

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

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

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

I. Budget Highlights – MTD October 2019

- a.) Financial Resources – 6% spent
- b.) Treasurer – 3% spent
- c.) IIM – 9% spent
- d.) Acquisition Management – 8% spent
- e.) Records Management – 4% spent
- f.) Support Services – 7% spent
- g.) Grant Services – 7%
- h.) Fleet Management – 0%
- i.) Employee Performance Incentive – 0% spent
- j.) Grant Development for CNB – 5% spent
- k.) DOJ CTAS 2017 – 0%

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 November 2019 – 100% completion
- b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
- c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management

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d.) Upcoming Events

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

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY 2020		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 2,382,455.52	93.90%
3	Award to non-TERO Vendor	\$ 154,863.80	6.10%
4	Sub-total bids with a TERO vendor participating	\$ 2,537,319.32	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 1,967,587.80	
6			
7	October 1, 2019 through October 31, 2019		

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

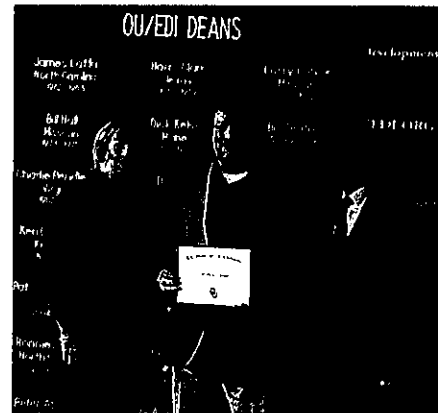
The **Tribal Training Program** had 11 participants enter unsubsidized employment. One was with Cherokee Nation, six were external, and four were with CNB/CNI.

Reentry staff attended the Zarrow Symposium in Tulsa, which focused on Resilience. Recovery. Rethink Mental Health. The symposium examined the human capacity to thrive amid adversity while focusing on pushing existing boundaries, thinking outside of the box, develop & support new opportunities for prevention, as well as empowering individuals to reclaim their lives and support long-term recovery. Emphasis was placed on emerging knowledge, research and best practices as well as innovative programs, partnerships and/or promising practices designed to diagnose, support and improve the lives of people impacted by mental illness and substance use disorders across the lifespan including marginalized and high-risk populations which includes our **Reentry** participants.



University of Oklahoma Economic Development Institute was attended by **Reentry** team members Matt Lamont and Brandy Whaler. Matt has completed and graduated from the program and Brandy should complete in the upcoming year. This program, and knowledge of economic development, is important to justice involved individuals as it helps us to develop a plan of employment

for participants during their reintegration process with knowledge of economic trends and growth industries where suitable employment can be obtained.



The **Reentry** program is in the process of getting a staff member certified to conduct the ADSAC (Alcohol and Drug Substance Abuse Course) testing. Training was attended in October, and when certified, will allow us to utilize ADSAC testing internally, allowing for faster services and lower costs for the program. We hope to have multiple certified staff members in the future.



The **Reentry** counseling team attended the Joyfields Academy Evidenced Based Solutions Conference which focused on evidence based practices in areas of Case Management, Care Coordination, and Counseling & Supervision. A leadership team also attended the Evidence Based Masterclass portion of the event which

focuses on how to become, and maintain being, an evidence based organization. Through the Joyfields Academy, we currently have three Certified Evidence Based Professionals and are in the process of getting others this designation. Evidence Based is very important for the Reentry Program going forward as most new federal funding in justice related areas will ask for this certification or program movement in this direction.

The **Reentry** Program has met with judges in Adair, Cherokee, and Delaware Counties, as well as various probation and parole departments, during the month of October. We will continue to foster these relationships to best help our program participants.

November brought massive changes to the **Disability Employment Initiative**. Marsha White, who maintained the role of Program Manager for the Disability Employment Initiative, has decided to accept employment with Cherokee Nation's Human Services department in Childcare. Joshua Drywater has taken over responsibility of managing the Disability Employment Initiative for its remaining time. Mr. Drywater started with Career Services on the Disability Employment



Initiative grant as a Disability Resource Navigator. He has knowledge of the workings of the grant and has a passion for providing assistance to individuals with disabilities. Additionally, both of the Disability Resource Navigators, Chrystal Lofton in the North and Lyndon Smith in the South, have both secured permanent full-time positions within Cherokee Nation Career Services. Ms. Lofton has accepted a position as a Career Specialist with the Tribal Temporary Assistance for Needy Families Program. Mr. Smith has assumed the role of the Manager for the Tribal Training Services program. Career Services wishes all three the best in their future endeavors and thanks them for their hard

work and time spent on the Disability Employment Initiative.

