

COUNCIL OF THE CHEROKEE NATION  
EXECUTIVE & FINANCE COMMITTEE REPORT

**Group:** Financial Resources    **Month/Year of Report:** October 2019

**Treasurer:** Tralynna Scott    **Phone:** 453-5052    **E-mail:** tralynna-scott@cherokee.org

I. Budget Highlights – YTD September 2019

- a.) Financial Resources – 94% spent
- b.) Treasurer – 65% spent
- c.) IIM – 100% spent
- d.) Acquisition Management – 90% spent
- e.) Records Management – 51% spent
- f.) Support Services – 86% spent
- g.) Grant Services – 98%
- h.) Fleet Management – 87%
- i.) Employee Performance Incentive – 56% spent
- j.) Grant Development for CNB – 62% spent
- k.) DOJ CTAS 2017 – 94%

II. Program Highlights

a.) Departmental Goals

- 1. Complete FY19 Audit – 0% Complete
- 2. Obtain Unmodified Audit Opinion – 0% complete
- 3. No Material Weaknesses on Single Audit – 0% complete
- 4. Obtain GFOA Award for FY18 CAFR – 0% complete
- 5. Reports completed & submitted for October 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. Staff attended NAFOA Fall Conference

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d.) Upcoming Events

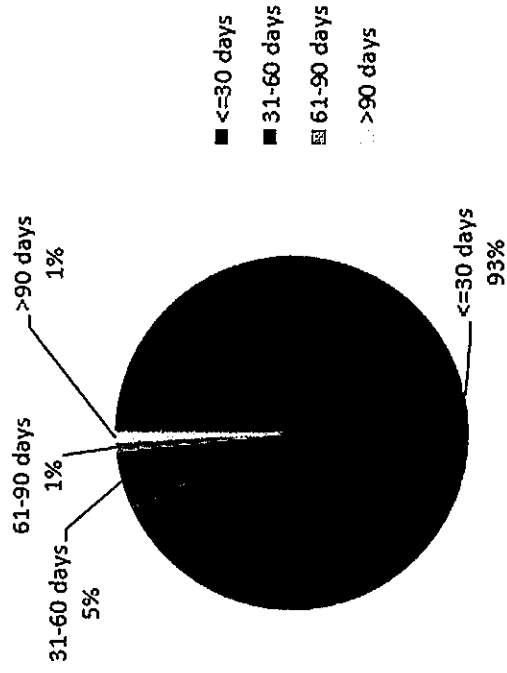
1. Various grant trainings scheduled for November 2019
2. Year end preparations underway

|   | A   | B                       | C   |
|---|---|-------------------------|---|
| 1 | <b>Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY 2019</b> |                         | <b>% of sub-total - TERO vendor submitted Bid</b> |
| 2 | Award to TERO Vendor  | \$ 11,199,205.07        | 94.61%  |
| 3 | Award to non-TERO Vendor  | \$ 638,578.25           | 5.39%   |
| 4 | <b>Sub-total bids with a TERO vendor participating</b>  | <b>\$ 11,837,783.32</b> | <b>100.0%</b>                                     |
| 5 | Bid - no bids submitted by TERO Vendors   | \$ 2,918,030.24         |   |
| 6 |   |                         |   |
| 7 | <b>October 1, 2018 through September 30, 2019</b>   |                         |   |

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| Row Labels         | APP-INVOICE-2 | APP-TRAN-PMT-AMT-7    |
|--------------------|---------------|-----------------------|
| <=30 days          | 55,433        | 107,604,792.03        |
| 31-60 days         | 3,209         | 15,339,235.06         |
| 61-90 days         | 498           | 2,725,056.76          |
| >90 days           | 544           | 993,794.12            |
| <b>Grand Total</b> | <b>59,684</b> | <b>126,662,877.97</b> |

**Timeliness of Paid Invoices**



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

The **Tribal Training Program** had six participants enter unsubsidized employment. All were with CNB/CNI.

