

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: July 2019

Treasurer: Jamie Cole

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- I. Budget Highlights – through June
 - a.) Financial Resources – 69% spent
 - b.) Treasurer – 49% spent
 - c.) IIM – 73% spent
 - d.) Acquisition Management – 64% spent
 - e.) Records Management – 37% spent
 - f.) Support Services – 63% spent
 - g.) Grant Services – 78%
 - h.) Fleet Management – 58%
 - i.) Employee Performance Incentive – 51% spent
 - j.) Grant Development for CNB – 17% spent
 - k.) DOJ CTAS 2017 – 81%
- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY18 Audit – 100% Complete
 - 2. Obtain Unmodified Audit Opinion – 100% complete
 - 3. No Material Weaknesses on Single Audit – 100% complete
 - 4. Obtain GFOA Award for FY17 CAFR – 100% complete
 - 5. Reports completed & submitted for July 2019 – 99% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management
 - 2. FY 20 Comprehensive Budget cycle wrapped up
 - 3. Financial Resources annual training held July 17

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d.) Upcoming Events

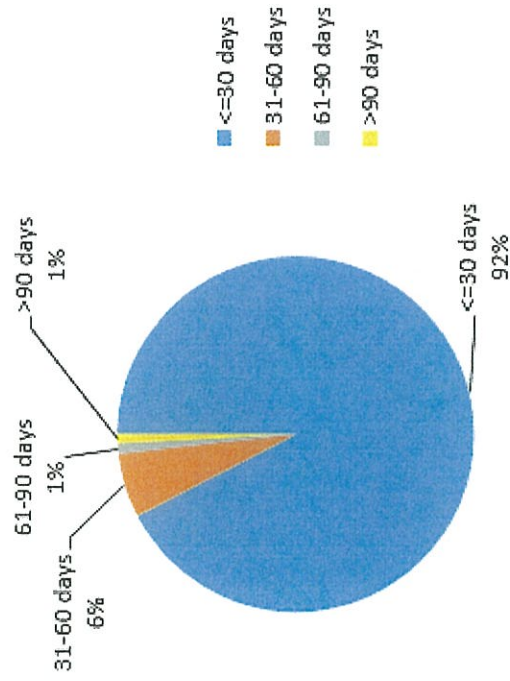
1. Various grant trainings scheduled for July 2019
2. FY 20 Comprehensive Budget hearings scheduled August 19-21

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY2019		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 8,336,666.78	94.26%
3	Award to non-TERO Vendor	\$ 508,053.78	5.74%
4	Sub-total bids with a TERO vendor participating	\$ 8,844,720.56	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 2,214,535.66	
6			
7	October 1, 2018 through June 30, 2019		

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Row Labels	APP-INVOICE-2	APP-TRAN-CHK-AMT-7
<=30 days	47,925	83,731,367.32
31-60 days	3,039	19,287,790.46
61-90 days	489	2,050,656.99
>90 days	440	2,628,531.72
Grand Total	51,893	107,698,346.49

Timeliness of Paid Invoices



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

The **Day Training Program** had four participants enter unsubsidized employment. Three were externally, and one was with CNB/CNI. One participant attained the Food Handler Certification.



Tribal Economic Development (TED) staff had a great meeting with [ConsumerAffairs](#) this week to discuss workforce and training needs for their upcoming expansion. “ConsumerAffairs wants to hire as many as 500 employees over the next two years.” - CEO Zac Carman. It’s always great coming together with Tulsa Regional Chamber and Tulsa Tech to collaborate on these projects.

TED staff attended training on the Business Retention and Expansion component of the OSU Create Bridges Program. BR&E is a volunteer-driven process that includes confidential face-to-face interviews with local business owners or managers to gather information and assess opportunities and barriers to business growth. Through this community-based effort, actions and strategies will be developed to support and strengthen local businesses. Volunteers are provided with training in a 2 hour session and volunteer recruitment will be on-going. BR&E volunteers working and/or living in the eight included counties are eligible to apply (Adair, Creek, Cherokee, Delaware, Mayes, Osage, Pawnee, and Sequoyah).

TED staff also attended the Rural Economic Development Summit “Stand Up Rural America-Get Yourself a Seat at the Big Table”, held in Tulsa.

The **Coming Home Reentry** CTAS Program had a site visit from Jeffrey Felten-Green, Grant Program Specialist with the Office of Justice Programs, U.S. Department of Justice. This site visit was part of OJP's federally-mandated requirement to conduct grant monitoring and oversight of the financial, administrative, and programmatic activities of grantees. The focus of the visit was to assess and ensure compliance with the regulations, terms, and conditions for each grant under review, examine the programmatic progress of each grant, validate information that has been reported, and provide technical assistance for grant management requirements. The visit went very well.

