

Group: Marshal Service Month/Year of Report: September 2020

Executive Director: Shannon Buhl Phone: 918-207-3800

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1. Budget Highlights-Please Refer to Monthly Financial Report

2. Program Highlights for August 2020:

<u>District 1</u> <u>412 North</u>	<u>District 2</u> <u>412 South</u>
Information Report (6)	Information Report (16)
Warrants (0)	Warrants (0)
Other Agency Assists (13)	Other Agency Assists (51)
Warnings (8)	Warnings (33)
Citations (3)	Citations (1)
Alcohol/Drug Arrests (1)	Alcohol/Drug Arrests (1)
A&B/DV (3)	A&B /DV (1)
Burglary/Theft/Larceny (0)	Burglary/Theft/Larceny (1)
MVC (1)	MVC (1) Sexual Offense (1)
Motor Vehicle Theft (1)	Fraud/Embezzlement (1)
Disorderly Conduct (1)	Community Events (5)

3. Special Operations:

Dive/Swift Water (0)

SWAT (0)

Casino Requests (17)

4. Accomplishments:

5. Security:

Security Violations (0)

Vehicle Assists (22)

Incident Reports (1)

Events: CN Court (1), Pow Wow grounds (1), Gaming Commission (1), Tahlequah Casino (1)

6. Facilities:

Hastings (16) EDO

Redbird Smith (0)

Three Rivers (0) EDO

Cooweescowee Ocheleta (0)

Wilma P Mankiller (0)

**7. Community:**

John Timothy

Return to school duties.

**8. Emergency Management:**

Emergency Management

Operations

Communicating daily with Health, Admin and other departments on COVID-19 actions and updates.

Communicating with FEMA on response to COVID-19.

Communicating with FEMA in regards to the May 2019 storms and floods response.

Attended meetings with local agencies to build partnerships and resource information for COVID-19.

Proceeded construction on the storm safe room behind CN-EMS.

Assisted CN Marshal Service operations.

Assisted RMRS/MERC operations.

Health Services

Supporting the COVID-19 response.

Assisting in developing a COVID-19 Medical Surge Exercise for W.W. Hastings.

Developing Operational Period Incident Action Plans.

Updating the Cherokee Nation Health Services COVID-19 project list.

Assisting the Regional Medical Response System COVID-19 Response activities.

Assisting with flu vaccine clinics planning for the fall.

**9. Patrols:**

District 1     096

District 2     338

Total         434

Concerns addressed from last Rules:



# CHEROKEE NATION TRIBAL COUNCIL RULES COMMITTEE REPORT

**Group:** Tax Commission

**Month/Year of Report:** September, 2020

**Group Leader:** Sharon Swepston

**Phone:** 918-453-5377

**E-mail:** Sharon-sweepston@cherokee.org

## I. Budget Highlights

- a.) Please refer to the monthly financial report from Finance.

## II. Program Highlights

### a.) Motor Vehicle

1. Year to Date Motor Vehicle revenue for FY20 compared to FY19 as of July 31st 2020 & July 31st 2019, had an overall increase of 3.64%.
2. The month to month revenue comparison for July 2019 (FY19) compared to July 2020 (FY20) shows an increase of 16.31%.
3. The detail for all areas of revenue for motor vehicle is shown on the attached graphs.
4. FY20 new tags issued in the Extended Jurisdictional Boundary for October 783, November 1,785, December 662, January 1,389, February 679, March 1,439, April 404, May 781, June 1,305, July 990.

### b.) Revenue and Taxation Division

1. Year to Date Revenue and Taxation (Tobacco) for FY20 compared to FY19 as of July 31st 2020 & July 31st 2019, had an overall decrease of 30.06%.
2. A month to month revenue comparison for July 2019 (FY19) compared to July 2020 (FY20) shows a decrease of 56.74%.
3. The detail for all areas of tax is shown on the attached graphs.

