

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: October 2017

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

I. Budget Highlights – through September

- a.) Financial Resources – 95% spent
- b.) Treasurer – 87% spent
- c.) IIM – 99% spent
- d.) Acquisition Management – 95% spent
- e.) Records Management – 57% spent
- f.) Support Services – 100% spent
- g.) Grants Management – 93% spent
- h.) Grant Development – 100%
- i.) Fleet Management – 78%
- j.) Employee Performance Incentive – 41% spent
- k.) Grant Development for CNB – 18% spent

II. Program Highlights

a.) Balance Scorecard Measures

- 1. Complete FY17 Audit –0% Complete
- 2. Obtain Unmodified Audit Opinion –0% complete
- 3. No Material Weaknesses on Single Audit –0% complete
- 4. Obtain GFOA Award for FY16 CAFR –0% complete
- 5. Reports completed & submitted for October 2017 – estimated 95% completion by October 24, 2017

b.) Accomplishments

- 1. Staff attended multiple webinars, trainings and conferences for grants management
- 2. Staff participated in the two Elder events held at Tahlequah and Claremore
- 3. Staff attending Tribal Self Governance Advisory Committee meetings

c.) Upcoming Events

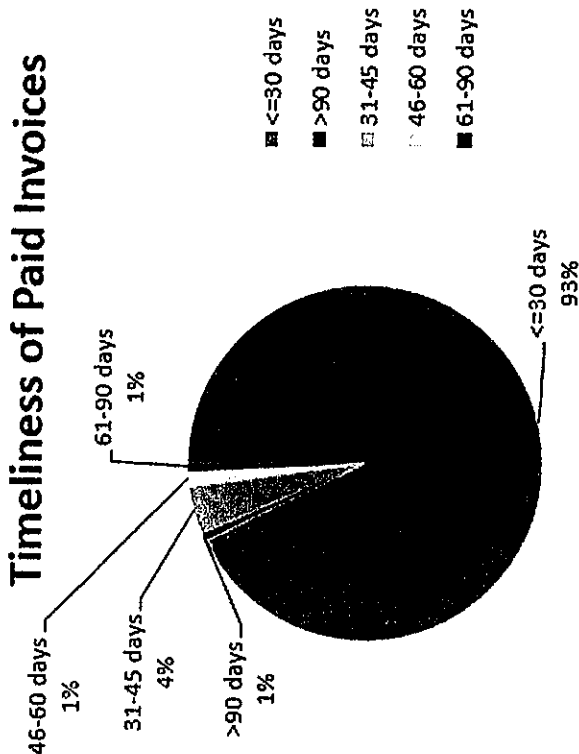
- 1. Multiple grant trainings scheduled for November 2017
- 2. Year end processing underway

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	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Report Over \$5,000 Transactions October 1, 2016 through September 30, 2017		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 24,073,959.76	98.31%
3	Award to non-TERO Vendor	\$ 412,819.99	1.69%
4	Sub-total bids with a TERO vendor participating	\$ 24,486,779.75	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 4,270,471.21	
6			
7	October 1, 2016 through September 30, 2017		

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Row Labels	APP-INVOICE-2	APP-TRAN-PMT-AMT-7
<=30 days	50,862	74,624,371.36
31-45 days	2,367	6,764,374.76
46-60 days	670	2,167,058.19
61-90 days	603	2,445,523.87
>90 days	682	2,276,942.01
Grand Total	55,184	88,278,270.19



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

The **Day Training Program** has started assisting participants with getting their Food Handler's card. Five participants attained their card this month. Additionally, nine program participants attained unsubsidized employment. Of these, two were within the Cherokee Nation, three were outside the Cherokee Nation, and four were with CNB/CNI.

Career Services was successful in applying for a grant under the Department of Justice Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area 3. The funding will be used by the **Coming Home Reentry Program** to add two additional Reentry staff, a partial salary for a Behavioral Health staff, training for all Reentry staff, and the development of a long-term strategic plan for reentry.

