketing, and Jorgenson Consulting, a national executive search firm serving organizations in economic and community development industries.

Palmer, of Tahlequah, Oklahoma, is a 2012 graduate of Northeastern State University and a 2018 graduate of the University of Oklahoma's Economic Development Institution. In 2016, Palmer was awarded the NextGen Under 30 award. While working with Career Services, he has served as the tribe's job fair coordinator for more than three years and has assisted thousands in finding employment.

“Hunter has always had a passion for helping individuals in and around his community,” Diane Kelley, Career Services executive director, said. “He has been a part of the Economic Development team at the Cherokee Nation that has helped bring in over 9,000 jobs to northeast Oklahoma. He’s also had a huge role in helping existing businesses to prosper and grow. For those reasons and many more, I’m proud of Hunter’s accomplishments and the experience he brings to the tribe and our communities.”

DCI and Jorgenson announced the winners of the 40 Under 40 awards during the International Economic Development Council Leadership Summit in Fort Lauderdale.

“The 40 Under 40 Award is designed to identify the economic development profession’s rising stars. These young economic development professionals represent the future of our industry,” said Julie Curtin, president of DCI’s economic development practice. “The selection committee had a challenge selecting only 40 winners, but we are delighted by the smarts, initiative and game-changing mindset represented in these finalists. Economic development is in good hands with these young leaders, and Hunter is certainly no exception.”

<https://www.cherokeephoenix.org/Article/Index/62916?fbclid=IwAR0zKd-pPYq0Hzk-Kxm4y0HHqE-cUKB7HxUfEJIM73mlz3DDlpz6ozj25Ik>

Director of **Tribal Economic Development** and **Reentry**, Daryl Legg, resigned with his last day being December 7th. Matt Lamont has replaced Mr. Legg on an interim basis until further notice.

Reentry staff attended the Medical Marijuana in the Workplace presented by Crowe & Dunlevys Attorneys at Law hosted by Northeastern Technology Center in Pryor, Ok. This provided a broad update of issues and legalities due to current legislation. Future possible litigation and areas of concern were also discussed. This is a subject area that is constantly changing and should be monitored as it will directly and indirectly affect tribal members.

Interim **Reentry** Program Manager, Matt Lamont, met with Cherokee County Community Sentencing to be placed on the next agenda to replace Mr. Legg on their board of directors. This meeting will take place in March and will allow Cherokee Nation to have continued representation in this vital and growing area concerning our justice involved citizens.

Reentry staff met with Director of Grants and Compliance, Kim Carroll, to discuss the overall short and long term goals concerning the Coming Home Reentry program.

The Cherokee Nation **Coming Home Reentry** staff has been chosen to take part in a very selective training put on by the Department of Justice. The Tribal Intergovernmental Reentry Workshop is an intensive three-day training on growing and improving Reentry programs specific to Indian Country. Due to the government shutdown the training had to be cancelled but we hope it gets rescheduled as it will be very beneficial to our program.

This Department of Justice training center has also allowed **Reentry** staff access to multiple interactive webinars. These included Tribal Employment issues concerning Reentry, and Evidenced Based Practices: Strategies to Positively Impact Community Reintegration Efforts.

These trainings will be very instrumental for growing and enhancing the Cherokee Nation **Reentry** Program. By using the resources and programs that have been made available to us, we hope to avoid any issues that can be associated with growing and enhancing a program of this nature.

The **Reentry** Program is in the process of planning a week long Reentry Summit the last week of January. This training summit will provide training to all Career Services Staff to better help them counsel our justice involved clients and their specific needs. This training will include professionals from outside agencies, relevant to the justice involved, speaking about their programs, successes, issues, and partnering opportunities. An Evidenced Based Training organization, Joyfields, will also present a three day training on Helping Individuals Regain Employment (H.I.R.E.). A large portion of this training is paid by the CTAS Area 3 grant, which has required training components and they are met by this type of staff training.