The **Disability Employment Initiative (DEI)** staff continues to be engaged in the American Dream Employment Network monthly training and conference calls. We are currently working with two clients who are Social Security Ticket Holders.

October is Disability Employment Awareness Month. The theme for this year is "The Right Talent, Right Now" and celebrates the contributions of workers with disabilities and educates about the value of a workforce inclusive of their skills and talents. The **DEI** staff hosted a proclamation signing by Principal Chief, Chuck Hoskin, and a Resource Fair with representation from Oklahoma Department of Rehabilitation Services, Oklahoma Visual Services, Cherokee Nation Vocational Rehabilitation Program, Cherokee Nation Opioid Program, and CREOKS Behavioral Health Services.

The **DEI** staff hosted the final DEI Lunch and Learn. This concludes a 12 month series on Disability Awareness training for internal Cherokee Nation Career Services staff. The final training focused on working with individuals with disabilities who have mental health issues. The training was presented by Rachel Howard, MSW LADCMH LCSW, Cherokee Nation **HOPE** Grant.

ADA compliance changes will be made to the Claremore Career Services office by October 31. The Career Services Building Trades Program will be making those repairs.

Marsha White, **DEI** Manager, sat on a Tribal Panel at the Oklahoma Association of Career and Employment Professionals Fall Conference. The panel explained all of the services that Cherokee Nation provides for employment and training including grants such as the Disability Employment Initiative.

The **Trade and Economic Transition Program (TET)** expanded outreach to a full mail-out of program details to every address in the 14 counties with Cherokee Nation jurisdiction. Since the

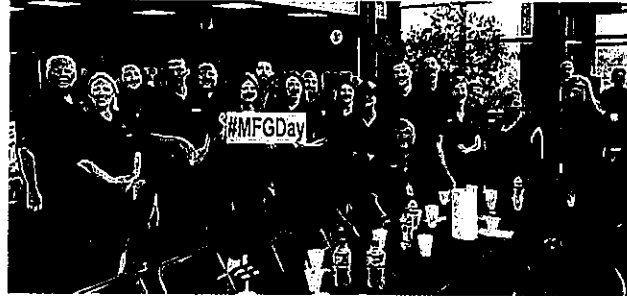


grant has eligibility for all U.S. citizens, the grant aimed to reach the entire population in the area. Phone calls in the offices greatly increased to having over one hundred calls a day at times. The Career Specialists continue contact with applicants to help them with applying for the grant, as overall numbers of participants has doubled in just a one month period.

(TET Work Experience participant, Alejandro Aguilar, shows excitement at being a Way Finder at the new Cherokee Nation Outpatient Center in Tahlequah.)

As layoffs continue to affect Oklahoma, the **Trade and Economic Transition** grant has teamed up with the Oklahoma Employment Security Commission and American Job Centers to provide Rapid Responses to businesses laying off employees. Capital One laid off over 50 employees on October 1, and Cherokee Nation Career Services had representation to talk about program details at a Rapid Response meeting held on September 26, 2019. United States News had a job fair at the Renaissance hotel in Tulsa, as well, where the grant team set up a booth and were visited by hundreds of job applicants to learn about their potential eligibility for assistance. In a team up with Cherokee Nation Businesses, the **Trade and Economic Transition** team sent several of its program participants to apply and interview with the Tulsa Hard Rock.

Career Services staff attended the 6<sup>th</sup> Annual RSU Pryor Chili Cook-off that celebrates Manufacturing Day. This event is to create awareness for manufacturing in the Mayes County area. All proceeds benefit the RSU Pryor Student Scholarship. Cherokee Nation won both: **Best Presentation Award & Most Dollars for Scholars Award**. Thank you all that attend and thank you to everyone the stayed back for office coverage.