Members of Administration and Career Services staff pose for picture at Disability Employment Month Proclamation.



Disability Employment Initiative Participant Success:



Chris Gatewood is a Cherokee Citizen and participant in the Disability Employment Initiative, a grant awarded to Cherokee Nation Career Services through the Department of Labor. Gatewood grew up in Stilwell, Oklahoma, and after graduating Stilwell high school in 1991, he attended Okmulgee Technical School, in Okmulgee, Oklahoma. "I was learning auto mechanics but that didn't last long because I just got homesick I guess," said Gatewood. "I moved back home and finished auto mechanics school at the Bill Wills Skills Center in Tahlequah, Oklahoma." Gatewood worked as an auto mechanic for a short time but realized that was not what he wanted to do for a living. He began working for himself doing odd jobs.

His life would change forever after that. "It's embarrassing to say, but I got arrested and spent time in jail for possession of methamphetamine and outstanding traffic violations," said Gatewood. "One day my wife and I packed our bags and moved to Yakima, Washington. It was hard to leave my mom and my hometown but I knew if I stayed I would keep using drugs and getting into trouble." Although he wouldn't recommend it Gatewood was able to quit using drugs on his own and has been clean and sober for more than twelve years. "A person has got to do what they got to do," said Gatewood. "It was the move and the help of the good Lord that got me away from that stuff."

When Gatewood moved back to Oklahoma he got a job as a plumber's apprentice but began to have physical problems that were keeping him from being efficient at his job. "The physical problems I had are what lead me to Cherokee Nation Career Services," said Gatewood. "I met with a DEI counselor and they contacted Hastings Hospital here in Tahlequah to see about getting me a job. From there everything just fell into place." Gatewood is now employed full-time with Hastings Hospital as a laborer working with HVAC techs, electricians, carpenters, and plumbers, assisting them with any project where he is needed. "My entire experience with Career Services and the DEI program has been outstanding," said Gatewood. "I can't thank them enough for everything they did. It's all been a blessing to me and my family."



Disability Employment Initiative Participant Success:

Margaret Luethje, works in the Language Department at Cherokee Nation and is a participant in the Disability Employment Initiative, a grant awarded to Cherokee Nation Career Services through the Department of Labor. "I was born in Tahlequah, Oklahoma, at Hastings Hospital," said Luethje. "I was an only child but was always surrounded by a large family of cousins, aunts, and uncles. I knew I was loved, and I loved my life." Luethje grew up in Stilwell, Oklahoma, attended school in the community of Peavine and didn't learn English until she went to school at six years old. "All I remember about that time was that I was a scared little girl," said Luethje. "I

just wanted to learn English so I could fit in and have some friends. I can't really remember how long it took but it was very hard on me."



Luethje attended high school in Stilwell but left during her senior year. She fell in with a bad crowd and unfortunately the next chapter in her life was substance abuse. "I started drinking alcohol, which I had never done in my life," said Luethje. "You start to live like you have blinders on. You fool yourself into thinking everything is fine but it's not." Luethje quit drinking because she wanted and needed to be better mother to her seven children. "Today, I'm concerned for my children and grandchildren, our youth," said Luethje. "It's not just the problems you get with alcohol, but nowadays it's the drugs that are killing our people."

Luethje has always been concerned for the Cherokee people and wanted to find a way to give back to her tribe. "I was at

an elder camp sponsored by Cherokee Nation and received information about the DEI program," said Luethje. She went to Career Services and met with DEI counselors who helped her get a short-term assignment with the Cherokee Language Immersion School. The immersion school is an elementary school that instructs students from pre-kindergarten through sixth grade using the Cherokee language. "In January, 2019, Career Services was able to help me get a full-time position in the Cherokee Language Department," said Luethje. "I'm able to translate, help with making traditional baskets, and I'm a member of the group, Medicine Keepers. We are helping bring back the traditional medicines Cherokees used a long time ago. I owe all of my success to Career Services. If it wasn't for them I wouldn't be working like this today."



A modification was submitted to the Department of Labor for the **Trade and Economic Transition** Program in an attempt to serve a wider population of individuals with barriers. With this modification, employees will be able to qualify dislocated workers who have seen layoffs resonating from the retail industry downturn but are not labeled as retail. The Trade and Economic Transition team was welcomed as one of the programs in **PL 102-477**. This has allowed the grant to seek out all dislocated workers and begin extending into the Oklahoma City area. The team has already began cultivating partnerships with key members of Oklahoma Workforce and the Oklahoma Employment Security Commission.