The **Employment Development/TERO** program received a letter of gratitude from Bryan Hodge Excavation, a TERO Certified Business. The letter is attached.

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.

Sofidel Job Fair

January 15, 2019
Inola, OK

Sofidel Job Fair

January 24, 2019
Catoosa, OK



We had 104 job seekers attend the Inola Job Fair and the employers were very pleased with the outcome and event. Around 50 of them are undergoing secondary interviews and are being considered for positions.

We had 44 job seekers attend the Catoosa Job Fair and the employers were very pleased with the outcome

and event.

Reading Truck Equipment job fair

Cherokee Nation Career Services is co-hosted a job fair for Reading Truck Equipment on Tuesday, Jan. 22, from 7 a.m. to 3 p.m. at 2800 N. Lynn Riggs Blvd. in Claremore. Reading Truck Equipment is hiring for welders, painters, and install techs. Application forms and on-the-spot interviews we're available onsite at the job fair. Reading Truck Equipment hired 11 out of the 20 job seekers that attended the job fair.

Hard Rock Hotel & Casino Career Fair

January 24th

We're expanding and looking for a few new rock stars! There's a Career Fair happening here on January 24 from 2PM - 6PM to find motivated and talented individuals to join our team at Hard Rock. See all of our open positions today by visiting JOBSTHATROCK.COM, and we look forward to seeing you at our Career Fair later this month!



BRYAN HODGE EXCAVATION

32446 S. Cookson Bluff Rd.

Park Hill, OK 74451

January 17, 2019

Bill John Baker
Principal Chief
Cherokee Nation
P.O. Box 948
Tahlequah, OK 74465


Dear Chief Baker,

Bryan Hodge Excavation would like to take this opportunity to thank the Cherokee Nation for all of the work we have received the past year. During the past year we have received jobs in excess of \$700,000 through the Cherokee Nation and Cherokee Nation Businesses.

Those funds have benefited not only Bryan Hodge Excavation and our employees but the TERO certified business we have contracted and sub contracted with as well. In our business alone there are seven (7) families who directly benefitted from the wages they earned from those contracts. A total of thirty-eight (38) Cherokee individuals are benefitted when we get to go to work. Not all of our employees are Cherokee but they are married to or are caring for a Cherokee individual.

Again, thank you to the Cherokee Nation, Cherokee Nation Businesses and to the TERO office for working with us and helping us to grow our business.