### c.) Future Plans/New Initiatives

1. The next Tax Commission meeting is scheduled for September 9, 2020 at 4:30 pm in the CNTC Conference room.
2. The Veterans Sales Tax Exemption Cards have been mailed out to all qualified applicants. As of September 2, 2020 we have mailed out 421 Veteran Sales Tax Exemption Cards. CNE has implemented their upgraded system to process the new sales tax exemptions for Cherokee veterans.
3. We have received our report for July 2020 purchases and payment from the State of Oklahoma and rebates are scheduled to be distributed to the retailers by or before September 15, 2020.

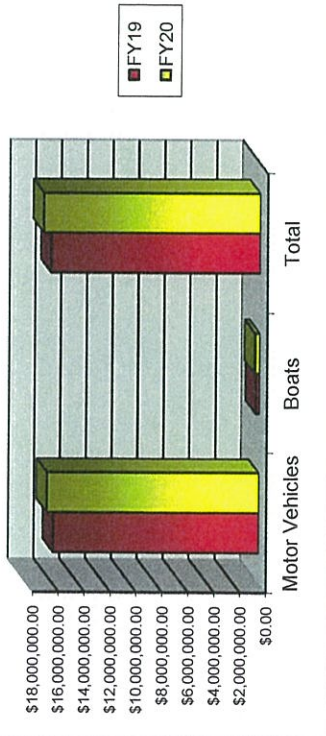


CHEROKEE NATION TAX COMMISSION

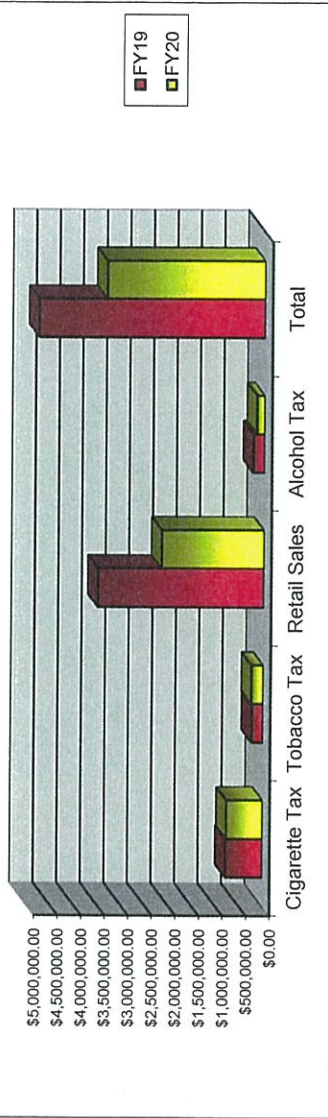
JULY, 2020

	Cigarette Tax	Tobacco Tax	Retail Sales	Alcohol Tax	Total
FY19	\$788,991.04	\$242,940.85	\$3,529,518.99	\$242,210.02	\$4,803,660.90
FY20	\$767,520.48	\$251,320.21	\$2,179,089.41	\$161,641.22	\$3,359,571.32
% of Change	-2.72%	3.45%	-38.26%	-33.26%	-30.06%