In addition, Reentry/TED Director Daryl Legg had a few interviews with HBO and the New York Times over the opiate law suit.

The **Tribal Economic Development Program** had a proclamation signing for Manufacturing Month and also a chili cook off at Pryor. We assisted with a Job Fair at Reading Trucking and also a Job fair for Ingredion at Tulsa Tech. We set up a booth at both the Arkansas - Oklahoma State fair and the Tulsa State Fair.

Sector Partnership -- National Dislocated Worker Grant staff participated in the Tulsa Workforce Partners Meeting, which included our partners from Oklahoma Works, Grant Associates, the Oklahoma Department of Rehabilitation Services, and Oklahoma Employment Security Commission from Counties in the Tulsa Area. Maintaining a good working relationship is important to our jobs for effective and efficient coordination of program services.

Staff attended and participated in the Arkansas-Oklahoma State Fair and the Tulsa State Fair. Another important component of our work, is to provide outreach and networking in areas of high traffic---so we can get our name out there. And Career Services did just that!

CherokeeCareerConnections.com was on hand for Cherokee Day at Eastern Trails Museum in Vinita (see photos below):



A PROCLAMATION

WHEREAS, the Cherokee Nation is dedicated to creating quality jobs for tribal citizens throughout its jurisdiction; and

WHEREAS, the Cherokee Nation has opened Career Services offices in Tulsa, Sallisaw and the Mid-America Industrial Park in cooperation with Cherokee Nation Businesses in Tulsa and Tulsa;

WHEREAS, Cherokee Nation Career Services continues to expand employment opportunities through job training, career fairs, business partnerships, Workforce Investment Boards and other economic development activities; and

WHEREAS, the Cherokee Nation through our Career Services Programs and Business Enterprises promote business partnerships to strengthen economic growth; and

WHEREAS, our tribal government continues to work in partnership with Cherokee Nation Businesses manufacturing and industry, FERG manufacturing businesses, on-the-job training businesses, local businesses and industry for the benefit of all citizens; and

WHEREAS, the Cherokee Nation will continue to develop programs that strengthen our relationships and partnerships with the private sector through Department of Labor grants and contracts with Tulsa County Job Corps, and the Sector Partnership Council which focuses on manufacturing; and

WHEREAS, the Cherokee Nation will observe October as "Manufacturing Month" in conjunction with October 8, 2017, National Manufacturing Day.

NOW THEREFORE, I, Bill John Hoskin, Principal Chief of the Cherokee Nation do hereby proclaim October 1, 2017 through October 31, 2017, as

"MANUFACTURING MONTH"



Done at the Cherokee Nation
this 11th day of October, 2017
in the year of our Lord, one thousand nine hundred and
Bill John Hoskin
Bill John Hoskin, Principal Chief
Cherokee Nation

Staff attended and participated in Muskogee Dream It. Do It. This is a partner Manufacturing endeavor with the Muskogee Port Authority. Our Sector Partnership staff participate in helping to spread the word about careers in manufacturing to youth who are not necessarily interested in going to college and/or vocational training from high school. Just another way to help our tribal citizens with jobs!

Cherokee Nation Deputy Chief S. Joe Crittenden met with Chief of Staff Chuck Hoskin and Secretary of State Chuck Hoskin Jr., as well as Career Services employees and a variety of businesses and workforce partners to declare October as Manufacturing Month. The Tribe's Career Services department continues to expand employment opportunities through job training, career fairs, business partnerships, Workforce Investment Boards and other economic development activities (see photo below):



Staff attended and/or participated in some of the following economic development endeavors: Pryer Areospace (Tulsa); Redding Truck Equipment (Claremore); Ingredion (Tulsa); Project Sunset (Montgomery County, Kansas); Project Hercules (Broken Arrow); Claremore Industrial & Economic Development Authority; Dish Network (Tulsa); Project Hearthstone (Roland); Project Omega (Sallisaw, Tulsa, and Claremore); and the ground breaking ceremony for the Green Heck Group in Tulsa.