Here is the group photo from 6th Annual RSU Pryor Chili Cook-off. (Thank you for taking photos Larry):



More Info on National Manufacturing Day – <https://www.mfgday.com/about-us>

### THE MANUFACTURING DAY MISSION

Manufacturing Day addresses common misperceptions about manufacturing by giving manufacturers an opportunity to open their doors and show, in a coordinated effort, what manufacturing is — and what it isn't. By working together during and after MFG DAY, manufacturers will begin to address the skilled labor shortage they face, connect with future generations, take charge of the public image of manufacturing, and ensure the ongoing prosperity of the whole industry.

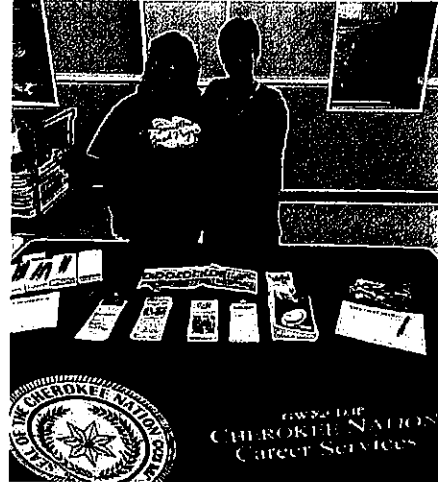
MFG DAY is designed to amplify the voice of individual manufacturers and coordinate a collective chorus of manufacturers with common concerns and challenges. The rallying point for a growing mass movement, MFG DAY empowers manufacturers to come together to address their collective challenges so they can help their communities and future generations thrive.

(Pryor Job Developer, Courtney Donkor, operates a Cherokee Nation Career Services Resource table at one of the multiple job/resource fairs in the area)

**Job Fairs and Other Events:**

Keep up to date with future Job Fairs at: [www.cherokee.org/jobfairs](http://www.cherokee.org/jobfairs)

Brad Eubanks is point of contact for Community Meetings.



# Commerce Services

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

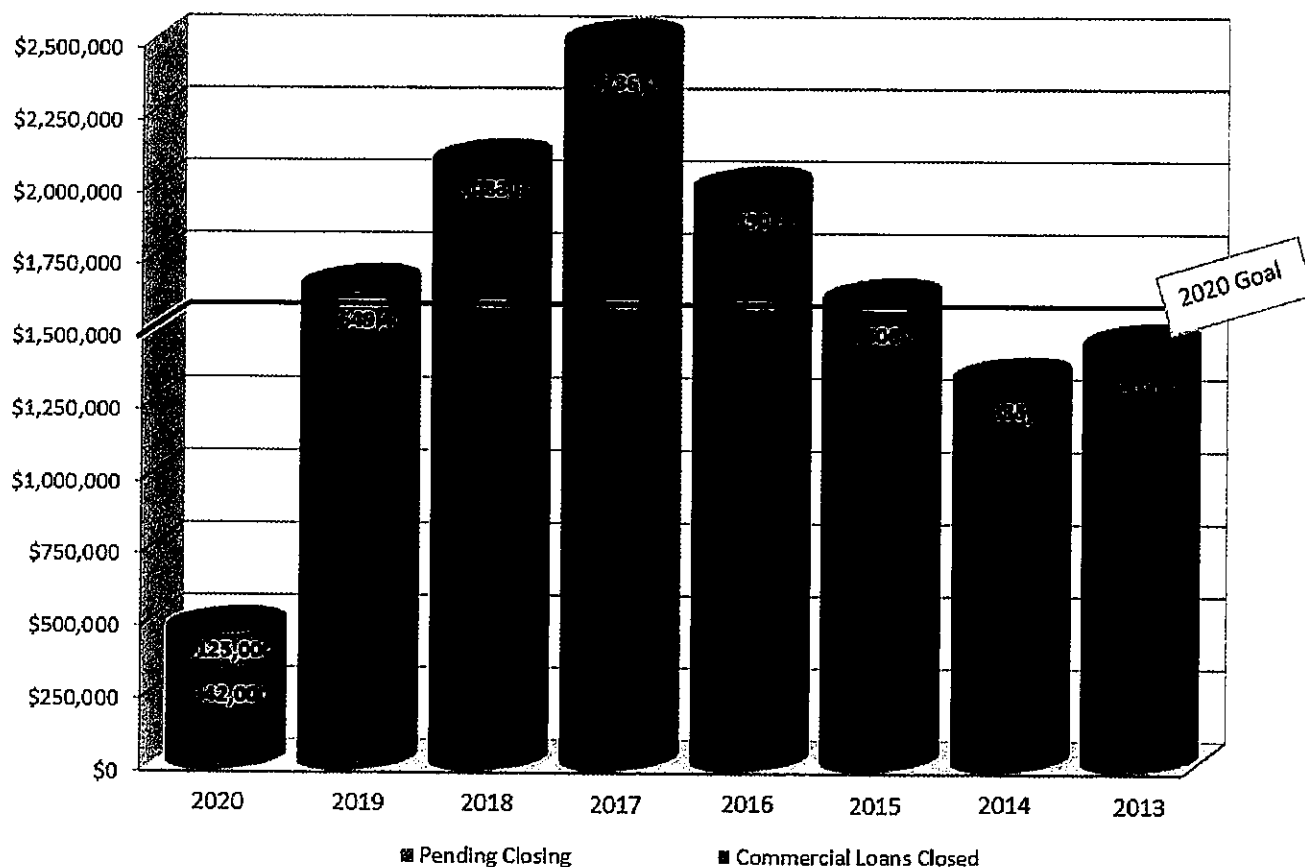
Anna Knight, Executive Director  
918-453-5532  
anna-knight@cherokee.org