The **Trade and Economic Transition (TET)** program visited the Department of Labor in Dallas to present Cherokee Nation’s success utilizing federal grant monies and joint efforts. While presenting, more discussion of the modification to the Trade and Economic Transition grant gave the Department of Labor a clearer vision on Cherokee Nation Career Services’ vision of expanding services toward Oklahoma City and other surrounding areas.

TET staff assisted with the Key Maintenance job fair at the Career Services Pryor office. The partnership with Key Maintenance continues to be a strong bond helping participants find employment. **TET** staff are working with the **Career Services’ Economic Development** team and met with Apprentice IT Company, an Arkansas company. Apprentice plans to expand from

their home state into Oklahoma and requested Cherokee Nation assistance with building a workforce in the area.

TET staff continued the partnership with the Oklahoma State Workforce and American Job Center and became part of the Rapid Response e-mail notifications. This ensured Career Services' attendance at the Red Cross and FEMA relief event for flood victims, as well.

TET staff also worked with the Tahlequah Police Department on a community outreach for the homeless and developed partnerships with resource centers and service providers in the area.

The National Health Emergency Dislocated Worker Grant – Opioid (Helping Others



Perform Effectively HOPE), the Trade and Economic Transition (TET), and the Disability Employment Initiative (DEI) programs hosted Karrie Gericke and Cynthia Green, Program Officers from the Department of Labor Regional Office in Dallas. They were here to learn more about our programs and provide technical assistance.

Pictured Left to Right: Hunter Palmer, Economic Development Manager; Kim Carroll, Grants and Compliance Director; Richard (Josh) Drywater, Trade and Economic Transition NDWG Program Manager; Cynthia Green - Wilson, DOL (NDWG - State of Oklahoma & DEI) Project Manager; S. Diane Kelley, Executive Director Career Services; Karrie Gericke, DOL (NDWG - State of Texas) Project Manager; Ashawna Miles, National Health Emergency - Opioid Program Manager; Brenda Fitzgerald, Vocational Rehabilitation Director; and Debra Lack, Finance Director.

They reviewed our policies and procedures, conducted site visits, and spoke with program participants. In addition, they invited staff from the Oklahoma Employment Security Commission to meet with us. OESC also received a Trade and Economic Transition grant, but needed assistance in its administration. It was a very good meeting with lots of networking and sharing of information. At right is a picture of them visiting with program participants from the **HOPE** program.



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.

July 10- Greenheck Job Fair – Tulsa, OK

July 16 - all-industry Tulsa Career Fair on Tuesday, July 16th at the Renaissance Hotel & Convention Center

