

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	May 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	177.5	364.30 Acres
Provide technical assistance to communities – gadugi projects	4	52

**PLANNING & DEVELOPMENT**

OBJECTIVE	ACTUAL TARGET	YTD
Provide assistance with historical buildings/structures	4	6
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**

- Presented Ethnobiology presentation to Prior School Teachers
- Assisted stomp ground with Salix humilis (rare plant needed for certain ceremonies)
- Assisted with tornado debris at Butler Community
- Gave four Ethnobiology presentations to Jay High School
- One of the Cherokee Female Seminary Walnut Trees was given to Ramona Casino for ceremonial planting
- Completed WHIP project on CMS Unit 56
- Staff attended and received certification on “small ruminant production” via USDA and Langston University
- Presented at Cherokee Ethnobotany Conference
- Improved blackberry cultivar growing project began

**TRIBAL LAND STEWARDSHIP**

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	0	Ac.	3,008	Ac.
Mechanical Brush Control	10	Ac.	606	Ac.
Weed Control	620	Ac.	675	Ac.
Fire Guards Maintained	5	Mi.	18	Mi.
Perimeter Fencing	0	Mi.	0	Mi.

**TRIBAL LAND IMPROVEMENT**

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	.25	Mi.	.50	Mi.
Fence Rebuilt	0	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 checked="" type="checkbox"/>
Bull Hollow Com. Bldg.	<input checked="" type="checkbox"/>	Owen School	<input type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Parkhill Trailer 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"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Elder Care Tract	<input type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Greenhaw Tract	<input checked="" type="checkbox"/>		
Jay Foods Distribution	<input checked="" type="checkbox"/>		

**FACILITIES MANAGEMENT**

- Began Marshals Building Pad and Container move project
- Replaced parking bumps at Human Resources
- Began parking lot lighting project

**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 and Male Seminary 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	April 2011	2%	August 1, 2012
Child Development Center-Stillwell	June 2011	0%	
Vinita Site Utility Design		95%	May 31, 2011
Salina Dental/Community Expansion		100%	April 25, 2011
Sequoyah – Library Renovation		95%	May 1, 2011
Sequoyah – New Classroom Building		75%	May 23 2011
W.W. Hastings Hospital – 4 Phases		25%	Varies by Phase
Nowata Food Distribution Center	June 2011	0%	November 1, 2011
Collinsville Food Distribution Center	August 2011	0%	March 2012
Courts building Remodel	July 2011	0%	January 2012
Recycling Center	August 2011	0%	March 2012
CNG Station	June 2011	0%	Fall 2011

## 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
Cort Mall	Ready to Bid	0%	
Immersion Modular Building – Office	May 2011	0%	August 2011
Gaming Commission Building	July 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 an Advanced 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
- Completed quarterly Casino Inspections for Gaming Compact compliance
- Provided Certificate of Occupancy for Hard Rock Casino Convention Center area – two new break-out rooms constructed
- Provided Certificate of Occupancy for New Salina Dental area
- Provided Certificate of Occupancy for SHS Library remodel
- CN received a Certificate of Appreciation for participating in Operation Raindrops, a state-wide Emergency Management Exercise. State Health Department, Oklahoma Emergency Management (OEM) and Cherokee Nation; Emergency Management, Human Services, Food Distribution, Health Department, Marshal Services, and the Communication Department participated in this exercise. Our participation in this exercise will help ensure medicines to our people should there be a pandemic
- Coordinated Emergency Response teams and disseminated information to assist those impacted by May 22, 2011 tornados. CN Strike Teams activated include: Marshal Service – law enforcement, Heavy Equipment teams from Natural Resources and Community Services, Chainsaw Teams from Natural Resources and Community Services, ICS/EOC teams with

members from Emergency Management, Financial Resources, Registration, PIO – Communications, Advocates – Human Services

- Human Services was the central collection point for donations to the Joplin tornado victims; CN partnered with NSU, Reasors, Tahlequah Chamber of Commerce and Wal-Mart to collection donation for the Joplin residents. Human Services transported the donation to Joplin on June 26, 2011
- CNEM team members attended the Inter Tribal Emergency Management Summit, where various topics were covered on Emergency Management
- Received 2011 National Incident Management System Compliance paperwork for completion
- Participated in Vian community meeting with other CN programs to distribute safety and EM information
- Met with FM Global at Three River Health Center for facility inspection
- Disaster declaration has been received for Snow Storm and Winter Storm. Disaster #1985
- CN will file for recovery with FEMA for 75% of related response and emergency protective measures taken in regards to property damage resulting from said storm
- Cherokee Nation Secretary of State signed Disaster Declaration effective May 22, 2011 for the tornado touchdowns

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

#### **NATURAL RESOURCES**

#### **FACILITIES MANAGEMENT**

- Install sewer lines at Housing Rehab

#### **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 – 80% 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 – 80% 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**