## Community and Economic Impact



**Since 2010 Commerce Services Community  
Investment: \$16,254,179.51 in 325  
Privately-owned Small Businesses**

### Dollars Invested in the Local Economy Through Small Business Lending



## Small Business Loans Closed October 2019

| Community | Loan Purpose | Project Costs | Owner Equity | Jobs |
|-----------|--------------|---------------|--------------|------|
| Muldrow   | Child Care   | \$262,051     | 56%          | 14   |
| Colcord   | Service      | \$302,830     | 64%          | 3    |

*"We were really nervous about starting the process for a business loan. Brian Wagnon made it not seem as overwhelming. The process was very smooth and we appreciate that we were kept updated through the entire process. Once Ashlee took over it was just as smooth. We are very thankful for the Cherokee Nation and the opportunity they have given us."*

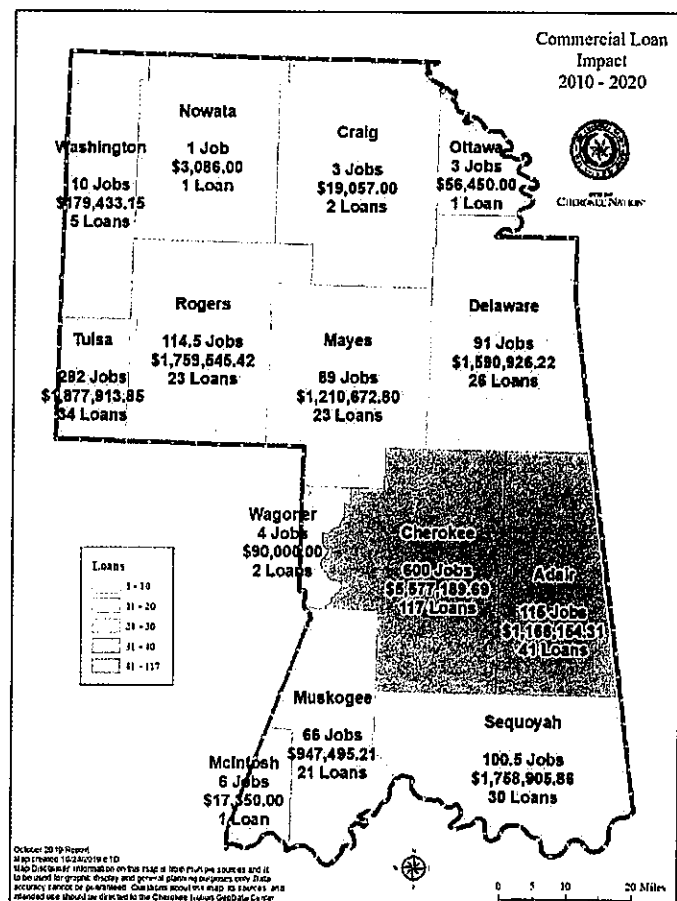
– Marcia and Christopher Livesay  
S&P Grocery, Colcord, OK