Sincerely



Bryan Hodge
Owner

Bryan Hodge Excavation

cc: Shawn Slaton, CNB
Willard Mounce, TERO

Commerce Group

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

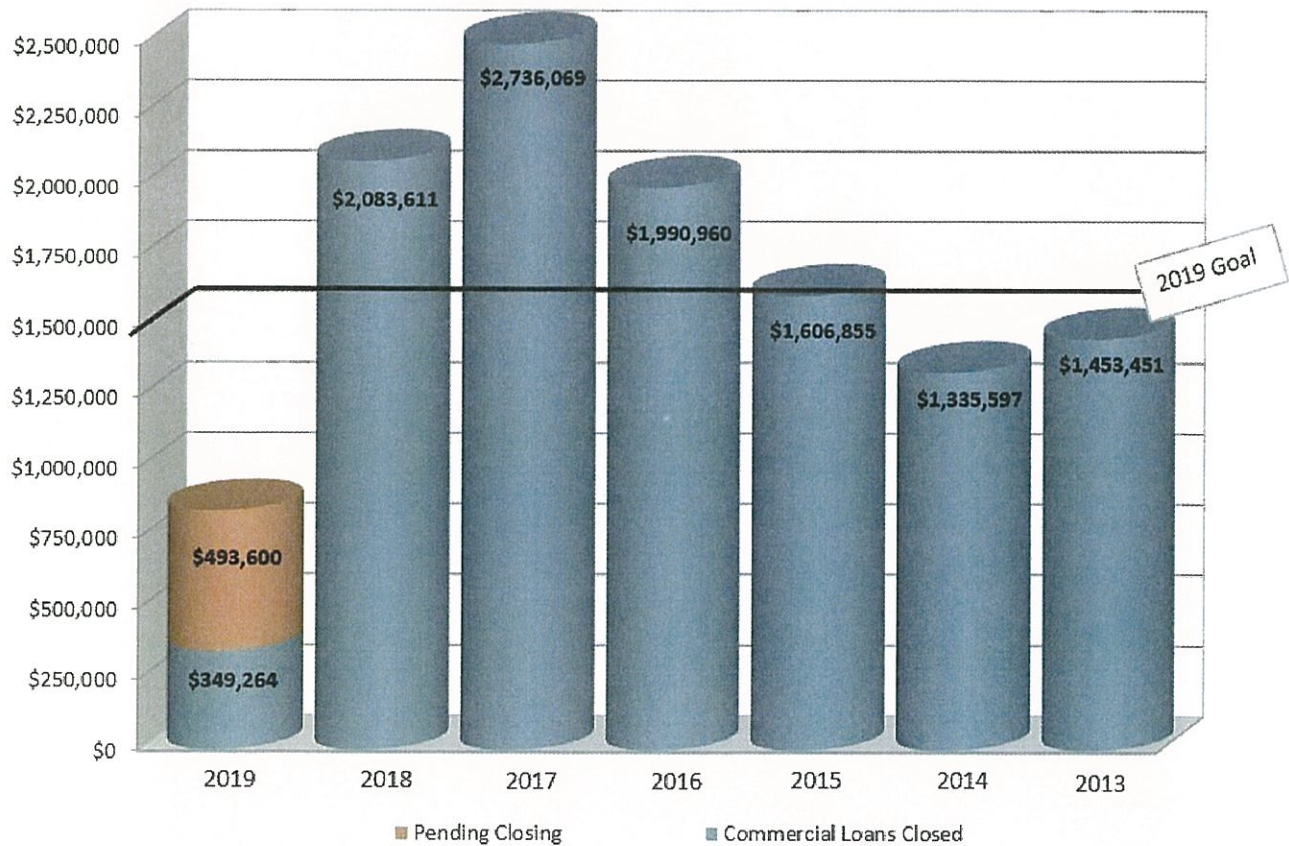
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



**Since 2010 Cherokee Nation Community
Investment: \$14,612,029.51 in 304
Privately-owned Small Businesses**

Dollars Invested in the Local Economy Through Small Business Lending



Small Business Loans Closed January 2019

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Talala	Service	\$27,135	25%	2
Tahlequah	Cleaning	\$7,205	57%	3
Tulsa	Agriculture	\$27,655	11%	2
Tahlequah	Tourism	\$172,300	79%	6

"The Small Business office was very informative and helped me with any questions I had. They were very professional."