Group: Certified Indian Owned Businesses (Career and Commerce Services)

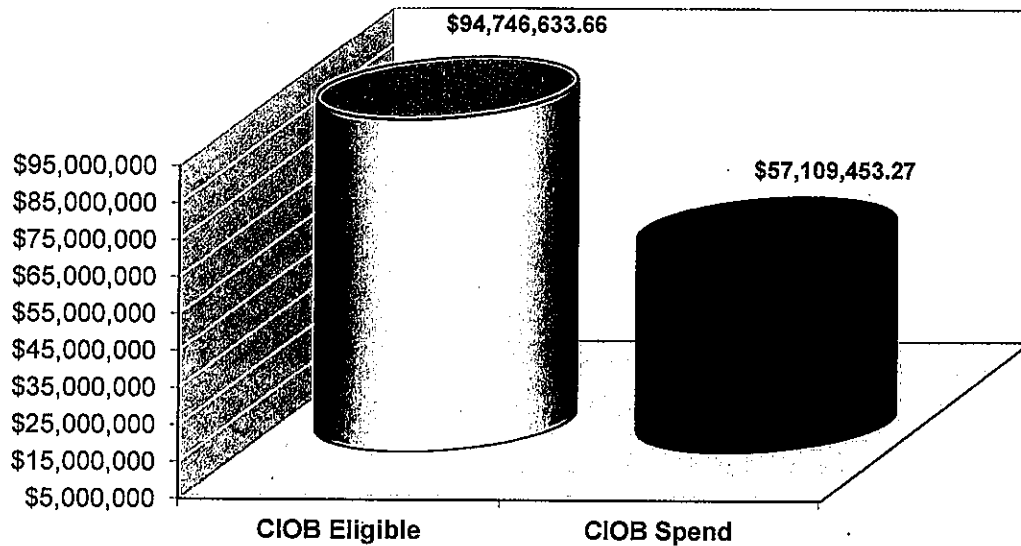
Month/Year of Report: November 2017 (Month Ending September – FY 2017 End of Year)