August 8 – Schwan’s Job Fair – Tahlequah Office

August 22 – Schwan’s Job Fair – Sallisaw Office

September 12 – Schwan’s Job Fair – Tahlequah Office

October 17 – Schwan’s Job Fair – Sallisaw Office

Commerce Group

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

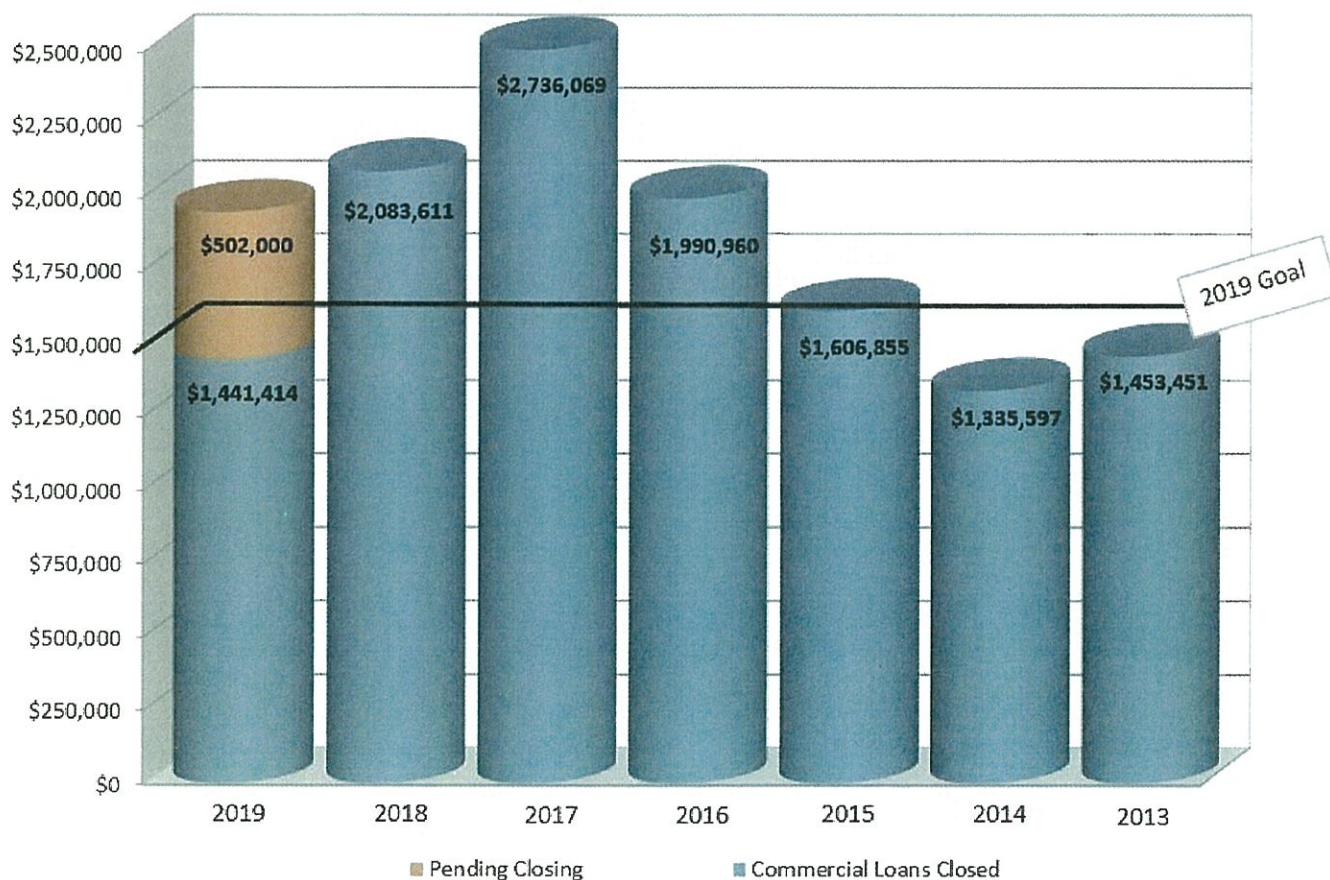
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



**Since 2010 Cherokee Nation Community
Investment: \$15,704,179.51 in 317
Privately-owned Small Businesses**

Dollars Invested in the Local Economy Through Small Business Lending



Small Business Loans Closed July 2019

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Tahlequah	Restaurant	\$295,509	92%	4
Stilwell	Agriculture	\$189,000	85%	2

"Working with the program (the staff was) very informative about the guidelines, displayed clear objectives and was attentive to all my questions. They are responsive, professional and communicated well with other entities regarding the loan and my business. They helped me get on my feet as an established business in a short amount of time."

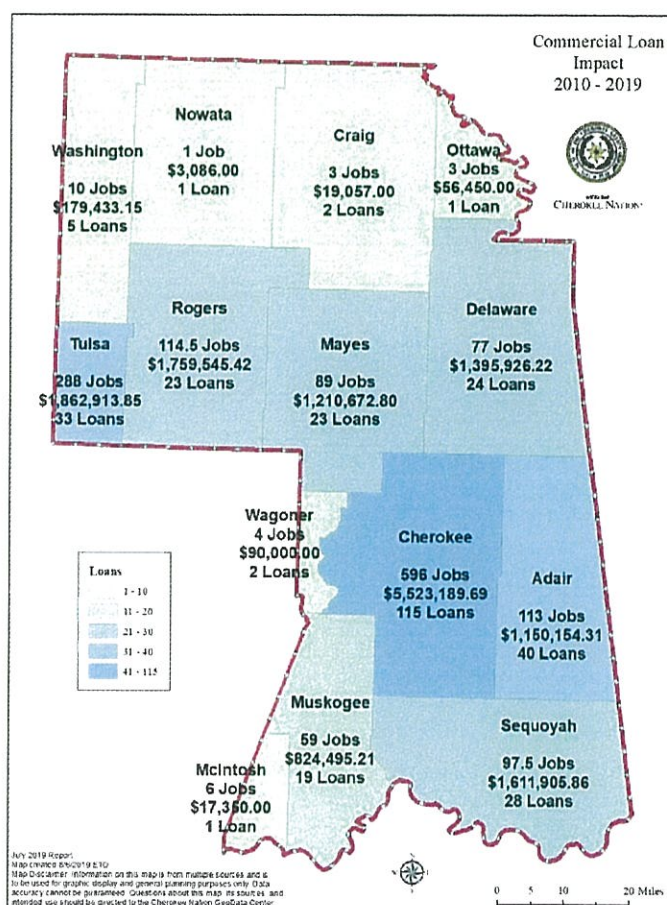
*– Spencer Comingdeer,
Square Shooter Carpentry
Spade Mountain, Adair*