MV Gross Revenue Comparison - Year to Date

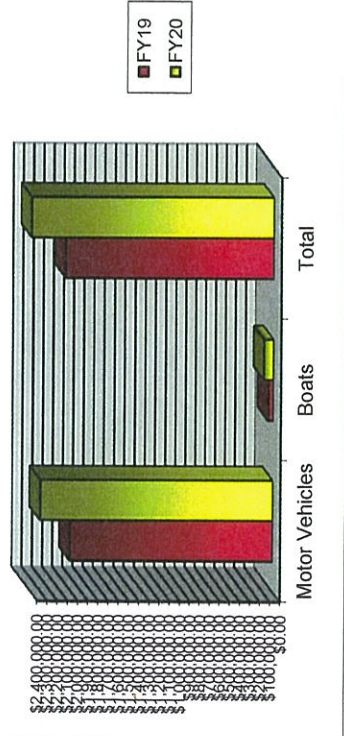


R & T Gross Revenue Comparison Year to Date



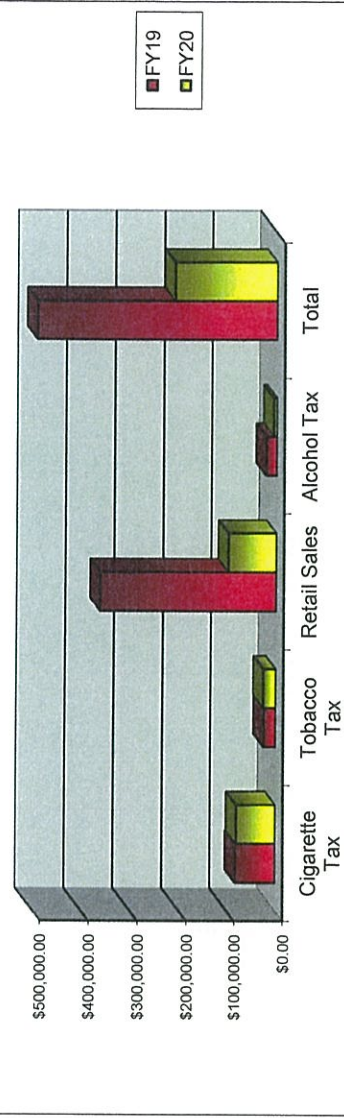
	Motor Vehicles	Boats	Total
FY19	\$2,008,277.27	\$52,556.06	\$2,060,833.33
FY20	\$2,300,571.17	\$96,438.72	\$2,397,009.89
% of Change	14.55%	83.50%	16.31%

MV Gross Revenue Comparison - Month to Month



	Cigarette Tax	Tobacco Tax	Retail Sales	Alcohol Tax	Total
FY19	\$83,478.64	\$25,350.75	\$364,045.81	\$22,414.28	\$495,289.48
FY20	\$81,290.00	\$26,016.17	\$100,052.58	\$6,897.69	\$214,256.44
% of Change	-2.62%	2.62%	-72.52%	-69.23%	-56.74%

R & T Gross Revenue Comparison Month to Month



## HUMAN RESOURCES

August 2020

**ALANA CASTEEL, INTERIM EXECUTIVE DIRECTOR**  
Extension 5243

As of August 31, 2020, the total number of Employees is 4086. Of those employees, 3352 are Cherokee and 258 are members of another Federally recognized tribe.

### EMPLOYMENT

Processed	Monthly	YTD
Number of Employees Hired	56	513
% of Cherokees Hired	77	81
% of Indians Hired	5	6
% of All Others Hired	18	13
# of Applications Received	413	3888
# of Interview Panels Sent	126	1089

### COMPENSATION

Processed	Monthly	YTD
# of Terminations	32	329
# of Voluntary Terminations	26	255
# of Involuntary Terminations	6	74

### BENEFITS

Processed	Monthly	YTD
Educational Reimbursement Requests	10	39
401(k) Distributions	54	421
401(k) Loans	31	173
401(k) Hardship	0	17
FMLA	37	270
COBRA	56	404
Short Term Disability	13	107

### EMPLOYEE RELATIONS & DEVELOPMENT

Orientations/Trainings Presented	Monthly	YTD
Trainings Presented	0	58

**RISK MANAGEMENT**  
**August 2020**  
**ALANA CASTEEL, EXECUTIVE DIRECTOR**  
**Extension 5243**

**PROPERTY GUIDE INSPECTIONS**

- Webbers Falls Head Start
- Three Rivers Health Center
- Project A Nak Community Building
- Belfonte Community Center
- Tahloneskee Location (5)
- TsaLaGi Apartments
- Sallisaw Clinic (All)
- Sallisaw Food Outlet
- Brushy Head Start
- Brent community Center
- Vian Peace Center
- Marble City Community Center
- Marble City Food Pantry
- Muldrow Community Building
- Brushy Community Building
- Sequoyah's Cabin
- Sallisaw Career Services
- Sallisaw Tag Office
- Sallisaw ICW
- Sallisaw Human Services