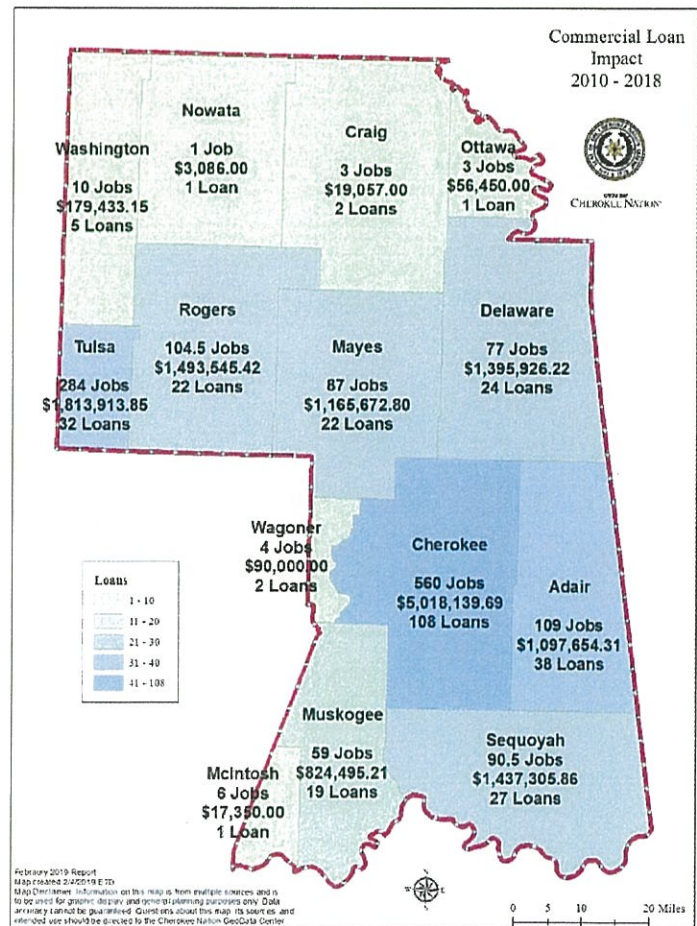
Cody Nottingham
C&D Roofing & Construction
Tahlequah, OK

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Tahlequah	Cherokee	Tourism/Art Service	Expansion
Tahlequah	Cherokee	Restaurant Service	Expansion
Jay	Delaware	Retail Service	Start-up
Sallisaw	Sequoyah	Professional Service	Start-up
Tahlequah	Cherokee	Professional Service	Start-up

Commercial Lending Impact 2010 through 2019 by County

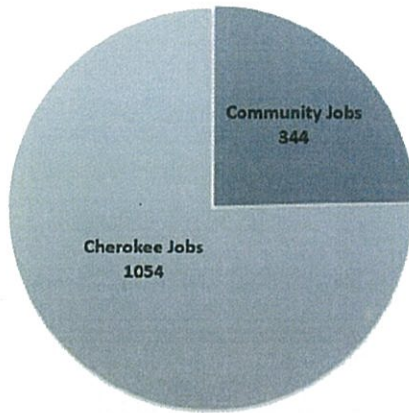
County	Economic Investment	Loans	Jobs
Adair	\$1,097,654	38	109
Cherokee	\$5,018,140	108	560
Craig	\$19,057	2	3
Delaware	\$1,395,926	24	77
Mayes	\$1,165,673	22	87
McIntosh	\$17,350	1	6
Muskogee	\$824,495.21	19	59
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,493,039	22	104
Sequoyah	\$1,437,306	27	91
Tulsa	\$1,813,914	32	284
Wagoner	\$90,000	2	4
Washington	\$179,433	5	10
Totals	\$14,612,030	304	1398



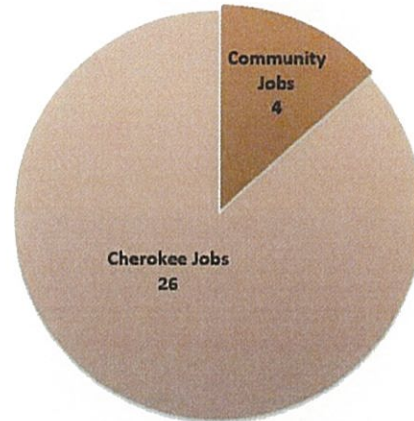
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-19



Jobs Created FY 2019



Cherokee Nation Economic Development Trust Authority

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

Lending Assets

Available Commercial Capital	\$1,708,328
Available Consumer Capital	\$799,938
Approved Grants Pending Distribution	\$323,970
Approved Grants Pending Receipt	\$770,000
Total Available Capital	\$3,602,236
Outstanding Commercial Loans	\$8,856,153
Outstanding Consumer Loans	\$2,137,724
Total Outstanding Loans	\$10,993,877