Program Highlights

a. Balanced Scorecard Measures

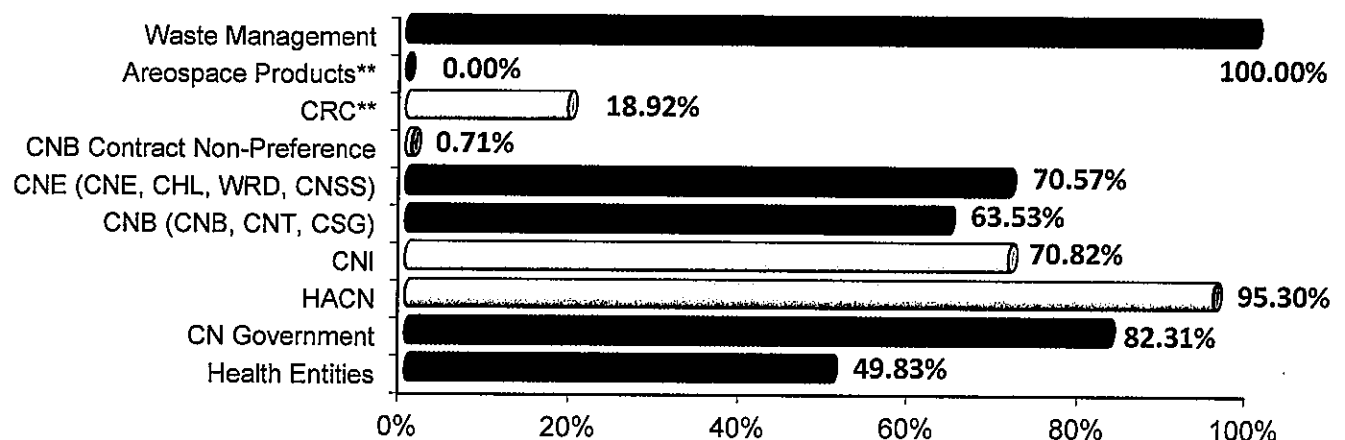
Objective	Metric	2016 Goal	Year to Date Achievement Notes/Comments
Effective Business Workshop Training	# Certified Indian-Owned Business Attendees and % indicating usefulness	300/100%	0 /100% 2,862 attending events including Engage Expo
Increase Certified Indian-Owned Business Procurement Awards	% Certified Indian-Owned Business Procurement Awards	80%	60.28% Business Entities eligible procurement \$'s awarded to Certified Indian Owned vendors <ul style="list-style-type: none"> • CNE – Unavailable • CN Government - 98.31% • Health Entities – 100% • CNI – 20.47% • Waste Management - 0%
Increase Cherokee Citizens employed	% Cherokee Citizens (verified)	Entity CNE – CNB – HACN – CN – 82.9% Health – CNI – CRC – Aerospace -	Business Entities - 62.20% <ul style="list-style-type: none"> • CNE (CNE, CHL, WRD, CNSS) 70.57% • CNB (CNB, CNT, CSG) 63.53% (does not include service contract employees) • CNI 70.82% (does not include service contract employees) • Service Contract Employees (NP) 0.71% (CNB entities) • HACN 95.30% • CN Government 82.31% (does not include IPA/MOA) • Health Entities 49.83% • CRC 18.92% (not wholly owned by CN) • Aerospace 0% (not wholly owned by CN) • Waste Management 100%
Increase Indian-Owned Business Certifications	# Newly Certified Indian-Owned Businesses	150	142
Effective One on One Training for Certified Indian Owned-Businesses	# of businesses receiving assistance/% finding useful	200/95%	4 /100%
Certified Indian-Owned Business Receiving Financial Assistance	% Certified Indian-Owned Business Loans in Portfolio	85%	6.59% - based on \$'s loaned 4.35% - based on number of loans made
Effective Usage of Fees Collected	# Trained	100	Information not available
Effective Monitor of Work Sites – Construction and Housing	# Monitoring Visits	90%	100% - 1,842 sites monitored
Effective Monitor of Bid Openings	# and % Bid Openings Attended	100%	100% - 70 out of 70
Effective Resolution of Complaints – TERO and EEOC	% Complaints Resolved	100%	TERO: 3 complaints filed; 3 resolved, 0 pending EEOC: 4 complaints filed; 0 resolved, 4 pending