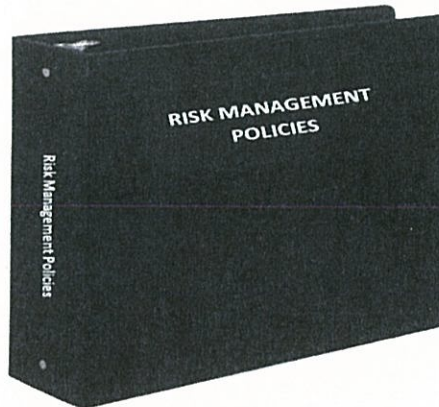


**SAFETY POLICIES COMPLETED for RM MANUAL:**

- Fleet Safety
- PPE
- Forklift Safety
- Fall Protection
- Hearing Conservation
- Trenching and Excavation
- Heavy Equipment
- Electrical Safety
- Walking and Working Surfaces
- Accident Investigation
- Scaffolding Safety
- Fire Prevention
- Aerial Lifts
- Respiratory Protection
- Material Handling
- Lead Protection
- Department Safety Officer
- Boiler Safety Facility Inspections
- Fire Drills/Emergency Evacuation
- Ergonomics

- Hazard Communication
- First Aid
- Confined Space with Permit
- Ladder Safety
- Lock Out / Tag Out
- Evacuation Plan Policy
- Safety Training Policy

- Bloodborne Pathogen
- Machine Guarding
- Stairways and Walkways
- Fire Extinguisher Training Policy
- Asbestos Policy
- Occupational Safety
- Pesticide Handling



