

Group:	Management Resources	Month/Year of Report:	May 2010 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 FY10

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acquire land that enables jobs, language, or community	0	12
Provide technical assistance to communities – gadugi projects	5	72

b.) Accomplishments

FACILITIES MANAGEMENT

- Pumped the basement out at the Claremore Federal Building

NATURAL RESOURCES

- Staff assisted in Town Branch clean-up in honor of Earth Day
- Continued Council redistricting
- Met with the U. S. Bureau of Reclamation regarding possible work at Sallisaw Creek Park
- Continued Burchett appraisal work

TRIBAL LAND STEWARDSHIP

PROJECT	THIS MONTH		TO DATE	
Lease Compliance	6,620	Ac.	8,725	Ac.
Mechanical Brush Control	0	Ac.	225	Ac.
Weed Control	700	Ac.	0	Ac.
Fire Guards Maintained	0	Mi.	6	Mi.
Perimeter Fencing	0	Mi.	.75	Mi.

TRIBAL LAND IMPROVEMENT

PROJECT	THIS MONTH		TO DATE	
Cross Fencing	0	Mi.	.50	Mi.
Fence Rebuilt	0	Mi.	5.50	Mi.
Timber Stand Improvement (TSI)	0	Ac.	3	Ac.
Wildlife Plots Established	0	Ac.	0	Ac.

GROUNDS KEEPING/MAINTENANCE

Belfonte	<input checked="" type="checkbox"/>	Mouse Dry Creek	<input type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Ross School Area	<input type="checkbox"/>
Dahlongah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Jay Foods Distribution	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Kenwood Trailer Park	<input checked="" type="checkbox"/>		

PLANNING AND DEVELOPMENT

- Health Group (Signage) - Hastings Hospital, Interior and Exterior Signage in process of completion in June
- Male Seminary Parking Lot – Testing the compaction of the parking lots has been completed. We are now in process of completion with GSE Construction
- Vinita Site Utility Design – submitted documents to ODEQ for final review and approval to proceed
- Salina Dental Clinic – Ready to begin work on this project
- Sallisaw Signage – project in process of researching quantity of signage needed
- Education Group – JOM – In process of planning and design
- Human Resources Annex – In process of planning and design
- WPA Building Project - gone out to bid
- Main Complex – Tsa La Gi - Community Ballroom Signage – Complete
- Main Complex – Communications Production Studio – Renovations have begun in this area
- “Career Services Learning Center” has been complete
- Sequoyah Statute – Project complete

RISK MANAGEMENT

- Completed inspections of all tribal facilities in Sequoyah County
- Completed inspections of all tribal facilities in Adair County
- Completed Clinic Inspections at Muskogee, Stilwell, Sallisaw, Nowata, Bartlesville, Vinita, and Hastings H prepare for DNV Survey.
- Completed inspection at Oaks Ambulance location for CAAS Accreditation
- Completed annual training for Jay Clinic, also provided training to PACE Elder Care and Head Start
- Executed MOA with Cherokee County Health department location of SNS Warehouse
- Offered Incident Command Systems (ICS) 300 class on April 27 & 28th

c.) Future Plans/New Initiatives

FACILITIES MANAGEMENT

- 35% complete on parking lot light repairs and upgrades, continue until 100%
- Currently 20% complete on the exterior clean up and facelift of the Keetowah Street Duplexes
- Replacing the computer used for the new Chiller/Boiler system

PLANNING AND DEVELOPMENT

- Education Group (Sequoyah Math, Art and Sports Building) – schematic phasing
- Education Group (The Place Where They Play Vestibule) – developing construction cost projection
- Education Group (Sequoyah Statute) – complete
- Building Trades – WPA Building to be renovated. Working on design and specifications
- Health Group (Salina Dental Clinic) – bid out for construction and we are working on awarding
- Health Group (Redbird Smith Clinic) – Signage package awarded.
- Health Group – W.W. Hastings signage package at 50% complete
- Health Group (Vinita Site Utility Construction) – submitted final plans to ODEQ for final review and approval
- Health Group (Burchett/Hastings) – A committee has been organized to meet and plan the development of an expanded ER and addition of an Urgent care at Hastings Hospital. Smith Group has completed and submitted a project timeline and data analysis to the planning committee
- Human Services (CDC/Cherokee Elder Care Stilwell Project) - Design and Planning Stage

- Master Planning – Continuously making progress
- Court and Council – Planning underway for Court and Council Building; ready to meet and review feasibility study findings.