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Porum	Muskogee	Manufacturing	Start-up
Muldrow	Sequoyah	Child Care	Start-up
Tulsa	Tulsa	Lawn Care Service	Start-up
Fort Gibson	Cherokee	Retail Service	Expand
Colcord	Delaware	Retail Service	Start-up
Stilwell	Adair	Artist	Expand
Muskogee	Muskogee	Agriculture	Expand

Commercial Lending Impact 2010 through 2019 by County

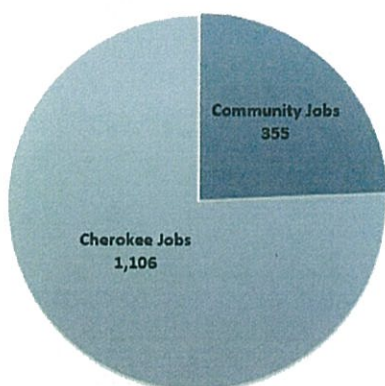
County	Economic Investment	Loans	Jobs
Adair	\$1,150,154	40	113
Cherokee	\$5,523,190	115	596
Craig	\$19,057	2	3
Delaware	\$1,395,926	24	77
Mayes	\$1,210,673	23	89
McIntosh	\$17,350	1	6
Muskogee	\$824,495	19	59
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,759,545	23	114
Sequoyah	\$1,611,906	28	98
Tulsa	\$1,862,914	33	288
Wagoner	\$90,000	2	4
Washington	\$179,433	5	10
Totals	\$15,704,180	317	1,461



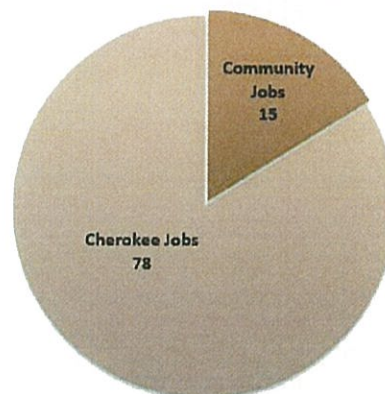
Businesses Create Community Based Jobs

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	\$2,264,516
Available Consumer Capital	\$1,030,152
Approved Grants Pending Distribution	\$252,574
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,547,243
Outstanding Commercial Loans	\$9,115,122
Outstanding Consumer Loans	\$2,071,690
Total Outstanding Loans	\$11,186,812

CNEDTA small business loans not only create jobs and but spur private sector economic investments at an approximate rate of 2 private dollars for every CNEDTA dollar: **FY19 loans leveraged \$2,833,751 in private dollars and since 2015 CNEDTA loans have leveraged \$27,940,522 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 3,410 people representing Indian owned businesses. Additionally, **137 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
August 12-13	Edmond	8:30 am	Governor's Economic Development & Workforce Summit
August 13	Wagoner	8:00 am	ICTC, REI Business Breakfast
October 8	Wagoner	8:00 am	ICTC, REI Business Breakfast
October 22	Tahlequah	9:00 am	Northeast Oklahoma Regional Alliance Regional Summit
October 8	Wagoner	8:00 am	ICTC, REI Business Breakfast
December 10	Wagoner	8:00 am	ICTC, REI Business Breakfast

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 Wagnon brian-wagnon@cherokee.org or 918-506-9168

Kawi Café a model experiential entrepreneurship training program

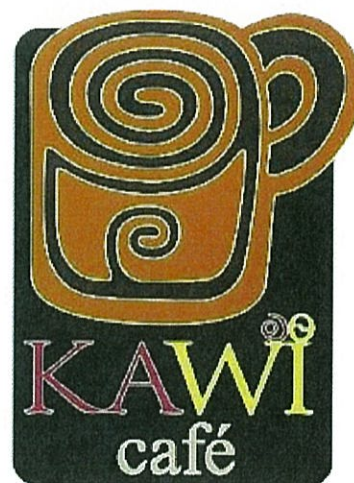
Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*

- Total Graduates 87
- Total Re-entry/Recent Offenders 42
- Total Day Training 45
- 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.**

The Kawi Café has helped me get re-established in society and to be more confident socially since my release.