## Commercial Lending Pipeline (Commercial requests submitted)

| Community | County | Business Type  | Startup or Expansion |
|-----------|--------|----------------|----------------------|
| Claremore | Rogers | Tree Services  | Expansion            |
| Wann      | Nowata | Retail Service | Start-up             |

## Commercial Lending Impact 2010 through 2020 by County

| County     | Economic Investment | Loans | Jobs  |
|------------|---------------------|-------|-------|
| Adair      | \$1,166,154         | 41    | 115   |
| Cherokee   | \$5,577,190         | 117   | 600   |
| Craig      | \$19,057            | 2     | 3     |
| Delaware   | \$1,590,926         | 26    | 91    |
| Mayes      | \$1,210,673         | 23    | 89    |
| McIntosh   | \$17,350            | 1     | 6     |
| Muskogee   | \$947,495           | 21    | 66    |
| Nowata     | \$3,086             | 1     | 1     |
| Ottawa     | \$56,450            | 1     | 3     |
| Rogers     | \$1,759,545         | 23    | 114   |
| Sequoyah   | \$1,758,906         | 30    | 101   |
| Tulsa      | \$1,877,914         | 34    | 292   |
| Wagoner    | \$90,000            | 2     | 4     |
| Washington | \$179,433           | 5     | 10    |
| Totals     | \$16,254,180        | 327   | 1,495 |

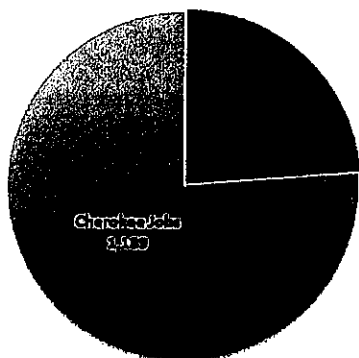




## Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-20



Jobs Created FY 2020



## Cherokee Nation Economic Development Trust Authority

A Cherokee Nation chartered nonprofit corporation  
Certified as a Community Development Financial Institution

### Lending Assets

|                                      |              |
|--------------------------------------|--------------|
| Available Commercial Capital         | \$2,404,424  |
| Available Consumer Capital           | \$1,081,260  |
| Approved Grants Pending Distribution | \$186,142    |
| Approved Grants Pending Receipt      | \$0          |
| Total Available Capital              | \$3,671,826  |
| Outstanding Commercial Loans         | \$9,031,434  |
| Outstanding Consumer Loans           | \$1,877,127  |
| Total Outstanding Loans              | \$10,908,561 |

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: **FY20 loans leveraged \$1,036,562 in private dollars and since 2015 CNEDTA loans have leveraged \$30,055,084 in private dollars.**

## Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshop 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 2020, Business training workshops attracted 394 people representing Indian owned businesses. Additionally, 1 entrepreneur received one-on-one business coaching.