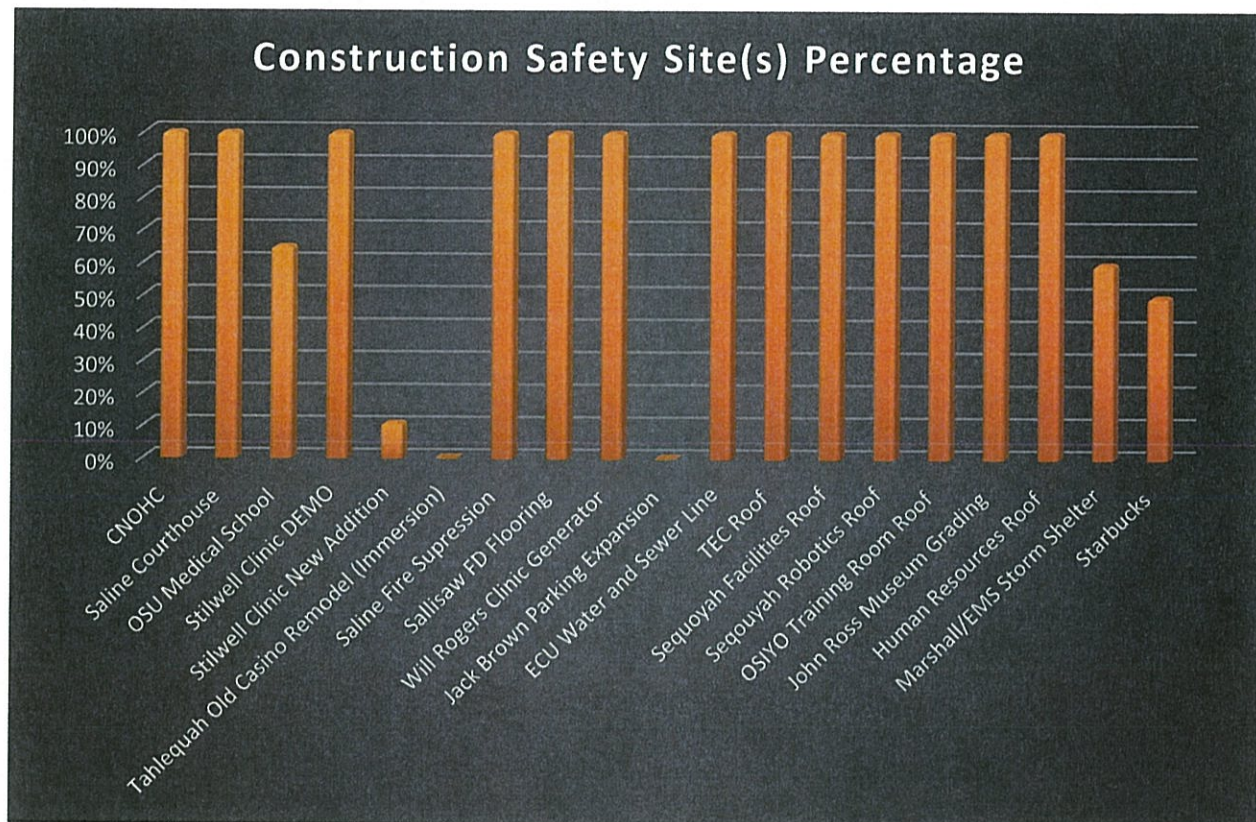
### \*OSU Medical School



### Construction Safety:

- OSU Medical School Construction – Work continues. COVID Policy in place.
- Stilwell Clinic Construction – Work continues. Piers are being poured, work continues. COVID Policy in place.
- Marshal Service Storm Shelter – Construction continues, exterior and roof in place, interior work underway.
- Starbucks Construction began at the Cherokee Plaza Project

## STATUS of CONSTRUCTION PROJECTS:



## TRAININGS / OTHER:

- Loss Control completed OSHA 30 hour Construction Course
- Risk staff is working on Risk Essentials Training
- Flood Zone Work
- Ergonomic Assessments – Vinita Clinic





**SEPTEMBER 2020**

**I. Budget Highlights**

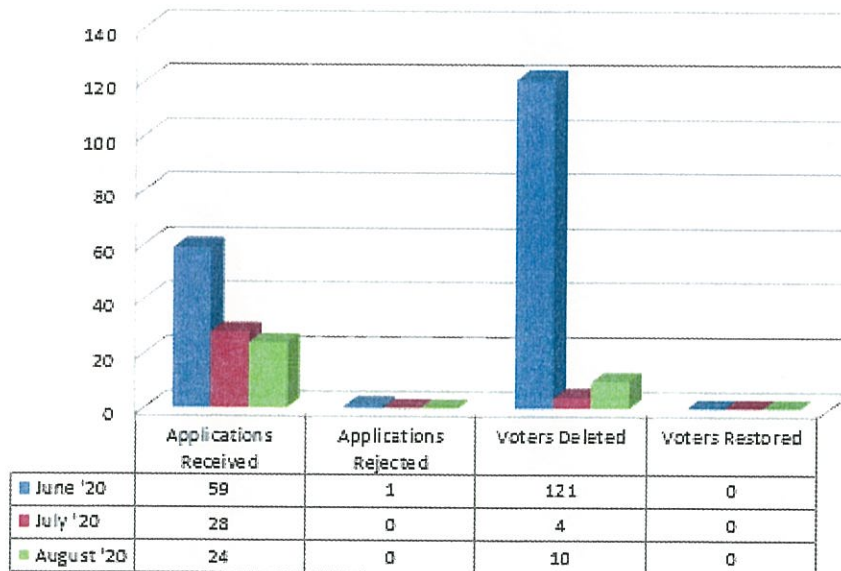
a.) FY20 is on target.

**II. Program Highlights**

a.) **Voter Processing:** As of 09/02/2020

*73,942 Total Registered Voters; 42,171 In-District; 31,771 At-Large*

**Voter Registration Statistics**



b.) **Statistical Report:**

\*Detailed Data by District and Precinct is attached.