RISK MANAGEMENT

- Offer Incident Command Systems (ICS) 400 classes at Cherokee Nation. ICS 400 has been scheduled 10 and 11th at the EMS Building (300 Completed)
- Host Public Assistance workshop for tribes. Scheduled for May 25th & 26th
- Ramona Casino – Certificate of Occupancy for opening
- WSS Casino and Hotel – Certificate of Occupancy for opening
- Assist obtaining speakers for the upcoming ITEMC Summit
- Complete draft of Hazard Mitigation Plan - participate in community meetings
- Update CN COOPS (Continuity of Operations Plan) to reflect changes made for HINI Steering Com
- Update Pandemic Flu Plan to reflect additional information developed thru various HINI Committees
- Update Emergency Operations Plan as affected thru HINI planning and activation
- Author duplicate and distribute informational brochures on Disaster Preparedness

II. Gadugi Projects

PLANNING & DEVELOPMENT

- Evaluated Lost City School for Safety
- Involvement with the Cherokee Byway Committee to promote the 14 county jurisdiction of Cherokee Nation to citizens and visitors
- NSU College of Business Mentoring Program

RISK MANAGEMENT

- Working with COTTA and Community Organizations – Emergency Preparedness in the Community

CHEROKEE NATION TRIBAL COUNCIL

RESOURCES COMMITTEE REPORT

Group: Government Resources **Month/Year of Report:** May 2010

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. 4/29 Meeting with Pat Ragsdale
2. 4/29 Attended E & F Council Committee Meeting
3. 4/30 Attended meeting at BIA with Acting Regional Director Impson to discuss issues
4. 4/30 Bid opening for Tulsa smokeshop (current lessee only bidder)
5. 5/3 Attended Group Leader Meeting
6. 5/4 to 5/6 Attended Self-Governance Conference in Scottsdale, Arizona
7. 5/10 Attended conference with Callie Catcher and Pat Ragsdale re condo in California
8. 5/10 Realty Staff Meeting; Attended Tribal Resource Committee Meeting
9. 5/11 Meeting with Cara Cowan Watts; Realty/Natural Resources monthly meeting
10. 5/11 and 5/12 Meeting to review budgets
11. 5/17 Group Leader Meeting; Meeting with B. Girty on tear down of building at Markoma site
12. 5/20 Pre-trust review meeting
13. 5/21 Meeting with S. Work on quiet title filed in Vinita; Meeting with P. Gwin, Nat. Resources
14. 5/24 Realty personnel met with Cherry Tree Rural Water and Facet on waterline issue
15. 5/25 Trust Review meeting with OST officials (5/25 to 5/27 Review to be done on trust Services provided by Cherokee Nation)
16. Additional highlights as follows:
 - Received and/or returned 881 phone calls
 - Meet with 177 individual clients
 - 1 Agricultural Lease for CN approved by BIA (90 acres--hay)
 - 50 Site inspections were done
 - 1 Probate Complete
 - 2 Inventory & Heirships
 - 5 Home Visits
 - 7 Jurisdictional Calls
 - 6 Right of Entries
 - 1 Quiet Titles
 - 8 Trust Acquisitions being processed
 - 9 Trust Acquisitions—updates sent to BIA
 - 27 County Researches Completed
 - 108 Documents filed in Title Plant
 - 150 Certified copies made/indexed
 - 1663 Tracts Indexed
 - 127 Documents copied to Title Plant
 - 168 Documents organized and scanned

c.) Future Plans/New Initiatives



CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs Month/Year of Report: June, 2010 (FY 2010)

Group Leader: Tom Elkins Phone: 453-5237 email: telkins@cherokee.org

I. Program Highlights

a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	91	735	82%
6 ERR (Roads)	0	1	17%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	14	157	63%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	25	50%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	8	132	88%

II. Highlights

- a.) The Roland air monitoring shelter was moved and set up; it should be online by June 14th.
- b.) Working with Billy Hix and Chris Sams from Water and Sanitation to submit an application for the EPA Tribal Drinking Water Set-aside program. The proposed project will seek funding to install leak detecting meters that alert the water district operators of potential leaks in the system.
- c.) Conducted a HAZWOPER training for Tribal citizens through Career Services. These citizens are planning to work the BP oil spill in the gulf.
- d.) Sampled Spring Creek, Fourteen Mile Creek, Sallisaw Creek, Caney Creek, and Little Lee Creek.

III. Landfill

- a.) Performed Landfill Inspections on 04-28-10, 05-03-10, 05-05-10, 05-10-10, 05-14-10, 05-17-10, 05-20-10.
- b.) The leachate pond freeboard ranged from 25 - 27 inches
- c.) Landfill staff were informed of a problem with blowing litter (not uncovered trash!), and they addressed the problem.