The program consistently attends or helps manage job fairs throughout the area. Job fairs have seen **Trade and Economic Transition** members operating booths, including the U.S. News job fair in Tulsa, Hard Rock job fair in Tulsa. Additionally, a surge of Rapid Responses in the Tulsa area has allowed the Trade and Economic Transition team to partner with the Oklahoma Employment Security Commission to provide information of the program to individuals being laid off from companies including State Farm, MetLife, Capital One, and Nestle.

The **Trade and Economic Transition** team works hand and hand with the tribal economic development team. Several OJT and work experience contracts have been discussed with businesses around the area. With our target industries of hospitality, construction, manufacturing, and healthcare, the team actively secures OJT contracts on both individualized and high number basis. Arrowhead Manufacturing and Sigma Plastics have both began partnering with Career Services in OJT contracts.

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.

Commerce Services

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

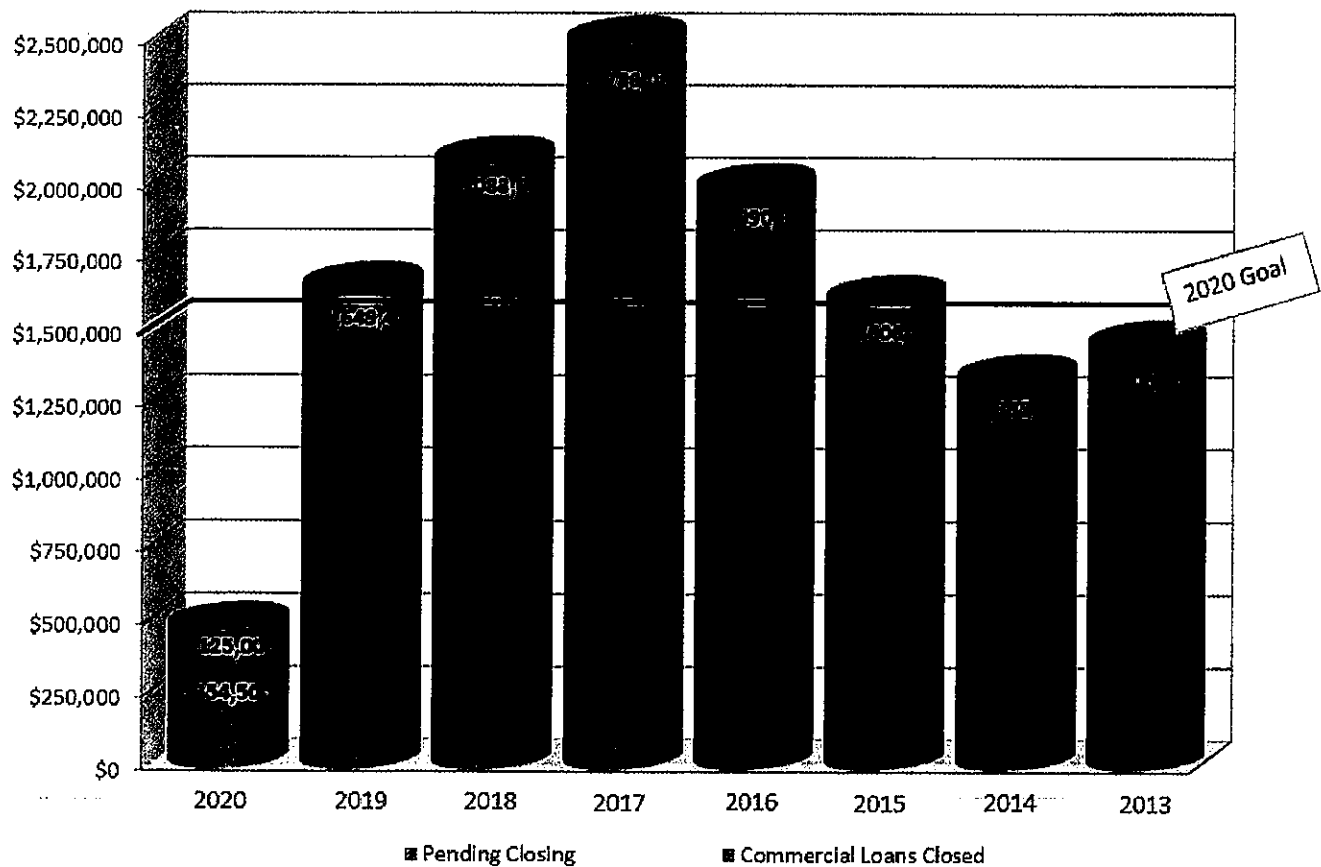
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



**Since 2010 Commerce Services Community
Investment: \$16,266,680 in 326
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
Stilwell	Service	\$20,768	40%	1

"Your office and Cherokee Nation as a whole is helping us change our future. Thanks for helping us."