**III. Accomplishments**

a.) **Voter Outreach:**

*As the Election Commission attends Community Meetings and Outreach events, our primary focus is to register citizens to vote in tribal elections, provide voter education and answer questions.*

- **All Voter Outreach has been postponed due to COVID-19.**



- **The Election Commission has followed suit with other departments in social distancing. Beginning June 1<sup>st</sup>, as with many other departments, the Election Commission Office opened its doors for the Phase 2 re-opening. We are back in the office per the guidelines set forth by Cherokee Nation for Phase 2.**

**b.) Deceased/Relinquished Status:**

The Election Commission Staff are continuing to review each voter's file to ensure our computer database has all documents scanned into the system that are in a voter's file.

The Election Commission has stayed current with monthly Tribal Registration Deceased and Relinquished citizen listings.

**IV. Future Plans and Initiatives**

- a.) The Election Commission looks forward to working collaboratively on election reform during this non-election cycle.
- b.) Once election reform is complete, the EC will begin approval of all forms/documents for the Candidate Packet to be available by December 1, 2020.
- c.) Continue to actively update and correct voter's addresses in the Election Commission database.
- d.) The Election Commission is always willing to answer any of the Council's questions. If at any time you have a question for our office, please feel free to email me or call the office. My email and our number are listed at the top of this report.



<b>District</b>	<b>Precinct</b>	<b>Voters</b>
District No. 1	Hulbert	1,234
	Okay	300
	Tahlequah (1)	1,547
	<b>Total for District</b>	<b>3,081</b>
District No. 2	Briggs	236
	Lowrey	245
	Tahlequah (2)	2,425
	<b>Total for District</b>	<b>2,906</b>
District No. 3	Keys	949
	Tahlequah (3)	1,800
	<b>Total for District</b>	<b>2,749</b>
District No. 4	Ft. Gibson	1,079
	Muskogee	544
	Warner	729
	<b>Total for District</b>	<b>2,352</b>
District No. 5	Gore	331
	Sallisaw (5)	614
	Vian	1,146
	<b>Total for District</b>	<b>2,091</b>
District No. 6	Belfonte	119
	Marble City	172
	Muldrow	1,651
	Sallisaw (6)	1,651
	<b>Total for District</b>	<b>3,593</b>
District No. 7	Cave Springs	283
	Chewey	84
	Stilwell (7)	2,555
	Westville (7)	708
	<b>Total for District</b>	<b>3,630</b>
District No. 8	Bell	271
	Stilwell (8)	1,091
	Westville (8)	483
	<b>Total for District</b>	<b>1,845</b>
District No. 9	Jay (9)	678
	Kansas	1,303





<b>District</b>	<b>Precinct</b>	<b>Voters</b>
District No. 9	Kenwood	130
	Salina (9)	544
<b>Total for District</b>		<b>2,655</b>

District No. 10	Afton	609
	Grove	722
	Jay (10)	802
	Pryor (10)	547
	Salina (10)	200
	Spavinaw	166
<b>Total for District</b>		<b>3,046</b>

District No. 11	S. Coffeyville	468
	Vinita	1,787
	Welch	136
<b>Total for District</b>		<b>2,391</b>

District No. 12	Bartlesville	1,657
	Nowata	715
	Skiatook	131
<b>Total for District</b>		<b>2,503</b>



District No. 13	Catoosa	343
	Collinsville	960
	Tulsa	1,826
<b>Total for District</b>		<b>3,129</b>

District No. 14	Chelsea	565
	Claremore (14)	2,527
	Oologah	439
<b>Total for District</b>		<b>3,531</b>

District No. 15	Claremore (15)	855
	Locust Grove	880
	Pryor (15)	879
	Salina (15)	55
<b>Total for District</b>		<b>2,669</b>

At Large	At Large	31,771
<b>Total for District</b>		<b>31,771</b>



<b>Grand Total</b>		<b>73,942</b>
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