Sharon Davis, Kawi Café Participant



Entrepreneur Skills Learned by Kawi Participants



Small Business Ownership

- Business Planning
- Marketing



Business Management

- Staffing
- Marketing



Job Skills

- Interpersonal Skills
- Work Hours

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 67.47% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



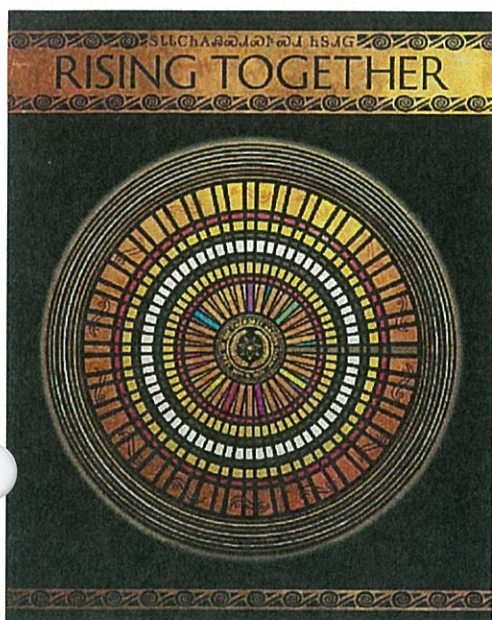
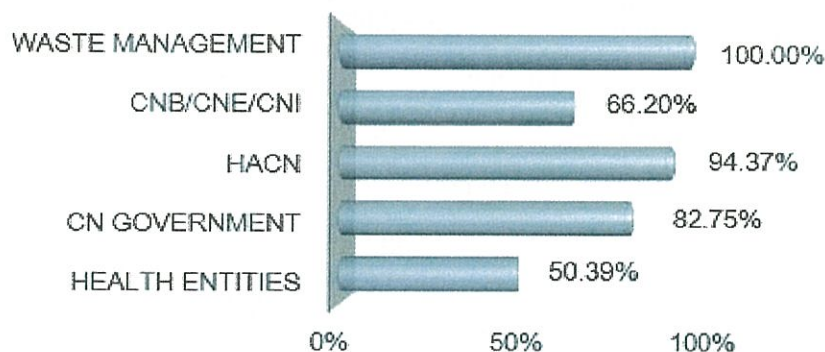
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	94.26%
CNE	64.65%
Health Entities	100.0%
CNI	41.71%
Waste Management	0.00%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement Submission versus Awards				
Eligible Opportunities	TERO Bid Submissions		Bids Awarded With Participation	
October 2018 - September 2019	% bids submitted	# bids submitted	% of submissions	# of submissions
176	53.98%	95	62.11%	59

73.24% of Employees are registered Cherokee Nation Citizens

Includes companies majority owned; does not include temporary or government contract employees



The Cherokee National Holiday is in full swing. This is the largest event in the Cherokee Nation and it takes over 300 volunteers to carryout.

This year's theme is "Rising Together". If you need any information regarding the holiday, please contact Bayly Wright at bayly-wright@cherokee.org

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, **1,073 people have attended 261 artist taught classes** and the **equipment has been used 1,422 times by 788 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 2,336** times.

"The thing I like most about the Cherokee Arts Center is that elders have a space to share their knowledge with the next generation. There's nothing like hearing Thelma Forrest's stories around the kitchen table in the arts center!"

- Lisa Rutherford
Cherokee National
Treasure
Tahlequah, 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 Wednesday	9:00-5:30 pm	Shell Carving
Every Thursday	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 Sunday	10:00-3:00 pm	Jewelry Making Class
July 14 th (2 nd Sunday)	2:00-3:00 pm	Arts & Humanities Lecture
July 9 th (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting

The Spider Gallery **currently represents 140 Cherokee Nation artists, 20** of which are National Treasures.

Year to date 2,059 visits have been made to the Gallery.

Artists have earned \$52,804.43

Cherokee Nation Proudly Presents



THE *Spider*
GALLERY

2019 Grant Applications Underway and Recently Submitted: Pending 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
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Informal Award Notification	Commercial Lending
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	Awarded	Expand child Art Therapy Classes in partnership with ICW
USDA Socially Disadvantaged Grant	Community - Capacity Building for Community Nonprofits	2019	\$200,000	Awarded	Board Development, Succession Planning and Financial Management
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 Socially Disadvantage (SDGG)	Technical Assistance	2020	\$175,000	Submitted	Community Tourism
Minority Business Development Agency (MBDA)	Innovation and Entrepreneurship	2020	\$300,000	Submitted	Innovation and Entrepreneurship
US Treasury CDFI	Consumer	2020	\$1,000,000	Submitted	Consumer Lending
SBA Prime	Small Business	2020	\$150,000	Submitted	Continue Kawi Operations