CNEDTA small business loans not only create jobs and but spur private sector economic investments at an approximate rate of dollar for dollar: **FY19 loans leveraged \$1,630,603 in private dollars and since 2015 CNEDTA loans have leveraged \$24,636,824 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 2019, Business training workshops attracted 817 people representing Indian owned businesses. Additionally, **55 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
February 12	Wagoner	TBD	REI, Women's Business Breakfast
February 13	Broken Arrow	1:00 pm	Broken Arrow, SBA Doing Business Right
February 14	Durant	TBD	REI, Small Business Breakfast Club
February 19	Claremore	TBD	REI, Do It Yourself Video Marketing
February 20	Enid	TBD	REI, Women in Business: 5 Keys to Great Leadership
February 20	Muskogee	12:30 pm	ICTC, Microsoft Excel I
February 21	Pauls Valley	TBD	REI, Social Media Marketing
February 21	Durant	TBD	REI, Comprehensive QuickBooks Desktop
February 21	Oklahoma City	TBD	REI, Business Basics – Starting & Running Your Own Business
February 23	Tulsa	1:00 pm	Hardesty Regional Library, SBA Doing Business Right
February 26	Lawton	TBD	REI, Reboot Your Brand's Content Marketing
February 27	Altus	TBD	REI, Comprehensive QuickBooks Desktop
February 28	Durant	TBD	REI, First Steps to Startup Success
March 1	Miami	9:30 am	Etsy Workshop for Entrepreneurs
March 12	Muskogee	8:00 am	ICTC, Supervisory Academy II
March 25	Muskogee	12:30 pm	ICTC, Microsoft Excel II

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 Wagon brian-wagon@cherokee.org or 918-506-9168

Creating Bridges is a program led by OSU to partner with rural communities to address retail, hospitality and tourism businesses issues. A retail academy focusing on retention and expansion will be help, as well as workforce programs centering on new and existing workers. The end result is expected to be more profitable businesses, leading to increased municipal revenue and more quality jobs. Counties participating in the Cherokee Nation include Cherokee, Adair, Sequoyah, Delaware and Mayes.

Kawi Café a model experiential entrepreneurship training program

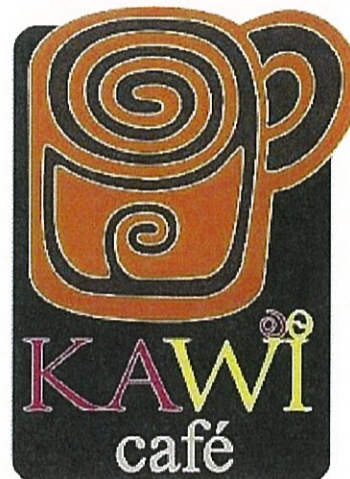
Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*

- Total Graduates 82
- Total Re-entry/Recent Offenders 42
- 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.

Being able to work at the Kawi Café has impacted my life greatly. I have been given the opportunity to work with and be around new people. It's keeping me out of trouble, also giving me the funds to care for my son and pay my fines. I love working here and being able to cook, clean, be organized and all around have fun and smile all day.