60.28% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



**Includes CN Government, CNE, CNI, and Health Entities – Not Updated for CNE/CNB

62.20% of Employees are registered Cherokee Nation Citizens



**Companies majority, not wholly, owned

Commerce Group

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

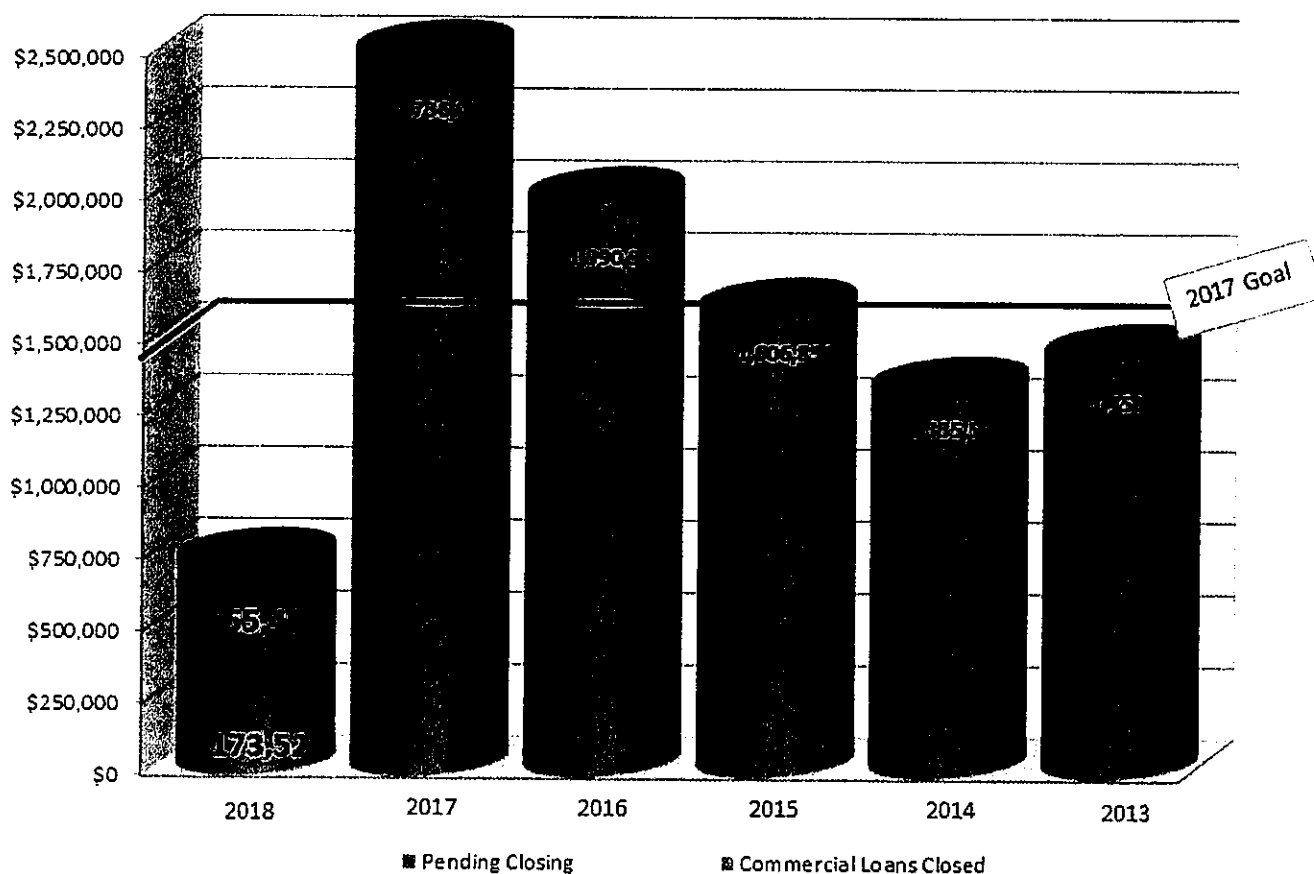
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



Since 2010 Cherokee Nation has Invested
\$12,352,677.71 in **262**
Privately-owned Small Businesses Creating
1,181 Community Based Jobs

Dollars Invested in the Local Economy Through Small Business Lending



All Cherokee Nation Economic Development Trust Authority (CNEDTA) lending is at an all-time high and demand for both commercial and consumer products continues to increase.

Small Business Loans Closed October 2018

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Sallisaw	Expansion	\$82,400	70%	2
Tahlequah	Start-up	\$198,000	75%	2
Tulsa	Expansion	\$687,500	75%	32