| Business/Entrepreneur Workshops |                  |         |                                  |
|---------------------------------|------------------|---------|----------------------------------|
| Date                            | Location         | Time    | Workshop                         |
| November 21                     | Hard Rock Casino | 8:00 am | SBAC Engage Expo and Vendor Fair |
| 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 <sup>th</sup> St.                  | 4th Monday Each Month   |

Commerce Business Coach Brian Wagnon [brian-wagnon@cherokee.org](mailto: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 92
- Total Re-entry/Recent Offenders 47
- 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.**

***Kawi Café improved my life greatly. I was really upset about not being able to find work anywhere after I got out of jail. They gave me a chance and didn't discriminate on background. I would recommend it to anyone with similar issues in their past!***

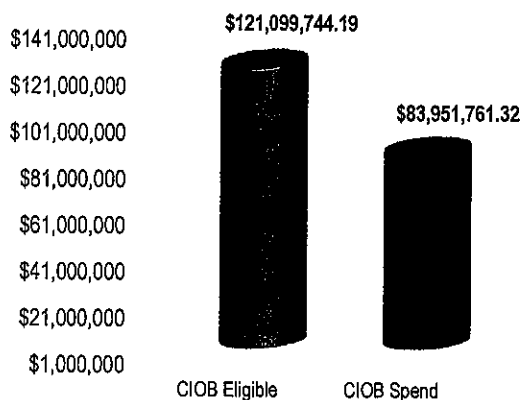
***Jacob Mullens, Peggs, OK***



## Entrepreneur Skills Learned by Kawi Participants

|   |   |
|---|---|
|  | <b>Small Business Ownership</b> <ul style="list-style-type: none"><li>• Business Planning</li><li>• Marketing</li></ul> |
|  | <b>Business Management</b> <ul style="list-style-type: none"><li>• Staffing</li><li>• Marketing</li></ul>               |
|  | <b>Job Skills</b> <ul style="list-style-type: none"><li>• Interpersonal Skills</li><li>• Work Hours</li></ul>           |

## CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 69.32% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



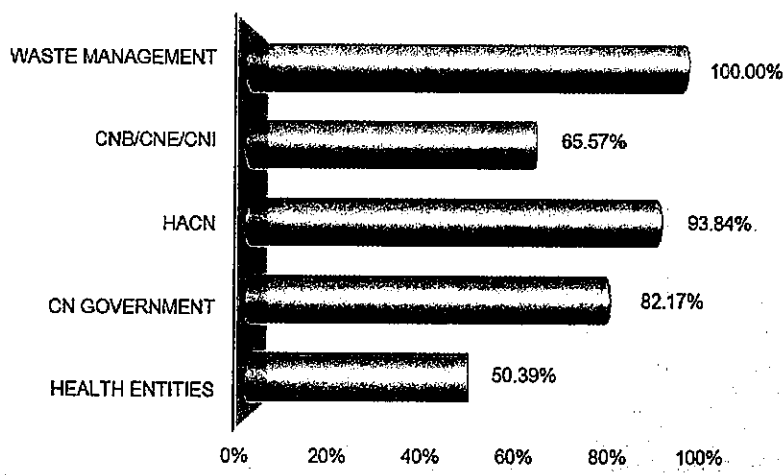
| TERO Procurement Opportunities |           |
|--------------------------------|-----------|
| Entity                         | % Awarded |
| CN Government                  | 94.61%    |
| CNE                            | 66.27%    |
| Health Entities                | 100.0%    |
| CNI                            | 53.44%    |
| 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 |
| 354                                      | 38.42%               | 136              | 62.50%                          | 85               |

## 72.69% of Employees are registered Cherokee Nation Citizens

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





**2020 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 Socially Disadvantage (SDGG) | Technical Assistance | 2020         | \$175,000        | Awarded   | Community Tourism        |
| US Treasury CDFI                                 | Consumer             | 2020         | \$1,000,000      | Submitted | Consumer Lending         |
| SBA Prime  | Small Business       | 2020         | \$150,000        | Submitted | Continue Kawi Operations |