Jimmi Buckhorn, Tahlequah, OK

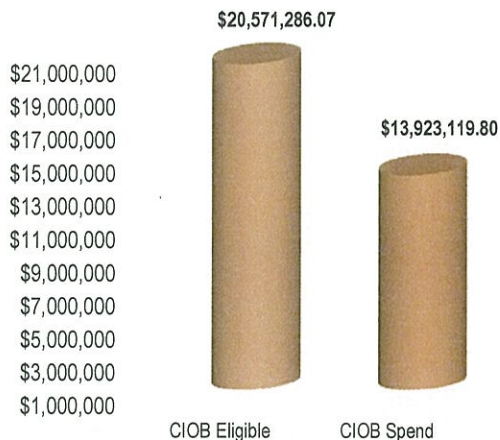


Entrepreneur Skills Learned by Kawi Participants

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

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

67.68% of CIOB Eligible Procurement Opportunities were awarded to CIOBs

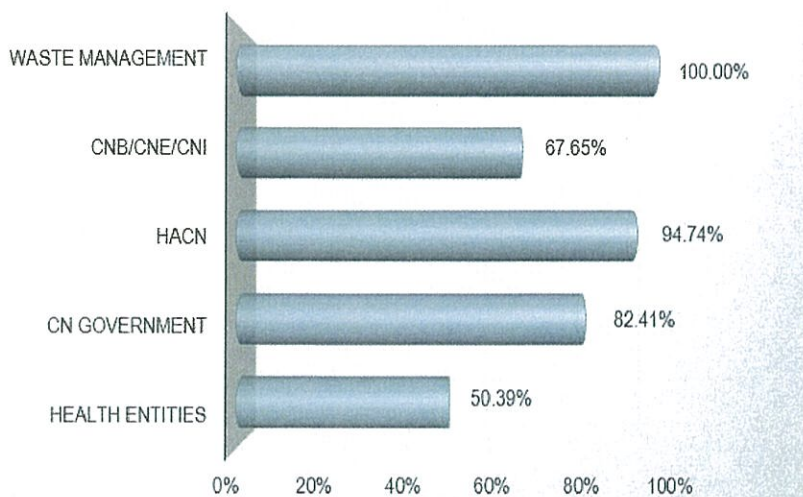


TERO Procurement Opportunities	
Entity	% Awarded
CN Government	98.23%
CNE	59.67%
Health Entities	100%
CNI	21.44%
Waste Management	0%

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 October 2018 - September 2018	TERO Bid Submissions		Bids Awarded With Participation	
	% bids submitted	# bids submitted	% of submissions	# of submissions
53	39.62%	33	63.64%	21

73.91% 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, **382 people have attended 88 artist taught classes** and the **equipment has been used 323 times by 146 artists**. One artist space is used exclusively by the National Treasures to both work and to teach class. Year to date artists have taken advantage of the **Cherokee Arts Center 683** times.

“The Spider Gallery is a fantastic place for Cherokee artists to display their works for visitors and collectors to view and purchase. The close proximity to the Art Center is a great benefit. The spaces for individual artists, the group areas, and the conference room have been such a wonderful resource for many of us! The fact that we can use or rent tools and equipment specific to our crafts is a major bonus!”

*-MaryBeth Timothy
Muskogee, OK*

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	Jewelry Making Class
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	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	Ceramics with Troy Jackson
Every Sunday	10:00-3:00 pm	Jewelry Making Class
February 12 th (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
February 10 th (2 nd Sunday)	2:00-3:00 pm	Arts & Humanities Lecture

The Spider Gallery currently represents **133 Cherokee Nation artists, 20** of which are National Treasures.



- Year to date 468 visits have been made to the Gallery
- Will begin framing services for CNB and local artists
- Artists have earned \$16,984.29
- The Art Center now offers a lathe for woodworking
- The Crystal Bridges Museum’s exhibit a New Understanding: Native Voices, 1950s to Now, continues until January 7, 2019. November 9 the Spider Gallery held an event associated with the exhibit in which Marie Watt, Seneca Nation, engaged native communities in her textile art. Sixty people attended.

**2019 Grant Applications Underway and Recently Submitted:
Pending, includes 2018, 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
US Treasury CDFI	Small Business	2019	\$770,000	Awarded	CNEDTA – Commercial Lending
USDA Rural Business Development (RBDG)	Retail Center Road Access	2019	\$250,250	Awarded	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Small Business	2019	\$149,520	Awarded	Increasing staff capacity
SBA PRIME	Small Business	2019	\$150,000	Awarded	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	Awarded	Connect HACN residents with self-sufficiency counseling Partnership with HACN, 3 year project
USDA Rural Business Development (RBDG)	Leadership Training	2019	\$150,000	Submission in Process	Partnership with NORA for Leadership Training
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Submission in Process	Commercial Lending