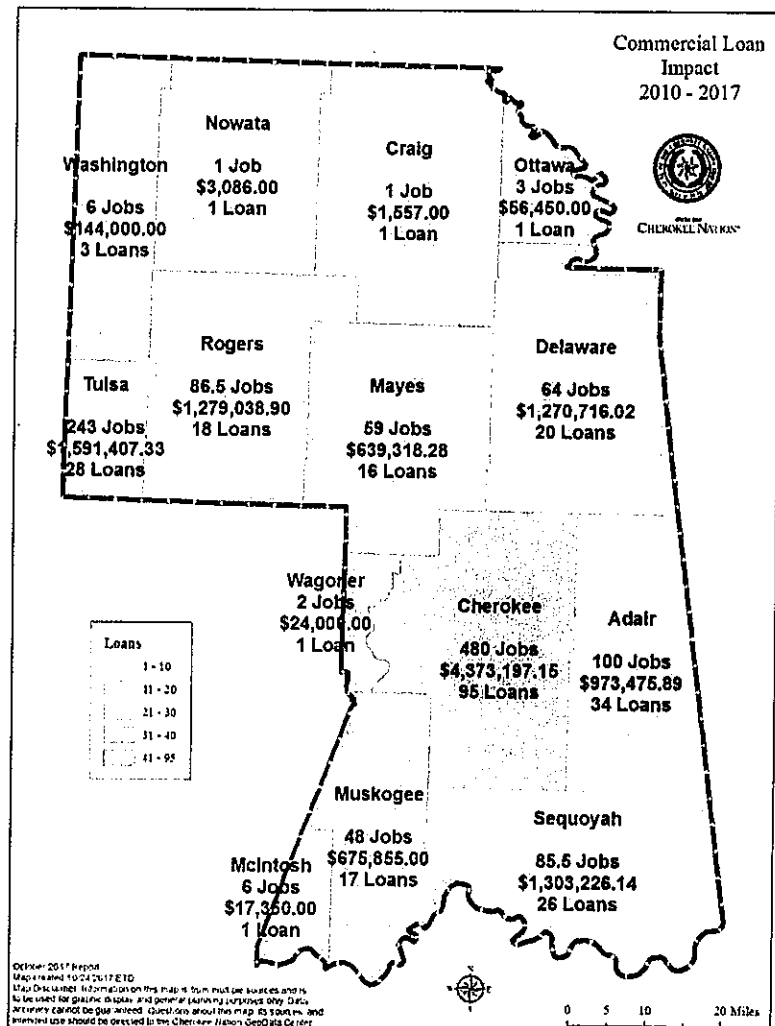
Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Tahlequah	Cherokee	Agriculture	Start-up
Wagoner	Wagoner	Transportation	Expansion
Hulbert	Cherokee	Technology	Expansion
Chouteau	Mayes	Retail Service	Start-up
Disney	Delaware	Food Service	Start-up
Locust Grove	Mayes	Construction Service	Start-up
Claremore	Rogers	Artist	Start-up
Ketchum	Craig	Retail Service	Start-up
Tahlequah	Cherokee	Retail Service	Start-up

Commercial Lending Impact 2010 through 2018 by County

"Brian along with all the other members of the SBAC program have been a great help. They made a process that seems very tedious a whole lot easier, they were always courteous, knowledgeable and quick to answer. We could not have made it through the process without them and are very appreciative."

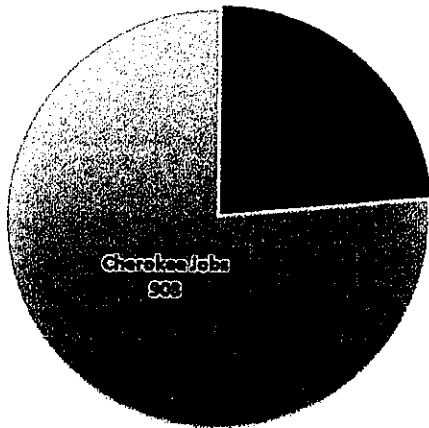
— Nick Noble and Chris Scraper,
Butcher Bros. Meats, LLC



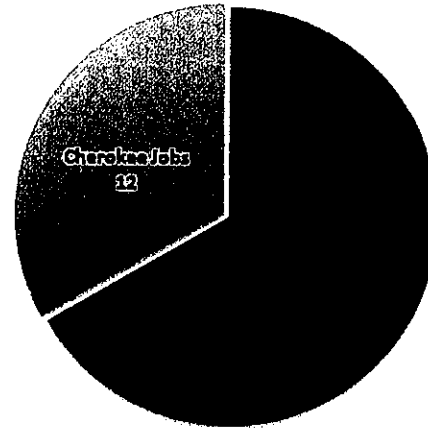
Small Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-18