- Host a FEMA Safe Room Training on July 29, 2011 at Hard Rock. Audience will be county Ems within our TJSA and neighboring tribal nations

- EM will be working with other CN departments to build and train disaster response strike teams such as a Public Assistance Team and Triage Team
- Meet with State of Oklahoma OEM and FEMA for Applicant Briefing and Kickoff meeting for recently declared Snow and Winter Weather disaster

# CHEROKEE NATION TRIBAL COUNCIL

## RESOURCES COMMITTEE REPORT

**Group:** Government Resources      **Month/Year of Report:** May 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. 4/25 Meeting with Dr. Morton
2. 4/26 BIA conference call on TAAMS project; meeting with Travis Noland on website; meeting In Oklahoma City with landowners on potential land purchase in Cherokee County
3. 4/27 Meeting with oil and gas company in Tulsa
4. 4/28 Meeting with Pat Gwin on land status; bid opening on grazing leases for Cherokee Nation
5. 5/2 – 10 Training at BIA on TAAMS realty processes (7 days—three Realty staff attended)
6. 5/16 Attended Resources Committee meeting
7. 5/17 Attended Government Resources Staff meeting with Pat Ragsdale; meeting with R. Waters on restricted land issue
8. 5/18 Meeting with Shawn Slaton on property; 2 staff members went to site inspection at Paris, TX, on 70 acres of property inherited from J. K. Ford
9. 5/19 Meeting with Pat Gwin on land status; meeting with Trial Attorney Jesse H. Durham on Marble City deed approval on restricted land; meeting with landowners of the restricted land
10. 5/20 Prepared and sent Chief's letter in support of TAAMS project to BIA
11. 5/23 Adair County Commissioner meeting – Bill Swofford was denied section line road opening across tribal and restricted land
12. 5/25 Trip to Chilocco to view cisterns on non-trust land with BIA representative and CNEP Personnel
13. 5/26 Meeting with Pat Gwin on land status; meeting at Grand River Title in Jay to close on 177.5 acres located near West Siloam Springs
14. 5/27 Attended hearing on deed approval on Marble City School purchase of 1.5 acres of Restricted land (Esther Flute allotment); one staff member attended workshop in Stilwell Sponsored by Okla. Beef Council and OSU in Stilwell
15. Additional highlights as follows:
  - Received and/or returned 859 phone calls
  - Met with 201 individual clients
  - 64 Site inspections were done
  - 2 Hunting leases approved by BIA for restricted property
  - 3 Smokeshop leases approved by BIA
  - 1 Smokeshop lease assignment approved by BIA
  - 1 Agricultural lease approved by BIA for Cherokee Nation
  - 8 Journal Vouchers
  - 4 Inventory
  - 2 Heirships
  - 15 Home Visits
  - 12 Jurisdictional Calls
  - 10 Right of Entries
  - 1 Litigation Report
  - 5 Quiet Titles

# **CHEROKEE NATION TRIBAL COUNCIL**

## **RESOURCES COMMITTEE REPORT**

- 73 County Researches Completed
- 16 Documents filed in Title Plant
- 32 Certified copies made/indexed
- 232 Tracts Indexed
- 116 Allottee files scanned
- 114 Allottee files organized
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### **III. Future Highlights**

1. 6/2 Closing on 440 acres in Delaware County
2. 6/3 Closing on 1.6 acres in Cherokee County with house (across from Council House)

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs      Month/Year of Report: May (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>73</b>	<b>556</b>	<b>62%</b>
6 ERR (Roads)	<b>1</b>	<b>5</b>	<b>83%</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>14</b>	<b>109</b>	<b>44%</b>

### c.) Radon Activities

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

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	<b>12</b>	<b>107</b>	<b>71%</b>

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	<b>14</b>	<b>191</b>	<b>64%</b>

## II. Highlights:

- a) Sampled Flint, Spavinaw, Saline, Spring, Fourteen Mile, Little Lee, and Caney Creeks.
- b) Assisted Housing Services with Pesticides applications issues to determine if contractors are following established regulatory requirements.
- c) Completed a Phase I ESA for the Tillery Property and the First State Bank Property (aka Tad Carpenter Property).
- d) Visited the Cherokee Nation Sanitary Landfill for compliance review on the following dates: 04/19, 04/25, 04/29, 05/04, 05/06, 05/09, 05/13, 06/16.
- e) The design of the compressed natural gas facility has been completed and the final construction drawings are currently being completed. Project is scheduled to be completed in August of this year and is currently on schedule.
- f) Performed Community Outreach at the following sites: Claremore Indian Hospital, Hastings Hospital, Westville Elderly Center, Muskogee Clinic, Pryor, Cherry Tree, Maryetta, Okay and Tahlequah Academy Head Starts, Jay Middle School Science. Acquiring Knowledge Ethics and Sportsmanship (JAKES) in Gore, Child Care Conference at Western Hills. Water sampling and testing with the Oklahoma Blue Thumb at a stream behind Tahlequah Murrell Home.