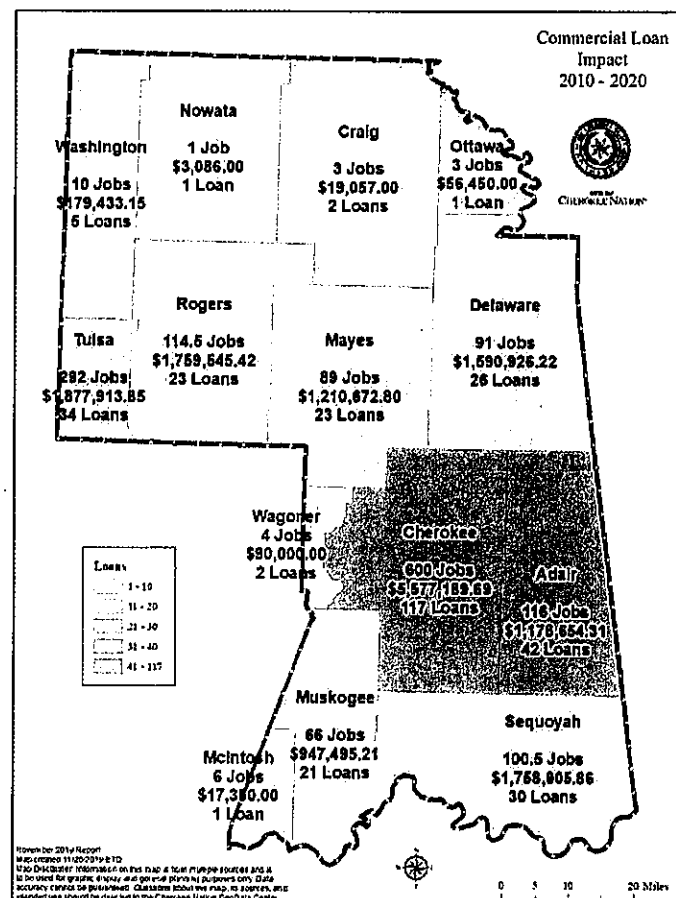
- Billy Alcorn, Pryor, Mayes County

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Loan Purpose
Claremore	Rogers	Tree Services	Expansion
Wann	Nowata	Retail Service	Start-up

Commercial Lending Impact 2010 through 2020 by County

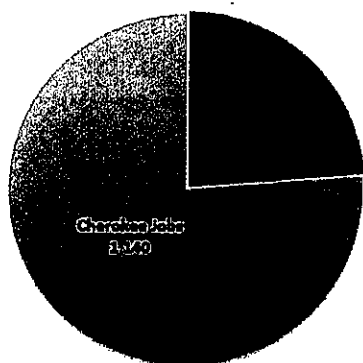
County	Economic Investment	Businesses	Jobs
Adair	\$1,178,654	42	116
Cherokee	\$5,577,190	117	600
Craig	\$19,057	2	3
Delaware	\$1,590,926	25	91
Mayes	\$1,210,673	23	89
McIntosh	\$17,350	1	6
Muskogee	\$947,495	21	66
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,759,545	23	114
Sequoyah	\$1,758,906	29	101
Tulsa	\$1,877,914	34	292
Wagoner	\$90,000	2	4
Washington	\$179,433	5	10
Totals	\$16,266,680	326	1,496



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

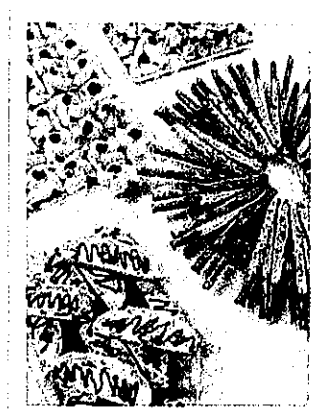
Lending Assets

Available Commercial Capital	\$2,579,429
Available Consumer Capital	\$1,081,475
Approved Grants Pending Distribution	\$183,990
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,844,894
Outstanding Commercial Loans	\$9,335,981
Outstanding Consumer Loans	\$1,885,197
Total Outstanding Loans	\$11,221,178