Jobs Created FY 2018



Grant Applications Recently Submitted: Pending and Approved

Grant Submitted	Purpose	Amount Requested	Status	Notes
SBA Native American Enterprise	Technical Assistance One-on-One Coaching	\$116,000	Awarded	Executive Coaching, Market Research, Social Media
USDA Rural Business Development (RBDG)	Feasibility for Health Innovation Incubator	\$119,000	Awarded	Waiting Disbursement, Partnership with CN Health
USDA RBDG	Small Business Lending	\$500,000	Awarded	Waiting Disbursement
SBA PRIME	Kawi Café Operations	\$150,000	Awarded	Continue the hands-on entrepreneurial training
US Treasury CDFI	Commercial Lending	\$750,000	Awarded	Submitted as CN Economic Development Trust Authority (CNEDTA)
US Treasury CDFI	Commercial Lending*	\$111,333	Pending	*Limited to Cherokee County and Adair County, as USDA Persistent Poverty Counties, Submitted by CNEDTA
USDA Socially Disadvantaged Groups	Technical Assistance for Cooperatives	\$137,000	Awarded	Leadership Training, Strategic Planning, Feasibility Studies, Submitted as CNEDTA

Entrepreneurial and Small Business Training

We are seeking Cherokee business owners interested in one-on-one coaching in the areas executive coaching, market research and social media. Please refer anyone interested to Stephen Highers at 918-207-3955 or stephen-highers@cherokee.org.

Entrepreneur Community Field Days		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - One American Way Building 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 makes **field visits to meet with entrepreneurs**. Above is his monthly schedule; he can be reached at brian-wagon@cherokee.org or 918-506-9168. Special accommodations are available.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
November 1	Catoosa	TBD	Exchange Expo – TERO Vendor Fair
November 2	Kansas	6:30 pm	NETECH, Tax Law Changes & Year-End Accounting
November 7	Pryor	6:30 pm	NETECH, Tax Law Changes & Year-End Accounting
November 8	Muskogee	11:30 am	ICTC, Putting the "Show" Back in Trade Shows
November 9	Afton	6:30 pm	NETECH, Tax Law Changes & Year-End Accounting
November 13-16	Pryor	7:00 am	NT Rescue Training, Industrial Rope Access Technician
Nov 27 – Dec 1	Pryor	7:00 am	NT Rescue Training, Confined Space Rescue
December 4-6	Pryor	7:00 am	NT Rescue Training, Atmospheric Rescue

Commerce partners with regional training groups to leverage resources and target larger markets. Year to date, **entrepreneurial development and business workshops have been attended by 293 people**, 100 percent of whom found the training useful to building the capacity of their businesses.

Much of Commerce's training is conducted one-on-one to meet specific needs. Staff also conducts regular site visits with all current loan clients and evaluates individual training needs for business growth and best chance of success.

"Kawi Café has helped me with communication skills with the public, has boosted my self-esteem and showed me that I can be a responsible and productive member of the community."
– Violet Colunga, Tahlequah

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, **122 people have attended 18 artist taught classes** and the **equipment has been used 76 times by 95 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 267 times**.

"We (Cherokee National Treasures) love to teach here and share the knowledge about the old ways and teach others what we have learned. My students are teaching now and entering art shows and they're getting ribbons too! If there is something I haven't done in a while or don't quite understand, Matt shows us how to do it the old way and how we can make short-cuts with modern tools"

Thelma Forrest

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Thursday	6:30 pm	Silver Smithing with Steve
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	12:00-2:00 pm	Drawing with Jamil
Every Thursday	6:30-8:00 pm	Drawing with Jamil
November 14 (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
November 18 (3 rd Saturday)	2:00-3:00 pm	Tahlequah Writers Group
November 16 (3 rd Thursday)	6:30-9:00 pm	Tahlequah Arts Council Meeting
TBD	TBD	Shell Carving with Knokovtee
November 14	1:00 and 3:30 pm	Earring Class
November 7, 9, 14 and 16	1:00-5:00 pm	Flat Reed Baskets with Thelma Forest
November 6, 8, 13, and 15	11:30-4:30 pm	Baskets with Bessie Russell
TBD	9:00-3:00 pm	Loom Weaving with Dorothy

Cherokee Nation Proudly Presents



The Spider Gallery currently represents **122 Cherokee Nation artists**, 18 of which are National Treasures.