CNEDTA small business loans create jobs and spur private sector economic investments at an approximate rate of 2 private dollars for every CNEDTA dollar: **FY20 loans leveraged \$1,044,830 in private dollars and since 2015 CNEDTA loans have leveraged \$30,075,852 in private dollars.**



Jack and Jill's Learning Center,
Muskogee



Sweet Art Bake House, LLC,
Tahlequah

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 workshops attracted 1,119 people representing Indian owned businesses. Additionally, 7 entrepreneurs received one-on-one business coaching.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
December 10	Wagoner	8:00 am	ICTC, REI Business Breakfast

Community Based Business Coaching		
Community	Address	Date
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 provide hands on entrepreneurial training in the Kawi Cafe. *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.

Working at the Kawi Café is a fun and innovative experience!

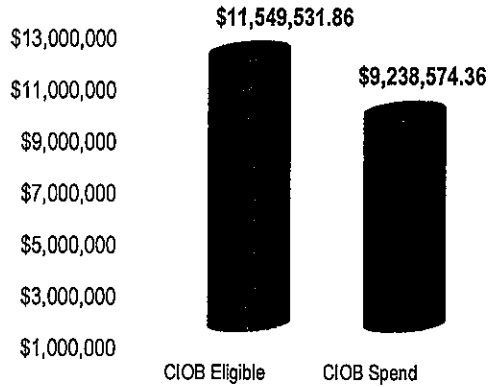
Candice Daughtery, Tahlequah, OK



Entrepreneur Skills Taught in the Kawi Cafe

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

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 79.99% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



TERO Procurement Opportunities	
Entity	% Awarded
CN Government	93.90%
CNE	75.73%
Health Entities	100.0%
CNI	60.10%
Waste Management	0.00%

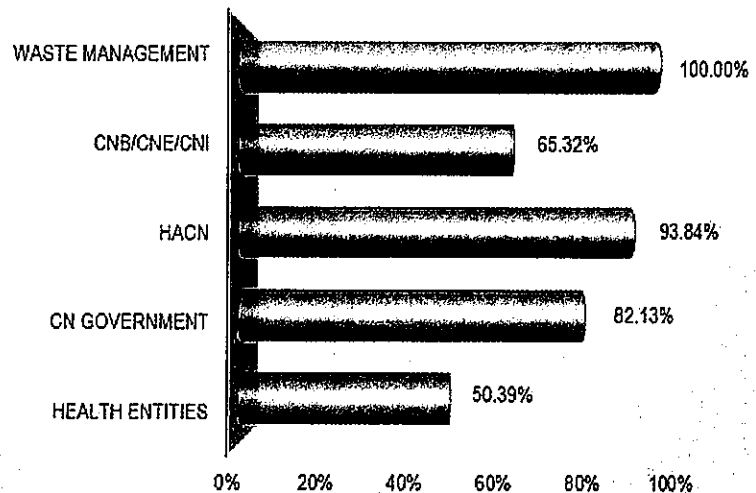
Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement Submission versus Awards

Eligible Opportunities	TERO Bid Submissions		Bids Awarded With Participation	
October 2019 - September 2020	% bids submitted	# bids submitted	% of submissions	# of submissions
24	33.33%	8	37.50%	3

72.56% of Employees are registered Cherokee Nation Citizens

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



Artists as Entrepreneurs and Community Tourism as Economic Development

Increasing the business capacity of artists and tourism capacity of communities

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their income. Year to date, **199 people have attended 34 artist taught classes** and the **equipment has been used 296 times by 160 artists**. One artist space is exclusively used by the Cherokee National Treasures to work and to teach classes. Year to date, artists have taken advantage of the **Cherokee Arts Center 482** times.

"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. If there is something I haven't done in a while or don't quite understand, Matt shows us how we can make short-cuts with modern tools. "

*- Thelma Forrest
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
December 10 th (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting

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

Year to date 435 visits have been made to the Spider Gallery.

Artists have earned \$7,020.



ot, nody
ka hna no sgi

THE *Spider*
GALLERY

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
SBA Prime	Small Business	2020	\$150,000	Awarded	Continue Kawi Operations
SBA PRIME	Small Business	2021	\$250,000	In Process	Continue Kawi Operations
USDA RDBG	Small Business	2021	\$500,000	In Process	Commercial Lending